



## Planning Committee

Anderson Room, City Hall  
6911 No. 3 Road

Tuesday, March 5, 2019  
4:00 p.m.

Pg. #      ITEM

### MINUTES

**PLN-4**      *Motion to adopt the **minutes** of the meeting of the Planning Committee held on February 20, 2019.*



### NEXT COMMITTEE MEETING DATE

March 19, 2019, (tentative date) at 4:00 p.m. in the Anderson Room

### COMMUNITY SERVICES DIVISION

1. **2017-2022 CHILD CARE NEEDS ASSESSMENT AND STRATEGY - 2018 UPDATE**  
(File Ref. No. 07-3070-01) (REDMS No. 6087697 v. 8)

**PLN-8**

**See Page PLN-8 for full report**

*Designated Speaker: Chris Duggan*

### STAFF RECOMMENDATION

- (1) *That the staff report titled “2017-2022 Child Care Needs Assessment and Strategy - 2018 Update” dated February 12, 2019 from the Manager, Community Social Development, be received for information; and*

- (2) *That the 2017-2022 Child Care Needs Assessment and Strategy - 2018 Update be distributed to key stakeholders and posted on the City website.*



## PLANNING AND DEVELOPMENT DIVISION

2. **APPLICATION BY RAJWANT KHAIRA FOR A ZONING TEXT AMENDMENT TO THE “AGRICULTURE (AG1)” ZONE TO PERMIT A CHILD CARE FACILITY AT 7291 NO. 5 ROAD**  
(File Ref. No. ZT 18-822841) (REDMS No. 6094879)

PLN-45

See Page PLN-45 for full report

*Designated Speakers: Wayne Craig and Steven De Sousa*

### STAFF RECOMMENDATION

*That the application for a Zoning Text Amendment to the “Agriculture (AG1)” Zone to allow “child care” as a site-specific secondary use, in order to permit a child care facility within a detached residential accessory building at 7291 No. 5 Road, be denied.*



3. **APPLICATION BY FOUGERE ARCHITECTURE INC. FOR REZONING AT 9391, 9393, AND 9411 NO. 2 ROAD FROM “SINGLE DETACHED (RS1/E)” AND “TWO-UNIT DWELLINGS (RD1)” TO “MEDIUM DENSITY TOWNHOUSES (RTM2)”**  
(File Ref. No. RZ 17-785742; 12-8060-20-0010001) (REDMS No. 6122328)

PLN-67

See Page PLN-67 for full report

*Designated Speakers: Wayne Craig and Jeanette Elmore*

### STAFF RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10001, for the rezoning of 9391, 9393, and 9411 No. 2 Road from “Residential Single Family (RS1/E)” and “Two-Unit Dwellings (RD1)” to “Medium Density Townhouses (RTM2)”, be introduced and given first reading.*



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ITEM

4. **SINGLE FAMILY BUILDING MASSING REGULATIONS (COUNCIL REFERRAL)**

(File Ref. No. 08-4430-01, 12-8060-20-009524/9737) (REDMS No. 6136414 v. 2)

**PLN-107**

**See Page PLN-107 for full report**

*Designated Speakers: James Cooper and Josh Reis*

**STAFF RECOMMENDATION**

*That the staff report titled “Single Family Building Massing Regulations (Council Referral)” dated February 21, 2019 from the Director of Building Approvals, be received for information.*

☐

5. **MANAGER’S REPORT**

**ADJOURNMENT**

☐



## Planning Committee

Date: Wednesday, February 20, 2019

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm Brodie, Acting Chair  
Councillor Carol Day  
Councillor Alexa Loo  
Councillor Harold Steves

Absent: Councillor Bill McNulty  
Councillor Linda McPhail

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 February 5, 2019, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

March 5, 2019, (tentative date) at 4:00 p.m. in the Anderson Room



**Planning Committee**  
**Wednesday, February 20, 2019**

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**COMMUNITY SERVICES DIVISION**

**1. RICHMOND INTERCULTURAL ADVISORY COMMITTEE 2018 ANNUAL REPORT AND 2019 WORK PROGRAM**

(File Ref. No. 07-3300-01) (REDMS No. 6088363 v. 2)

Committee thanked the Richmond Intercultural Advisory Committee for their work in the community.

It was moved and seconded

*That the staff report titled "Richmond Intercultural Advisory Committee 2018 Annual Report and 2019 Work Program," dated January 31, 2019, from the Manager of Community Social Development, be approved.*

**CARRIED**

**2. NAMING OF CHILD CARE FACILITY, 10311 RIVER DRIVE**

(File Ref. No. 07-3070-01) (REDMS No. 6087358 v. 6)

It was moved and seconded

*That the City's child care facility being constructed at 10311 River Drive (Northview Estates/Parc Riviera) be named River Run Early Care and Learning Centre, as outlined in the report titled "Naming of Child Care Facility, 10311 River Drive," dated February 11, 2019, from the Manager of Community Social Development, be approved.*

**CARRIED**

**PLANNING AND DEVELOPMENT DIVISION**

**3. APPLICATION BY ZGET HOLDINGS CORP. FOR REZONING AT 6031 BLUNDELL ROAD FROM "LAND USE CONTRACT 128" TO "COMMUNITY COMMERCIAL (CC)"**

(File Ref. No. 12-8060-20-009891; RZ 16-745849) (REDMS No. 6080245)

Staff reviewed the application, highlighting that (i) the proposed building will be located on the site in a similar manner to the former pub building, (ii) all trees on-site will be retained, (iii) the proposed parking area will primarily be located in the rear portion of the site, and (iv) the proposed variances will include a 0.15m minimum interior side yard, a 0.6m increase to the maximum building height, and eight small car parking spaces.

Discussion ensued with regard to future rezoning of neighbouring sites and potential tenants of the proposed development.

**Planning Committee**  
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It was moved and seconded

**(1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9891 to:**

- (a) rezone 6031 Blundell Road from “Land Use Contract 128” to the “Community Commercial (CC)” zone; and**
- (b) discharge “Land Use Contract 128”, entered into pursuant to “Eugene Clarence Neumeyer and Mildred Neumeyer Land Use Contract By-law No. 3614 (RD81039)” from the title of 6031 Blundell Road;**

**(2) be introduced and given first reading.**

**CARRIED**

**4. APPLICATION BY PENTA BUILDERS GROUP FOR REZONING AT 7671 ACHESON ROAD FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/A)**

(File Ref. No. 12-8060-20-009946; RZ 18-827880) (REDMS No. 5995558)

In reply to queries from Committee, staff noted that access to the site will be through a rear lane and that construction of the lane will facilitate the connection of the existing adjacent east and west lanes.

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9946, for the rezoning of 7671 Acheson Road from “Single Detached (RS1/E)” to “Single Detached (RS2/A)”, be introduced and given first reading.***

**CARRIED**

**5. APPLICATION BY KASIAN ARCHITECTURE INTERIOR DESIGN AND PLANNING LTD. FOR A ZONING TEXT AMENDMENT TO THE “VEHICLE SALES (CV)” ZONE TO INCREASE THE FLOOR AREA RATIO TO 0.94 AT 13171 AND A PORTION OF 13251 SMALLWOOD PLACE**

(File Ref. No. 12-8060-20-009969; ZT 18-835424) (REDMS No. 6025145)

Staff reviewed the application, noting that (i) the proposed building will be three storeys with rooftop parking, (ii) the ground floor will be used as the showroom, and (iii) staff will be working with the applicant to reduce potential bird strikes on the building through the Development Permit process

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In reply to queries from Committee, Scott Douglas and Moe Saboune, representing the applicant, noted that (i) the applicant is reviewing design options such as glazing and lighting features that can reduce potential bird strikes and that they are committed to addressing this through the Development Permit process. (ii) the proposed parking spaces within the building will reduce the need for inventory storage space off-site, and (iii) rooftop solar panels are not economically feasible due to the limited rooftop space.

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9969, for a Zoning Text amendment to the "Vehicle Sales (CV)" zone to increase the maximum Floor Area Ratio (FAR) to 0.94 at 13171 and a portion of 13251 Smallwood Place, be introduced and given first reading.***

**CARRIED**

**6. MANAGER'S REPORT**

***Rezoning and Development Permit Notification Signs***

In reply to queries from Committee Wayne Craig, Director, Development, noted that staff are reviewing design options to update rezoning and Development Permit notification signs and that a report on the matter is expected to be presented to Committee in April 2019.

**ADJOURNMENT**

It was moved and seconded

***That the meeting adjourn (4:26 p.m.).***

**CARRIED**

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 Wednesday, February 20, 2019.

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Mayor Malcolm Brodie  
Acting Chair

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Evangel Biason  
Legislative Services Coordinator



# City of Richmond

## Report to Committee

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**To:** Planning Committee **Date:** February 12, 2019  
**From:** Kim Somerville  
Manager, Community Social Development **File:** 07-3070-01/2019-Vol  
01  
**Re:** **2017-2022 Child Care Needs Assessment and Strategy - 2018 Update**

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### Staff Recommendation

1. That the staff report titled "2017-2022 Child Care Needs Assessment and Strategy - 2018 Update" dated February 12, 2019 from the Manager, Community Social Development, be received for information; and
2. That the 2017-2022 Child Care Needs Assessment and Strategy - 2018 Update be distributed to key stakeholders and posted on the City website.

Kim Somerville  
Manager, Community Social Development  
(604-247-4671)

Att. 1

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

## Staff Report

### Origin

The 2017-2022 Child Care Needs Assessment and Strategy was adopted by City Council on July 24, 2017. It provides insight into the status of child care in Richmond and provides a five year plan for the City and its stakeholders to support the development of a healthy child care system in the community.

The purpose of the Strategy is to identify key priorities and needs for child care in Richmond over the next five years, and provide a resource for the City, child care operators, and community partners to address current and future child care needs. It is organized around seven strategic directions and thirty two actions which help to provide focus and intentionality in the work that the City and its stakeholders undertake together to address the need for quality, affordable, accessible child care spaces in Richmond.

This report provides an update on the implementation of the 2017-2022 Child Care Needs Assessment and Strategy since its adoption on July 24, 2017, with a particular emphasis on the progress made on short term and ongoing actions (Attachment 1).

This report supports the 2013-2022 Social Development Strategy's Strategic Direction #4: Help Richmond's Children, Youth and Families Thrive:

*Action 10 - Support the establishment of high quality, safe child care services in Richmond through such means as:*

*10.1 - Conducting periodic Child Care Needs Assessments, with interim monitoring to identify existing and future child care requirements, by type of care and geographic area of need.*

This report also supports the 2017-2022 Child Care Needs Assessment and Strategy's Strategic Direction #1: Enhancing Child Care Policy and Planning:

*Action 1.1 – Review Richmond's child care space needs and update child care space targets by Planning Area, utilizing the 2016 Long-form Canada Census data for the City and it's planning; and*

*Action 2.2- Review the current status of existing child care spaces in Richmond.*

### Analysis

The 2017–2022 Richmond Child Care Needs Assessment and Strategy – 2018 Update highlights the significant progress and achievements in addressing the short term and ongoing actions in the 18 month period since the Strategy was adopted.

Many innovative programs and opportunities were initiated in 2017 and 2018 which provided families with increased access to child care and parenting resources, and supported child care providers in delivering quality programs. In 2018, the Province of BC introduced the Child Care BC plan and the Provincial budget included \$1 billion of new investments in child care to

address a variety of child care needs across the province. The 2018 Update provides information on the new Child Care BC plan and outlines how the City plans to review and monitor further implementation and funding. The 2018 Update also includes updated demographic information and details on the licensed child care supply in Richmond derived from data received since the publication of the 2017-2022 Richmond Child Care Needs Assessment and Strategy.

#### Highlighted Achievements – Short Term and Ongoing Actions

The following section provides highlights of what the City and its stakeholders have achieved from the time the Strategy was adopted on July 24, 2017 to the end of 2018.

- Three new, purpose built and state of the art, City-owned child care facilities opened since the adoption of the Strategy in July 2017 and have provided 111 additional child care spaces;
- Brighthouse Village Early Childhood Development Hub was secured through a rezoning application at 6340 No.3 Road. The Hub will be licensed for 87 child care spaces and include family strengthening services.
- Two letters were sent to the Provincial Government recognizing the funding initiatives for child care in the 2018 Provincial Budget and outlining the challenges in regards to child care affordability, accessibility and the recruitment and retention of Early Childhood Educators.
- Through continued partnerships with Richmond Children First, Child Care Development Advisory Committee, Vancouver Coastal Health, the Richmond School District, and the Richmond Child Care Resource and Referral, the City increased the availability of information to Richmond families on child care and family-related resources.
- The City of Richmond hosted an inter-municipal roundtable discussion on child care planning in November 2017 and participated in a roundtable discussion regarding provincial funding with Minister of State for Child Care, Katrina Chen in November 2018.
- The City obtained 2016 Canada Census population data from Statistics Canada on December 3, 2018. A complete update to the child population data and the resulting, anticipated child care needs in Richmond was completed in December 2018.
- The Richmond Interactive Map on the City website was updated, including the child care locator map, to share information about child care to the community.
- The City's Child Care Design Guidelines were updated at the end of 2018 and will be released in early 2019.

### Communication

The 2018 Update highlights the City's progress on the Child Care Needs Assessment and Strategy's short term and ongoing actions since the adoption of the Strategy. This update will be used to inform the public and key stakeholders about what has been achieved to date and will be distributed through a variety of communication channels including the City's website and circulation to the Child Care Development Advisory Committee and key stakeholders.

### **Financial Impact**

None.

### **Conclusion**

As detailed in the attached report, significant progress has been made with respect to the short term and ongoing actions outlined in the 2017-2022 Child Care Needs Assessment and Strategy. Many innovative activities were initiated to provide families with increased access to child care and parenting resources and to support child care providers.

Future annual updates will continue to present the highlights from implementing the 2017–2022 Richmond Child Care Needs Assessment and Strategy and will continue to inform Council and the community about the City's progress, with a particular emphasis on the Strategy's ongoing, medium and long term actions.



Chris Duggan  
Program Manager, Child Care  
(604-204-8621)

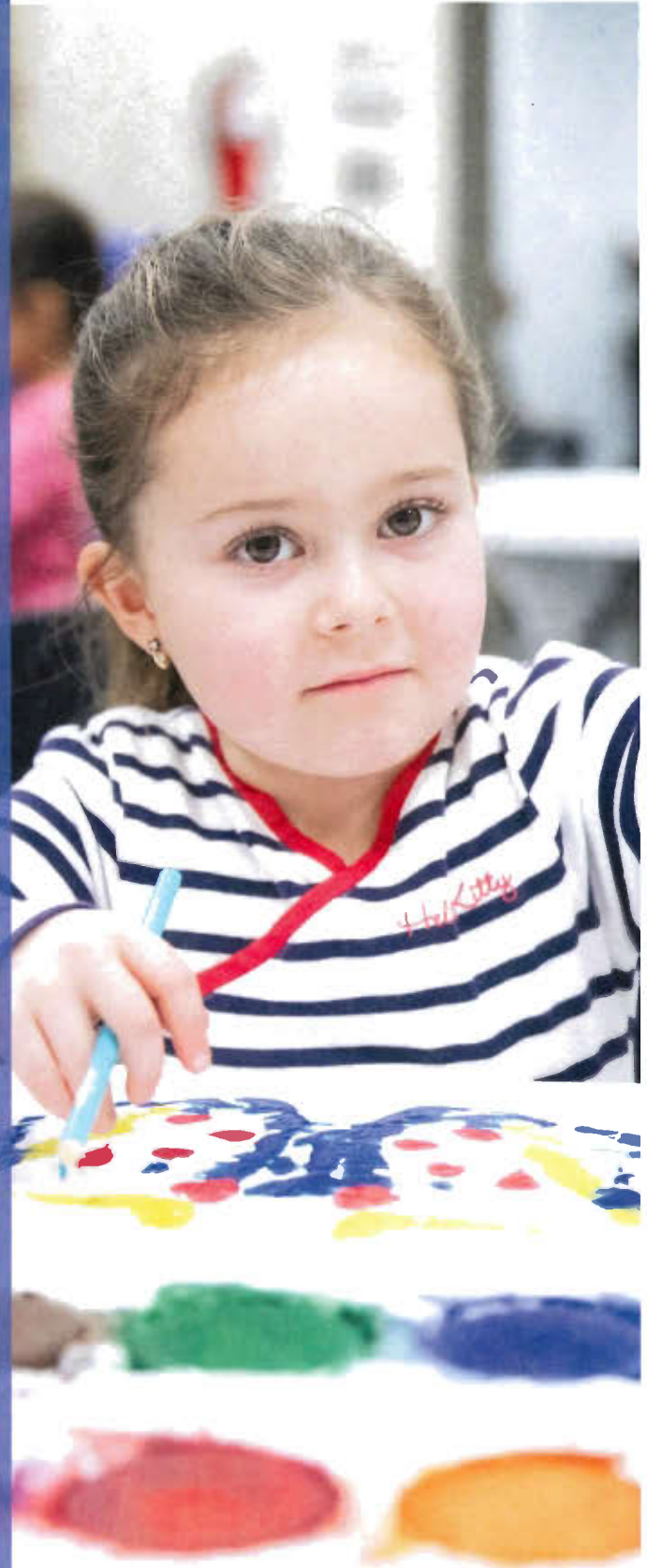
Att. 1: 2017-2022 Child Care Needs Assessment and Strategy - 2018 Update



City of Richmond

# Child Care Needs Assessment and Strategy

2018 Update





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## Introduction

The 2017–2022 Richmond Child Care Needs Assessment and Strategy provides insight into the status of child care in Richmond and provides a five year plan for the City and its stakeholders to support the development of a healthy child care system in the community. The City of Richmond is a municipal leader in fostering the conditions necessary for expanding and enhancing child care choices for Richmond's resident and employee populations. The City recognizes that child care is critically important to its residents, is an essential need for working parents, and supports parents who are pursuing their education. A key goal of the City's commitment to child care is to promote the establishment and ongoing maintenance of a comprehensive child care system.

The City of Richmond demonstrates a commitment to child care by partnering with other levels of government and the private and non-profit sectors to create child care spaces. The City also commits to child care through the Child Care Development Policy and by undertaking periodic child care needs assessments. The City acquires child care facilities through rezoning and community amenity contributions which are owned by the City and leased to non-profit child care operators.

The Provincial Government is responsible for child care legislation, policy, facility licensing, and provides income-tested subsidies for families. The Provincial Government also provides grants to support operating costs, repairs and maintenance of facilities, capital funding to create new spaces and direct reductions to child care fees for families. Early learning, education and child care fall primarily under Provincial jurisdiction, and the Federal Government role is limited largely to the transfer of funds to Provincial and Territorial Governments for allocation to early childhood programs and services. The Federal Government also provides the Canada Child Benefit (CCB) to families with children under the age of 18 years.

City Council adopted the 2017–2022 Richmond Child Care Needs Assessment and Strategy on July 24, 2017 and implementation of the actions outlined has been ongoing since this time. Since the Strategy was adopted, there has been significant progress in addressing the short term and ongoing actions. The following report provides a high-level summary of the accomplishments and endeavours that the City and community have achieved in the eighteen month period since the adoption of the 2017–2022 Richmond Child Care Needs Assessment and Strategy.

## About the Strategy

The 2017–2022 Richmond Child Care Needs Assessment and Strategy is the fourth child care needs assessment and strategy undertaken by the City of Richmond since 1995. These documents have helped to guide the City's actions and initiatives to support the provision of child care in Richmond. In 2016, the City of Richmond conducted a comprehensive review and analysis of Richmond's current child care landscape in order to forecast and plan for the future needs of residents and child care providers. The results of a comprehensive community engagement process were used to develop a City child care strategy for the next five years. The 2017–2022 Richmond Child Care Needs Assessment and Strategy recommends that the City and other stakeholders work together to address the need for quality, affordable, accessible child care spaces in Richmond.

The purpose of the Strategy is to identify key priorities and needs for child care in Richmond over the next five years, and provide a resource for the City, child care operators, and community partners to address current and future child care needs. To obtain information for the review, an extensive community engagement process was conducted and resource materials were gathered. At the time the needs assessment was conducted in 2016, the supply of licensed child care spaces in Richmond had increased to 5,802 spaces from 3,974 spaces in 2009. On a per capita basis, the estimated number of licensed child care spaces rose from 15 spaces per 100 children aged 12 years and under in 2009 to 24 spaces per 100 children aged 12 years and under in 2016. Despite the increase in child care spaces, parents continue to face challenges finding suitable and affordable placements for their children, especially for infant and toddler care, school-age care, and inclusive child care for children requiring extra support. Families acknowledged the many benefits of having child care facilities located in close proximity to complementary child and family services.







## Implementation of a Provincial Child Care Plan—Budget 2018

In February 2018, the Province of BC released “Child Care BC, the Path to Universal Child Care”, a plan that outlines a series of steps towards a comprehensive system of child care across the Province in order to better meet the needs of children and families. The Child Care BC plan will have a direct impact on parents and child care providers in Richmond.

Details of the plan address and include the following:

- Currently, B.C. does not have a coordinated child care system. Child care providers operate independently, currently adhere to a range of provincial and municipal rules and regulations, and face challenges with workforce recruitment and retention.
- The current market-based system is not meeting the demand for child care spaces and research indicates that there are many challenges associated with market-based models when there is unmet demand, leaving them fragmented and unaccountable.
- The 2018 Provincial Budget included \$1 billion in new investments in child care and early learning over the next three years. It lays the foundation for a province-wide universal child care system.
- The Federal Government invested \$153 million into Child Care B.C. as part of the Early Learning and Child Care Framework. This funding will be put towards increasing the number of infant and toddler child care spaces in areas of highest need, providing low-cost infant and toddler care spaces, supporting culturally appropriate care for Indigenous families, and other initiatives meant to support vulnerable families.
- The Province’s plan for early care and learning is to move from the current patchwork of programs and services towards universal child care that is affordable and accessible for families.

Since February 2018 when this Provincial Budget was announced, the Province has implemented a number of new funding initiatives to address and respond to issues in the child care sector including high fees for parents, lack of licensed spaces and training and wages for Early Childhood Educators.

The Provincial Government has introduced or implemented several new or enhanced programs to reduce child care fees for parents, build more licensed spaces, increase the number of qualified Early Childhood Educators and retain and support Early Childhood Educators working in the field. These funding programs will bring much needed relief to many families and provide opportunities for child care providers.

Additional funding announcements have also created initiatives to directly support municipalities to plan for and develop child care. Below is a summary of these new initiatives.

- New Spaces Fund: A fund that supports the creation of 22,000 new child care spaces in B.C.
  - Up to \$1 million per facility for public-sector partnerships with non-profit child care providers; up to \$500,000 per facility for school boards, Indigenous organizations/Band or Tribal Councils and First Nations Governments, child development centres, and non-profit child care providers; and up to \$250,000 per facility for private child care providers.
- Community Child Care Planning Program: Funding to engage in child care planning activities in order to develop a community child care space creation action plan.
  - Eligible projects can receive up to \$25,000.
- Community Child Care Space Creation Program: Funding for local governments to create approximately 1,370 new licensed child care spaces within their own facilities for children aged 0-5 years.
  - \$1 million per project with funds from the Early Learning and Child Care Agreement with the Government of Canada.



The 2018 Provincial Budget will deliver

**\$1 BILLION** in

new investments in child care and early learning over the next three years

City staff are currently reviewing the information on all funding initiatives to determine which, if any, may be relevant to Richmond to address some of the key challenges and priorities that are identified in the 2017–2022 Richmond Child Care Needs Assessment and Strategy. City staff will continue to monitor future funding announcements to understand potential opportunities to partner with other organizations and create new child care spaces.





## Updated Child Care Profile

As part of the 2017–2022 Richmond Child Care Needs Assessment and Strategy, City staff completed an analysis of the licensed child care spaces in 2016 and projected population trends by Richmond planning area. Due to the inaccessibility of 2016 Census data at the time, population values were based on the Richmond School District's population data prepared by Baragar Systems. The City received 2016 Census data in 2018, and combined with updated licensed child care spaces data, an updated Child Care Profile has been completed.

In December 2018 there were 6,439 licensed child care spaces, offering approximately 640 more child care spaces than in 2016. The number of licensed child care spaces has continued to increase each year since data was first collected in 1995; at that time there were 2,436 licensed child care spaces in Richmond. The number of child care spaces has increased for all types of child care since 2016, with the exception of family child care and preschool (Table 1). Between 2016 and 2018, there has been a significant increase in the number of licensed child care spaces in group care (under 36 months), in-home multi-age care, and group care (30 months to school-age). The number of licensed school age care spaces has not increased significantly since 2016, which is indicative of a continuing need to address the shortage of school age care spaces in Richmond, as identified in the 2017–2022 Richmond Child Care Needs Assessment and Strategy.

**Table 1: Trends in Licensed Child Care Spaces in Richmond: 2016–2018<sup>1</sup>**

Type of Care	2016	2018	Change (2016–2018)	% Change (2016–2018)
Group Care–Under 36 months	664	928	264	39.8%
Group Care–30 months to school-age	2,103	2,581	478	22.7%
Family Child Care	341	234	-107	-31.4%
In-home Multi-age Care	81	104	23	28.4%
Multi-age Group Care	88	96	8	9.1%
Group Care – School-age	1,666	1,685	19	1.1%
Preschool	819	769	-50	-6.1%
Occasional Care	40	42	2	5.0%
<b>Total</b>	<b>5,802</b>	<b>6,439</b>	<b>637</b>	<b>11.0%</b>

According to a Metro Vancouver study, A Municipal Survey of Child Care Spaces and Policies in Metro Vancouver (2015), Richmond had an estimated 22.4 child care spaces per 100 children aged 12 years and younger in 2015. In comparison, the Metro Vancouver average was 18.5 licensed child care spaces per 100 children according to this study. As of 2018, there are 27.5 child care spaces per

<sup>1</sup> Accurate data as of December 7, 2018

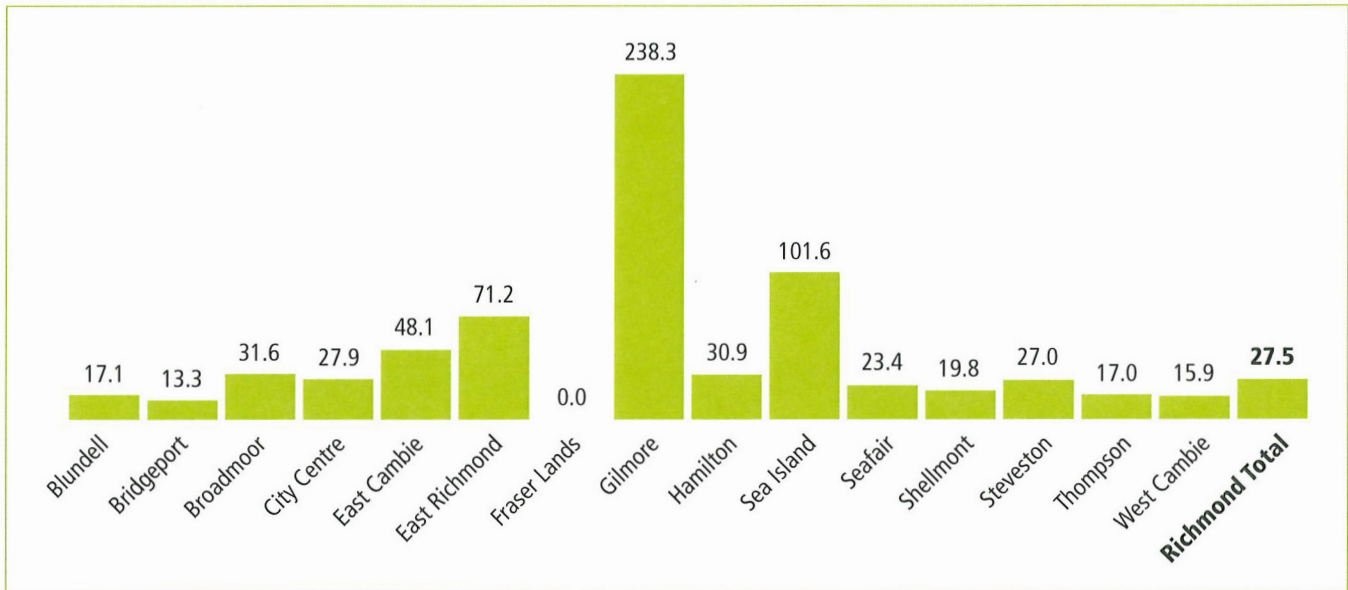


100 children in Richmond. Ideally there would be an adequate number of child care spaces to accommodate the majority of children in the community.

When looking at child care supply and need by planning area, there are many areas of Richmond that do not have an adequate number of child care spaces in comparison to the surrounding child population. The planning areas of Bridgeport (13.3 spaces per 100 children), West Cambie (15.9 spaces per 100 children), Thompson (17.0 spaces per 100 children) and Blundell (17.1 spaces per 100 children) all reflect supplies of child care well below the Richmond average. In comparison, the planning areas of East Richmond (71.2 spaces per 100 children) and East Cambie (48.1 spaces per 100 children) have child care supply above most of the other planning areas, reflecting a balanced supply and demand relationship for the area (Figure 1). The planning areas of Gilmore and Sea Island have a total number of child care spaces that exceeds the child population, partially due to the very low child populations in these areas (Table 2).

The City Centre planning area remains a priority focus for increasing child care supply, as many new developments are being built bring an increase in residential units for families and increases to working populations. The City strives to plan for an anticipated increased need for child care in the City Centre area by acquiring Early Childhood Development (ECD) Hubs through community amenity contributions, with a goal of having an ECD Hub in each City Centre Village, as outlined in the City's City Centre Area Plan. An ECD Hub provides both licensed child care and family strengthening and support services in one location thus creating easier access to services that support families, enhance parenting capacity and facilitate relationships and natural support networks for parents.

