

Planning Committee

Council Chambers, City Hall 6911 No. 3 Road Wednesday, April 7, 2021 4:00 p.m.

Pg. # ITEM

MINUTES

PLN-6

Motion to adopt the minutes of the meeting of the Planning Committee held on March 2, 2021.

NEXT COMMITTEE MEETING DATE

April 21, 2021, (tentative date) at 4:00 p.m. in the Council Chambers

PLANNING AND DEVELOPMENT DIVISION

1. **2021 – 2031 RICHMOND CHILD CARE ACTION PLAN** (File Ref. No. 07-3070-01) (REDMS No. 6625123)

PLN-10

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

Designated Speaker: Chris Duggan

STAFF RECOMMENDATION

That the 2021 – 2031 Richmond Child Care Action Plan as outlined in the staff report titled, "2021 – 2031 Richmond Child Care Action Plan," dated February 25, 2021, from the Director, Community Social Development, be adopted.

2. APPLICATION BY VAN LAND USE CONSULTING FOR A ZONING TEXT AMENDMENT TO THE "INDUSTRIAL RETAIL (IR1)" ZONE TO PERMIT A RETAIL LIQUOR STORE AT 12571 BRIDGEPORT ROAD

(File Ref. No. ZT 20-909767) (REDMS No. 6615268 v. 3)

PLN-79

See Page **PLN-79** for full report

Designated Speakers: Wayne Craig and Steven De Sousa

STAFF RECOMMENDATION

That the application for a Zoning Text Amendment to the "Industrial Retail (IR1)" zone to permit a retail liquor store at 12571 Bridgeport Road be denied.

3. APPLICATION BY FIREWORK PRODUCTIONS LTD. FOR A TEMPORARY COMMERCIAL USE PERMIT RENEWAL AT 8351 RIVER ROAD AND DUCK ISLAND (LOT 87 SECTION 21 BLOCK 5 NORTH RANGE 6 WEST PLAN 34592)

(File Ref. No. TU 20-905119) (REDMS No. 6612513 v. 4)

PLN-134

See Page PLN-134 for full report

Designated Speakers: Wayne Craig and Kevin Eng

STAFF RECOMMENDATION

(1) That the application by Firework Productions Ltd. for a Temporary Commercial Use Permit Renewal at 8351 River Road and Duck Island (Lot 87, Section 21 Block 5 North Range 6 West Plan 34592) be considered at the Public Hearing to be held on May 17, 2021 at 7:00 p.m. in the Council Chambers of Richmond City Hall, and that the following recommendation be forwarded to that meeting for consideration:

"That a Temporary Commercial Use Permit be issued to Firework Productions Ltd. for properties at 8351 River Road and Duck Island (Lot 87, Section 21 Block 5 North Range 6 West Plan 34592) for the purposes of permitting the following:

- (a) Night market event between May 21, 2021 to December 31, 2021 (inclusive) to allow for a maximum of 80 event operational days in accordance with identified dates and hours as outlined in Schedule C attached to the Temporary Commercial Use Permit;
- (b) Night market event between April 29, 2022 to October 16, 2022 (inclusive) for a maximum of 80 event operational days in accordance with identified dates and hours as outlined in Schedule C attached to the Temporary Commercial Use Permit;
- (c) Night market event between April 28, 2023 to October 15, 2023 (inclusive) for a maximum of 79 event operational days in accordance with identified dates and hours as outlined in Schedule C attached to the Temporary Commercial Use Permit; and
- (d) The night market event as outlined in the report dated March 17, 2021 from the Director of Development be subject to the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules."
- (2) That the Public Hearing notification area be extended to include all properties to the north of Bridgeport Road and West of Great Canadian Way as shown in Attachment 5 to the staff report dated March 17, 2021 from the Director of Development.
- 4. MARKET RENTAL AGREEMENT (HOUSING AGREEMENT) BYLAW 10243 TO PERMIT THE CITY OF RICHMOND TO SECURE MARKET RENTAL HOUSING UNITS AT 9900 NO. 3 ROAD AND 8031 WILLIAMS ROAD

(File Ref. No. RZ 18-835532; 12-8060-20-010243) (REDMS No. 6611248 v. 2)

PLN-188

See Page PLN-188 for full report

Designated Speakers: Wayne Craig and Cynthia Lussier

STAFF RECOMMENDATION

That Market Rental Agreement (Housing Agreement) (9900 No. 3 Road and 8031 Williams Road) Bylaw 10243 to permit the City to enter into a Market Rental Agreement (Housing Agreement) substantially in the form attached hereto, in accordance with the requirements of Section 483 of the Local Government Act, to secure the Market Rental Housing Units required by Rezoning Application RZ 18-835532, be introduced and given first, second and third readings.

5. AMENDMENT TO THE APPOINTMENT OF AN APPROVING OFFICER

(File Ref. No. 08-4100-00) (REDMS No. 6625826)

PLN-226

See Page PLN-226 for full report

Designated Speaker: Wayne Craig

STAFF RECOMMENDATION

That the appointment of Reg Adams as Approving Officer for the City, as per Item 7 of Resolution R08/15-4, adopted by Council on September 8, 2008, be rescinded.