**Figure 1: Licensed Child Care Spaces per 100 Child Population aged 0–12 years, by Planning Area**




**Table 2: Total Licensed Child Care Spaces per 100 Children by Planning Area**

Planning Area	Number of Licensed Child Care Spaces (Total)	Child Population (0–12 years)	Child Care Spaces per 100 Children Aged 0–12 Years
Blundell	351	2,050	17.1
Bridgeport	55	415	13.3
Broadmoor	874	2,770	31.6
City Centre	1,499	5,370	27.9
East Cambie	666	1,385	48.1
East Richmond	267	375	71.2
Fraser Lands	0	10	0.0
Gilmore	143	60	238.3
Hamilton	252	815	30.9
Sea Island	127	125	101.6
Seafair	459	1,965	23.4
Shellmont	284	1,435	19.8
Steveston	925	3,425	27.0
Thompson	344	2,025	17.0
West Cambie	193	1,215	15.9
<b>Richmond Total</b>	<b>6,439</b>	<b>23,440</b>	<b>27.5</b>

The supply of child care spaces in Richmond

**INCREASED 11%** from **5,802 SPACES** in 2016 to **6,439 SPACES** in 2018



When looking at specific types of child care supply and demand, group care (under 36 months), group care (30 months to school-age), and group care (school-age) spaces were compared against child populations to understand the current demand based on child age. These programs typically provide full day child care intended to support families who are working or going to school. When looking at 2018 licensed child care supply in Richmond, spaces for children aged 0 to 2 years and 6 to 12 years exhibited the lowest number of child care spaces per 100 children. There are currently 17.7 group care (under 36 months) spaces per 100 children and 13.1 group care (school-age) spaces per 100 children in Richmond. In comparison, there are presently 48.6 licensed child care spaces per 100 children for 3 to 5 year olds in group child care (Table 3). The 2016 child care needs assessment identified group care (under 36 months) and group care (school-age) as priority areas that require an increase in the supply of licensed spaces. While the overall child care supply has increased in Richmond since 2016, including an increase of 39.8% of spaces for group care (under 36 months), the supply of group care (school-age) has decreased in relation to the 6 to 12 years population (Table 4)<sup>2</sup>. School-age care continues to be a priority for the City in order to increase the availability of child care spaces for this age group.

<sup>2</sup> No age-specific population data was available for other ages in 2016, therefore school-age care was the only type of care reported in this manner in 2016.



**Table 3: Group Child Care Spaces per 100 Children by Type of Child Care License**

Type of Child Care License	Number of Licensed Child Care Spaces	Child Population	Child Care Spaces per 100 Children
Group Care (Under 36 Months)	928	5,255	17.7
Group Care (36 Months to School-Age)	2,581	5,310	48.6
Licensed Group Care (School-Age)	1,685	12,875	13.1
<b>Total</b>	<b>6,439<sup>3</sup></b>	<b>23,440</b>	<b>27.5</b>

**Table 4: Licenced Group Care (School-Age) Spaces per 100 Children by Planning Area (2016 and 2018)**

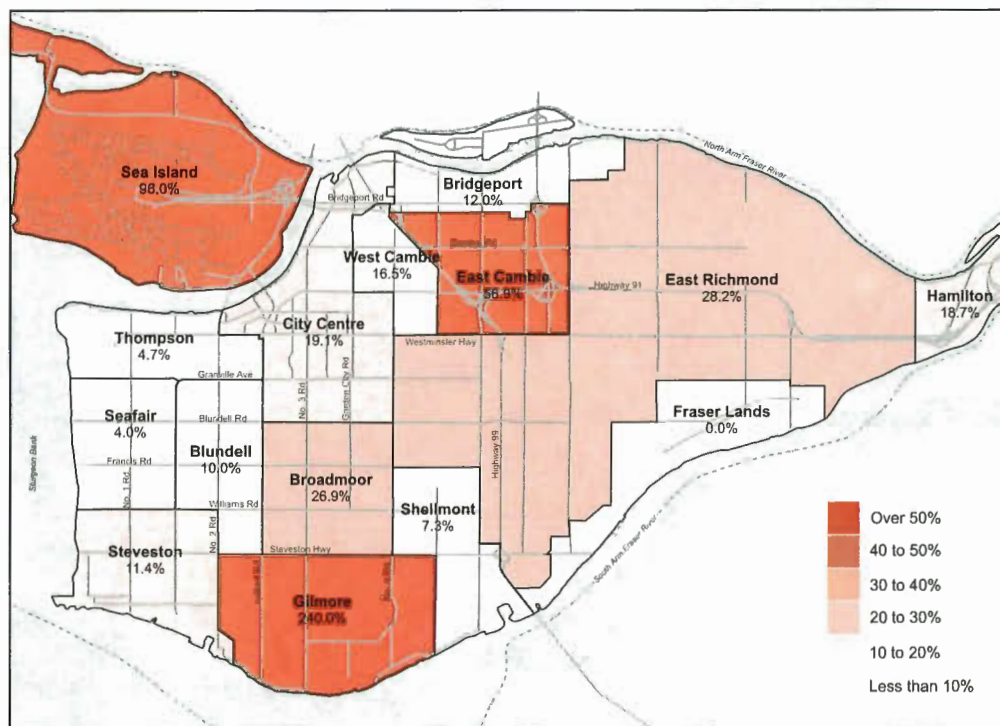
Planning Area	Group Care—School-Age Spaces per 100 Children Aged 6–12 Years (2016) <sup>4</sup>	Group Care—School-Age Spaces per 100 Children Aged 6–12 Years (2018)	Change in Number of Child Care Spaces per 100 Children (2016–2018)
Blundell	10.1	9.4	-0.7
Bridgeport	0.00	8.2	8.2
Broadmoor	22.2	18.3	-3.9
City Centre	11.2	11.0	-0.2
East Cambie	18.3	14.1	-4.2
East Richmond	7.9	0.0	-7.9
Fraser Lands	0.0	0.0	0.00
Gilmore	19.6	44.4	24.8
Hamilton	25.5	23.3	-2.2
Sea Island	0.0	0.0	0.00
Seafair	18.1	8.7	-9.4
Shellmont	12.4	13.4	1.0
Steveston	20.0	17.3	-2.7
Thompson	5.7	7.2	1.5
West Cambie	8.3	3.3	-5.0
<b>Richmond Total</b>	<b>14.9</b>	<b>13.1</b>	<b>-1.8</b>

<sup>3</sup> Includes family child care, multi-age care, in-home care, occasional care and preschool programs

<sup>4</sup> Baragar Systems estimated population data from Richmond School District was used to calculate school age care spaces in the 2017–2022 *Richmond Child Care Needs Assessment and Strategy*. This population data may include some children who are 5 years old.

The following three maps outline the percentage of children who have access to licensed group child care spaces in a given planning area for Group Care (Under 36 Months) (Figure 2), Group Care (36 Months to School-Age) (Figure 3) and Group Care (School-Age) (Figure 4).

**Figure 2: Percent of Child Care Need Met for Children Aged 0 to 2 Years through Licensed Group Care (Under 36 Months), by Planning Area<sup>5</sup>**



In 2016 there were only **9 SPACES** per 100 children aged 0 to 36 months in Richmond

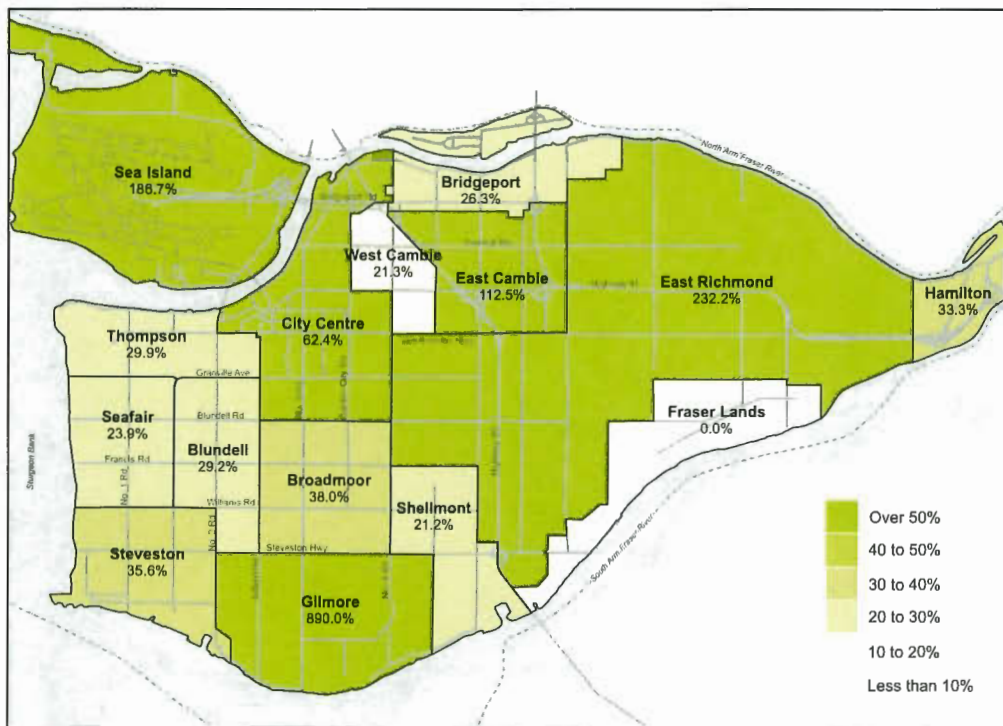


In 2018 there were **17.7 GROUP CARE (UNDER 36 MONTHS) SPACES** per 100 children aged 0 to 2 years in Richmond



<sup>5</sup> Does not include family child care, multi-age care, in-home care, occasional care or preschool programs.

**Figure 3: Percent of Child Care Need Met for Children Aged 3 to 5 Years through Licensed Group Care (36 Months to School-Age), by Planning Area<sup>6</sup>**



In 2018  
there were

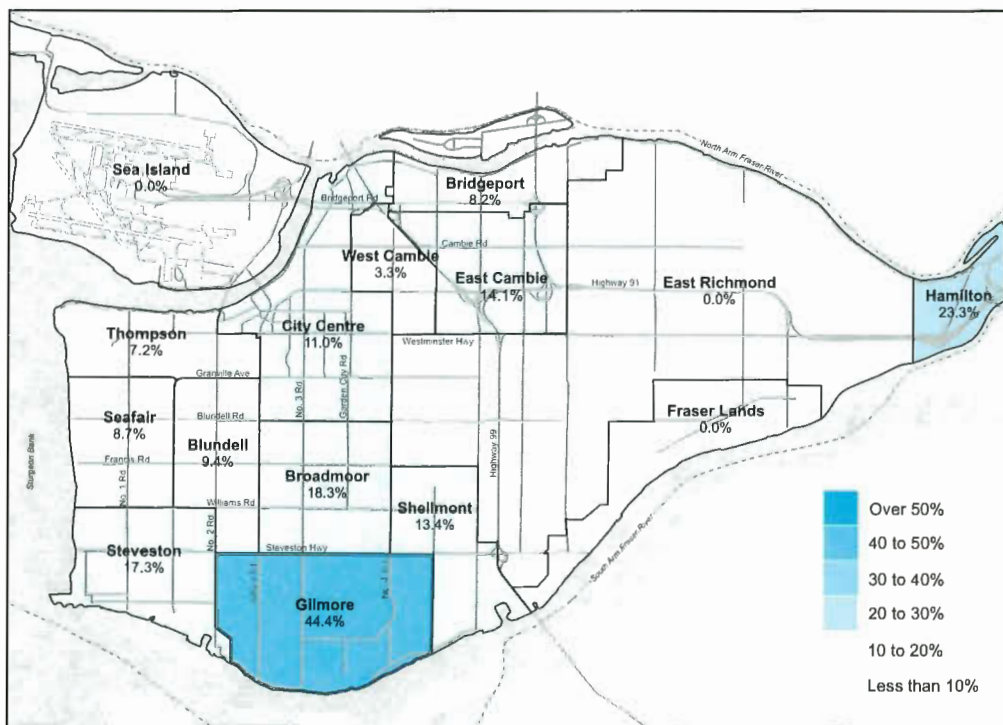
**48.6**

**GROUP CARE  
(36 MONTHS TO  
SCHOOL AGE) SPACES**  
per 100 children aged 3  
to 5 years in Richmond



\* No children reside in Fraser Lands between the ages of 3 to 5 years. (Census, 2016)

**Figure 4: Percent of Child Care Need Met for Children Aged 6 to 12 Years through Licensed Group Care (School-Age), by Planning Area<sup>6</sup>**



Between 2016  
and 2018

there was a

**DECREASE OF**

**1.8%** in the number  
of child care spaces for  
school-aged children,  
per 100 children aged 6  
to 12 years



# Strategic Directions

In the 2017–2022 Richmond Child Care Needs Assessment and Strategy, seven strategic directions and thirty-two recommended actions were adopted to address the current and future needs related to child care in Richmond. The seven strategic directions are:

- 1 Strategic Direction #1:** Policy and Planning
- 2 Strategic Direction #2:** Creating and Supporting Spaces
- 3 Strategic Direction #3:** Advocacy
- 4 Strategic Direction #4:** Accessibility and Inclusion
- 5 Strategic Direction #5:** Collaboration and Partnership
- 6 Strategic Direction #6:** Research, Promotion and Marketing
- 7 Strategic Direction #7:** Monitoring and Renewal



## Progress

The 2017–2022 Richmond Child Care Needs Assessment and Strategy outlines 32 recommended actions to accomplish throughout the five year time period. The purpose of this section is to provide an overview of accomplishments that have occurred since the implementation of this Strategy in July 2017.

To accommodate the growing need for child care due to population increases, three new City-owned child care facilities have opened since July 2017. In September 2017, Willow Early Care and Learning Centre opened, providing 37 child care spaces (12 spaces of infant/toddler and 25 spaces for 3-5 year olds) in the City Centre community. In the Summer of 2018, Gardens Children's Centre and Seasong Child Care Centre opened, providing 37 spaces (12 spaces of infant/toddler and 25 spaces for 3-5 year olds) at each new City-owned child care facility. Since the implementation of the Strategy in 2017, the City has also secured a new Early Childhood Development Hub in the City Centre planning area, which will provide up to 87 new child care spaces, and child and family development programs and services. In total, 111 new child care spaces have been provided and 87 new child care spaces were secured for the future in City-owned child care facilities since the Strategy was first implemented. An additional 3 facilities, including an ECD Hub, that were secured prior to 2017, will provide a further 175 licensed child care spaces in the next few years. A snapshot of achieved indicators related to the 2017–2022 Richmond Child Care Needs Assessment and Strategy recommended actions is listed within Appendix A. The City will continue to take ongoing action to address the need for child care spaces through opportunities to secure child care amenity and cash contributions through redevelopment in Richmond.



The supply of child care spaces in Richmond

**INCREASED  
57%**



In total, existing and secured facilities will provide approximately

**569 LICENSED  
CHILD CARE SPACES**



in City-owned purpose built facilities in Richmond as of 2018







# 1

## Strategic Direction #1: Policy and Planning

### Why is this important?

The City's role in child care policy and planning is to support the development and ongoing provision of an adequate supply of local child care spaces to meet the needs of resident and employee populations. This entails conducting periodic child care needs assessments and monitoring data sources to analyze trends and child care space needs and availability within the Richmond community. The City's role also involves the administration of the City's Child Care Grant Program and support to the Child Care Development Advisory Committee.

### Highlighted Achievements

- In late 2018, the City obtained 2016 Canada Census population data by Planning Area from Statistics Canada. This enabled City staff to update the existing data available on the child population in Richmond, by City Planning Area and by specific ages of children. A complete update to the child population data, by City Planning Area and by age, as well as the resulting, anticipated child care needs based on data on licensed child care spaces in Richmond collected in December 2018 was completed. An overview of this information is provided in the "Updated Child Care Profile" section at the beginning of this report.
- In 2018, a vulnerability review of all existing child care spaces in Richmond was conducted. This review was led by Community Social Development (Child Care) staff and done in partnership with the City's Development Applications and Policy Planning Departments. Child care programs located in vulnerable areas were identified. This information was then used to help City staff identify priority areas for future City-owned child care facilities to offset the potential closure or relocation of vulnerable child care programs. Vulnerable programs were identified as being located in leased space and in a facility that has an existing development, rezoning proposal or development inquiry regarding the space.
- A City Grants Use survey was created in 2018 to evaluate the Child Care Capital grant and the Child Care Professional and Program Development grant. An anticipated distribution date of February 2019 is planned, upon completion of the 2019 Grant Program. This survey is intended to provide feedback and information from grant applicants to support the evaluation of current grant streams and to inform the development or modification of future grant programs.
- Continued coordination with the City's Real Estate and Facility Services





Departments has enhanced procedures in maintaining and coordinating improvements within City-owned child care facilities. Annual reviews of all City-owned child care facilities have been initiated to assist with preventative maintenance and repairs and to plan for life cycle replacement of fixtures, electrical/mechanical and life-safety systems as needed. This has enhanced collaboration and coordinated planning between City staff and the non-profit operators.

- The Terms of Reference for the Child Care Development Advisory Committee (CCDAC) was updated in 2018, with input from City staff, City Clerks and CCDAC members. City Council approved these changes on November 13, 2018 and they took effect January 1, 2019. These changes were made to outline the Committee's advisory role and capacity, to improve clarity and to reflect organizational and operational updates including the creation of the Program Manager, Child Care position.







## 2 Strategic Direction #2: Creating and Supporting Spaces

### Why is this important?

The City supports the creation of child care spaces by accepting voluntary contributions from developers in the form of built child care facilities or cash-in-lieu contributions to the City's Child Care Statutory Reserves. The City currently manages and maintains nine existing City-owned child care facilities and is in the process of developing two City-owned child care facilities and two Early Childhood Development Hubs. Dedicated City staff resources help to develop, maintain and support the child care system in Richmond.

### Highlighted Achievements

- Three new, purpose built and state of the art, City-owned child care facilities have opened since July 2017, and are currently operating at capacity by non-profit child care operators. These include Willow Early Care and Learning Centre (37 spaces) operated by Atira Women's Resource Society, Gardens Children's Centre (37 spaces) operated by the Society of Richmond Children's Centres and Seasong Child Care (37 spaces) operated by the YMCA of Greater Vancouver.
- Ongoing design and development work continues on the Capstan Village Early Childhood Development Hub. In Summer 2018, the YMCA of Greater Vancouver was selected as the future operator of this innovative facility. This operator will provide up to 77 spaces of licensed child care, as well as child development and family strengthening services. These programs are anticipated to commence operations in late 2021.
- A building permit was issued and construction has begun on the Northview Estates Child Care Facility. In the Fall of 2018, the Atira Women's Resource Society was selected as the future operator of this facility. The Northview Estates Child Care Facility is expected to provide 61 licensed child care spaces and is anticipated to open in late 2019.
- The Brighthouse Village Early Childhood Development (ECD) Hub was secured through a rezoning application at 6340 No.3 Rd, a mixed-use development with one office tower and three residential towers. The Brighthouse Village ECD Hub will comprise up to 19,000 sq. ft. of indoor area and 11,300 sq. ft. of outdoor area. This facility will be licensed for 87 child care spaces and will also offer child development and family strengthening services. In Fall 2018, the Richmond Society for Community Living was selected as the successful operator of the Brighthouse Village ECD Hub, and will operate the licensed child care spaces, as well as wrap-around services and programming. The Brighthouse Village ECD Hub is expected to complete in 2022.
- Design is beginning for the future City-owned child care facility in Oval Village, within the ASPAC development. This child care facility will provide an additional 37 spaces of child care for this neighbourhood with completion anticipated for 2022. The anticipated program will deliver 12 child care spaces for infants and toddlers, and 25 spaces for 3-5 year olds.

**3 CITY-OWNED CHILD CARE CENTRES** were opened



A total of **111** licensed child care spaces



**1 EARLY CHILDHOOD DEVELOPMENT HUB** was approved



**3** City-owned facilities already secured will be developed



These future facilities will accommodate an estimated **262** CHILD CARE SPACES





## 3 Strategic Direction #3: Advocacy



### Why is this important?

The City advocates on behalf of its residents to address the needs of Richmond's resident and employee population. The responsibility to facilitate quality, accessible, and affordable child care is within the mandate of senior levels of government, and the actions below address advocacy items that the City can undertake.

### Highlighted Achievements

- On February 1, 2018, a formal letter was sent to the Provincial Government from the City on behalf of several municipal staff working on child care issues in the Metro Vancouver municipalities. This letter was intended to inform the Provincial Government of challenges that municipalities currently face in regards to affordability, accessibility, quality of the workforce and sustainability. Within this letter, municipal planners from Metro Vancouver advocated for wage enhancements for Early Childhood Educators, a review of the eligibility and rates for the Child Care Subsidy, increased funding for the Supported Child Development Program, and expressed the desire to be consulted on a future publically funded child care plan. In the months following this letter, the Provincial Government implemented significant changes to address affordability through the new Affordable Child Care Benefit and Fee Reduction Initiative.
- In 2018, a letter was sent from the City to the Minister of State for Child Care, Minister Katrina Chen, regarding Child Care Funding and ECE Shortages. The letter recognized and acknowledged the Provincial Government's funding initiatives for child care in the 2018 Provincial Budget and highlighted the current challenges with the recruitment and retention of Early Childhood Educators impacting Richmond child care providers.
- Throughout 2018, new funding for child care was announced by the Provincial Government, including the Affordable Child Care Benefit, the Childcare BC Maintenance Fund, the Childcare BC New Spaces Fund, enhancements to the Child Care Operating Funding, Start-up Grants, and the UBCM funding opportunities (Community Child Care Planning Grants for Local Governments, Community Child Care Space Creation Program for Local Governments). In addition, Universal Child Care Prototype Sites and increases to funding for Supported Child Development programs were announced in November 2018. City staff provided updates to City Council and to the Child Care Development Advisory Committee, responded to requests for information from community child care operators, and updated information on the City of Richmond website to ensure families had access to current information regarding these initiatives and the new Affordable Child Care Benefit.





## 4 Strategic Direction #4: Accessibility and Inclusion

### Why is this important?

The City works to create an inclusive environment for all residents, in partnership with community organizations. Improving access to information about child care, supporting family services for newcomer families, and enhancing services for children with diverse needs are all important areas that the City strives to strengthen.

### Highlighted Achievements

- City staff continue to sit on Richmond Children First (RCF), a community planning table that hosts RichmondKids.ca, a website providing information on resources for families with young children. Families can access information on child care and child development programs in Richmond.
- Through continued partnerships with Richmond Children First, Child Care Development Advisory Committee, Vancouver Coastal Health, the Richmond School District, and the Richmond Child Care Resource and Referral, the City is increasing the availability of information to Richmond families on child care and family-related resources.





## 5 Strategic Direction #5: Collaboration and Partnership

### Why is this important?

The City of Richmond engages in and seeks partnerships and collaboration with others to advance its child care strategy. City staff continue to identify potential opportunities to work with community partners to remain well informed and prepared to respond to funding opportunities and policy changes.

### Highlighted Achievements

- The City of Richmond hosted an inter-municipal roundtable discussion on child care planning in November 2017. A follow-up municipal roundtable workshop was presented by Metro Vancouver Social Issues Subcommittee in October 2018, which City of Richmond staff presented at. The purpose of these activities is to support cross-municipal interaction, share resources and learning's and to support the continued development of child care across Metro Vancouver. As Richmond is seen as a municipal leader in the area of child care, City staff are able to share a range of experiences and innovative practices that are of benefit to other communities.
- In February 2018, the City awarded \$9,000 in Child Care Professional Development grants to two organizations to support the provision of professional development activities for child care providers in Richmond. These grants enabled community organizations to offer high-quality workshops and events to support child care providers and early childhood educators.
- In May 2018, in celebration and recognition of Child Care Month, the City hosted three professional development events. These three events, Heart-Mind Well-Being Workshop, Child Care Centre Tours and Trauma-informed Practice Workshop, were eligible for professional development credits for Early Childhood Educators through the BC ECE Registry. These sessions were coordinated in partnership with the Child Care Development Advisory Committee and provided networking and educational opportunities to support child care providers in Richmond.
- In May 2018, City staff received notice that 5 child care programs located on Richmond School District school sites would not have their leases renewed by the School District for the 2018/2019 school year. The displacement of these child care programs was due to the change in classroom composition and sizes that were reinstated last year, requiring additional classroom space within all schools for their students. City staff worked with Vancouver Coastal Health Child Care Licensing and the Richmond School District to implement a coordinated inspection process that allowed displaced child care programs to quickly find approved

In 2018  
**\$31,093**  
 FOR  
 CAPITAL  
 EXPENSES and  
**\$9,000** FOR  
 PROFESSIONAL  
 DEVELOPMENT  
 was approved through the  
 child care grant program



locations within alternate school locations. A Building Inspector, a Fire Prevention Officer, a VCH Licensing Officer and the Facilities Manager for the Richmond School District met at each proposed new school location to ensure that each new location was acceptable. This process quickly allowed displaced operators to confirm a new location for the 2018/2019 school year. Out of the 5 displaced programs, 4 operators accepted new locations that were approved by Building Approvals, Richmond Fire Services and VCH Child Care Licensing; one program chose not to accept their proposed new location due to the distance from their previous site.

- As a follow-up to the new provincial funding announcements, City staff participated in a roundtable meeting with Richmond child care providers and the Minister of State for Child Care, Minister Katrina Chen in November 2018. Minister Chen presented an overview of the new Provincial funding initiatives for child care and the group engaged in a productive and interactive discussion of the successes, challenges and opportunities currently facing the sector. Participants included owners, administrators and non-profit operators offering a range of child care including family child care, group child care, preschool and school-age child care. The event was jointly coordinated by City staff and the Child Care Resource and Referral Program.
- In 2017 and 2018, the City Child Care staff participated in a number of collaborative events and workshops. These events provide opportunities for staff to share local initiatives, knowledge and experience that helps to inform innovative practice, shared learning and enhances opportunities for partnership. These included:
  - The UBC Peter Wall Institute for Advanced Studies: Levelling the Playing Fields: Strategies to Promote Outdoor Play;
  - Two Municipal Roundtables on Child Care (Metro Vancouver);
  - Human Early Learning Partnership Research Expo;
  - Consultation on a Canadian Institute for Health Research Planning Grant on child-friendly cities;
  - The Lawson Foundation's Outdoor Play and Early Learning Policy Research Symposium.
- Through Richmond Children First, the City is participating in the piloting of the Toddler Development Instrument (TDI), coordinated by the Human Early Learning Partnership (HELP). The TDI has been developed to collect parent survey data about social, family and community factors related to the health and well-being of toddlers. The TDI promises to add a critical component to HELP's longitudinal, population-based child development monitoring system and will provide valuable information on the well-being of the City's youngest residents.







## 6

### Strategic Direction #6: Research, Promotion and Marketing

#### Why is this important?

The City has a role to conduct research on child care trends, create tools to assist the public with finding child care resources, prepare publications to help potential child care operators create child care space, and promote access to resources within the community. The following actions propose how the City is enhancing its communication using the internet and social media.

#### Highlighted Achievements

- City staff continue to regularly update the City's child care website. After publication of the 2017–2022 Richmond Child Care Needs Assessment and Strategy, the City's child care website was updated to include new documents reflective of current publications. Additional updates were made to provide information on the Affordable Child Care Benefit for families including links to the new Provincial Funding Initiatives for child care.
- In 2018, the Richmond Interactive Map on the City website was updated, including advances to the user-friendliness of the child care locator map. The City continues to collaborate with Vancouver Coastal Health and the Richmond Child Care Resource and Referral to share information about child care to the community.

The updated 2019 Child Care Design Guidelines will provide technical guidance for the design of all **FUTURE CITY-OWNED CHILD CARE FACILITIES**





## 7 Strategic Direction #7: Monitoring and Renewal

### Why is this important?

With changing demographics and the evolution of the child care landscape in Richmond, the City must continue to monitor and renew its policies and strategies with updated data and research. The following actions discuss approaches for planning the next Child Care Needs Assessment and Strategy as well as research work that benefits and advances the City's child care work.

### Highlighted Achievements

- The City's Child Care Design Guidelines were updated at the end of 2018 and will be released in 2019. In partnership with the Project Development, Real Estate and Facilities departments, the City is in the process of developing design, development, and construction checklists related to the build out, handover and ongoing operation of City-owned child care facilities. Maintenance and Repair schedules for City-owned facilities which clearly outline responsibilities for the City as landlord and the operator have been updated and included in new child care leases and requests for interested operators of new facilities.
- The brochure, *Creating Child Care Space in Richmond*, was updated in December 2018 and further used to assist potential child care operators navigate the process of building approvals, fire approval and licensing approval when opening a child care program.
- City staff continue to stay informed on child care needs in Richmond by monitoring the number of licensed spaces, any issues raised by child care operators or members of the public, and researching trends within the Richmond community. Vancouver Coastal Health regularly submits information on new licensed spaces within Richmond to City staff, which is used to update the Child Care Locator Map and the Richmond Interactive Map, as well as provide useful data for space needs analyses. City staff are also a valuable resource for child care operators, parents and families, providing information to these individuals as well as keeping up to date on the landscape of child care in Richmond.



Since 2016, the Child Care Design Guidelines have supported the design and development of

**6 CITY-OWNED  
CHILD CARE  
FACILITIES**







## Next Steps

The City continues to enhance and support child care in Richmond through the implementation of the 2017–2022 Richmond Child Care Needs Assessment and Strategy. This report provides information on the City's progress in meeting the short-term and ongoing actions since the Strategy was adopted in July 2017. Moving forward to the second year of the Strategy's implementation, future priority areas will address the completion of long-term recommended actions, and outstanding short-term recommended actions. Future priority areas include :

- Review the Child Care Grant Program to ensure it is meeting the non-profit child care operator's needs (e.g. timing, number of grant cycles per year, budget) and seek direction on proposed changes to the Child Care Grant Program's Guidelines (e.g. eligibility criteria for organizations and types of projects).
- Continue to secure community amenity contributions through rezoning processes, focusing on the creation of early childhood development hubs in the City Centre area.
- Work with other City of Richmond departments to plan, secure and build child care spaces co-located with other community facilities.
- Review the Child Care Statutory Reserve Fund policy to consider how fund contributions are apportioned to the Child Care Development Reserve Fund and the Child Care Operating Reserve Fund.
- Continue to manage and maintain existing and future City-owned child care facilities to ensure both the City and non-profit operators are fulfilling their lease obligations, leases are up to date, and facilities are well maintained.
- Pursue partnerships and funding opportunities with senior levels of government for capital investment to assist with the creation of new City-owned child care spaces in Richmond.
- Work with the City departments and sections (e.g. Accessibility and Inclusion, Planning, Project Development), as well as external organizations who focus on accessibility issues to incorporate barrier-free design into new City-owned early childhood development hubs and child care facilities and explore innovations in child care facility design for both indoor and outdoor areas that would enhance the inclusion of children who require extra supports.
- Facilitate and promote the delivery of professional development training for those employed in the delivery of licensed child care programs with the goal of maintaining and enhancing the quality of child care programs offered in Richmond.
- Continue to work with the City's Planning Department and other related Departments to update City policies that reference child care (i.e. the Official Community Plan).

Staff will continue to monitor and report out on the completion of recommended actions within the 2017–2022 Richmond Child Care Needs Assessment and Strategy through future updates detailing the progress made on ongoing, medium-term and long-term actions.



## Conclusion

The 2017–2022 Richmond Child Care Needs Assessment and Strategy—2018 Update demonstrates the commitment of the City of Richmond and its stakeholders to work towards a comprehensive child care system. Many innovative programs and opportunities were initiated in 2017 and 2018 which provided families with increased opportunities to access child care and parenting resources. Some of these highlights included: the creation of 3 new child care centres providing 111 additional child care spaces; the updated Child Care Design Guidelines; securing a new Early Childhood Development Hub in the City Centre area; professional development opportunities during Child Care Month; a vulnerability review of existing child care spaces; and an update to Richmond’s child care spaces needs. Moving forward, the City and its stakeholders will continue to work collaboratively in an ongoing effort to further the vision, “to continue to be a municipal leader in fostering the conditions for a comprehensive child care system in Richmond.”



## Appendix A:

## Status Update: 2017–2022 Richmond Child Care Needs Assessment and Strategy—Strategic Directions and Actions

<b>Strategic Direction</b>	<b>Recommended Actions</b>	<b>Status</b>
<b>Policy and Planning</b>	1. Review Richmond's child care space needs and update child care space targets by Planning Area, utilizing the 2016 Long-form Canada Census data for the City and it's planning areas. (Short term) KEY PRIORITY	<b>Completed</b>
	2. Review the current status of existing child care spaces in Richmond. Working with assistance from the City's Planning staff:  a. Undertake a review of areas in the city with the capacity for more intense redevelopment or that may be subject to land use changes (e.g. industrial "let go" areas) to understand if there are any potential impacts to maintaining existing child care spaces.  b. Consult with the School District about school enrolment changes and facility redevelopment that may affect use of school properties for licensed child care spaces and other child and family development programs. (Short term) KEY PRIORITY	<b>Completed</b>       <b>In progress</b>
	3. Review and seek direction on amendments to the City's Official Community Plan to determine if any amendments are required to sections discussing child care (e.g. sizes for child care facilities serving a range of age groups, calculations for cash contributions). (Long term)	<b>Anticipated to begin in 2019</b>
	4. Conduct a review to ensure that the Child Care Grant Program is meeting the non-profit child care operator's needs (e.g. timing, number of grant cycles per year, budget). (Short term)	<b>Anticipated to begin in 2019</b>
	5. Review internal City mechanisms for maintaining and coordinating City-owned child care facility improvements (e.g. ongoing maintenance of facilities, operating budget impact estimators, minor and major capital improvements). (Short term)	<b>In progress</b>
	6. Review and update the Terms of Reference for the Child Care Development Advisory Committee (CCDAC) to ensure the committee is fulfilling its role and mandate. (Short term)	<b>Completed</b>

Strategic Direction	Recommended Actions	Status
Creating and Supporting Spaces	7. Continue to secure community amenity contributions through rezoning processes, focusing on the creation of early childhood development hubs. (Long term) KEY PRIORITY	In progress
	8. Work with other City of Richmond departments to plan, secure and build child care spaces co-located with other community facilities. (Long term)	In progress
	9. Review the Child Care Statutory Reserve Fund policy to consider how fund contributions could be apportioned to the Child Care Development Reserve Fund and the Child Care Operating Reserve Fund (e.g. 70% for Capital and 30% for Operating as opposed to the current split of 90% for Capital and 10% for Operating). (Short term) KEY PRIORITY	Anticipated to begin in 2019
	10. Explore mechanisms to increase City staff resources to advance the City's child care priorities.	In progress
	a. Provide additional staff resources (e.g. Planner 1 – Child Care in Community Social Development) to support continued implementation of the Child Care Policy and fulfill the recommendations presented in this report; and	
	b. Support the development of facilities secured as community amenity contributions by ensuring there is an integrated City department approach applied to working with developers providing these amenities. (Short term) KEY PRIORITY	In progress
	11. Continue to manage and maintain existing and future City-owned child care facilities to ensure both the City and non-profit operators are fulfilling their lease obligations, leases are up to date, and facilities are well maintained. (Long term)	In progress
	12. Pursue partnerships and funding opportunities with senior levels of government for capital investment to assist with the creation of City-owned child care spaces in Richmond. (Long term)	In progress
	13. Work with Community Associations to learn about child care needs in the neighbourhoods they serve and how they can build capacity to meet these needs. (Long term)	In progress

Strategic Direction	Recommended Actions	Status
Advocacy	14. Send a letter to the Federal Government to indicate the City of Richmond's support for the development and implementation of a meaningful, appropriately funded Multilateral Early Learning and Child Care Framework for Canada. (Short term)	Anticipated to begin in 2019
	15. Send letters to the Provincial Government:	Completed
	a. Expressing City Council's endorsement of the \$10aDay Child Care Plan;	Completed
	b. Requesting that the City of Richmond be consulted about the creation and implementation of a future Provincial child care plan; and	
	c. Recommending wage enhancements for Early Childhood Educators to attract qualified staff and to support both existing and new child care spaces (e.g. increases to the Child Care Operating Fund Program). (Short term)	
	16. Send a letter to the Provincial Government requesting that the benefit rates and eligibility provisions for the Child Care Subsidy be reviewed and increased (e.g. expanded coverage for median or moderate income families). (Short term)	Completed
	17. Send a letter to the Provincial Government requesting that they review and increase funding for Early Childhood Intervention Services in accordance with the #KidsCantWait Campaign. (Short term)	Completed
	18. Continue to monitor funding and grant opportunities along with future actions planned by senior levels of government regarding child care initiatives to maximize opportunities to enhance affordable, accessible and quality care in Richmond. (Short term)	In progress



Strategic Direction	Recommended Actions	Status
<b>Accessibility and Inclusion</b>	19. Collaborate with Vancouver Coastal Health, the Richmond School District, other schools in Richmond (e.g. private, francophone), Richmond Child Care Resource and Referral, Richmond Children First, the City of Richmond Child Care Development Advisory Committee, the Intercultural Advisory Committee, Community Associations, child care providers, and other appropriate parties to improve availability of information to Richmond families on child care and family-related resources. (Short term)	<b>In progress</b>
	20. Consult with the City of Richmond's Accessibility and Inclusion section, the Intercultural Advisory Committee, and multicultural and immigrant serving organizations to determine ways to:  a. Improve the dissemination of information on child care to newcomers; and  b. Establish ongoing communication channels to enable the City to keep abreast of the needs of and challenges facing recent immigrants regarding child care. (Short term)	<b>Anticipated to begin in 2020</b>  <b>Anticipated to begin in 2020</b>
	21. Work with the City departments and sections, as well as external organizations who focus on accessibility issues to:  a. Incorporate barrier-free design into new City-owned early childhood development hubs and child care facilities; and  b. Explore innovations in child care facility design for both indoor and outdoor areas that would enhance the inclusion of children who require extra supports. (Long term)	<b>Anticipated to begin in 2020</b>  <b>Anticipated to begin in 2020</b>

Strategic Direction	Recommended Actions	Status
<b>Collaboration and Partnership</b>	22. Continue to support the work of the City's Child Care Development Advisory Committee with the view of building the capacity of the child care sector and parents understanding of child care options. (Short term)	In progress
	23. Facilitate and promote the delivery of professional development training for those employed in the delivery of licensed child care programs with the goal of maintaining and enhancing the quality of programs offered in Richmond. (Long term)	In progress
	24. Continue to consult with representatives from senior levels of government, other municipalities, Vancouver Coastal Health, Richmond Children First, United Way of the Lower Mainland, the UBC Human Early Learning Partnership and the First Call – BC Child and Youth Advocacy Coalition to ensure that the City is well informed about latest trends, research and advocacy efforts concerning child care matters. (Short term)	In progress
	25. Build and foster relationships with senior levels of government to ensure the City is consulted on federal and provincial policy changes. (Short term)	In progress
	26. Seek new partnerships around the delivery of child care services. (Long term)	In progress
	27. Host one inter-municipal roundtable workshop to share information and best practises in child care policy, facility development, grants administration, and successful advocacy approaches to senior levels of government. (Short term)	Completed
<b>Research, Promotion and Marketing</b>	28. Regularly update the City's child care website to provide information on current civic initiatives related to child care and links to useful resources that build awareness and educate the community. (Short term)	In progress
	29. Monitor and share the latest trends in child care research and best practices in the delivery of quality child care programs with the City's Child Care Development Advisory Committee, Community Associations, Richmond Children First, Richmond Child Care Resource and Referral Centre, Vancouver Coastal Health, child care providers, and other community agencies and organizations. (Long term)	In progress
	30. Continue to develop child care educational resources and further expand the complement of promotional vehicles such as social media to share information about child care with parents and child care providers. (Short term)	In progress

Strategic Direction	Recommended Actions	Status
<b>Monitoring and Renewal</b>	<p>31. Update City policies, plans and publications:</p> <ul style="list-style-type: none"> <li>a. Continue to work with the City's Planning Department and other related Departments to update City policies that reference child care; and</li> <li>b. Continue to work with City staff and consultants to undertake research and update City publications and working documents (e.g. Terms of Reference for rezoning reports, City of Richmond Child Care Design Guidelines for City-owned buildings, and checklists related to development processes). (Short term)</li> </ul>	<p><b>In progress</b></p> <p><b>In progress</b></p>
	<p>32. In planning for the next Child Care Needs Assessment and Strategy:</p> <ul style="list-style-type: none"> <li>a. Commence the next child care needs assessment and strategy work in late 2022. Begin the survey work and community engagement process, prior to the release of the 2021 Canada Census, and incorporate demographic information for Richmond geographies when it becomes available in 2023.</li> <li>b. Seek information and assistance from Richmond Multicultural Concerns Society, S.U.C.C.E.S.S., and other newcomer-serving organizations regarding approaches for increasing the interest and involvement of the recent immigrant community in the next child care needs assessment community engagement process. (Long term)</li> </ul>	<p><b>Anticipated to begin in 2021</b></p> <p><b>Anticipated to begin in 2021</b></p>



## City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1  
Telephone: 604-276-4000  
[www.richmond.ca](http://www.richmond.ca)

**PLN - 44**





# City of Richmond

## Report to Committee

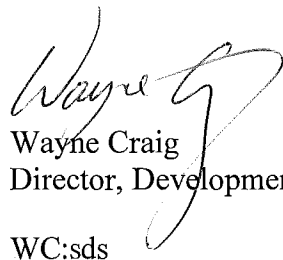
**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

**Date:** February 26, 2019  
**File:** ZT 18-822841


**Re:** Application by Rajwant Khaira for a Zoning Text Amendment to the "Agriculture (AG1)" Zone to Permit a Child Care Facility at 7291 No. 5 Road

### Staff Recommendation

That the application for a Zoning Text Amendment to the "Agriculture (AG1)" Zone to allow "child care" as a site-specific secondary use, in order to permit a child care facility within a detached residential accessory building at 7291 No. 5 Road, be denied.

  
Wayne Craig  
Director, Development  
WC:sds

Att. 8

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Community Social Development	<input checked="" type="checkbox"/>	

## Staff Report

### Origin

Rajwant Khaira has applied to the City of Richmond for permission to amend the “Agriculture (AG1)” zone to allow “child care” as a site-specific secondary use, in order to permit a child care facility for up to 25 children in the existing detached accessory building at 7291 No. 5 Road. A location map and aerial photograph are provided in Attachment 1.

The subject site is currently occupied by a single-family dwelling and a detached accessory building (three car garage), in the final stages of construction (Attachment 2). The proposal includes retaining both buildings and accommodating the proposed child care facility in the detached accessory building by converting the existing three car garage, which is approximately 136.6 m<sup>2</sup> (1,470 ft<sup>2</sup>) in area. There is also an existing two car garage inside the principal dwelling, which would accommodate the required vehicle parking for the single-family dwelling. The applicant proposes to locate the outdoor play area for the child care facility above the septic field for the single-family dwelling, between the single-family dwelling and the detached accessory building.

Although the subject site is located within the Agricultural Land Reserve (ALR), the property is exempt from the Agricultural Land Commission’s (ALC) restrictions on the use of agricultural land due to the property being less than two acres in area on December 21, 1972, as per the *Agricultural Land Commission Act* (ALCA). The applicant has provided correspondence from the ALC confirming the exception provisions outlined in the ALCA apply to this property, but remains in the ALR (Attachment 3).

### Findings of Fact

#### Existing Development

The subject site is currently occupied by a single-family dwelling in the eastern portion of the property and a detached accessory building in the western portion of the property, in the final stages of construction (B7 16-721073 & B7 16-721075). The floor area of the single-family dwelling is approximately 856.8 m<sup>2</sup> (9,223 ft<sup>2</sup>) and the detached accessory building, which is constructed as a three car garage, is approximately 136.6 m<sup>2</sup> (1,470 ft<sup>2</sup>), for a total floor area of 993.4 m<sup>2</sup> (10,693 ft<sup>2</sup>). The buildings are legal non-conforming, as the Building Permits were submitted and issued in 2017, prior to the changes to the “Agriculture (AG1)” zone adopted in May 2017 and December 2018 (summarized below).

Changes made to the AG1 zone on May 17, 2017, which the subject site no longer complies:

- a maximum residential accessory building size of 70 m<sup>2</sup> (754 ft<sup>2</sup>);
- a maximum farm home plate of 50% of the lot area for lots less than 0.2 ha;
- a maximum farm home plate setback of 75 m; and
- a minimum interior side yard setback of 1.2 m on one side and 4.0 m on the other side for lots less than 0.8 ha.

Changes made to the AG1 zone on December 17, 2018, which the subject site no longer complies:

- a maximum total floor area of 400 m<sup>2</sup> (4,306 ft<sup>2</sup>); and
- a maximum two storey building height.

A Development Application Data Sheet providing a comparison of the existing development with the current “Agriculture (AG1)” zone is attached (Attachment 4). Based on the current AG1 zone, the subject site is legal non-conforming in regards to a number of provisions, including total floor area, floor area of the detached accessory building, farm home plate size and setback, interior side yard setback and height.

### Surrounding Development

- To the North & South: Single-family dwellings on approximately half acre lots zoned “Agriculture (AG1)” fronting No. 5 Road, located within the ALR.
- To the East: Across No. 5 Road, single-family dwellings on large lots zoned “Agriculture (AG1)” fronting No. 5 Road, located within the ALR.
- To the West: Across a 20 m wide City Road Right-of-Way, an agricultural operation on an approximately six and a half acre lot zoned “Agriculture (AG1)” with a single-family dwelling fronting Granville Avenue, located within the ALR.

### Related Policies & Studies

#### Official Community Plan/East Richmond Area McLennan Sub-Area Plan

The Official Community Plan (OCP) land use designation for the subject site is “Agriculture (AGR)”. The site is also located within the East Richmond Area McLennan Sub-Area Plan, which designates the subject site “Agriculture” (Attachment 5). The “Agriculture” designation is comprised of those areas of the City where the principal use is agriculture and food production, but may include other land uses as permitted under the *Agricultural Land Commission Act* (ALCA) (i.e. farm uses). The proposed child care facility is inconsistent with these land use designations and is not consistent with applicable policies in the OCP:

OCP Policy (Section 7.0)	Proposal
Collaborate with the Agricultural Land Commission to ensure that all land uses within the ALR to conform to the policies and regulations of the ALCA.	<ul style="list-style-type: none"> <li>• The subject property is located within the ALR.</li> <li>• Child care is not a permitted farm use under the ALCA ALR Use, Subdivision and Procedure Regulation.</li> <li>• The property is exempt from the requirements of the ALCA due to being less than two acres on December 21, 1972. However, the property is designated “Agriculture” in the City’s OCP and subject to applicable policies contained in the OCP related to agricultural land.</li> </ul>
Support the 2040 Metro Vancouver Regional Growth Strategy which includes agricultural	<ul style="list-style-type: none"> <li>• The subject property is designated “Agricultural” in the 2040 Metro Vancouver</li> </ul>

designations and policies for protection of agricultural land.	<p>Regional Growth Strategy.</p> <ul style="list-style-type: none"> <li>• The proposal is not consistent with the regional land use designation.</li> <li>• The proposal does not support agricultural viability and is not an agricultural use.</li> </ul>
Continue to encourage the use of the ALR land for farming and discourage non-farm uses.	<ul style="list-style-type: none"> <li>• No agriculture is proposed on the subject property.</li> <li>• Child care facility for up to 25 children is not a permitted use in the "Agriculture (AG1)" zone.</li> <li>• The AG1 zone does allow child care as a home business, but limited to 8 children and must be within the principal dwelling (see "Analysis" section for more information).</li> </ul>

The OCP does allow for child care uses in urban areas of the City (i.e. residential and commercial), where the proposed use would be more compatible.

### Agricultural Viability Strategy

The Agricultural Viability Strategy (AVS) establishes a long-range strategy for improving viability of farmland within the City. The objectives of the AVS include discouraging non-farm uses in the ALR, unless there is a net benefit to enhance agriculture, and directing proposed non-farm uses to non-ALR land whenever possible. The AVS is currently under review by staff, but the principle of minimizing non-agricultural uses in the ALR is a long-standing City policy.

The proposal for a child care facility on the subject property is a non-farm use, with no active farming components, and can be accommodated in other areas of the City (i.e. urban/non-agricultural land).

### Agricultural Advisory Committee

The proposal was reviewed by the City's Agricultural Advisory Committee (AAC) at the meeting on November 15, 2018. The Committee expressed concern regarding the precedent this proposal could set for other small agricultural parcels, but decided not to make a formal motion until Council had considered the application and any technical issues had been resolved. An excerpt from the November 15, 2018 AAC meeting minutes is provided in Attachment 6.

### Child Care Needs Assessment and Strategy

The 2017 – 2022 Richmond Child Care Needs Assessment and Strategy provides a comprehensive review and analysis of Richmond's child care environment in order to forecast future child care needs. Child Care staff have reviewed the proposal and determined that the East Richmond area is considered a low priority for group child care (ages 30 months to school age) based on existing number child care spaces of this type, the current population and the projected child population within the East Richmond area. This data is based on the 2017-2022 Richmond Child Care Needs Assessment and Strategy, and the recent updates to the Child Care Profile completed in December 2018 using 2016 Census Data. Staff generally support the relocation of child care facilities, however, operators are strongly encouraged to find locations where child care is a permitted use.



### Vancouver Coastal Health

The proposal was referred to Vancouver Coastal Health (VCH), which administers child care facility licensing programs, and reviews applications to ensure health, safety and care requirements. VCH Child Care Facility Licensing staff commented that although the location of the outdoor play area above the septic field is not ideal, the applicant has provided a report from a Professional Engineer indicating the septic field does not pose a health hazard. VCH Child Care Facility Licensing staff noted that from a licensing perspective, there are no concerns with the proposal.

### **Public Consultation**

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

### **Analysis**

#### Proposed Land Use/Zoning Bylaw 8500

The proposal is for a Zoning Text Amendment to the “Agriculture (AG1)” zone to allow “child care” as a site-specific secondary use, in order to permit a child care facility for up to 25 children, aged 30 months to 5 years old, with three full time employees, in the existing detached accessory building. The detached accessory building was constructed as a three car garage and would require upgrades to facilitate a conversion to the proposed child care facility, as per the assembly occupancy requirements of the BC Building Code. The proposed site plan and elevations are provided in Attachment 7.

The proposed operator of the child care facility is a Montessori school, which was previously located at 10111 Bird Road in the East Cambie area. The previous location was in an urban area of the City and allowed child care as a permitted use under the existing zoning (“Assembly (ASY)”). Based on Business Licensing records, the operator was located at this property since 1997. The lease on the property ended in 2018, due to redevelopment of the property. A letter from the proposed operator describing the programs offered is provided in Attachment 8.

The subject site is currently zoned “Agriculture (AG1)”, which provides for a wide range of farming and compatible uses, but does not permit the proposed use on the subject property. The AG1 zone currently permits a “minor community care facility”, which includes day care, limited to a maximum of 8 people. The AG1 zone also permits a child care program under “home business”, which is limited to a maximum 8 children, a maximum floor area of 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) and must be located and carried out wholly within the dwelling unit and not an accessory building. The proposal requires a Zoning Text Amendment because of the number of children proposed, the location of the child care facility in the detached accessory building, and the proposed floor area.

All child care programs that are home businesses are not required to obtain a business license from the City as per Section 5.2.8 of Zoning Bylaw 8500. Home businesses are defined as a secondary use of a dwelling unit by a resident of the dwelling unit. The proposal would not

classify as a home business because it is not located within the principal dwelling unit, and would be leased by the owner to the proposed child care operator. The proposed use would require a Business License as an assembly use, as per Business License Regulation Bylaw No. 7360.

### Transportation and Site Access

The proposal includes vehicle access from No. 5 Road via the existing driveway letdown. Four vehicle parking spaces in parallel arrangement are proposed for the child care facility located at the rear of the property. Vehicle access to the parking spaces is proposed through the existing single-family interior side yard.

Transportation staff reviewed the proposal and identified the following transportation-related issues:

- The drive-aisle width to the proposed child care facility does not meet the standard for two-way traffic (6.0 m for this type of use), which is a concern as only one direction of traffic can be accommodated at any given time, resulting in on-site circulation issues, particularly during high volume pick-up and drop off periods. The drive-aisle, which is along the existing interior side yard of the single-family dwelling, is 3.6 m wide.
- The proposed number of vehicle parking spaces (four spaces for child care) does not comply with Zoning Bylaw 8500 (five spaces for child care required). Transportation staff do not support the proposed variance (i.e. 20% reduction from the Bylaw requirement) for vehicle parking spaces.
- There are on-site vehicle manoeuvring concerns, including inadequate turnaround area for vehicles in the proposed vehicle parking area and one-way alternating drive-aisle to/from proposed child care parking, requiring vehicles to back out through the drive-aisle that would conflict with traffic in the opposing direction.
- Fire staff reviewed the proposal and also have concerns regarding the width of the proposed drive-aisle, which would limit access for emergency vehicles. However, Fire staff have identified sprinklering of the building as a potential alternative solution.


The technical issues noted above have not been fully resolved due to staff's recommendation to deny the application from a land use perspective. Should Council wish to move the application forward, staff will conduct further work in order to address these items as needed.

### **Conclusion**

Rajwant Khaira has applied to the City of Richmond for permission to amend the "Agriculture (AG1)" zone to allow "child care" as a site-specific secondary use, in order to permit a child care facility for up to 25 children in the existing detached residential accessory building at 7291 No. 5 Road.

The application does not comply with the land use designation or applicable policies contained within the OCP and Area Plan for the subject site. The proposal also includes variances that are not supported by staff.

On this basis, it is recommended that the application be denied.

A handwritten signature in black ink, appearing to read 'Steven De Sousa', with a stylized loop at the beginning and a horizontal line extending to the right.

Steven De Sousa  
Planner 1

SDS:cas

Attachment 1: Location Map and Aerial Photo

Attachment 2: Survey Plan

Attachment 3: Letter from the Agricultural Land Commission (ALC)

Attachment 4: Development Application Data Sheet

Attachment 5: East Richmond Area McLennan Sub-Area Plan Land Use Map

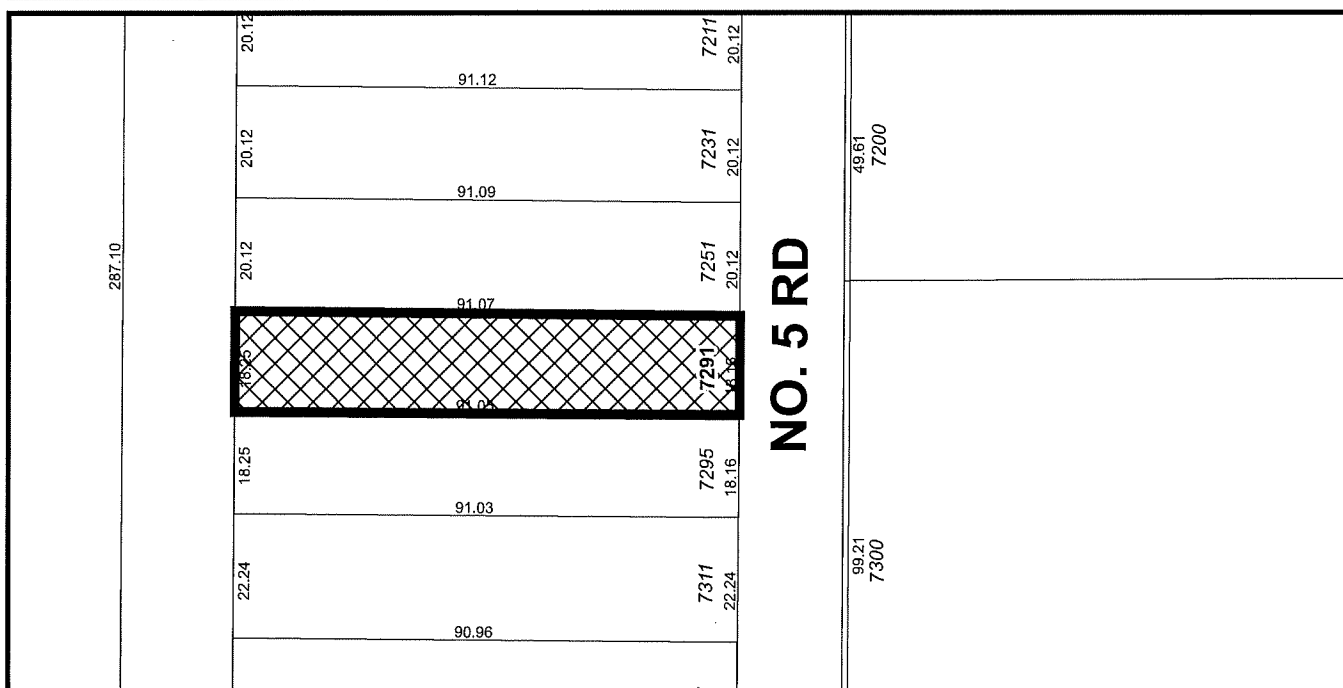
Attachment 6: Excerpt from the November 15, 2018 Agricultural Advisory Committee Meeting  
Minutes

Attachment 7: Conceptual Development Plans

Attachment 8: Letter from the Proposed Child Care Operator



Map of the site location in Granville, Ohio. The map shows Granville Ave running horizontally across the top. Highway 99 runs vertically on the right side, indicated by a dashed line. The site is located on the east side of Granville Ave, south of the highway. It is a small, rectangular lot shaded with a cross-hatch pattern. An arrow points from the word 'SITE' to this lot. Other lots are labeled 'AGI' and 'CR'.

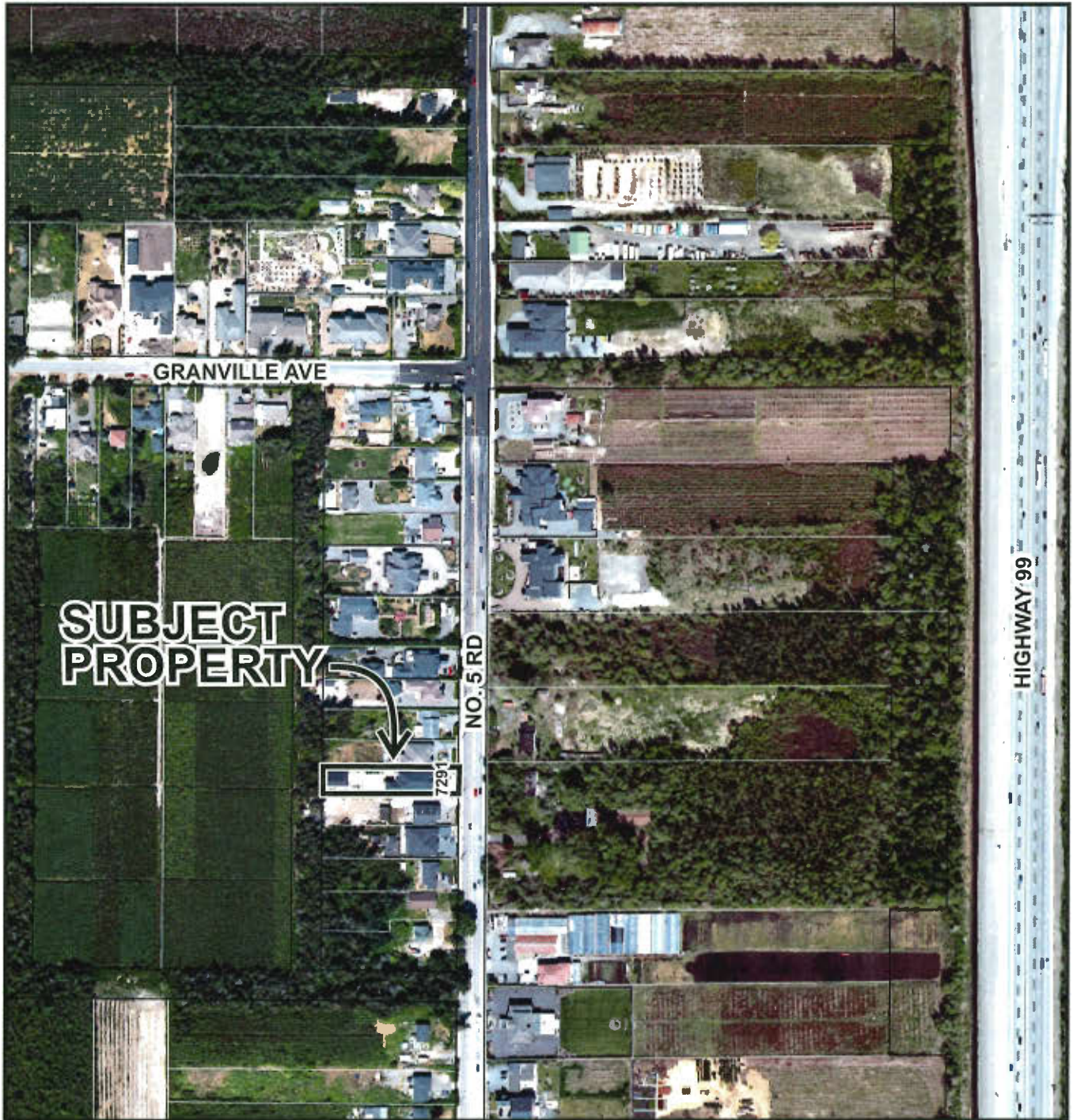


ZT 18-822841

Note: Dimensions are in METRES



City of  
Richmond



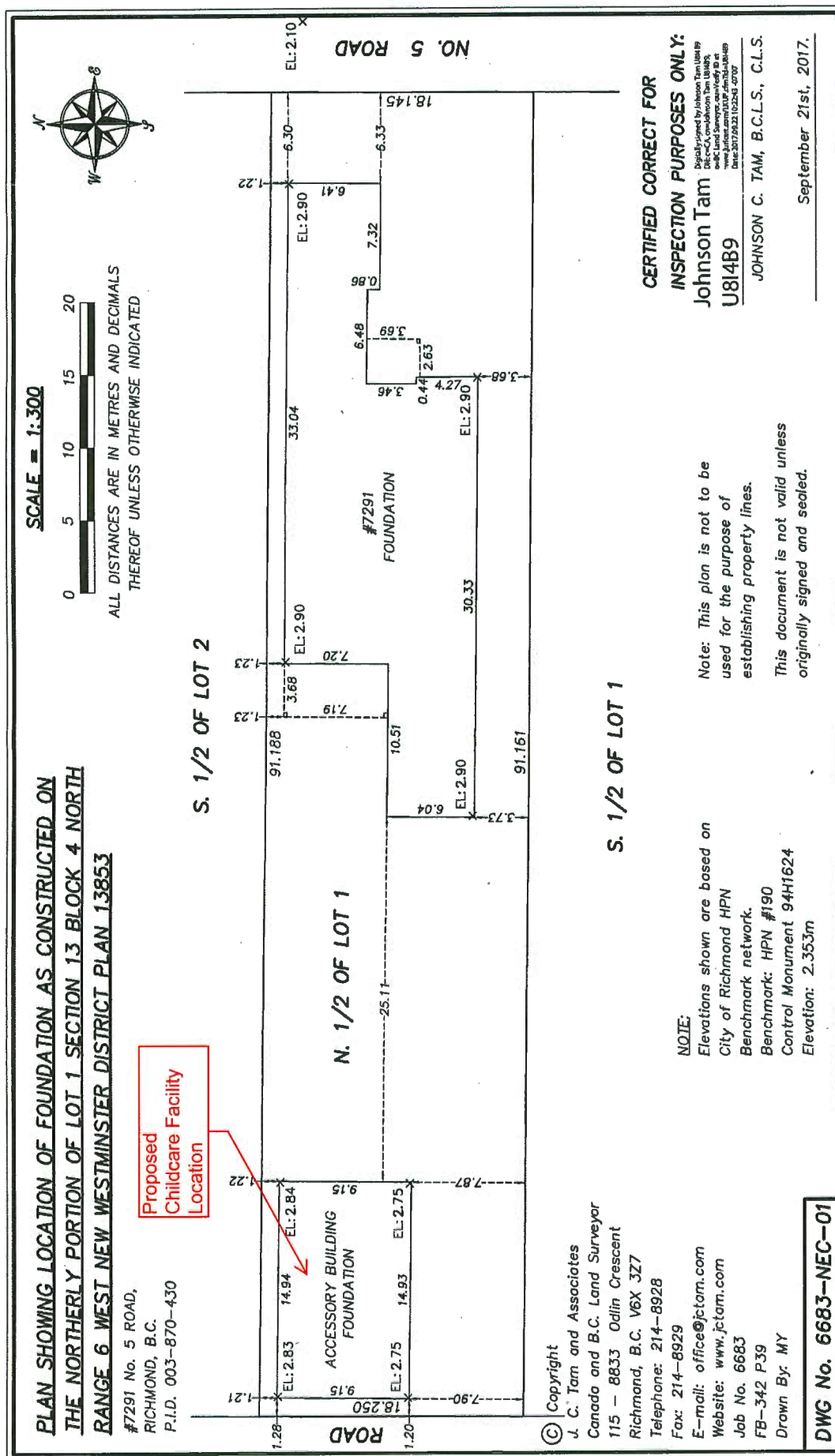
ZT 18-822841

Original Date: 06/08/18

Revision Date: 02/05/19

Note: Dimensions are in METRES

PLN - 53







**Agricultural Land Commission**  
 133-4940 Canada Way  
 Burnaby, British Columbia V5G 4K6  
 Tel: 604 660-7000  
 Fax: 604 660-7033  
[www.alc.gov.bc.ca](http://www.alc.gov.bc.ca)

November 16, 2017

Reply to the attention of Kamelli Mark  
 ALC Inquiry: 50893

**SENT VIA ELECTRONIC MAIL**

Attn: Raj Khaira,

**RE: 7291 No. 5 Road (PID 003-870-430)**

This letter is further to your correspondence, received by electronic mail on November 11, 2017. The purpose of your correspondence was to confirm that the property is not subject to either the *Agricultural Land Commission Act* or BC Regulation 171/2002 (Agricultural Land Reserve Use, Subdivision and Procedure Regulation) as per s.23(1) of the *Agricultural Land Commission Act* which reads:

Exceptions

**23(1)** Restrictions on the use of agricultural land do not apply to land that, on December 21, 1972, was, by separate certificate of title issued under the *Land Registry Act*, R.S.B.C. 1960, c. 208, less than 2 acres in area.

Based on the information provided, the Agricultural Land Commission (the "ALC") has ascertained the following facts:

1. The property is legally described as:  
PID: 003-870-430  
 The Northerly Portion Lot 1, Section 13, Block 4, North Range 6 West, New Westminster District, Plan 13853;
2. The subdivision plan (Plan 13853) which created the property was deposited at the New Westminster Land Registry Office on September 14, 1953;
3. Certificate of Title No. 519839E existed from August 13, 1963 until cancelled on June 19, 1973. During this period of time the property was the only property identified on said Certificate of Title No. 519839E; and
4. The property is approximately 0.820 acres in size.

Given the above, the ALC confirms that the restrictions on the use of agricultural land contained in the *Agricultural Land Commission Act* and BC Regulation 171/2002 (Agricultural Land Reserve Use, Subdivision and Procedure Regulation) do not apply to the property; however, the property remains in the Agricultural Land Reserve.

Further correspondence with respect to this letter is to be directed to Kamelli Mark at ([Kamelli.Mark@gov.bc.ca](mailto:Kamelli.Mark@gov.bc.ca)).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per: 

Kim Grout, Chief Executive Officer

cc: City of Richmond

50893m1



**RZ 18-822841**

**Attachment 4**

Address: 7291 No. 5 Road

Applicant: Rajwant Khaira

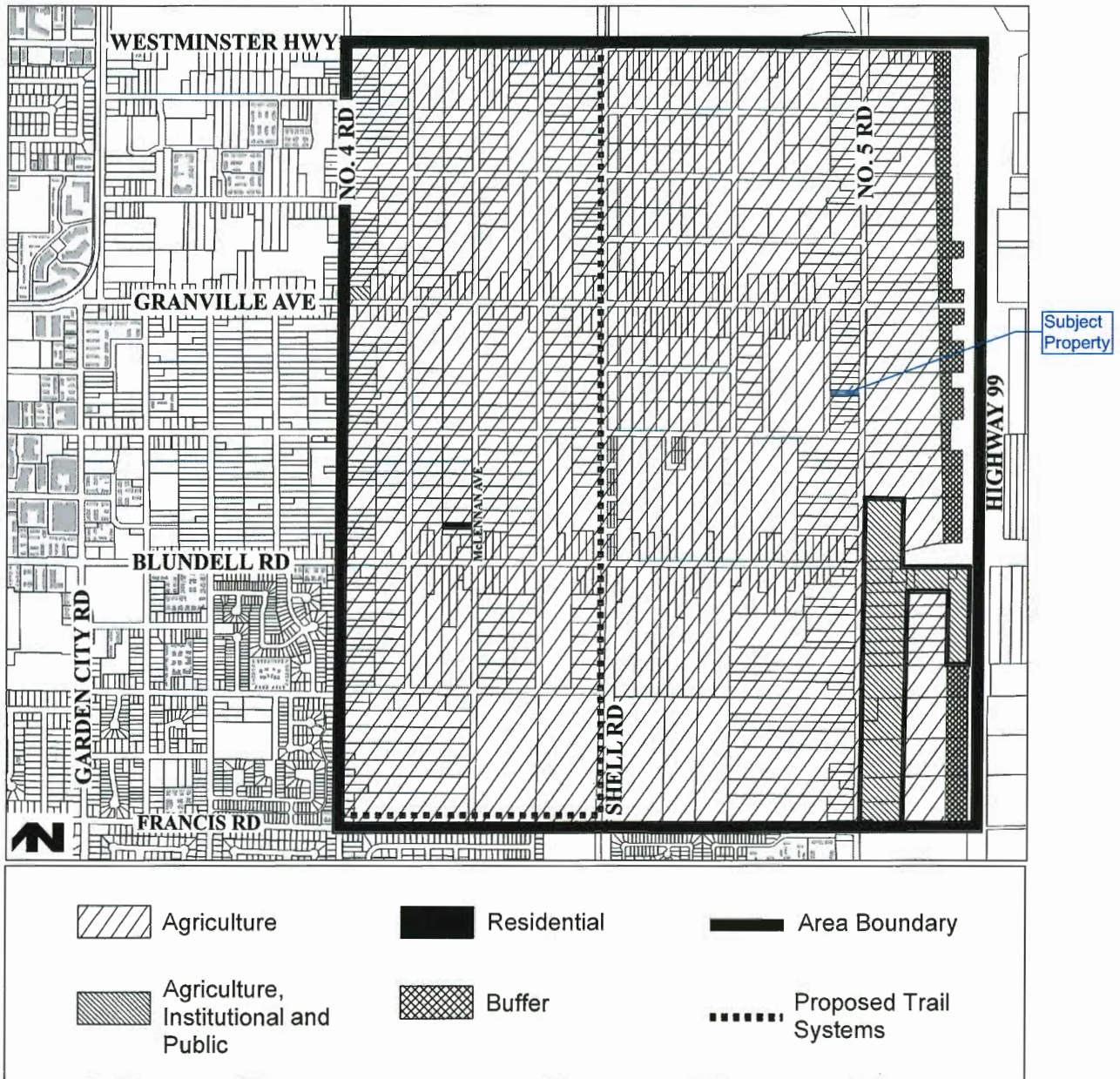
Planning Area(s): East Richmond

	Existing	Proposed
<b>Owner:</b>	K. & R. Khaira	No change
<b>Site Size:</b>	1,656 m <sup>2</sup> (17,825 ft <sup>2</sup> )	No change
<b>Land Uses:</b>	Single-family residential	Single-family residential and child care
<b>OCP Designation:</b>	Agriculture (AGR)	No change
<b>Area Plan Designation:</b>	Agriculture	No change
<b>Zoning:</b>	Agriculture (AG1)	Agriculture (AG1) with an amendment to allow "child care" as a site-specific permitted use.

	Bylaw Requirement	Existing	Variance
Floor Area – Total	Max. 400 m <sup>2</sup> (4,306 ft <sup>2</sup> ) for principal dwelling unit and all accessory buildings or structures	Principal dwelling unit: 856.8 m <sup>2</sup> (9,223 ft <sup>2</sup> ) Detached accessory building: 136.6 m <sup>2</sup> (1,470 ft <sup>2</sup> ) Total: 993.4 m <sup>2</sup> (10,693 ft <sup>2</sup> ) (legal non-conforming)	None permitted
Floor Area – Residential Accessory Building	Max. 70 m <sup>2</sup> (754 ft <sup>2</sup> )	136.6 m <sup>2</sup> (1,470 ft <sup>2</sup> ) (legal non-conforming)	None permitted
Farm Home Plate	Max. 50% of the lot area = 828 m <sup>2</sup> (8,913 ft <sup>2</sup> )	100% of the lot area = 1,656 m <sup>2</sup> (17,826 ft <sup>2</sup> ) (legal non-conforming)	None
Farm Home Plate – Setback	Max. 75 m	91 m (legal non-conforming)	None
Single Detached Building – Setback	Max. 50.0 m	50 m	None
Front Yard – Setback	Min. 6.0 m	6 m	None
Interior Side Yard – Setback	Min. 1.2 m on one side and 4.0 m on the other side	1.2 m on one side and 3.6 m on the other side (legal non-conforming)	None
Rear Yard – Setback	Min. 10.0 m	41 m	None
Height – Single Detached Housing	Max. 2 storeys, but shall not exceed 9.0 m	2 ½ storeys (9.5 m) (legal non-conforming)	None
Height – Accessory Building	Max. 5.0 m or 1 ½ storeys	5.0 m	None
Off-street Vehicle Parking Spaces	Required: 2 for residential 0.75 space/employee; plus 1 space/10 children = 5	Proposed: 2 for residential 4 for child care	<b>Variance</b>

City of Richmond

# Land Use Map

 Bylaw 8791  
2012/09/10




**Excerpt from the Minutes of the  
Agricultural Advisory Committee Meeting**

**Thursday, November 15, 2018 (7:00 pm).  
Rm. M.2.002  
Richmond City Hall**

**Zoning Text Amendment at 7291 No. 5 Road**

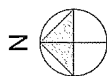
Steven De Sousa, Planner 1, introduced the Zoning Text Amendment application at 7291 No. 5 Road and provided the following comments:

- The property is zoned AG1 and located in the ALR, however is exempt from ALR Regulations due to the size of the property.
- The purpose of the application is to amend the AG1 zone to permit a child care facility of 25 children in the detached accessory building.
- There are a number of concerns, including the proposal does not comply with OCP policy, technical issues regarding drive-aisle width, parking and turn-around provisions, and the precedent the proposal could set for other small agricultural parcels.

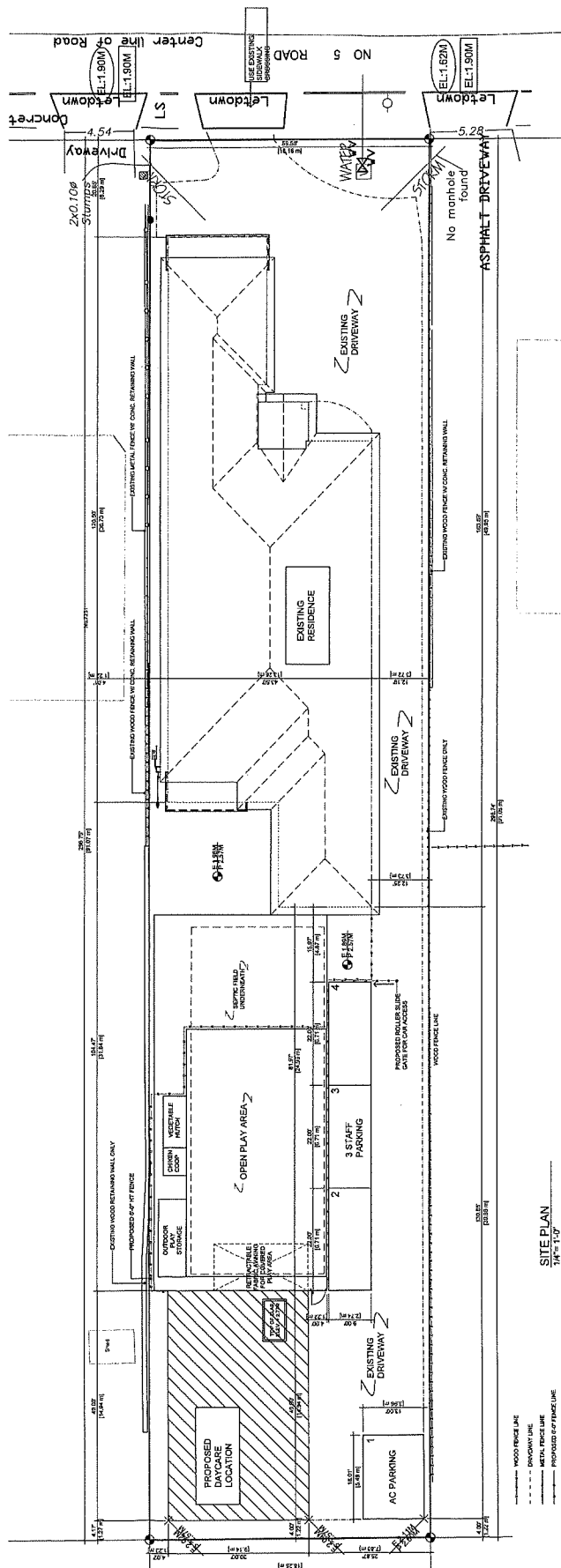
Doug Massie, Arcus Consulting Ltd., noted the proposal serves a neighbourhood need, includes agricultural components, and he believes the technical issues regarding traffic and parking can be resolved.

The Committee had the following questions and comments:

- The Committee expressed concern regarding the precedent this proposal could set for other small agricultural parcels.
- The Committee expressed the need for a covenant to be registered on title notifying the property owner of potential agricultural impacts on site (i.e. noise and odour).
- The Committee requested clarification in regards to the process the application would proceed with and decided not to make a motion until the outstanding issues are addressed.




**SITE LOCATION PLAN**  
**N.T.S.**



SITE PLAN  
1/4" = 1'-0"

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	1	PRELIMINARY REVIEW WITH PLANNING DEPARTMENT					
	2						
	3						
	4			2019/122			
5			22/06/2021				



ARCUS CONSULTING LTD  
ARCHITECTURE & ENGINEERING  
41725-1000 West 72nd Ave. Vancouver, B.C. Canada V6P 6S6  
Tel: 604-294-1462 Fax: 604-294-1462 Email: info@arcus.ca

DATE: 22/06/2021

PROJECT NO: 216481

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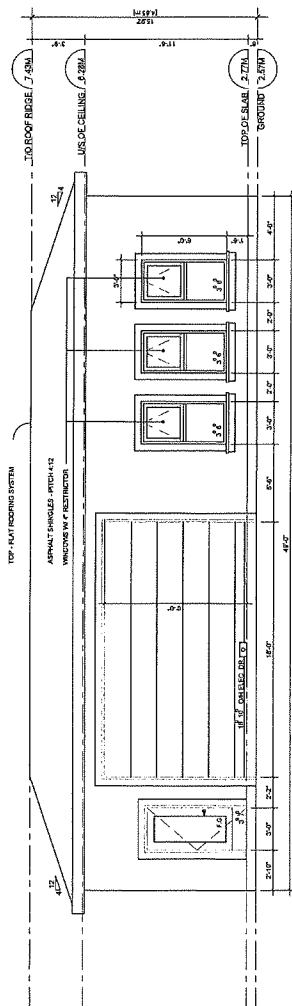
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SOUTH ELEVATION  
1/4" = 1'-0"

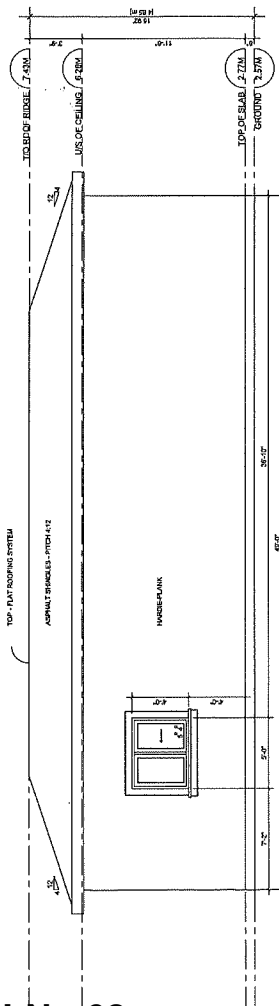
**BUILDING FACE AREA  
(INCLUDING W.N. & DR.)**

BUILDING FACE AREA : 563.50 sq (52.35 sm)  
LIMITING DISTANCE : 25.86 ft (7.88 m)  
% OF U/O : 100% (SPRINKLERED)

ALLOWABLE U/O :  $563.50 \text{ sf (52.35 sm)} \times 100 \% = 563.50 \text{ sf (52.35 sm)}$

PROPOSED U/O : 255.00 sf (23.69 sm)  
 \* 562.50 sf (52.35 sm) C

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NORTH ELEVATION  
1/4" = 1'-0"

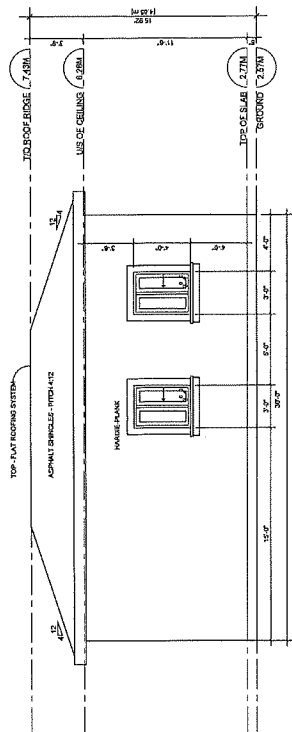
BUILDING FACE AREA SPATIAL SEPARATION CALCULATION

BUILDING FACE AREA : 563.50 sf (52.35 sm)  
LIMITING DISTANCE : 4.00 ft (1.22 m)

% OF UO : 14% (SPRINKLER)

ALLOWABLE U/O :  $563.50 \text{ sf } (52.35 \text{ sm}) \times 14 \text{ sf}$   
 $= 78.89 \text{ sf } ( 7.33 \text{ sm})$

PROPOSED LNO: 20.00 sf (1.86 sm)  
 < 78.89 sf (7.33 sm) ON



WEST ELEVATION  
1/4" = 1'-0"

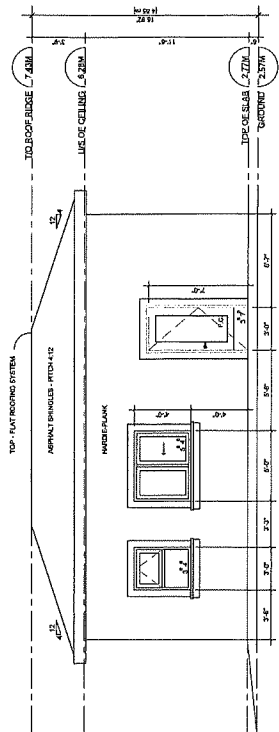
**BUILDING FACE AREA  
INCLUDING W.N. & DR.)**

BUILDING FACE AREA : 345.00 sf (32.05 sm)  
 LIMITING DISTANCE : 4.00 ft (1.22 m)  
 % OF U/O : 14% (SPRINKLERED)

ALLOWABLE U/O :  $345.00 \text{ sf (32.05 sm)} \times 14 \% = 48.50 \text{ sf ( 4.51 sm)}$

PROPOSED U/O :	48.50 sf (4.51 sm)
	24.00 sf (2.22 sm) OK

24,000 (220,000)



EAST ELEVATION  
1/4"= 1'-0"



BUILDING FACE AREA SPATIAL SEPARATION CALCULATION

BUILDING FACE AREA: 345.00 sf (32.05 sm)  
IMITTING DISTANCE: 20.00 ft (6.10 m)

% OF U/O : 100 % (SPRINKLERED)

ALLOWABLE UO : 345.00 sf (32.05 sm) X100 %  
= 345.00 sf (32.05 sm)

PROPOSED U/O : 53.00 sf ( 4.92 sm)  
 < 345.00 sf (32.05 sm) O

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						CONSULTANT: CHENOWETH MARGRE & ASSOCIATES LTD.		DRAWING NO. NC		SCALE 1/8" = 1'-0"		PROJECT NO. 214037		REVISION 0					
								DATE APRIL 2016		CHECKED 2/17/15									



January 21, 2018

To Whom it may concern:

Blue Spruce Montessori School currently operates out of what was St. Edwards Anglican Church @ 10111 Bird Road Richmond BC. We need to relocate, after 20 years of providing the Richmond community with a quality Montessori program, as of July 1<sup>st</sup>, 2018, due to the sale of the Church to a foreign buyer. The building will be knocked down and replaced by a new and different business.

I currently operate under a group child care license allowing me 25 students aged 30 months to school age. Three staff are required, a ratio of 1-8, 2 to 16 and 3 to 25. Staff are required to have a valid ECE (Early Childhood) license, First Aid certificate, immunizations up to date, reference letters and a current criminal record check. Two of the staff are required to hold their AMI 3-5 primary certificates.

For the past 20 year I have ran a Montessori primary program which closely adheres to the Montessori philosophy as set by the Association Montessori International (A.M.I.). Dr. Maria Montessori and her son Mario M. Montessori founded this association in 1929 to safeguard her original contribution on behalf of the child. The composition of the class, as per the AMI Montessori guidelines, consists of children from 2.5 years to 5 The Montessori primary program is a 3-4 year program based on the child's date of birth The first two year of the program children either attend a morning or afternoon session that lasts for just over three hours. Children in their third/forth year spend a full day and complete the three-year curriculum.

Children arrive @ around 8:40 a.m. and those attending only a half-day session begin with outdoor play (weather permitting) Outdoor play is a combination of self-directed play and teacher directed games to promote healthy exercise. Full day children or the Extended Day Children as we call them enter the environment, proceed to their cubby area, hang up their jacket, place outdoor shoes in a basket neat and tidy put on indoor shoes then drop their lunch bags on a trolley beside the kitchen. They then proceed to carry out their morning job which contributes to the set up of the classroom. Jobs like filling up jugs with water, restocking paper, wetting sponges, changing the calendar, dusting shelves, folding the laundry and composting. Extended day children then begin working on their Language and Math projects and teaching and mentoring the younger children.

Children attending just the morning class will enter the classroom and proceed to their cubbies hang up their jackets place outdoor shoes in a basket neat and tidy and change into indoor shoes. They will enter the classroom and chose from a plethora of activities that are age and developmentally appropriate. Activities that have been presented to them by trained Montessori teachers based on their readiness. Within the environment we have a Practical Life area: The Practical Life area of the classroom provides a link to the child's home environment and thus is an extension of the child's developmental process. The exercises or activities found here are familiar to the children as many of them have been observed at home. Pouring, polishing, dusting and sweeping provide the child with a link to home.

The Practical life materials also fulfill specific purposes in the real world for children. They learn to button their shirts, tie or buckle their shoes, wash their hands all free from adult help. The child also learns to

care for the beauty in the environment: polishing silver, arranging flowers and caring for the plants.

Completing exercises in Practical Life will ensure the child a sense of accomplishment and independence. A child gains dignity and a sense of his/her own worth.

The sensorial area: Children live in a world of senses. Through the senses the child gains knowledge, becomes more aware of his environment and grows in consciousness. The aims of the sensorial materials, which are scientific, and exact, are to refine rather than develop the senses.

The child can bring order and system to the impressions he/she has already gathered. Materials refine the child's motor coordination, help visual discrimination, refine the senses, and deepen concentration. Children compare dimensions, classify shapes and discriminate between size, and colour. All these are an indirect preparation for reading, writing and math.

The Language Area: In the Montessori environment the child "meets" the alphabet through the **Sandpaper Letters**. The child traces the letter and learns the sound, giving a muscular impression, through recital and repetition the child fixes the path of the letters in his memory. At the same time the child learns pencil control by working with the **Metal Insets**, tracing a shape and then coloring it, is the equivalent of writing many words. When a child can recognize all the Sandpaper Letters the movable alphabet is introduced, allowing the child to think of the sounds in a word and then make that word. Soon the child can make phonetic words and when he/she begins to read back the words then phonetic cards are introduced.

Once the child is very comfortable with phonetic words phonograms are presented, e.g. sh, oo, th. The tools for reading and writing are provided to the child and his/her own interest and progress determines the next stage.

The Math Area: The child's first introduction to numbers is made with a set of red and blue rods representing the quantities one through ten. The **Sandpaper Numbers** are then presented at the same time and when both are known well the association between the two is made. Various materials help the child to internalize the concept of one to ten. Next the decimal system is presented to the child using the **Golden Beads**: units, tens, hundreds and thousands. Soon the student begins to learn the four mathematical operations: addition, subtraction, multiplication and division. Mathematical facts are learned by the children performing the operations with concrete materials.

Culture, Geography/Botany/Zoology: The Montessori classroom offers many opportunities for young children to expand their knowledge during the years when they are motivated by spontaneous interest. **The Large Wooden Puzzle Maps** are most popular with the children; the introductory map of the world has a separate puzzle piece for each continent. The remaining maps have pieces representing countries, provinces or states. Names of countries are learned along with climate, size, customs, and languages.

Flags of countries are studied. Nature cards, illustrating animals from each continent and plant life are introduced. Land and Water forms are concretely represented, and the children have fun pouring water into each form and learning the names of them. Puzzles help children clearly see the various parts of plants and animals. Children's own curiosity of the flora and fauna that surrounds them compels them to want to explore further. Montessori provides these opportunities with many beautiful cards showing animals of the seven continents, classification of vertebrates, different kinds of flowers both wild and found in the garden. Children enjoy making posters and booklets and even composing their own stories and poetry about their favorite things.

Art & Music: Art and Music are integrated into the day and are introduced into the environment with relative ease. We link the stages of the child's development with the Arts in the same way as Practical life, Sensorial, Language and Math. Various media are available for the children such as crayons, water paints, oil pastels, paints, coloured chalk, pasting, etc. The more experience children have in art, the more they can express themselves.

Music is the same, the bells offer widened avenues for musical exploration: sameness and differences in tone. Rhythm is explored through movement on the line, hopping, skipping, and marching. Classical music played in the classroom brings to the child's awareness various sounds of instruments and composers.

We introduce a composer of the month, look at his life and listen to various pieces he composed, and we also introduce an artist of the month looking at the artist's biography and beautiful pieces of art work. Children are mesmerized by their lives and works and are left wanting more.

During the session the children can have snack at the snack table when they feel hungry. We have an open snack all morning with healthy options such as fruits, vegetables, crackers, cheese. Children first wash hands, take their own food, sit at a designated table, take a drink of water and a napkin which they place on their lap. When they finish snack, they clean their tables with a crumb brush, wash their dishes and sweep the floor.

At 11:25 a.m. morning students head to their cubby to put on their jackets and outdoor shoes and they sit together and listen to the calendar and a story and learn a new song. 11:45 a.m. children are dismissed 1 at a time.

Extended Day students head outdoors for their outdoor play. Self-directed play, teacher directed games, nature walks scavenger hunts.

12:25 p.m. students head inside for lunch. Jackets are hung, shoes are changed, and hands are washed. Children bring their own lunches and we have the facilities to heat up lunches for them. After washing hands, the children set their tables with a placemat, fork and knife and spoon and cloth napkin and a cup of water and then eat their lunch.

At 12:50 p.m. a small group of afternoon children arrive. They will begin with outdoor time. Self-directed play and teacher directed.

1:00 p.m. Extended day children clean up dishes, clean tables and have group story time of chapter books being read to them.

1:10 p.m. the afternoon children enter the classroom from outdoor play, head to their cubbies and hang up their jackets, place on their indoor shoes and enter the classroom for an afternoon of presentations from the teacher and self-chosen work.

1:20 p.m. Extended Day children finish their chapter book and then have group time. Mondays is Geography lessons, looking more in depth at each continent's flora and fauna, culture, flags, and then completing projects in small groups like making flags into a booklet, coloring and labelling large maps. Tuesdays is botany looking more in depth into the parts of a tree, leaf, root and flower. Looking at different kinds of trees making poems about trees, learning uses of trees. Wednesdays is Zoology, looking at the five classifications of vertebrates, kinds of each, making posters booklets and poetry. Thursdays is learning about art and artists, Fridays is music looking at composers and learning about tempo and dynamics of music.

3:25 p.m. all children head to the cubicles to get ready for home. Outdoor clothes are placed on, jackets Extended day children get their lunch bags. Children have transition time before going home, calendar, Story and a song.

3:45 p.m. children are picked up to go home.

Due to the unique characteristics of the Montessori program only the older children stay full day and therefore do not require an afternoon nap. We do not need a sleep area.

Currently we have ample parking for drop off and pick up. If there is a situation where there is not ample parking, then my solution would be to stagger the drop off and pick up of students. Morning students could be split into three groups of 8 students having 10-minute slots. 8:30/8:40/8:50 this would give parents ample time to park and drop off children. The afternoon only would have a smaller number of students and may only require one drop off time.

Pick up in the morning could be 12:40 and 12:55 only around 18 children would leave in the morning so two groups of 9 children.

Pick up at the end of the day would be split into two groups 8 @ 3:40 and 8 @ 3:50.

Please do not hesitate to contact me for any clarity on the above information.

kind regards,

**Debbie G. Marette**

Owner/Administrator

A.M.I. Montessori Directress, Early Childhood Educator





# City of Richmond

## Report to Committee

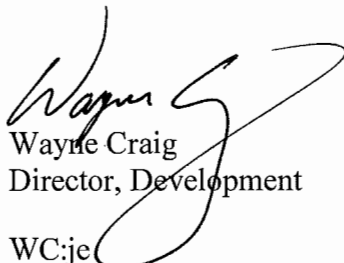
**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

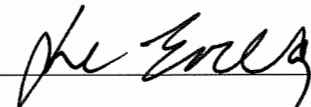
**Date:** February 20, 2019  
**File:** RZ 17-785742

**Re:** Application by Fougere Architecture Inc. for Rezoning at 9391, 9393, and 9411 No. 2 Road from "Single Detached (RS1/E)" and "Two-Unit Dwellings (RD1)" to "Medium Density Townhouses (RTM2)"

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10001, for the rezoning of 9391, 9393, and 9411 No. 2 Road from "Residential Single Family (RS1/E)" and "Two-Unit Dwellings (RD1)" to "Medium Density Townhouses (RTM2)", be introduced and given first reading.

  
Wayne Craig  
Director, Development  
WC:je  
Att. 5

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

## **Staff Report**

### **Origin**

Fougere Architecture Inc. has applied to the City of Richmond for permission to rezone 9391, 9393 and 9411 No. 2 Road (Attachment 1) from “Single Detached (RS1/E)” and “Two-Unit Dwellings (RD1)” to “Medium Density Townhouses (RTM2)” in order to permit the development of eleven townhouse units and one secondary suite with vehicle access from No. 2 Road.

### **Project Description**

The properties under this application have a total combined frontage of 50.25 m, and are proposed to be consolidated into one development parcel. The proposed density is 0.65 FAR. The site layout includes five two-storey units and six three-storey units in four townhouse clusters. One secondary suite is included in this development proposal. A preliminary site plan, building elevations, and landscape plan are contained in Attachment 2.

### **Findings of Fact**

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

### **Subject Site Existing Housing Profile**

The development site consists of two legal lots, a duplex lot at 9391 and 9393 No. 2 Road and a single family dwelling at 9411 No. 2 Road. Each is occupied as follows:

- 9391 No. 2 Road: a half-duplex with a secondary suite, with only the main suite tenanted. The secondary suite is not occupied.
- 9393 No. 2 Road: a half-duplex with a secondary suite, with only the secondary suite tenanted. The main suite is not occupied.
- 9411 No. 2 Road: a single dwelling unit rented back to the previous owner by the developer.

### **Surrounding Development**

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

To the North: An existing single family dwelling on a lot zoned “Single-Detached (RS1/E)”.

To the South: A single-story commercial building on a lot zoned “Neighbourhood Commercial (CN)”.

To the East: Across No. 2 Road, duplex homes on lots zoned “Two-Unit Dwellings (RD1)” and a single family dwelling on a lot zoned “Single Detached (RS1/E)”.

To the West: Existing single family dwellings on lots zoned “Single-Detached (RS1/B)” fronting Laka Drive.

## **Related Policies & Studies**

### **Official Community Plan/Blundell Area Plan**

The 2041 Official Community Plan (OCP) Land Use Map designation for the subject site is “Neighbourhood Residential”. This redevelopment proposal is consistent with this designation.

### **Arterial Road Policy**

The Arterial Road Land Use Policy in the City’s 2041 OCP (Bylaw 9000), directs appropriate townhouse development onto certain arterial roads outside the City Centre. The subject site is identified for “Arterial Road Townhouse” on the Arterial Road Housing Development Map and the proposal is in compliance with the Townhouse Development Requirements under the Arterial Road Land Use Policy.

### **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 not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant 1<sup>st</sup> reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment.

Public notification for the Public Hearing will be provided as per the *Local Government Act*.

## **Analysis**

### **Built Form and Architectural Character**

The applicant proposes to consolidate the two properties into one development parcel with a total area of 2,297 m<sup>2</sup> (24,724.7 ft<sup>2</sup>), and construct 11 townhouse units. The layout of the townhouse units is oriented around a ‘T’-shaped driveway, with access provided to the site directly from No. 2 Road. The internal drive aisle is proposed to provide access to the unit garages as well as to provide future access to the parcels to the north. To ensure that future access can be provided

to a future development to the north, registration of a legal agreement on title to secure this access is required prior to final adoption of the rezoning bylaw.

A 73 m<sup>2</sup> (789 ft<sup>2</sup>) outdoor amenity area for townhouse residents will be situated in a central open courtyard at the rear of the site, opposite the site entrance. The size of the outdoor amenity space complies with the OCP requirement, and the design of play features will be refined through the Development Permit.

One ground-level secondary suite (studio) is included in this proposal. The secondary suite is proposed within the townhouse unit immediately north of the site access, facing No. 2 Road (Unit 2A1) (see Attachment 3). The total floor area of this 2A1 unit is approximately 140 m<sup>2</sup> (1,511 ft<sup>2</sup>) and the size of the secondary suite is approximately 25 m<sup>2</sup> (269 ft<sup>2</sup>). Parking for the unit with the secondary suite is proposed as one parking stall enclosed within the townhouse unit's garage, and another parking stall located adjacent to the southern property line. Zoning Bylaw #8500 requires three parking stalls for a townhouse unit with a secondary suite on an arterial road, but waives the requirement for the third parking stall where parking is provided in a side-by-side, non-tandem arrangement. As the two parking stalls for this unit are not physically side-by-side, a variance is requested in order to allow the proposed physical arrangement of the two stalls. The arrangement of the two stalls meets the intent of the bylaw to enable independent access to each parking stall. Transportation staff have reviewed the proposal and support the variance.

To ensure that the secondary suite will be built, registration of a legal agreement on title stating that no final Building Permit inspection will be granted for any of the units until the secondary suite is constructed to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw, is required prior to final adoption of the rezoning bylaw.

To ensure that the surface parking stall is assigned to townhouse 2A1 for the sole use of that unit, registration of a legal agreement to this effect, or other measures, as determined to the satisfaction of the Director of Development, is required prior to final adoption of the rezoning bylaw.

#### Existing Legal Encumbrances

There is an existing 3.0 m wide utility right-of-way along the west property line of both parcels for the existing sanitary sewer and the existing storm sewer. This will be retained and the developer is aware that no construction can occur within the Right of Way.

There is currently a covenant registered on the title of 9391/9393 No. 2 Road, restricting the use of the site to a two-family dwelling only (RD150386). Prior to final adoption of the rezoning bylaw, the applicant must discharge the covenant from title.

#### Transportation and Site Access

Direct vehicular access to the subject site is to be provided from No. 2 Road. Through this development, cross access is proposed to be secured for the future redevelopment of parcels to the north via the new internal drive aisle. The SRW is to cover the entire width and length of the north-south drive aisle on the subject development.



### Parking

The proposal will feature five units with a total of ten parking spaces in a tandem arrangement (45% of total required residential parking spaces), which is less than the maximum 50% of tandem parking permitted through the Richmond Zoning Bylaw 8500. A restrictive covenant to prohibit the conversion of tandem garage areas into habitable space is required prior to final adoption.

### 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 twenty-six bylaw-sized trees on the subject property, two trees on the neighbouring property at 9364 Laka Drive, and one street tree on City property (Attachment 4).

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

- Eleven trees located on site are to be retained (tags #383, 384, 362, 363, 365, 366, 367, 368, 370, 390 and 391). Tree tags #383, 384, 362, 363, 365, 366, 367, 368, and 370, of which the majority are large caliper trees north of the proposed townhouse units, must be protected by a minimum of 4m out from the base of the tree or through a 3 m setback from the base of the trees to the exterior face of the building, with a further 1 m setback from the building foundation and "L" shaped footings. To avoid impacts to protected tree roots, no excavation for drainage or utilities is permitted in the north side yard setback. A temporary bridge will need to be constructed between the north edge of townhouses and the row of trees in order to protect the ground from compaction and disturbance to allow for construction access.

Remaining trees to be retained (tags #390 and 391) are to be protected with protective fencing per the arborist's recommendations.

- Sixteen trees (tag# 352, 353, 354, 355, 356, 357, 360, 361, 369, 381, 382, 386, 393, 394, 395 and no tag (a 20 cm copper beech) are in poor condition and are to be removed and replaced:
  - #352 (35 cm hemlock) and 353 (48 cm Douglas fir) are heavily pruned for overhead wires, with foliage die back. #354 (51 cm Douglas fir) is in good condition but is crowded with #352 and 353 and is reliant on those trees for stability. All three trees conflict with the proposed location of the driveway.
  - #355, 356, 357, 360, and 361 are Norway spruces (37 cm, 52 cm, 44 cm, 44 cm and 46 cm respectively) that have been historically topped for overhead hydro line clearance, and show evidence of upper limb instability with a likelihood of failure.
  - #369 (83 cm cedrus deodora) is heavily topped (top portion of tree removed).
  - #381 (68 cm Western redcedar) is in poor condition with a cavity in the trunk and dead wood in the canopy, and is crowded by #382 (may present hazard tree).

- #382 (51 cm Norway maple) has a crowded form and has been severely pruned. The tree exhibits a cavity in the lower trunk with a likelihood of root rot as evident by excessive dead wood in the canopy.
  - #386 (24 cm apple) fell over years ago and has very poor form and structure.
  - #393 (34 cm Norway maple) has a large crack and cavity in the trunk (may present hazard).
  - #394 (28 cm Norway maple), 395 (66 cm cherry), and no tag copper beech conflict with the proposed location of units.
  - #395 (66 cm cherry) is in good form but conflicts with the development footprint.
- Two trees (tag# 385 and 387) located on the neighbouring property at 9364 Laka Drive are identified to be retained and protected. Provide tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.
  - Replacement trees should be provided at a 2:1 ratio as per the OCP.

### *Tree Protection*

Eleven trees (tags #383, 384, 362, 363, 365, 366, 367, 368, 370, 390 and 391) located on site and two trees (tag# 385, 387) on the neighbouring property are to be retained and protected. The applicant is to submit a tree management plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 4). To ensure that the trees identified for retention are protected at the 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, including tree pruning, 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 approval of the Development Permit, submission of an \$110,000 tree protection security.
- 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.

### *Tree Replacement*

The applicant wishes to remove sixteen on-site trees (tag# 393, 394, 395, 386, 382, 381, 369, 361, 360, 357, 356, 355, 352, 353, 354 and no tag (a 20 cm copper beech)). The 2:1 replacement ratio would require a total of thirty-two replacement trees. According to the preliminary landscape plan, the applicant is planning to plant fifteen new trees on site. The required

replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
5	9 cm	5 m
4	10 cm	5.5 m
6	11 cm	6 m

To satisfy the 2:1 replacement ratio established in the OCP, the applicant will contribute a total of \$8,500 to the City's Tree Compensation Fund for the remaining trees that cannot be accommodated on the subject property after redevelopment.

As part of the Development Permit application, the applicant must provide a landscape plan prepared by a Registered Landscape Architect. The City will collect a landscape security prior to issuance of the Development Permit based on the cost estimate for the works, including a 10% contingency, provided by the landscape architect.

#### Affordable Housing Strategy

The applicant proposes to make a cash contribution to the Affordable Housing Reserve Fund in accordance to the City's Affordable Housing Strategy. As the proposal is for townhouses, the applicant will make a cash contribution of \$8.50 per buildable square foot as per the Strategy, for a contribution of \$136,170.

#### Public Art

In response to the City's Public Art Program (Policy 8703), the applicant will provide a voluntary contribution at a rate of \$0.83 per buildable square foot to the City's Public Art Reserve Fund; for a total contribution in the amount of \$13,297.

#### Townhouse Energy Efficiency and Renewable Energy

The applicant has committed to achieving an EnerGuide Rating System (ERS) score of 82 and to provide pre-ducting for solar hot water heating for the proposed development. If an acceptable Building Permit application for the proposed development is not submitted to the City by December 31, 2019, the proposed development will be subject to the Energy Step Code. A Restrictive Covenant to ensure that all units are built and maintained to this commitment is required prior to rezoning bylaw adoption. As part of the Building Permit Application review process, the developer will ensure compliance with the terms of the covenant.

### Amenity Space

The applicant is proposing a cash contribution in-lieu of providing the required indoor amenity space on site. The Official Community Plan (OCP) allows a cash contribution of \$1,600 per unit for developments up to 19 units in lieu of providing the indoor amenity space. The total cash contribution required for this 11 unit townhouse development is \$17,600.

Outdoor amenity space with an area of 73 m<sup>2</sup> (789 ft<sup>2</sup>) will be provided on site. Based on the preliminary design, the size of the proposed outdoor amenity space complies with the Official Community Plan (OCP) requirements of 6 m<sup>2</sup> per unit. Staff will work with the applicant at the Development Permit stage to ensure the configuration and design of the outdoor amenity space, including landscaping and children's play equipment, meets the Development Permit Guidelines in the OCP.

### Site Servicing and Frontage Improvements

Prior to adoption of Rezoning, the client is required to enter into the City's standard Servicing Agreement to design and construct frontage improvements along the site frontage, as well as service connections (see Attachment 5 for details). All works are at the client's sole cost (i.e., no credits apply). The developer is also required to pay DCC's (City & GVS & DD), School Site Acquisition Charges and Address Assignment Fees.

Required frontage improvements include:

- Removing the existing sidewalk and constructing a new 1.5 m wide sidewalk,
- Constructing a new 1.5 m wide grass boulevard with street trees, and
- Completing upgrades to an existing bus stop on No. 2 Road.

A 0.14 m road dedication is required to accommodate the frontage improvements.

The developer will also be required to provide \$30,000 cash contribution for the purchase and installation of a City standard bus shelter.

### Variances Requested

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

- Vary Section 7.5.13 to allow one small car parking stall in each of the side-by-side garages in the five two-storey townhouse units (five small car stalls in total).

***Staff are supportive of the proposed variance as it enables the required resident parking spaces to be provided within the garages of all two-storey units in a side-by-side arrangement. The Zoning Bylaw allows small parking stalls for on-site parking areas which contain 31 or more spaces.***

- Vary Section 8.7.6.1 to reduce the front yard setback from 6.0 m to a minimum of 5.05 m.



***Staff are supportive of the proposed variance for the following reasons:***

- ***the Arterial Road Guidelines for Townhouses in the OCP support a reduced front yard setback where a larger rear yard is provided, on the condition that there is an appropriate interface with neighbouring properties. The proposal includes a 6 m landscaped rear yard setback with a privacy screen at the property line;***
- ***the setback is varied across the frontage, including a setback of 5.05 m for four of the fronting units, 5.51 m for two of the units and 6.57 m for the seventh fronting unit;***
- ***a 0.14 m road dedication is being provided in order to accommodate a sidewalk and a landscaped boulevard; and***
- ***significant tree protected is provided along the northern property boundary near No.2 Road.***
- Vary Section 5.4.1.o) to enable parking stalls for the townhouse unit with the secondary suite in a non-tandem arrangement but not in a side-by-side arrangement.

***Staff are supportive of the proposed variance as the proposed parking configuration meets the intent of the parking regulation by allowing independent use of the two required parking stalls.***

**Development Permit**

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

- Compliance with Development Permit Guidelines for the form and character of multiple-family projects provided in the 2041 Official Community Plan.
- Refinement of the proposed site grading and building foundations to ensure survival of all proposed protected trees and development of an appropriate transition between the proposed development to the public sidewalk on No. 2 Road, and to the adjacent existing properties.
- Review of the size and species of on-site replacement trees to ensure bylaw compliance and to achieve an acceptable mix of coniferous and deciduous trees on site.
- Refinement of the outdoor amenity area design, including the choice of play equipment, to create a safe and vibrant environment for children's play and social interaction.
- Review of relevant accessibility features and aging-in-place design features in all units.
- Review of a sustainability strategy for the development proposal.

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

**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 11-unit townhouse and one secondary suite development is consistent with the Official Community Plan (OCP) and the Arterial Road Policy in the OCP. Further review of the project design is required to ensure a high quality project and design consistency with the existing neighbourhood context, which will be completed as part of the Development Permit application review process. The list of rezoning considerations is included as Attachment 5, which has been agreed to by the applicants (signed concurrence on file). On this basis, staff recommend support of the application.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10001 be introduced and given first reading.



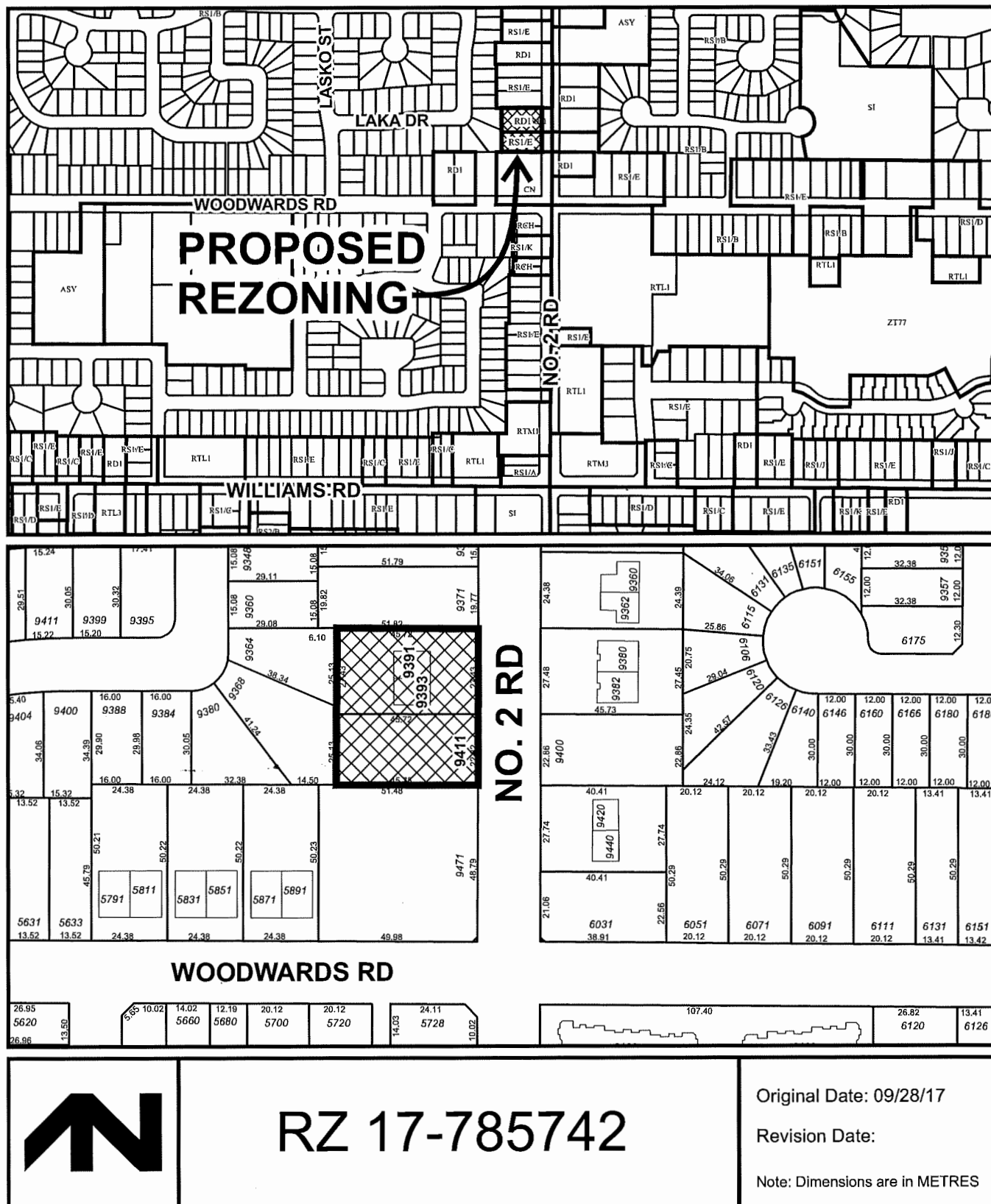
Jeanette Elmore  
Planner 2

JE:cas

Attachment 1: Location Map  
Attachment 2: Conceptual Development Plans  
Attachment 3: Development Application Data  
Attachment 4: Tree Management Plan  
Attachment 5: Rezoning Considerations



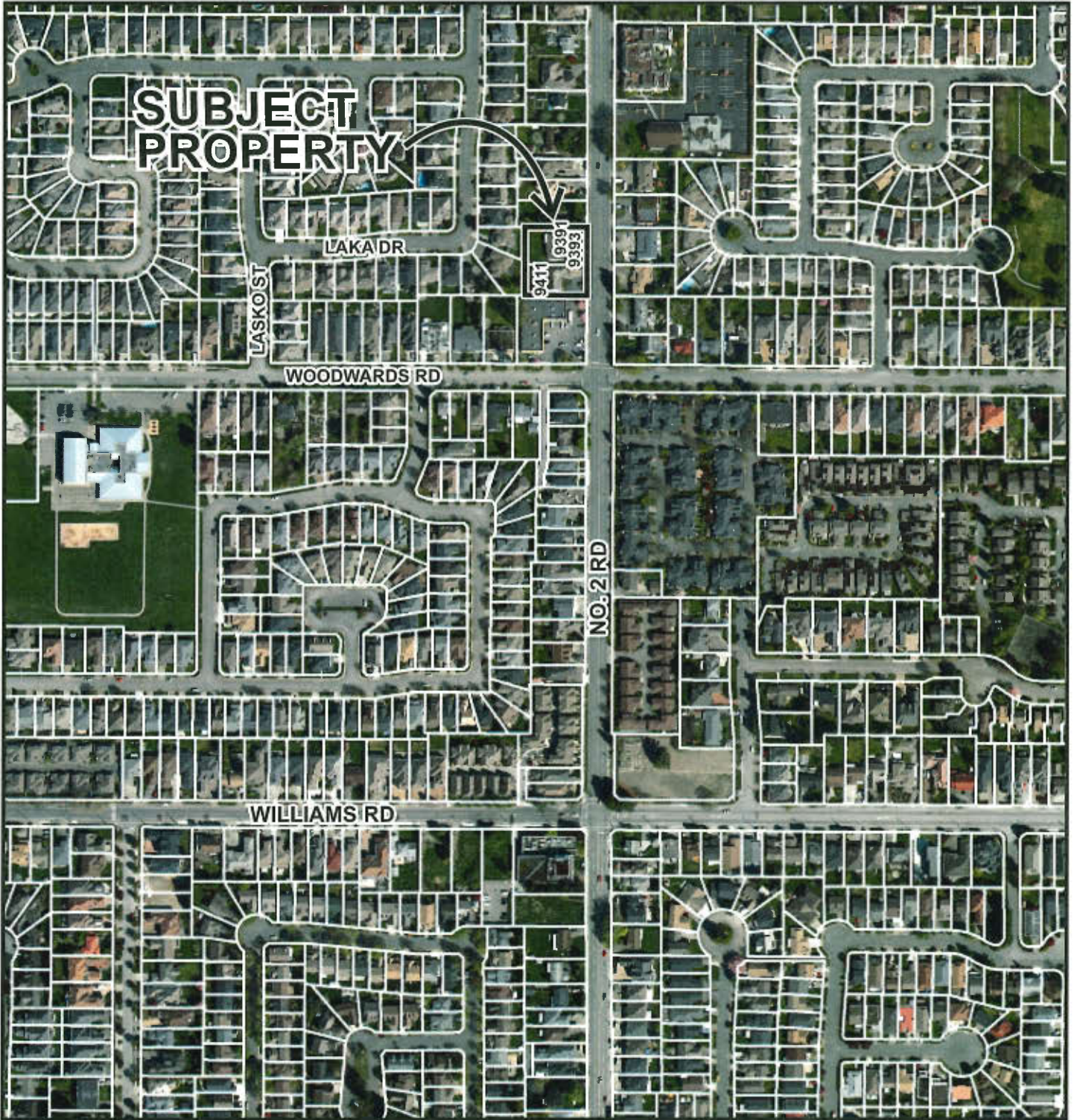
# City of Richmond







# City of Richmond



**RZ 17-785742**  
**PLN - 78**

Original Date: 09/29/17

Revision Date:

Note: Dimensions are in METRES









PLN - 80

9391 - 9411  
No 2 ROAD  
for  
Citimark Projects Corp.

CONTEXT  
PHOTOS  
NTS

FEBRUARY 12, 2019  
**FOUGERE**  
architecture inc.  
202-740-0440  
11b



EXISTING SITE GRADE	PROPOSED SITE GRADE	EXISTING GRADE (from S
0.00 m	0.00 m	0.00

2018 British Columbia Building Code

Applicable Section	Major Occupancy Classification	Building Area (Maximum)	Number of Storeys	Sprinkler System Required	Combustible Construction
101	Assembly	10,000	3	Yes	Noncombustible
102	Assembly	10,000	3	Yes	Noncombustible
103	Assembly	10,000	3	Yes	Noncombustible
104	Assembly	10,000	3	Yes	Noncombustible
105	Assembly	10,000	3	Yes	Noncombustible
106	Assembly	10,000	3	Yes	Noncombustible
107	Assembly	10,000	3	Yes	Noncombustible
108	Assembly	10,000	3	Yes	Noncombustible
109	Assembly	10,000	3	Yes	Noncombustible
110	Assembly	10,000	3	Yes	Noncombustible
111	Assembly	10,000	3	Yes	Noncombustible
112	Assembly	10,000	3	Yes	Noncombustible
113	Assembly	10,000	3	Yes	Noncombustible
114	Assembly	10,000	3	Yes	Noncombustible
115	Assembly	10,000	3	Yes	Noncombustible
116	Assembly	10,000	3	Yes	Noncombustible
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118	Assembly	10,000	3	Yes	Noncombustible
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126	Assembly	10,000	3	Yes	Noncombustible
127	Assembly	10,000	3	Yes	Noncombustible
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165	Assembly	10,000	3	Yes	Noncombustible
166	Assembly	10,000	3	Yes	Noncombustible
167	Assembly	10,000	3	Yes	Noncombustible
168	Assembly	10,000	3	Yes	Noncombustible

2018 British Columbia Building Code  
Part 8  
Group C  
470 m<sup>2</sup>  
3  
No  
Permitted

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## SITE PLAN

SCALE: 3/32" = 1'-0"

FEBRUARY 27, 2019



**FOUGERE**  
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JANUARY 1987  
104-671-2867  
#BX-3-023 Québec, Street  
Ottawa, BC V1T 4M8  
fougere@citynet.ca

2a



A new fire hydrant will be installed somewhere on the boulevard along the front property line. The final location has not been determined yet.

The purpose of calculating the maximum distance of the fire fighter access path we assumed for location to be in front of the south-east corner of the site (furthest possible distance to site entry).

38.1m → distance from hydrant to site entry/ fire truck location  
 44.5m → distance from fire truck to furnace entry (unit BD)

Residential 2' concrete	22	5 Small Cars 1 Exempt Stall (for Lock-off Unit)
Visitor 0.2 concrete	3	
<b>Total Required</b>	<b>25</b>	
Parking Provided	17	<b>Zoning Variance:</b>
Standard Stall	5	
Small Stall	3	
<b>Total Provided</b>	<b>25</b>	

Residential 2' concrete	22	5 Small Cars 1 Exempt Stall (for Lock-off Unit)
Visitor 0.2 concrete	3	
<b>Total Required</b>	<b>25</b>	
Parking Provided	17	<b>Zoning Variance:</b>
Standard Stall	5	
Small Stall	3	
<b>Total Provided</b>	<b>25</b>	

Class 1: 1.25 sealblunt	14
max. 35% Vertical Sails	4
Class 2: 0.2 sealblunt	3
Total Class 1 Sails Required	14
Total Class 1 Sails Provided	15
Total Class 2 Sails Required	3
Total Class 2 Sails Provided	3
Horizontal Sails Provided	14
Vertical Sails Provided	1

**STANDARD CAR STALL**  
 SIZE: 2.3m x 5.5m

**SMALL CAR STALL**  
 SIZE: 2.3m x 4.0m

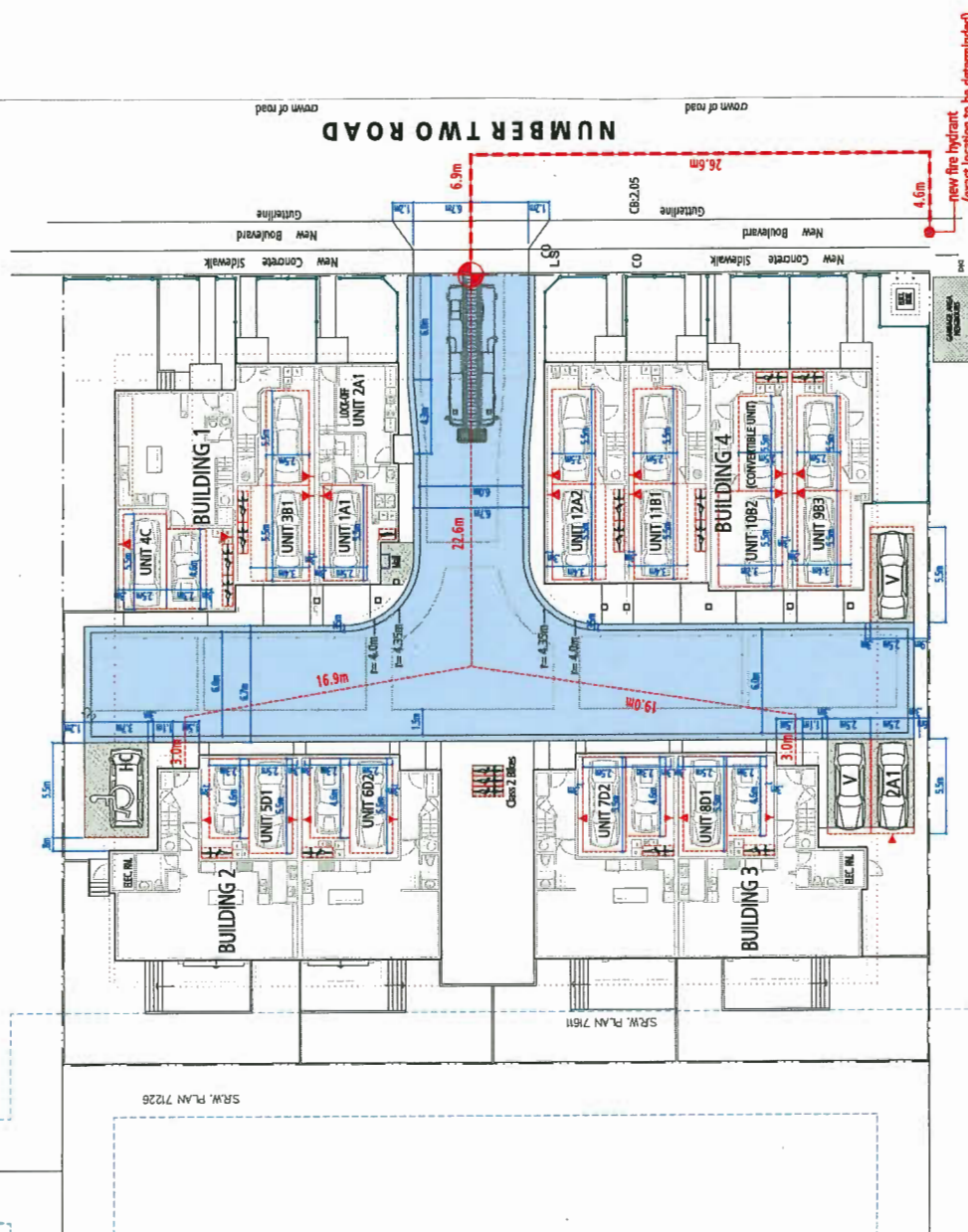
**HANDICAPPED CAR STALL**  
 SIZE: 3.7m x 5.5m

**CLASS 1 BIKE STALL**  
 SIZE: 1.4m x 0.6m

**CLASS 1 BIKE STALL (Vertical)**  
 SIZE: 1.0m x 0.6m

**LEVEL 2 Electric Vehicle Plugs**  
 one for each parking space

**6.7m Wide Driveway**  
 6.0m drive aisle with 4.4m Vertical Clearance & 0.35m roll-over curb



**9391 - 9411**  
**No 2 ROAD**  
for  
Citimark Projects Corp.

Citimark Projects Corp.

## PARKING PLAN

SCALE:  $3/32" = 1'-0"$

FEBRUARY 12 2019



**FOUGERE**  
architecture inc.

BRITISH COLUMBIA • ALBERTA • VANCOUVER  
202-2403 Quebec Street TEL 877-2587



- PROVISION OF ACCESSIBILITY FEATURES ON ALL UNITS:**
- Entry does minimum 855 mm clear opening
  - Entry door swing minimum 900 mm width
  - Door from garage to living area minimum 2'-10" (swing to clear space)
  - Binding to bathrooms for installation of grab-bars (toilet, tub and shower)
  - Provision of three clear handrails
  - One window in the living room with a single hand that can be opened with a single hand in one bedroom

**UNIT A1**

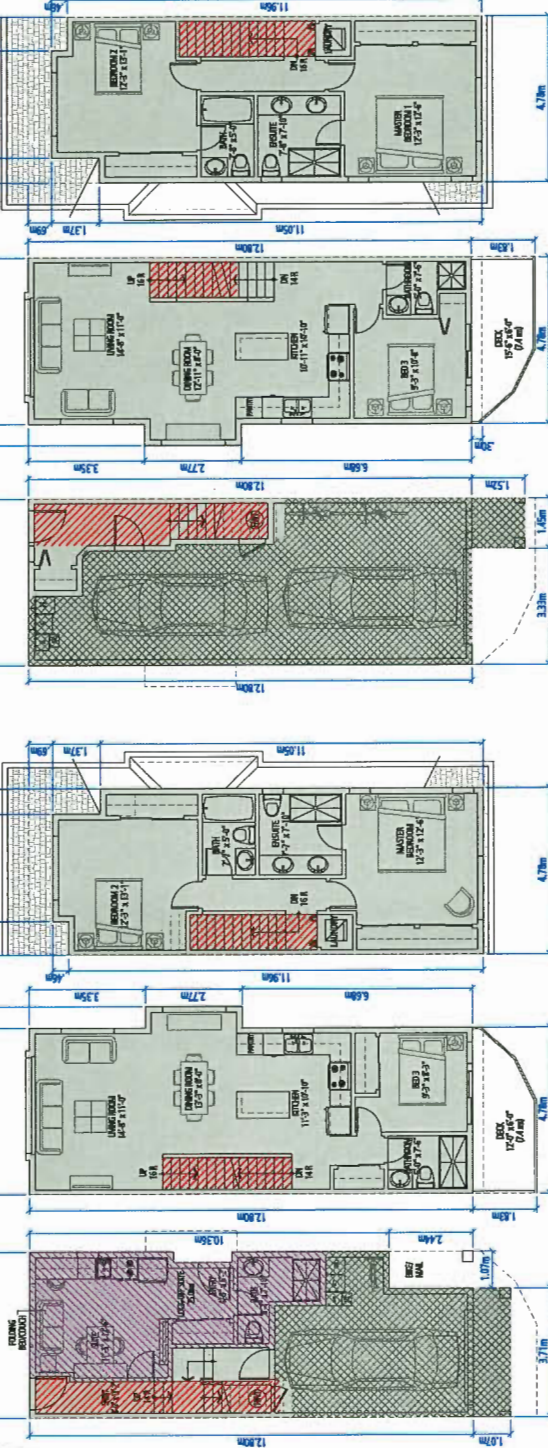
**FLOOR AREA CALCULATION**

GROUND FLOOR	667.4
MAIN FLOOR	676.4
UPPER FLOOR	626.3
GRAND	1969.1
less garage	297.4
less covered area	25.4
less entry / stair	62.4
less main floor stair	71.4
less upper floor stair	46.4
<b>TOTAL NET</b>	<b>1510.3</b>

**UNIT B1**

**FLOOR AREA CALCULATION**

GROUND FLOOR	726.4
MAIN FLOOR	657.4
UPPER FLOOR	617.4
GRAND	1901.2
less garage	517.4
less covered area	78.4
less entry / stair	78.4
less main floor stair	26.4
less upper floor stair	43.4
<b>TOTAL NET</b>	<b>1251.3</b>



**UNIT A1**

**GROUND FLOOR (WITH LOCK-OFF)**

**MAIN FLOOR**

**UPPER FLOOR**

**UNIT A2**

**GROUND FLOOR**

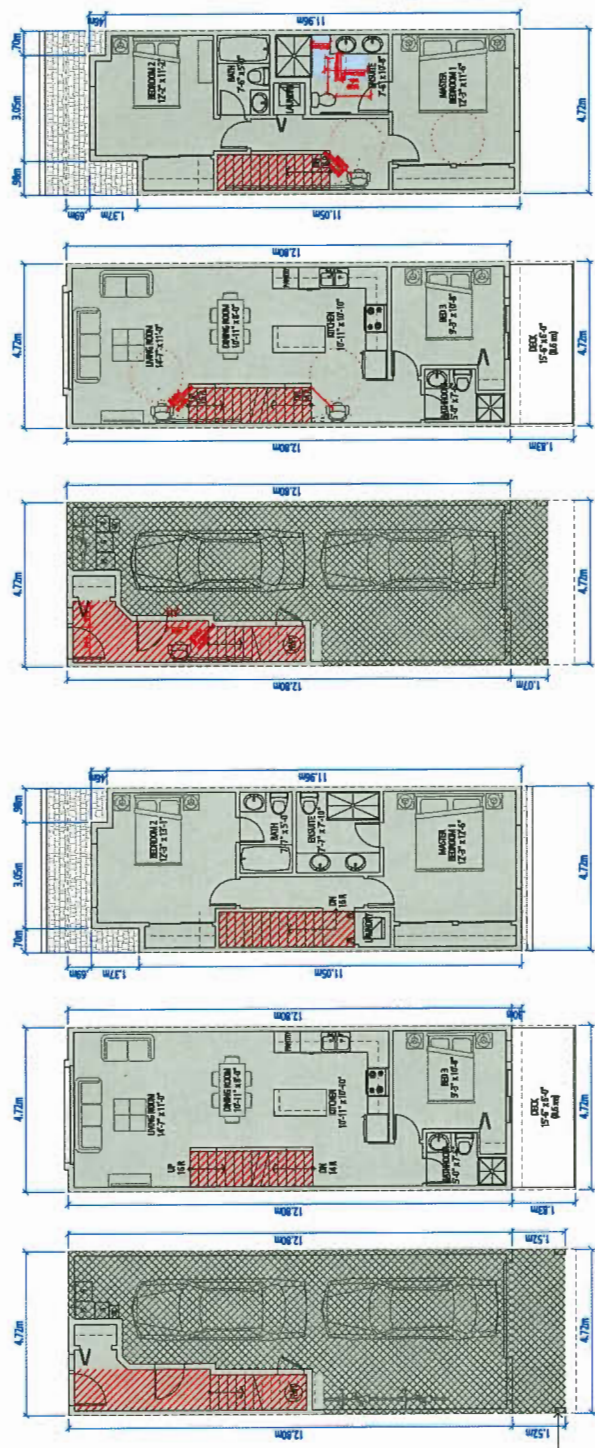
**MAIN FLOOR**

**UPPER FLOOR**

**9391 - 9411**  
**No 2 ROAD**  
for  
Citimark Projects Corp.

**FLOOR PLANS**  
SCALE: 3/16" = 1'-0"  
0 5' 10' 15'

FEBRUARY 12, 2019  
**FOUGERE**  
architecture inc.  
200-545 Queen Street West, Suite 400  
Toronto, Ontario M5H 2M9  
3  
Registered Architect



**UNIT B1**

**GROUND FLOOR**

**MAIN FLOOR**

**UPPER FLOOR**

**UNIT B2**

**GROUND FLOOR**

**MAIN FLOOR**

**UPPER FLOOR**

- Entry doors minimum 855 mm clear opening (3'-0" swinging door spec.)
- Hallways minimum 900 mm width (swinging door spec.)
- Door from garage to living area minimum 2'-10" (blocking to bedrooms for installation of grab-bars (toilet, tub and shower))
- Provision of lever door handles
- One window that can be opened with a single hand in the living room
- One window that can be opened with a single hand in one bedroom

GROUND FLOOR	680 sf
MAIN FLOOR	658 sf
UPPER FLOOR	617 sf
<b>GROSS</b>	<b>1,955 sf</b>
less garage	490 sf
less covered area	49 sf
<b>GFA</b>	<b>1,416 sf</b>
less entry / stair	84 sf
less Main floor stair	24 sf
less Upper floor stair	43 sf
<b>TOTAL NET</b>	<b>1,265 sf</b>

FLOOR AREA CALCULATION	
GROUND FLOOR	929 sf
UPPER FLOOR	981 sf
GROSS	1,910 sf
less garage	394 sf
less covered area	0 sf
GFA	1,516 sf
less entry / stair	108 sf
less Upper floor stair	29 sf
TOTAL NET	1,409 sf

Citimark Projects Corp.



SCALE: 3/16" = 1'-0"

FEBRUARY 17 2019





# **PROMOTION OF ACCESSIBILITY FEATURES "AGING-IN-PLACE" REQUIREMENTS ON ALL UNITS:**

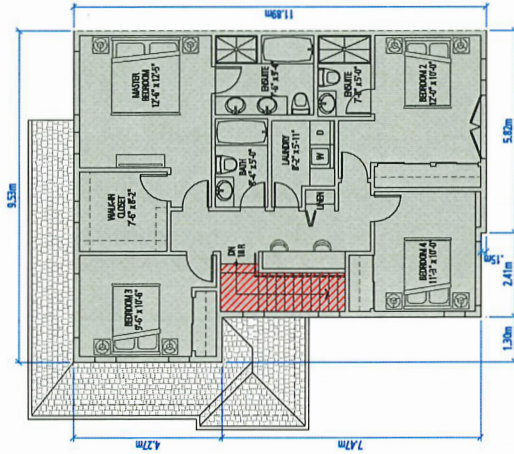
- Entry door minimum 855 mm clear opening (2'-4" netting door spec.)
- Hallways minimum 900 mm width
- Door from garage to living area minimum 2'-10" (netting door spec.)
- Stairs to bedrooms for installation of grab-bars
- Stairs to all bedrooms
- One window that can be opened with a single hand in the living room
- One window that can be opened with a single hand in one bedroom

## **UNIT D1**

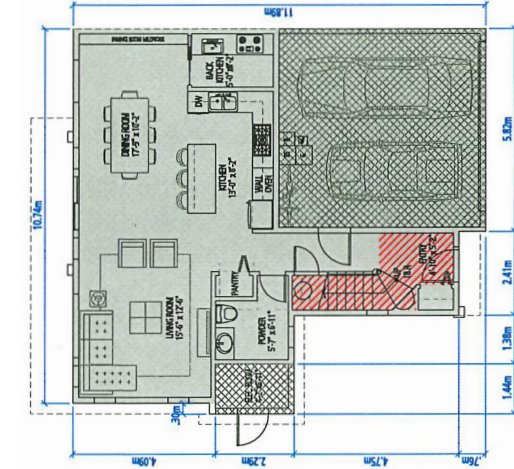
FLOOR AREA CALCULATION	
GROUND FLOOR	1,176.4
UPPER FLOOR	1,109.4
GROSS	2,285.8
Less garage	366.5
Less covered area	0.0
GFA	1,919.3
Less 1st floor gar	17.5
Less 1st floor gar	46.5
Less 1st floor gar	50.0
TOTAL NET	1,805.3

## **UNIT D2**

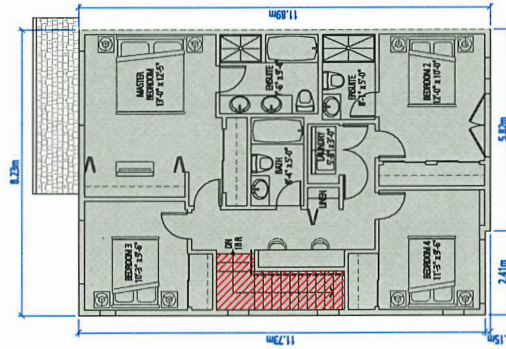
FLOOR AREA CALCULATION	
GROUND FLOOR	1,026.4
UPPER FLOOR	1,068.4
GROSS	2,094.8
Less garage	366.5
Less covered area	0.0
GFA	1,728.3
Less 1st floor gar	17.5
Less 1st floor gar	50.0
TOTAL NET	1,560.8



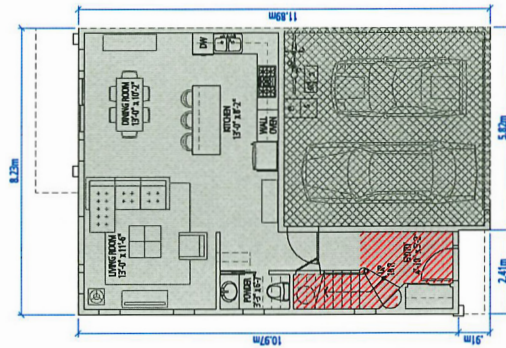
MAIN FLOOR



UNIT D1



MAIN FLOOR



UNIT D2

**9391 - 9411  
No 2 ROAD**  
for  
Citimark Projects Corp.



## **FLOOR PLANS**

SCALE: 3/16" = 1'-0"

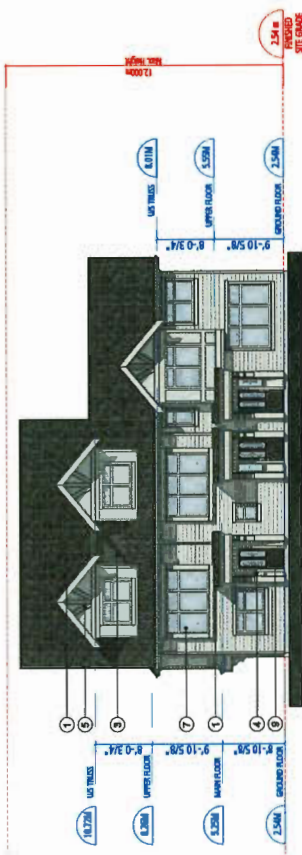


FEBRUARY 12, 2019

**FOUGERE**  
architecture inc.  
1000 AVENUE DU PARC  
SUITE 100  
BELLERIVE, QUEBEC H3V 2S4  
TEL: 514-350-1111  
WWW.FOUGEREARCHITECTURE.COM

5

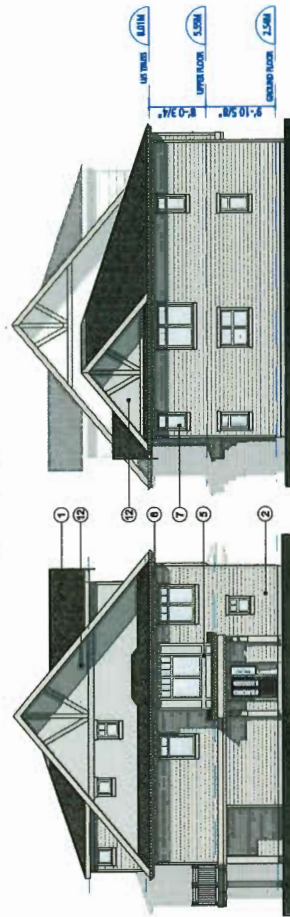
EXTERIOR FINISHES SCHEDULE	
1	ASPHALT SHingles
2	HARDIE PLANK LAP SIDING
3	BOARD AND BATTEN
4	BOARD AND BOARD
5	WOOD TRIMS
6	WOOD TRIMS
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99	WOOD TRIMS
100	WOOD TRIMS



EAST ELEVATION



**WEST ELEVATION**



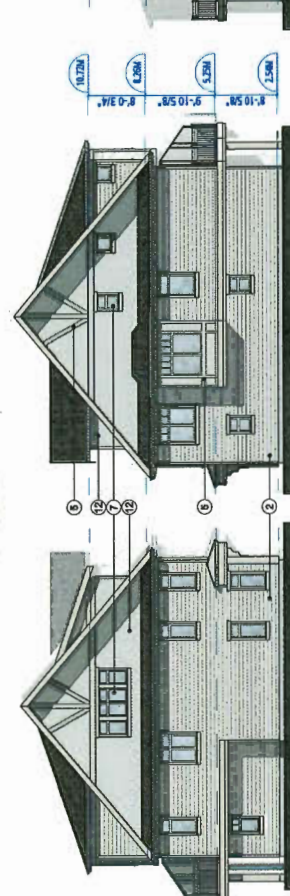
**NORTH ELEVATION**



EAST ELEVATION



WEST ELEVATION



NORTH ELEVATION

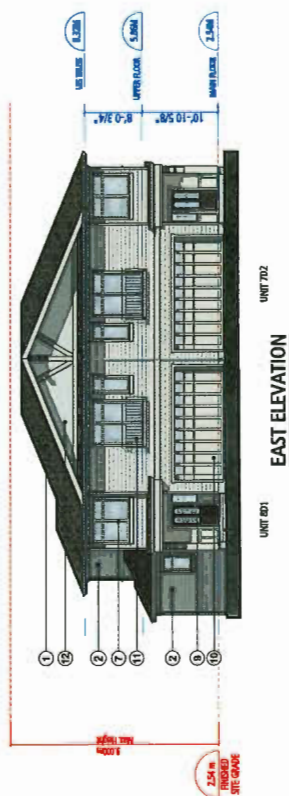
**SOUTH ELEVATION**

## BUILDING 1

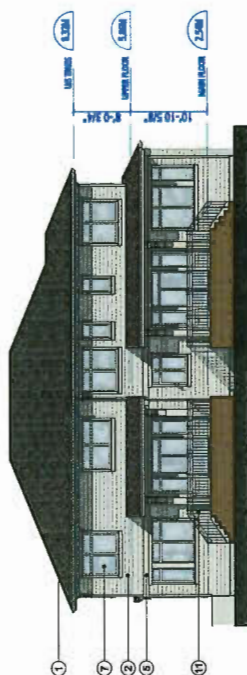
**NORTH ELEVATION**

## BUILDING 1

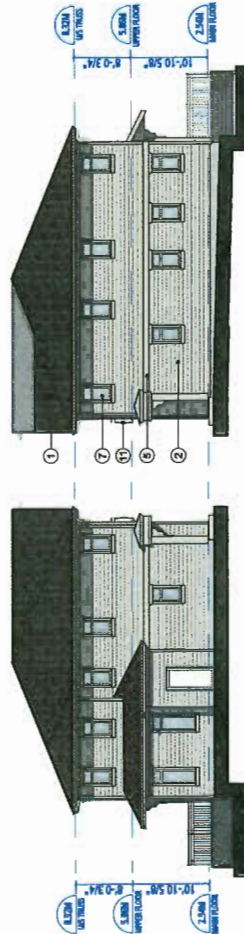




UNIT 801 EAST ELEVATION

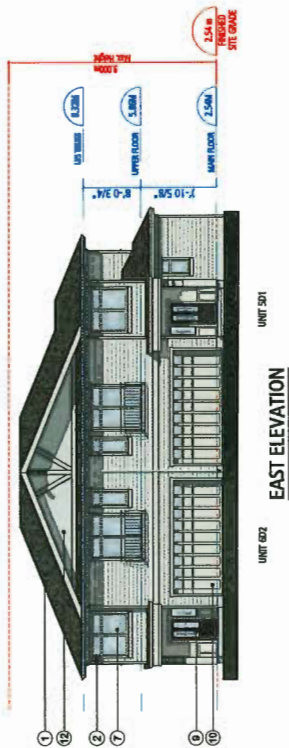


UNIT 801 WEST ELEVATION



UNIT 801 SOUTH ELEVATION

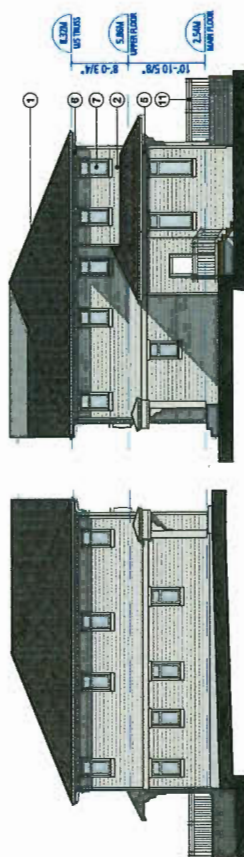
UNIT 801 NORTH ELEVATION



UNIT 501 EAST ELEVATION



UNIT 501 WEST ELEVATION



UNIT 501 SOUTH ELEVATION

UNIT 501 NORTH ELEVATION

9391 - 9411  
No 2 ROAD  
for  
Citimark Projects Corp.

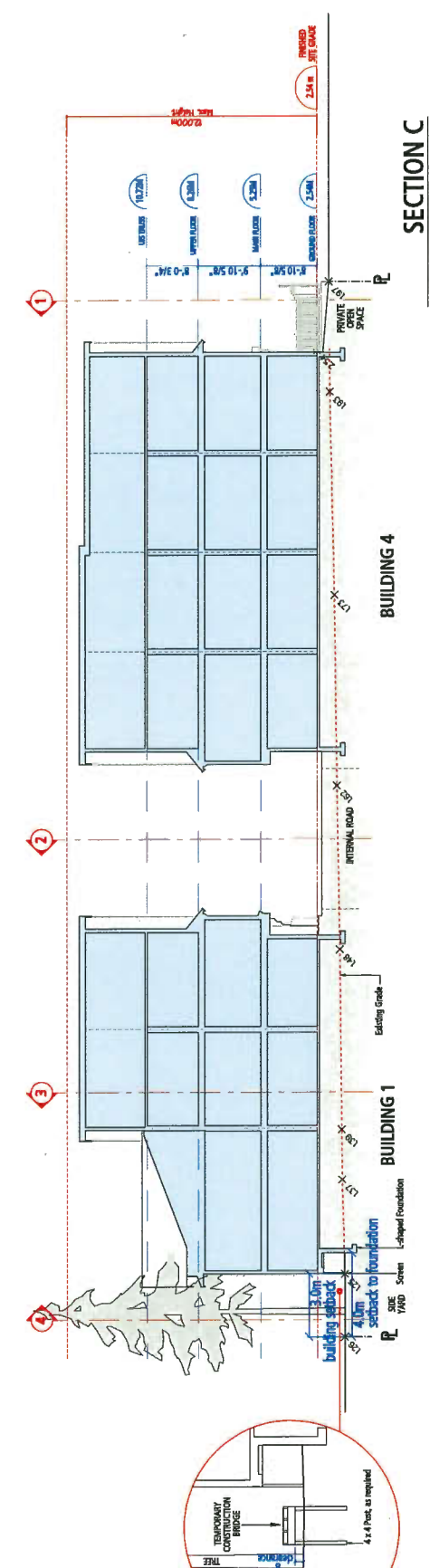
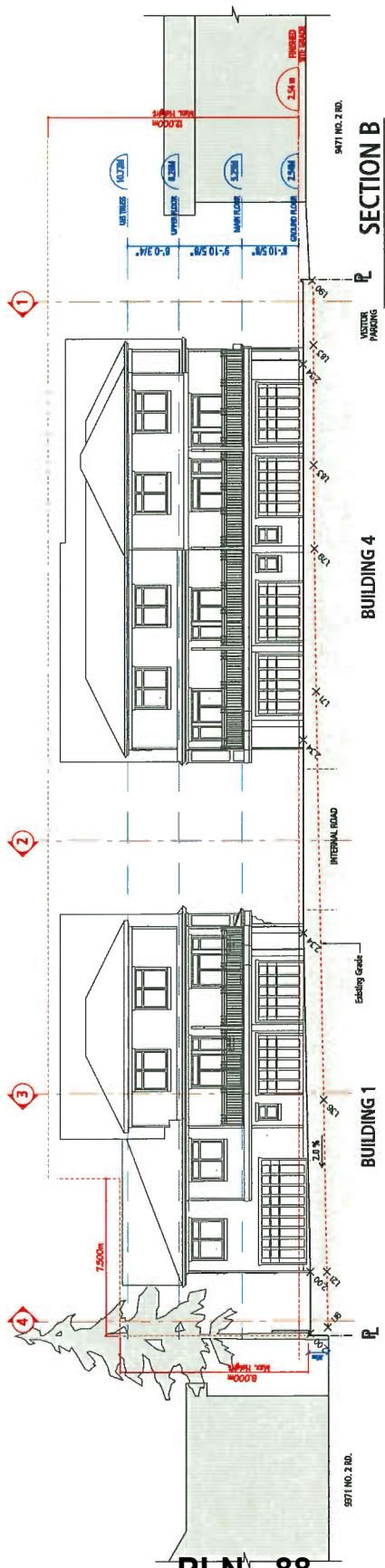
BUILDING 2, 3  
ELEVATIONS  
SCALE: 1/8" = 1'-0"

0 5' 10' 20'

EXTERIOR FINISHES SCHEDULE

NO.	FINISH	DESCRIPTION
1	ASPHALT SHINGLES	ROOF
2	HANDSE PLANED LAY SERRA	WALLS
3	WALLS	WALLS
4	WALLS	WALLS
5	WALLS	WALLS
6	WALLS	WALLS
7	WALLS	WALLS
8	WALLS	WALLS
9	WALLS	WALLS
10	WALLS	WALLS
11	WALLS	WALLS
12	WALLS	WALLS
13	WALLS	WALLS

FEBRUARY 12, 2019  
**FOUGERE**  
architecture inc.  
3075 COLUMBIA AVE. SUITE 100  
VANCOUVER, BC V6T 4G5  
Phone: 604.681.1111  
Fax: 604.681.1112  
www.fougerearchitecture.com



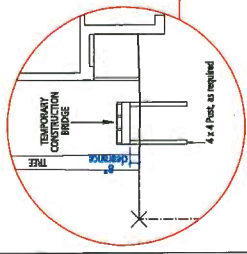
9391 - 9411  
NO. 2 ROAD  
for  
Citimark Projects Corp.

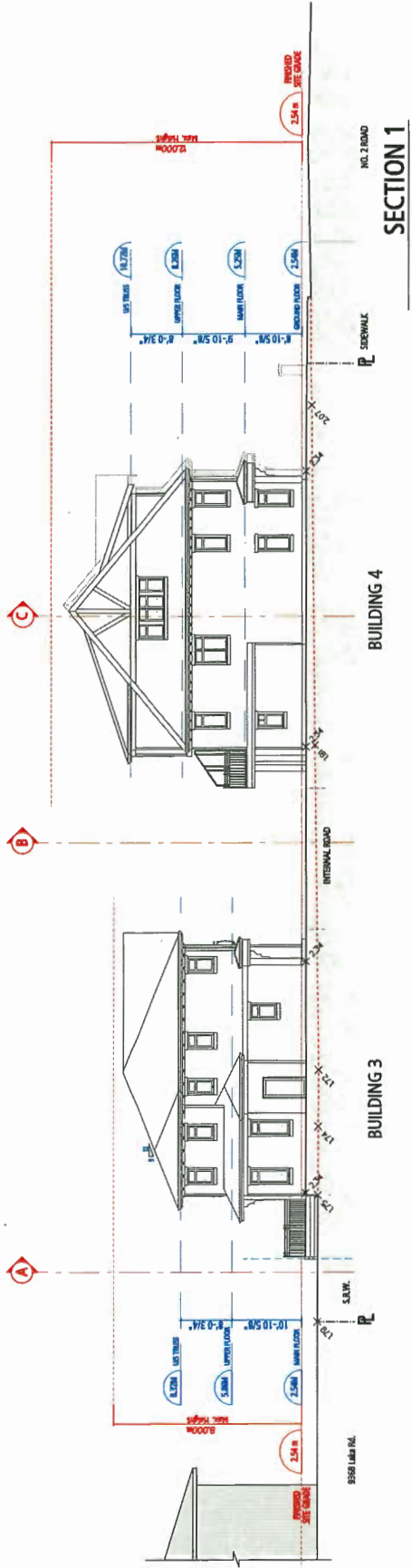
# SECTIONS

SCALE: 1/8" = 1'-0"  
0 5' 10' 20'

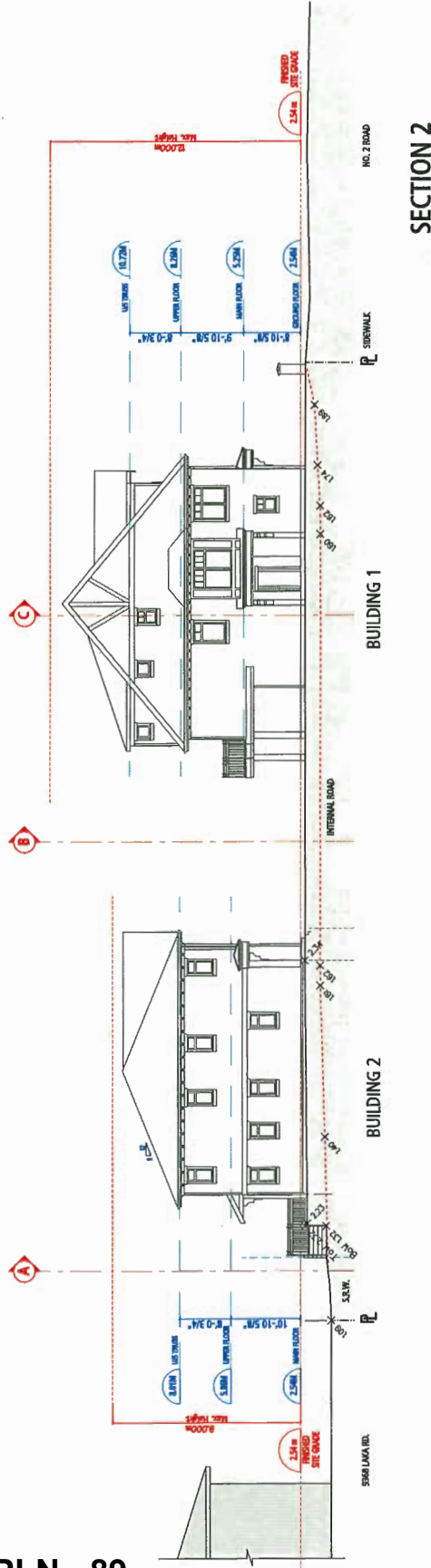
FEBRUARY 12, 2019

**FOUGERE**  
architecture inc.  
200-2455 Quebec Street  
Montreal, QC H3T 2S7  
8





PLN - 89



9391 - 9411  
NO. 2 ROAD  
for  
Citimark Projects Corp.

## SECTIONS

SCALE: 1/8" = 1'-0"  
0 5' 10' 20'





## PLN - 90



9471 No 2 Road

PL

PROPOSED DEVELOPMENT

9371 No 2 Road

PL

## STREETSCAPE

PLN - 91

9391 - 9411  
No 2 Road  
for  
Citimark Projects Corp.



9371 No 2 Road

PL

PROPOSED DEVELOPMENT

PL

9471 No 2 Road

## YARDSCAPE

STREETSCAPE  
YARDSCAPE

SCALE: 3/32" = 1'-0"  
0 10' 20' 30'

FEBRUARY 12, 2019








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BRITISH COLUMBIA • ALBERTA • WASHINGTON  
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fougere@fougere.ca









**Van der Zalm + associates Inc.**  
Parts & Remedies • Civil Engineering  
Urban Design • Landscape Architecture

**P: 604.822.0254**  
**F: 604.822.0802**  
info@vz-a.com

**Suite 1 2617 97th Avenue**  
Langley, British Columbia  
V3A 4A9

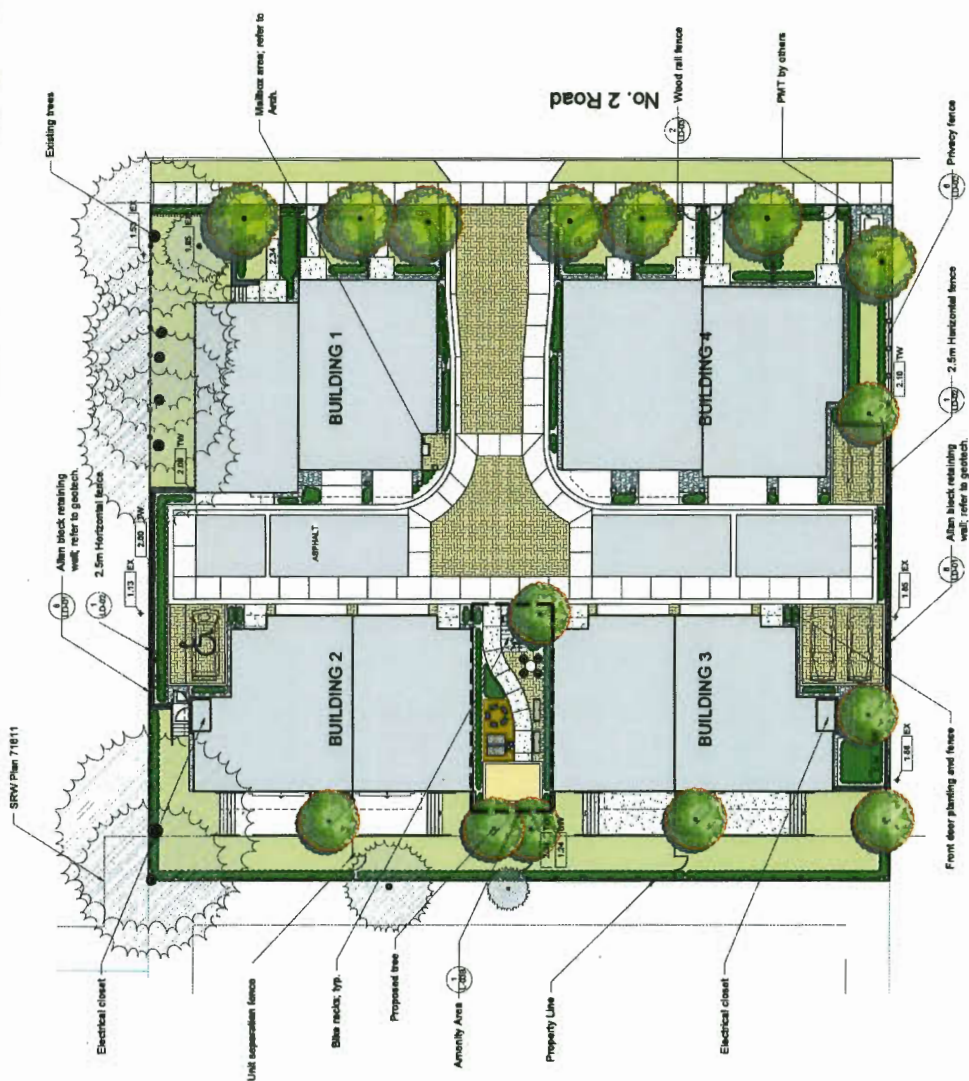
KEY	REF.	DESCRIPTION
	7 (LD-07)	CONCRETE SLAB (Gridlines)
	6 (LD-06)	PERFORATED PATIORS
	8 (LD-08)	COMBINED CONCRETE SEEWALL AND DRIVE ABLE
	5 (LD-05)	ALLAN BLOCK RETAINING Culvert gray
	3 (LD-03)	HYDROPLRESSED LUM
	4 (LD-04)	DRIP STRIP
	1 (LD-01)	Blank Space Master: 1/2" x 6" Material: 1/2" x 6" x 6" x 6" Manufacturer: Landscape Forms

KEY	REF.	DESCRIPTION
————	① LD-02	25M HORIZONTAL SCREEN
#####	② LD-3	HOOD RAIL FENCE
————	① LD-03	NORMAL ON RYLAND
————	⑥ LD-02	PRIVACY FENCE

KEY	REF.	DESCRIPTION
	1 (LD-01)	PROPOSED TREE
		EXISTING TREE
		SO-0 Critical Landscape Name & Specifications
		WOOD CHIPS
		SAND
	2, 3 (LD-03)	SHRUB PLANTING

PLANT SCHEDULE						
THOR						
	1	2	3	4	5	
THOR	BOTANICAL NAME / COMMON NAME		HEIGHT	CAN	SIZE	QTY
	Cercophyllum japonicum / Mahoeum Tree		0.8 ft	8cm cal	1.5 m add	7
	Stemodia paniculata / Japanese Shepherdia		0.8 ft	8cm cal	1.5 m add	8

0	1.50	3	4.3	6	7.5	9	10.5	12	13.5	15	16.5	18	19.5	21	22.5
---	------	---	-----	---	-----	---	------	----	------	----	------	----	------	----	------



Front door planting and fence (for Building 2 & 3)





Key Map (NTS)

[illegible]

<b>Project</b>	9391 - 9411 No. 2 Road City File No: RZ 17-785742
<b>Location:</b>	9391 - 9411 No. 2 Road, Richmond, B.C.

Drawn: DW PW	Sample:	Original Steel Size: 2" x 3/4"	CONCRETE SHALL BE CAST IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR CONCRETE FOR THE STATE OF CALIFORNIA, 2001 EDITION, LATEST REVISIONS, AND ALL CITY, COUNTY AND STATE REQUIREMENTS THEREOF. THE CONCRETE SHALL BE CAST AND CURED IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR CONCRETE FOR THE STATE OF CALIFORNIA, 2001 EDITION, LATEST REVISIONS, AND ALL CITY, COUNTY AND STATE REQUIREMENTS THEREOF. THE CONCRETE SHALL BE CAST AND CURED IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR CONCRETE FOR THE STATE OF CALIFORNIA, 2001 EDITION, LATEST REVISIONS, AND ALL CITY, COUNTY AND STATE REQUIREMENTS THEREOF.
Cast-in-Place TM	Approved:	MDX	Scale: 1:20








## HARDSCAPE MATERIALS

KEY	REF.	DESCRIPTION
	7 LD-07	CONCRETE SLAB (GROUND)
	8 LD-07	ALUMINUM RETAINING WALL
	5 LD-07	CUSTOM HANDSHAPE Concrete Handshape
		Elbow Plate Material: 1/2" x 12" x 4" Support: Landscape Frame

## FENCING

KEY		REF.		DESCRIPTION	PRIVATE FENCE
-----	---	------	---	-------------	---------------

## SOFTSCAPE MATERIALS

KEY	REF.	DESCRIPTION
	1 LD-07	MICROFOSSIL TREE
		BOD SINUS SACCUS LAMINAE NARROW APPENDAGES
		WOOD CELLS
		SAND
	2 LD-07	SPERMATOPHYTES
	2 LD-07	WIDE PLANTING
	2 LD-07	INTERNAL PLANTING



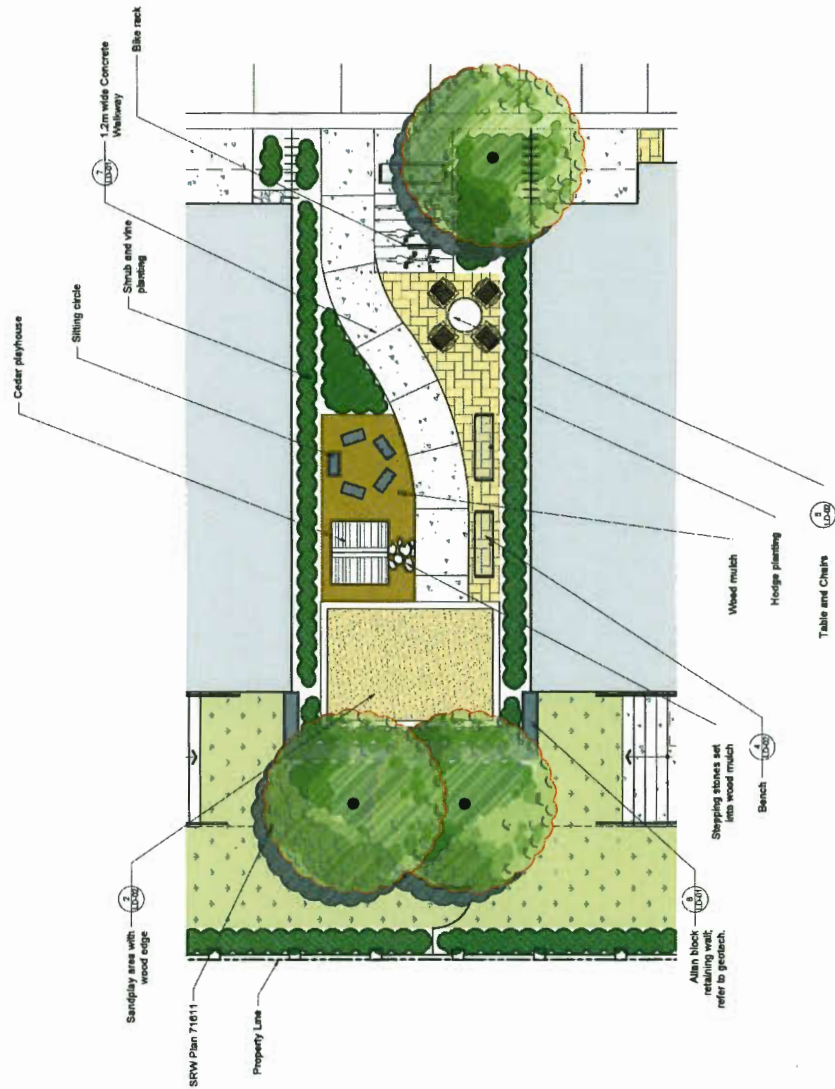
Shelving circle



**Cedar playhouses**

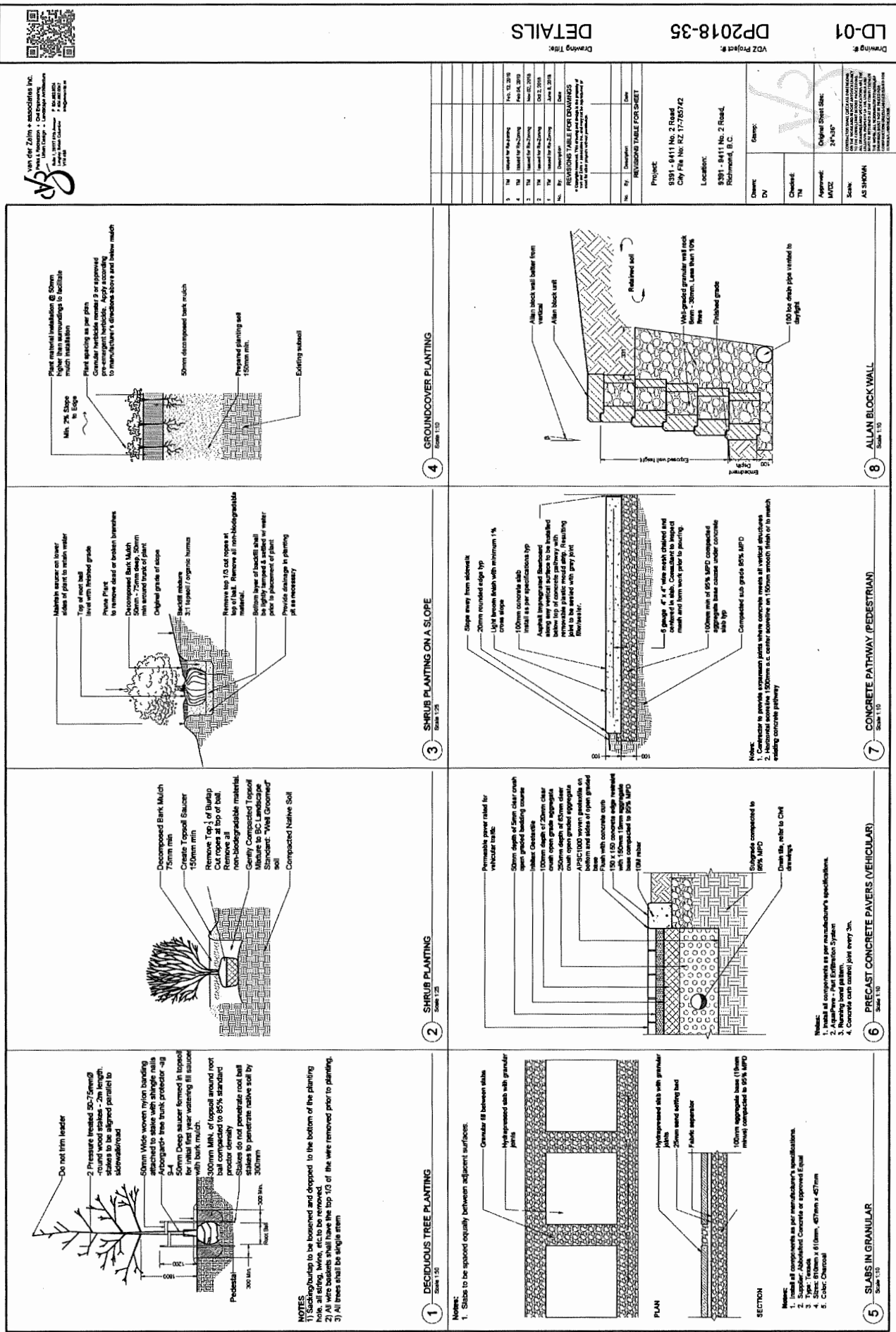


Send how











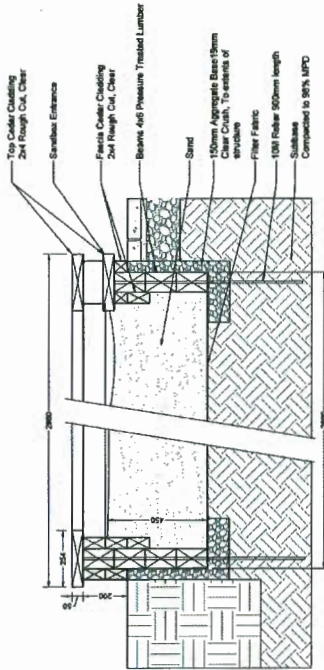
ON THE WORK AND REPORT APPEARED PRIOR TO THE CANTON AREA REPORT PROCEEDINGS. ALL MATTERS AND INCIDENTS ARE THE CONCERN, PROPERTY OF THE CANTON AND MUST BE RETURNED AT THE COMPLETION OF THE WORK. ALL REPORTING MUST BE MADE BY THE CANTON AREA REPORTING OFFICE. THE CANTON AREA REPORTING OFFICE IS THE ONLY OFFICE THAT CAN BE USED TO REPORT A MATTER.

[illegible]

Project	Location
9391 - 9411 No. 2 Road City File No. RZ 17-785742	9391 - 9411 No. 2 Road, Richmond, B.C.

Drawn: DY	Stamp:	Original Sheet Size: 24"x36"	<p>THIS DOCUMENT IS THE PROPERTY OF THE NATIONAL ARCHIVES AND RECORDS ADMINISTRATION. IT IS LOANED TO YOU BY THE NATIONAL ARCHIVES AND RECORDS ADMINISTRATION. IT IS NOT TO BE REPRODUCED, COPIED, OR DISTRIBUTED IN ANY MANNER WITHOUT THE WRITTEN PERMISSION OF THE NATIONAL ARCHIVES AND RECORDS ADMINISTRATION. IT IS TO BE RETURNED TO THE NATIONAL ARCHIVES AND RECORDS ADMINISTRATION IN THE SAME CONDITION AS IT WAS RECEIVED.</p>
Checked: TM	Approved: MYOZ		
Scale: AS SHOWN			

② SAND PIT EDGE

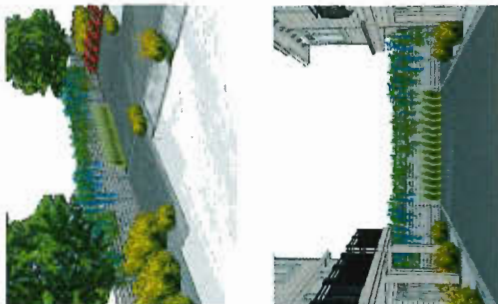


- Notes:**
1. All exposed decking and fascia to be sanded smooth.
  2. Apply Sikaflex Cold SRD to all Cedar elements. Cabour, Oak.
  3. All members to be fastened with hot dipped galvanized hardware.



6 PRIVACY FENCE (1.8m Height)  
NTS

1 2.5M HORIZONTAL FENCE



## BENCH



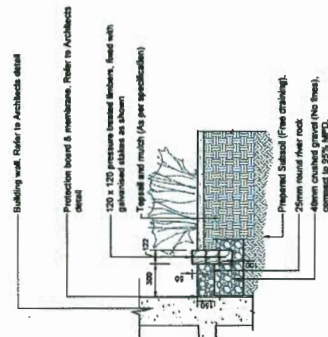
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 Springer

**4** — **BENCH**  
**NTS**

3 DRIP STRIP  
Scale 1:20

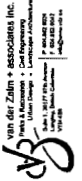
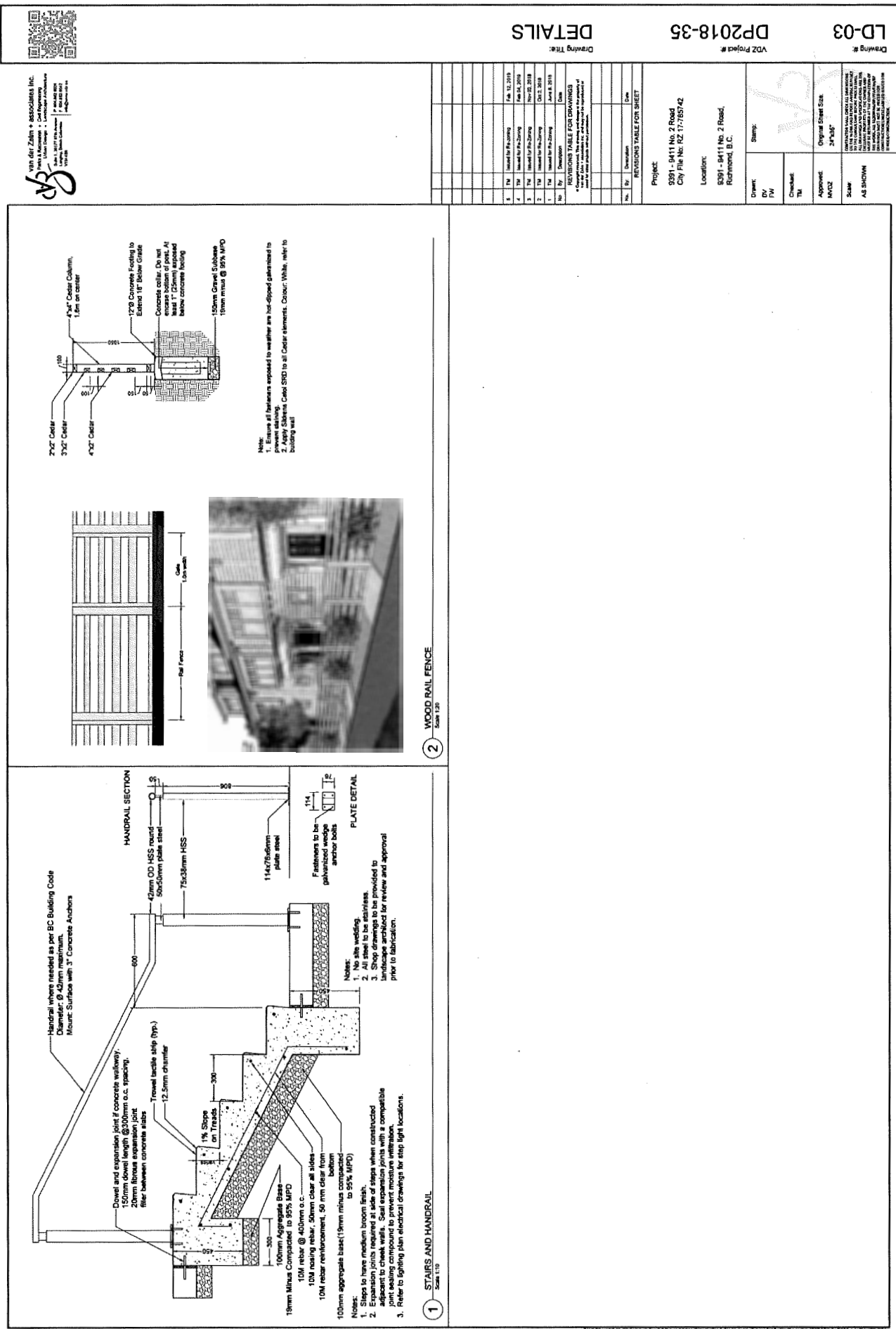


Prepared Subsoil (Free draining).  
25mm round river rock  
40mm crushed gravel (No fines),  
compact to 95% MDD.

[illegible]

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**RZ 17-785742**

**Attachment 3**

Address: 9391, 9393, and 9411 No. 2 Road

Applicant: Fougere Architecture Inc.

Planning Area(s): Blundell Plan Area

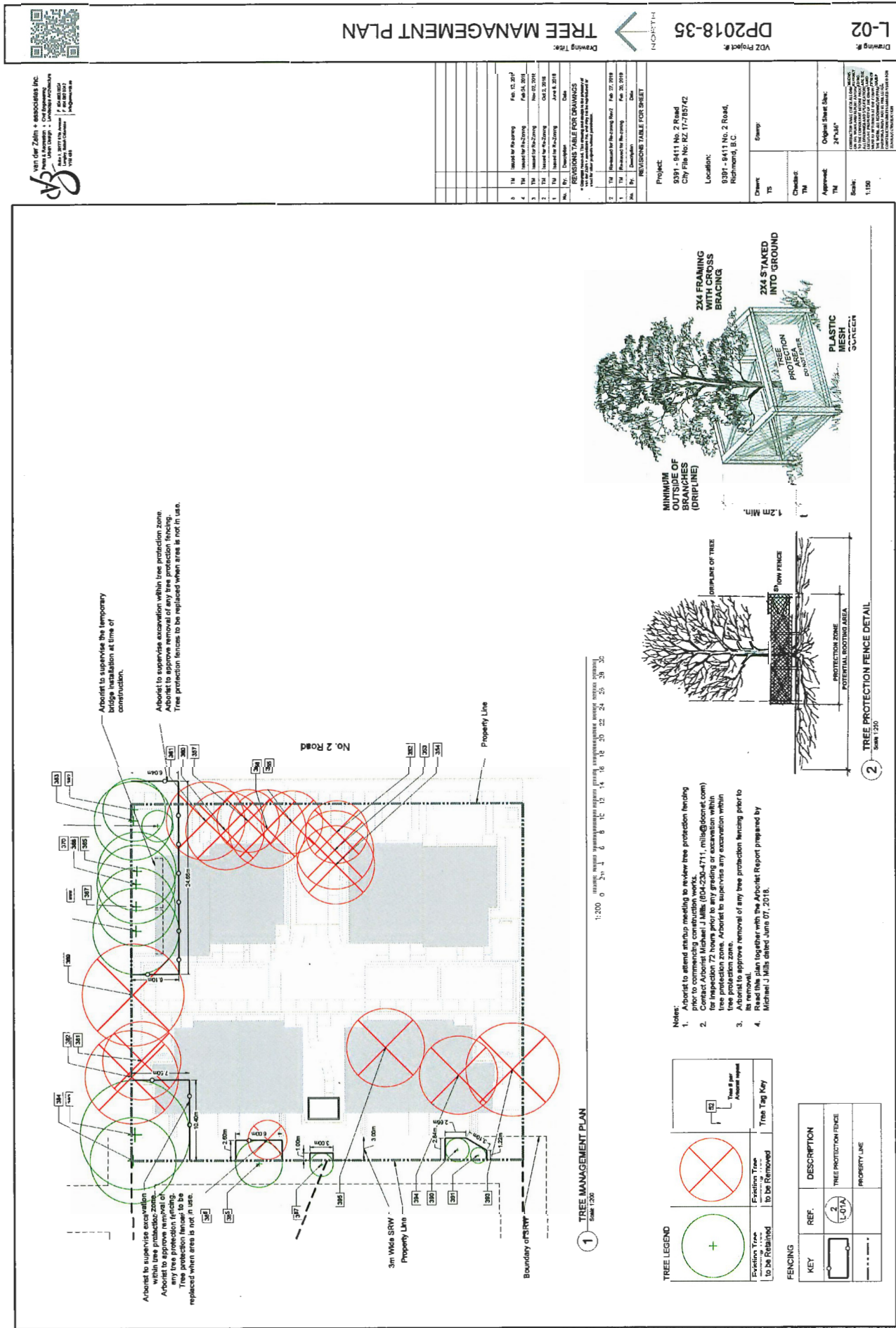
	Existing	Proposed
<b>Owner:</b>	Citimark No. 2 Road Project Inc.	No change
<b>Site Size (m<sup>2</sup>):</b>	2,297.3	2,290
<b>Land Uses:</b>	Single Family and Duplex	Townhouses
<b>OCP Designation:</b>	Neighbourhood Residential	No change
<b>Zoning:</b>	Single Detached (RS1/E) and Two-Unit Dwellings (RD1)	Medium Density Townhouses (RTM2)
<b>Number of Units:</b>	3	11
<b>Other Designations:</b>	N/A	No change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.65 FAR	0.65 FAR	none permitted
Lot Coverage (% of lot area):	Building: Max. 40% Non-porous Surfaces: Max. 65% Live landscape: Min. 25%	Building: Max. 39.1% Non-porous Surfaces: 61.4% Live landscape: 25%	none
Lot Dimensions (m):	Width: Min. 50 m Depth: Min. 35 m	Width: 50.25 m Depth: 45.12 m	none
Setbacks (m):	Front: Min. 6.0 m Rear: Min. 3.0 m Side: Min. 6.0 m	Front: 5.05 m Rear: 6.0 m Side: 3.0 m	<b>Variance to front yard setback</b>
Height (m):	3 storeys or 12.0 m	11.5 m	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	2 (R) and 0.2 (V) per unit	2 (R) and 0.2 (V) per unit	none
Off-street Parking Spaces – Total:	22 (R) and 3 (V)	22 (R) and 3 (V)	none
Small Car Parking Spaces	None when fewer than 31 spaces are provided on site	5	<b>Variance to allow 5 small car stalls</b>
Tandem Parking Spaces:	Permitted – Maximum of 50% of required spaces	10 tandem stalls	none
Handicap Parking Spaces	Min. 2% of parking stalls required when 3 or more visitor stalls are required (28 x 2% = 1 space)	1	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Secondary Suite Parking Spaces	When parking provided in side-by-side, non-tandem arrangement, no additional stall needed	Parking provided in non-tandem arrangement, but not side-by-side	<b>Variance to allow suite parking in non-tandem but not side-by-side arrangement</b>
Bicycle Parking Spaces	1.25 (Class 1) and 0.2 (Class 2) per unit	1.25 (Class 1) and 0.25 (Class 2) per unit	none
Total Bike Parking Spaces	14 (Class 1) and 3 (Class 2)	14 (Class 1) and 3 (Class 2)	none
Amenity Space – Indoor:	Min. 70 m <sup>2</sup> or cash-in-lieu	Cash-in-lieu	none
Amenity Space – Outdoor:	Min. 6 m <sup>2</sup> per unit	71 m <sup>2</sup>	none

Other: Tree replacement compensation required for loss of significant trees.

\* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.





**Address:** 9391, 9393, and 9411 No. 2 Road

**File No.:** RZ 17-785742

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10001, the developer is required to complete the following:**

1. 0.14 m road dedication along the entire No. 2 Road frontage.
2. Consolidation of all the lots into one development parcel (which will require the demolition of the existing dwellings).
3. City acceptance of the developer's offer to voluntarily contribute \$500 per on-site tree (a total of \$8,500) to the City's Tree Compensation Fund for the planting of replacement trees within the city (based on the landscape plan demonstrating that 15 trees can be accommodated on site). If additional trees can be accommodated on site, the contribution may be reduced by \$500 per tree.
4. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-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: pruning trees on the neighbouring property, 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.
5. Submission of a Tree Survival Security to the City in the amount of \$110,000 for the 11 trees to be retained.
6. The registration of a SRW (Statutory Right-of-Way) PROP (Property Right-of-Passage) on Title to provide legal means of public/vehicle access to future developments located to the north and south of the subject development. The SRW PROP is to cover the development driveway on No. 2 Road and the entire length of all on-site drive aisles. Language should be included in the SRW document that the City will not be responsible for maintenance or liability within the SRW and that no permanent structures, including concrete curbs, are to be constructed at the north and south ends of the on-site north-south drive aisle.
7. Registration of a flood indemnity covenant on title.
8. Registration of a legal agreement on title or other measures, as determined to the satisfaction of the Director of Development, to ensure that:
  - a) No final Building Permit inspection granting occupancy will be completed until one secondary suite is constructed on site, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
  - b) One surface parking stall is assigned to the unit with a secondary suite, and that the parking stall will be for the sole use of that unit.
  - c) The secondary suite cannot be stratified or otherwise held under separate title.
9. Registration of a legal agreement on Title, prohibiting the conversion of all tandem parking stalls into habitable space.
10. City acceptance of the developer's offer to voluntarily contribute \$0.83 per buildable square foot (e.g. \$13,297) to the City's public art fund.
11. Contribution of \$1,600 per dwelling unit (e.g. \$17,600) in-lieu of on-site indoor amenity space.
12. City acceptance of the developer's offer to voluntarily contribute \$8.50 per buildable square foot (e.g. \$136,170) to the City's affordable housing fund.
13. Discharge of existing covenant RD150386 registered on title, which restricts the use of the property to a duplex.
14. The City's acceptance of the developer's offer to voluntarily contribute \$30,000 for the purchase and installation of a City standard bus shelter.



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

Water Works:

- Using the OCP Model, there is 320.0 L/s of water available at a 20 psi residual at the No. 2 Road frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- The Developer is required to:
  - 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 designs.
  - Provide a right-of-way for the proposed water meter, at no cost to the City. Exact right-of-way dimensions to be finalized during the servicing agreement process.
- At Developer's cost, the City is to:
  - Install one new water service connection, complete with meter and meter box. Connection to be made to the 200 mm water main along No. 2 Road. Meter to be located onsite in a right-of-way.
  - Install a new fire hydrant south of the proposed driveway entrance for the development site to meet City hydrant spacing requirements for multi-family areas.
  - Cut and cap all existing water service connections to the development site, and remove meters.
  - Complete all tie-ins for the proposed works to existing City infrastructure.

Storm Sewer Works:

- At Developer's cost, the City is to:
  - Cut and cap all existing storm service connections to the development site and remove inspection chambers.
  - Install one new storm service connection, complete with inspection chamber, to serve the proposed development. An existing opening into the box culvert is to be reused if possible.

Sanitary Sewer Works:

- At Developer's cost, the City is to:
  - Cut, cap, and remove all existing sanitary connections and inspection chambers serving the development site.
  - Install one new sanitary service connection, complete with inspection chamber, to serve the proposed development.

Frontage Improvements:

- The Developer is required to:
  - Complete frontage improvements including:
    - Remove the existing sidewalk and construct a new 1.5 m wide concrete sidewalk next to the new property line.
    - Construct a new 1.5 m wide grass/tree boulevard over the remaining width between the new sidewalk and the existing west curb of No. 2 Road.
    - Close all existing driveways along No.2 road frontage permanently. The Developer is responsible for the removal of the existing driveway let-downs and the replacement with barrier curb/gutter, grass/tree boulevard and concrete sidewalk per standards described above.
  - Review street lighting levels on the No. 2 Road frontage and upgrade as required.
  - Relocate the existing street lights to the ultimate location as required by the proposed frontage improvements.
  - Upgrade the existing northbound bus stop on No. 2 Road far-side Woodward's Road to provide a 2.9 m x 9.0 m concrete bus pad. The bus pad works are to include conduit pre-ducting for bus shelter electrical connections. This bus pad is to be constructed in accordance with TransLink's 'Universal Accessible Bus Stop Design Guidelines'.

- Coordinate with BC Hydro, Telus and other private communication service providers:
    - To underground overhead service lines.
    - Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
    - To relocate or underground the overhead lines and poles as required by the proposed frontage improvements.
    - To locate/relocate all above-ground utility cabinets and kiosks within the development site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in 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 (e.g., statutory right-of-way dimensions) 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 statutory right-of-ways 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-1.1 m W X 1 m (deep – show possible location in functional plan
16. Registration of a legal agreement on Title, identifying that the proposed development must be designed and constructed to meet or exceed EnerGuide 82 criteria for energy efficiency and that all dwellings are pre-ducted for solar hot water heating. Language should be included in the legal agreement that if an acceptable Building Permit application for the proposed development is not submitted to the City by December 31, 2019, the proposed development would be subject to the Energy Step Code.
17. The submission and processing of a Development Permit\* completed to a level deemed acceptable by the Director of Development.

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

1. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
- comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line;
  - include a mix of coniferous and deciduous trees;
  - include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report; and,
  - include the 15 required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
5	9 cm		5 m
4	10 cm		5.5 m
6	11 cm		6 m

2. 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.

**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. Incorporation of energy efficiency, CPTED, sustainability, and accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
4. If applicable, payment of latecomer agreement charges, plus applicable interest associated with eligible latecomer works.
5. 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.
- 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.

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Signed

---

Date



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10001 (RZ 17-785742)  
9391, 9393 and 9411 No.2 Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "Medium Density Townhouses (RTM2)":

P.I.D. 001-930-036

Strata Lot 1 Section 25 Block 4 North Range 7 West New Westminster District Strata Plan NW1729 Together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1;

P.I.D. 001-930-044

Strata Lot 2 Section 25 Block 4 North Range 7 West New Westminster District Strata Plan NW1729 Together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1; and

P.I.D. 003-286-258

Lot 250 Except: Part Subdivided by Plan 71225, Section 25 Block 4 North Range 7 West New Westminster District Plan 57906.

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 10001**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER





# City of Richmond

## Report to Committee

**To:** Planning Committee

**Date:** February 21, 2019

**From:** James Cooper  
Director, Building Approvals

**File:** 08-4430-01, 12-8060-20-  
009524/009737

**Re:** Single Family Building Massing Regulations (Council Referral)

### Staff Recommendation

That the staff report titled "Single Family Building Massing Regulations (Council Referral)" dated February 21, 2019 from the Director of Building Approvals, be received for information.

James Cooper  
Director, Building Approvals  
(604-247-4606)

JC:jr

Att. 3

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

## Staff Report

### Origin

At the June 26, 2017 Regular Council Meeting, and in addition to Council's First Reading of Bylaw 9737 for new single family dwelling building massing regulations, the following referrals were passed:

- (1) that staff report back to Council within 12-months with a follow-up report on implementation of new massing regulations; and*
- (2) that staff report back to Council with bylaw amendments for single family building massing in all zones that permit single family residential development.*

This Staff Report responds to these referrals from Council following the implementation of the new massing regulations. Based on staff's review, staff find that the regulations are working as intended and have resulted in new homes being constructed with improved articulation and scale that is more compatible with existing neighbourhood form.

### Background

Since September 14, 2015, there have been a series of bylaw amendments that have been adopted by Council which address single family dwelling building massing. The most recent regulations were adopted by Council on July 24, 2017 (Zoning Amendment Bylaw 9737) in efforts to improve access to open space, daylight and quality of landscape areas. The most recent amendment introduced the following regulations, amongst others:

- A requirement to restrict the length of a continuous exterior wall, oriented to an interior side yard to no more than 55% of the lot depth.
- Limiting front garage and side yard projections.
- Minimum live landscaping requirements.
- Requiring one new or replacement tree in the front yard of each new single family lot.
- A variable rear yard setback requirement for lots greater than 372 m<sup>2</sup>, or deeper than 28 m, or where a minimum 9 m front yard setback is required.

Additional time beyond the 12 month period stipulated in the June 26, 2017 referral, was required to conduct this review in order to allow for homes subject to these new regulations to be constructed in the field. Through the implementation and staff's review of Single Family Building Massing Regulations and consultation, staff are of the opinion that the current Single Family Building Massing Regulations are working as originally intended. Accordingly, staff are of the opinion that no amendments to the existing regulations are required.

## **Analysis**

Since the second phase of Single Family Building Massing Regulations were implemented in July 2017, City staff continue to see marked improvement in the built form and massing of new single family homes. Through review of new Building Permit applications and observations in the field, staff are confident that the overall suite of regulations in the zoning bylaw are working well. Attachment 1 provides a sample of some of the front elevations of new homes approved since the new massing regulations were adopted.

The adopted regulations have resulted in houses being constructed with improved building proportion, articulation and massing that is at a scale which provides a more appropriate interface to existing residential neighbourhoods. Positive impacts from increased rear yards and prevention of continuous wall lengths that run from front to rear yard setbacks include improved access to daylight, quality of private outdoor space, and second storey overlooks between houses.

Council also previously referred the definition of continuous wall to staff for further review. In a memorandum to Mayor and Councillors dated January 18, 2018 (Attachment 2), City staff analyzed and examined the effect of limiting the definition of a continuous wall to solely the second storey portions of a building. In the memorandum, staff noted that the definition of continuous wall should continue to apply to all heights of a sidewall at the minimum sideyard setback. The City of Richmond Zoning Bylaw 8500 permits a single storey of a single detached building to be a maximum of 5 m in height, measured from the finished floor to the underside of the interior ceiling. When a roof is added, the massing effect at the minimum sideyard is considerable.

## **Consultation**

As part of the review, City staff met with a number of applicants through the building permit application process and with home builders, including The Richmond Home Builders Group (RHBG). In addition, the RHBG submitted comments to the City dated September 25, 2018 (Attachment 3) with respect to the 12-month review following the adoption of the Single Family Building Massing Regulations. Their letter generally identifies four areas of the new regulations that are of concern:

1. Continuous Wall (purpose, definition and relationship to covered patios).
2. Sideyard Projections.
3. Yards and Setbacks.
4. Lot Depth on Irregular Shaped Lots

Staff have reviewed the letter submitted by the RHBG and for the most part, do not agree with their assessment and recommendations. With respect to comments received regarding the determination of lot depth on irregular shaped lots, staff can appreciate that additional consideration should be given to the particular geometry of the lot and the rear yard setbacks on adjacent lots. In situations where one property line contributes disproportionately more to the lot depth, this can result in a greater rear yard setback requirement than would otherwise be applied to a neighbouring regularly shaped lot. However, in determining the appropriate lot depth for the

purposes of determining the required rear yard setback, staff feel that this could be best assessed through the City's existing variance processes (Board of Variance or Development Variance Permit). In both cases, the variance would proceed through a public process allowing public input.

Further, some of the issues raised in the RHBG correspondence relate to matters which they previously identified during the second phase of the City's Building Massing Regulations, including the application of the continuous wall requirement. Accordingly, staff are of the opinion that their concerns in this regard have already been considered at the time that the regulations were adopted in July 2017.

### **Consideration of Building Massing in Other Zones**

Council has also requested that staff report back on amendments for single family building massing in all zones that permit single family residential development.

The following massing regulations were previously introduced and apply in the case of single detached housing in all zones:

- A maximum of one side yard projection for the purpose of a fireplace or chimney assembly.
- Projections into front and rear yards for bay windows and hutches.
- Projections for garages limited to 9.1 m from the front wall.
- Regulations on the minimum percentage for front yard landscaping.

Of the adopted Single Family Building Massing Regulations currently in place, only the following do not apply to single family buildings in other zones:

- Maximum height of 7.5 m (24.6 ft.) for a flat roof house.
- Establishing a variation for rear yard setbacks for the first storey elevation.
- Limiting the length of a continuous wall oriented to an interior side yard to a maximum length of 55% of the total lot depth.

The above regulations were developed to apply to single family house massing in an urban environment. Other established zones, such as the compact single detached zones and site specific zones, have existing established regulations written into the zoning to guide and inform the massing of new development within those zones. In addition, Council has already established a number of regulations related to single detached homes within the "Agriculture (AG1)" zone through the home farm plate, and maximum height and house size requirements.

Accordingly, staff are of the opinion that sufficient regulations exist within the general provisions and site specific zones of Bylaw 8500 to provide for the appropriate building massing single family homes in other zones and that no new amendments are required at this time.

### **Financial Impact**

None.



**Conclusion**

After a staff review of Building Permit applications for new single detached homes, observation of new homes constructed in the field, and consultation, staff are of the opinion that the regulations are working as intended. Further, the City already has existing review processes in place to accommodate one-off requests for relief from these regulations. In addition, staff believe that the City of Richmond Zoning Bylaw 8500 already provides sufficient regulations to regulate the massing of single family homes in other zones and that no new amendments are required at this time.



Joshua Reis, MCIP, RPP  
Program Coordinator, Development  
(604-204-8653)

JR:blg

Attachments:

Attachment 1: Sample Photographs of Single Detached Homes

Attachment 2: Memorandum to Mayor and Councillors dated January 18, 2018

Attachment 3: Letter from Richmond Home Builders Group dated September 25, 2018

**Building Mass 12 Month Update: RTC  
Photo Samples of House Size – AFTER ADOPTION OF BYLAW AMENDMENT**

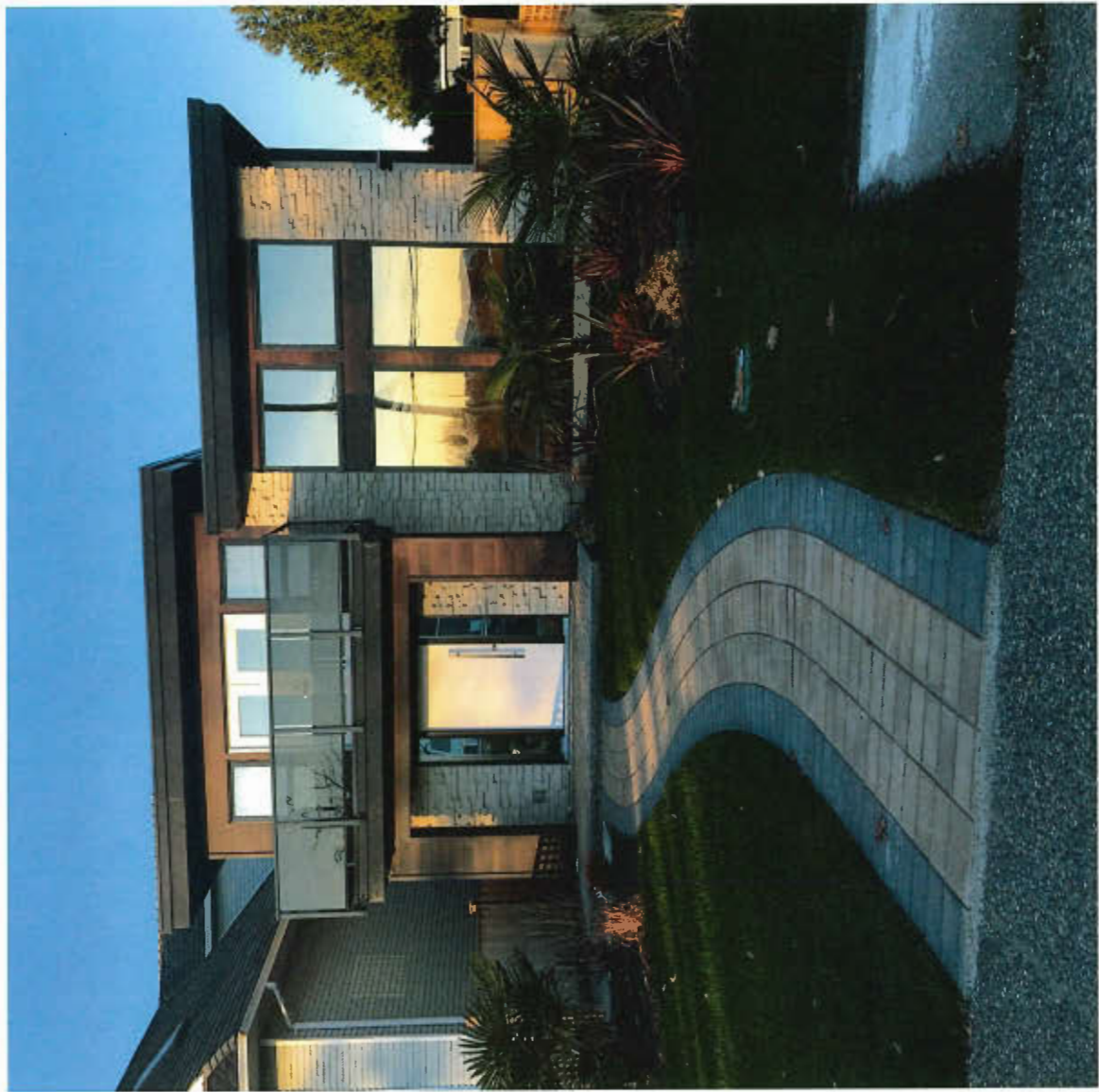
1. 10641 Hollybank Drive – Lot Size: 408.34 sq. m. Total House Floor Area: 274.06 sq. m.



2. 3891 Richmond St – Lot Size: 445.45 sq. m. Total House Floor Area: 293.10 sq. m.



3. 3091 Chatham St – Lot Size: 367.72 sq. m. Total House Floor Area: 253.3 sq. m.





4. 4791 Lancelot Drive – Lot Size: 651.70 sq. m. Total House Floor Area: 335.60 sq. m.





City of  
Richmond

TO: MAYOR & EACH  
COUNCILLOR  
FROM: CITY CLERK'S OFFICE

## Memorandum

Planning and Development Division  
Building Approvals

**To:** Mayor and Councillors  
**From:** Gavin Woo, P. Eng.  
Senior Manager, Building Approvals

**Date:** January 18, 2018  
**File:** 12-8360-01/2018-Vol 01

James Cooper, Architect AIBC  
Manager, Plan Review

**Re:** Referral 08-4000 for Continuous Wall Definition: That staff examine the definition of "Continuous Wall" on a second storey of a single-family dwelling and report back

This memorandum is in response to the regular Council meeting on July 24, 2017 whereby Council introduced a referral motion to direct staff to examine the definition of "Continuous wall" on a second storey of a single-family dwelling and report back.

To address concerns raised about the impact of new house construction on adjacent, pre-existing established neighbourhoods, staff recommended that Part B, Sections 8.1.8.14 Richmond Zoning Bylaw 8500 be amended as follows:

**No single detached housing dwelling unit** shall have an exterior wall oriented to an **interior side yard** with a maximum length of **continuous wall** greater than 55% of the total lot depth.

In order to implement this new regulation, a new definition of a **continuous wall** was proposed as:

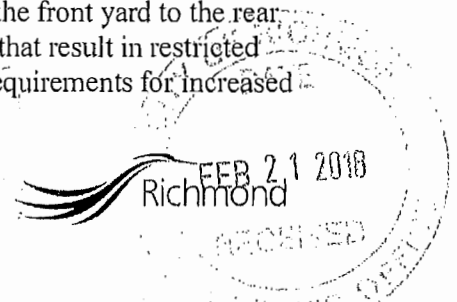
**Continuous wall** means an exterior wall on a **single detached housing dwelling unit**, which does not include an inward articulation of 2.4 m or more, with a minimum horizontal measurement of 2.4 m.

The following analysis examines the effect of limiting the definition of continuous wall to solely second storey portions as opposed to the entire wall regardless of storey height as per proposed staff recommendation.

### Background:

On July 24, 2017 Council adopted Amendment Bylaw No. 9737 Single Family Building Massing Regulations to the Zoning Bylaw to address concerns raised due to building massing. In order to improve access to daylight and privacy for adjacent properties, the overall length of a wall located at the minimum interior side yard is limited to 55% of the length of the lot at that property line. This requirement intends to eliminate excessively long houses that extend from the front yard to the rear yard setback creating large length disparities with adjacent existing houses that result in restricted daylight access and privacy complaints. The regulation also supports the requirements for increased

PHOTOCOPIED



rear yards by encouraging articulation at the rear wall that is achieved through different lengths of side walls.

Analysis:

In order to effectively address concerns of restricted daylight access and privacy complaints, the definition for continuous wall must be applied to all heights of a sidewall at the minimum required side yard setback. The reasoning is as follows:

1. The total depth of a side wall may be derived from one storey portions (such as from a garage) that extend higher portions of the sidewall deeper into the lot. These extended portions limit access to daylight and restrict privacy for adjacent neighbors' back yards. Limiting the definition to only two storey portions would defeat the purpose of the regulation and allow designs that distribute their bulk toward the rear of the property.
2. In order to bring the overall massing of new construction closer to parity with existing houses, the length of a continuous wall at the side yard must relate to adjacent dwellings, irrespective of the height of a wall. Limiting the definition to only two storey portions would allow designs that are perceived as excessively extended by an adjacent neighbor.
3. The storey height is defined as 5.0 m from the finished floor to the underside of interior ceiling. When a roof is added to storey height, the massing effect at the minimum side yard is considerable. The intention of the regulation is to limit such massing effects that have negative impacts to adjacent side neighbors.

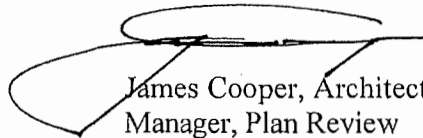
Conclusions:

The zoning bylaw amendments, adopted July 24, 2017, intend to improve the massing of new construction to increase outdoor space, access to daylight, and privacy for all neighbourhood dwellings. In order to effectively address these concerns for adjacent properties, it is essential that the length of a side wall is regulated by the existing regulation, irrespective of the storey height of the wall. Since the implementation of the regulation to limit the continuous length of wall at the required side yard, the regulation has shown to be applicable throughout the building permit applications received. The applications demonstrate designers have been able to successfully incorporate the requirement without issue that has resulted in better integration in design.

For additional information, please contact James Cooper at (604) 247-4606 or via email [jcooper2@richmond.ca](mailto:jcooper2@richmond.ca) or Barry Konkin at (604) 276-4606 or via email [bkonkin@richmond.ca](mailto:bkonkin@richmond.ca).



Gavin Woo, P. Eng.  
Senior Manager, Building Approvals



James Cooper, Architect AIBC  
Manager, Plan Review

JC:jc

pc: SMT  
Wayne Craig, Director, Development



Builders Choice – Builders Voice

## Richmond Home Builders Group

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 Richmond BC V6X 3Z6  
 604-825-4433  
[www.myrichmond.ca](http://www.myrichmond.ca)  
[info@myrichmond.ca](mailto:info@myrichmond.ca)

September 25<sup>th</sup>, 2018

**ATTENTION: WAYNE CRAIG**

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

**RE: BYLAW 9737 REVIEW AND CONCERNS:**

Dear Mr. Wayne Craig,

As you may recall, on July 17<sup>th</sup> 2017 the City Council had requested a One Year Follow up Report from the city staff to gauge the effectiveness of Bylaw 9737 for all parties affected by the implementation. On behalf of our members, Richmond Home Builders Group would like to provide the following detailed feedback with the respect to Bylaw 9737.

Overall, the bylaw achieved most of what the City had intended, however, there are a number issues and concerns that are contributing negatively to our ability to design a home within the stated guidelines. We have solicited feedback from a number of professionals including Architects, Plan Designers, Structural Engineers and Energy Advisors, that render their services in Richmond. As well, we have received feedback from numerous builders in Richmond that have expressed similar concerns.

For most items, these are merely a City staff interpretation issues, please see our attached detailed report titled "Bylaw 9737 One Year Review". The following provides an overview of some of the concerns.

1. **Continuous Wall Purpose:** The reason for the articulation was to provide relief to the neighbouring property in terms of privacy and sunlight. Our computer modeling and discussions with the city clearly point to this being a concern for the second storey only. Having the articulation on the main floor, particularly for smaller lots, is the main source of complaints from designers and owners. After all, the massing is on the top floor of a building, as such, it is requested that the Continuous Wall be defined to state **upper storey only**.





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- a. Another unintended consequence of additional articulations for new homes constructed in Richmond, which is backed scientific modelling, shows that articulations make it more difficult to achieve a good air tightness building as now required with the new BC Energy Step Code implemented by the Richmond City Council as of this month.
  - b. **Rental Housing in Richmond:** With the requirement to build a jog of 8 feet inward articulation after 55% of a continuous wall, the area that is now being left vacant would have typically been a bedroom or a small kitchen of a rental suite. With the advent of the new bylaw, no new homes can be designed with the rental unit as too much floor space is lost on the ground floor. With the current BC government introducing Speculation Tax, as well as, increased Property and School tax programs, many new buyers could potentially use rental suites to mitigate concerns and actually help the local people by providing additional housing. **The current implementation of the Bylaw 9737 runs contrary to this housing strategy.**
2. **Continuous Wall Definition:** Disparity exists between calculated definition of 55% and City Info Bulletin 33. Recommend amending Sec.8.1.11.1 to reflect Info Bulletin 33.
  3. **Covered Patios:** Covered patios are critically important components to providing quality usable outdoor space, however, for some unknown reason; any post that supports a patio is counted as a **continuous wall**. We recommend amending definition and length of a continuous wall to continuous second storey wall, as previously stated and to remove reference to post as being the end point of the calculated measurement.
  4. **Side Yard Projections:** Current definition state that only a single side yard projection is permitted for a fireplace and no masonry footing is allowed. Without a concrete footing, it is difficult to build an aesthetically looking and functional wood frame support for a fireplace.
  5. **Yards and Setbacks:** Prior to bylaw 9737 the shorter 6.0m rear yard requirements meant Lot Depth had little impact on the overall design of a house. With the new 8.1.6.6 rear yards at 20% and 25%, combined with the Residential vertical lot depth envelope limitation, it has become difficult to design a good, best practices, upper floor.
  6. **Lot Depth Definition:** The definition used by the City applies clearly to lots that are rectangular in shape, however, for irregular lots, the average calculation used by the



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## Richmond Home Builders Group

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staff, is posing a great disadvantage to affected owners in terms of style, size and salability of a home that can be constructed.

RHBG thanks you for your time and look forward to hearing from you soon.

Kind regards,

Richmond Home Builders Group

CC: James Cooper

# Bylaw 9737 One Year Review

## CONTINUOUS WALL

**Sec.3.4 Continuous wall** means an exterior wall on a single-family dwelling, which does not include an inward articulation of 2.4 m or more, with a minimum horizontal measurement of 2.4 m

**8.1.11 Other Regulations 1.** No single detached housing dwelling unit shall have an exterior wall oriented to an **interior side** yard with a maximum length of **continuous wall** greater than 55% of the total **lot depth**

### FEEDBACK / SUGGESTIONS:

1. **Continuous wall** length of 55% is currently calculated based on adjacent property line length, not the **lot depth** from Sec.3.4. Recommend amending Sec.8.1.11.1 to reflect Info Bulletin 33.
2. Covered patios are critically important components to providing quality usable outdoor space, when designed within general height of the main floor massing the covered patio has little if any detrimental affect to the neighbouring properties. At present any post supporting the roof structure of covered patios is included in the **continuous wall** length. Where as an exterior wall ends at the point where the patio starts. Recommend amending definition and length of a **continuous wall** to **continuous second storey wall**.

## CONTINUOUS WALL & 8.1.6.6 NOTWITHSTANDING SECTION

- a) The minimum **rear yard** is 6.0 m for:
  - i) a **lot** with a lot area less than 372 m<sup>2</sup>; or
  - ii) a **lot** with a **lot depth** less than 28 m; or
  - iii) a **lot** located on an **arterial road** where a **zone** requires a minimum **front yard** of 9.0 m; or
  - iv) a **lot** containing a single detached dwelling of one storey only.

### FEEDBACK / SUGGESTIONS:

1. On smaller lots the rear yard requirements are given relief as per Sec.8.1.6.6 One these same smaller lots the **Continuous wall** length limitation and inward articulation requirement restricts the massing disproportionately compared to the size of the house.
2. We strongly recommend that the 8.1.6.6 Notwithstanding Section be applied to Sec.8.1.11 Other Regulations Par.1

## PROJECTIONS INTO YARDS IN SINGLE DETACHED HOUSING

**Sec.4.7.1(b)** *Notwithstanding a provision for a projection into a **side yard**, the maximum number of projections is one, limited to one side wall of single detached dwelling unit, for the purposes of a chimney or fireplace assembly only, and shall not exceed 1.8 m in horizontal length. No masonry footing is permitted for the chimney or fireplace assembly.*

### FEEDBACK / SUGGESTIONS:

1. With out a footing under a fireplace projection the fireplace must be raised to accommodate wood framing support and insulation. Recommend deleting from both Sec.4.7.1(b) and Sec.4.7.3(b) the last sentence "... *No masonry footing is permitted for the chimney or fireplace assembly*"
2. Projection into an exterior side yard help provide articulation to building facades that are designed as the front of the house despite facing a side yard. Without boxouts and with the increased rear yard requirements the flanking street elevation of exterior lot developments become flat and unattractive to the streetscape. Recommend amending Sec.4.7.1(b) to **interior side yard**.

## 8.1.6 YARDS & SETBACKS

**8.1.6.6.** The minimum **rear yard** is the greater of 6.0 m or 20% of the total **lot depth**, for a maximum width of 60% of the rear wall of the **first storey**; and 25% of the total **lot depth**, for the remaining 40% of the rear wall of the **first storey** and any second **storey**, or **half (½) storey** above, up to maximum required setback of 10.7 m.

### FEEDBACK / SUGGESTIONS:

1. The critical factor for 8.1.6.6 is **Lot Depth**.
2. Prior to bylaw 9737 the shorter 6.0m rear yard requirements meant **Lot Depth** had little impact on the overall design of a house. With the new 8.1.6.6 rear yards at 20% and 25%, combined with the **Residential vertical lot depth envelope** limitation, the upper floor in particular can be challenging to design, to the point of comprising best practices for good design.

## 3.4 LOT DEPTH

**Lot Depth** means the least horizontal distance between the front and rear lot lines, but where the lot has an irregular shape, the minimum lot depth may be the average of the lot line with the least lot depth and the lot line with the most lot depth, provided that the City is satisfied that this lot depth is consistent with the shape of abutting lots and provides a comparable buildable area to adjacent lots.



## FEEDBACK / SUGGESTIONS:

1. As stated the critical factor for 8.1.6.6 is **Lot Depth**.
2. Currently lots are either rectangular where there is only one outcome for **Lot Depth**, or the lot is classified irregular and the average of the side property lines is used as **Lot Depth**.
3. We strongly recommend that the **Lot Depth** definition be reviewed and amended to ensure that **Lot Depth** is not limiting a building envelope beyond that of a neighbouring property. We recommend the line "... lot depth is consistent with the shape of abutting lots and provides a comparable buildable area to adjacent lots" be better written into the definition to provide relief where an otherwise limiting **Lot Depth** calculation results and a lot depth / building envelope less than that of the neighbouring property.