6. UPDATE ON THE CITY OF RICHMOND TREE PROTECTION BYLAW NO. 8057

(File Ref. No. 12-8060-20-008057/10246/10247) (REDMS No. 6597355)

PLN-229

See Page PLN-229 for full report

Designated Speaker: James Cooper

STAFF RECOMMENDATION

- (1) That Tree Protection Bylaw 8057, Amendement Bylaw 10246 amending regulations for tree removal and replacement be introduced and given first, second and third reading; and
- (2) That Consolidated Fees Bylaw 8636, Amendment Bylaw 10247 amending the Tree Protection Bylaw permit fees table be introduced and given first, second and third reading.

	Planning	Committee	Agenda -	Wednesday	. April 7.	. 2021
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7. MANAGER'S REPORT

ADJOURNMENT



Minutes

Planning Committee

Date: Tuesday, March 2, 2021

Place: Council Chambers

Richmond City Hall

Present: Councillor Linda McPhail, Chair

Councillor Alexa Loo (by teleconference) Councillor Carol Day (by teleconference)

Councillor Bill McNulty

Councillor Harold Steves(by teleconference)

Also Present: Councillor Chak Au (by teleconference)

Councillor Michael Wolfe (by teleconference)

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 meetings of the Planning Committee held on

February 2, 2021 and February 3, 2021, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

April 7, 2021, (tentative date) at 4:00 p.m. in the Council Chambers

Planning Committee Tuesday, March 2, 2021

PLANNING AND DEVELOPMENT DIVISION

1. APPLICATION BY INTER LUCK TRADING CORP. FOR REZONING AT 3560 MONCTON STREET FROM STEVESTON COMMERCIAL (CS2) TO COMMERCIAL MIXED USE (ZMU43) - STEVESTON VILLAGE

(File Ref. No. 12-8060-20-010075; RZ 18-817742) (REDMS No. 6611472 v. 4)

Staff spoke on the proposed development's architectural form and character and reviewed the application, noting the application complies with the land use policy in the City's Steveston Area Plan. Staff added that should the application proceed, a Development Permit would be required.

Discussion ensued with regard to (i) accessibility of the rooftop decks during inclement weather, (ii) adhering to the Sakamoto Guidelines of architectural design in keeping with the heritage character of the Steveston area, (iii) the proposed development's set backs and impact to parking in the area, (iv) the approval and consultation process of the Steveston Area Plan, and (v) options to re-establish the Steveston Design Committee.

Zaher Verjee, representing the applicant, commented on the application process, noting that the applicant worked closely with Planning staff and have followed City guidelines on design.

In reply to queries from Committee, staff noted that there is no elevator access to the rooftop decks and that there are options to include chair lifts for residents. Staff added that staff will be preparing a report on options to reestablish the Steveston Design Committee. Furthermore, staff noted that the timeline for re-establishment of the Steveston Design Committee may take several months.

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

It was moved and seconded

That the Application by Inter Luck Trading Corp. for Rezoning at 3560 Moncton Street from Steveston Commercial (CS2) to Commercial Mixed Use (ZMU43) - Steveston Village be tabled until the Steveston Design Committee is established.

The question on the motion was not called as discussion ensued with regard to options to proceed with the proposed development concurrently with the proposed re-establishment of the Steveston Design Committee.

The question on the motion was then called and it was **CARRIED** with Cllrs. Loo and McPhail opposed.

Discussion then ensued with regard to the options to review the Steveston Area Plan, and as a result, the following **referral motion** was introduced:

Planning Committee Tuesday, March 2, 2021

It was moved and seconded

That the Planning Committee review the Steveston Area Plan and offer suggestions for possible change.

CARRIED

2. APPLICATION BY SPEERA VENTURES INCORPORATED FOR REZONING AT 10620 WILLIAMS ROAD FROM THE "SINGLE DETACHED (RS1/E)" ZONE TO THE "COMPACT SINGLE DETACHED (RC2)" ZONE

(File Ref. No. 12-08060-20-010244; RZ 20-891369) (REDMS No. 6612247 v. 3)

Discussion ensued with regard to the building height and on-site tree retention.

In reply to queries from Committee, staff noted that the raised deck around the on-site tree is proposed to ensure the protection of the tree while also providing private outdoor space.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10244, for the rezoning of 10620 Williams Road from the "Single Detached (RS1/E)" zone to the "Compact Single Detached (RC2)" zone, be introduced and given first reading.

CARRIED

3. MARKET RENTAL HOUSING AGREEMENT BYLAW 10242 TO SECURE MARKET RENTAL HOUSING UNITS AT 5500 NO. 3 ROAD (File Ref. No. RZ 19-858804; 12-8060-20-010242) (REDMS No. 6610269 v. 1A)

It was moved and seconded

That Market Rental Housing Agreement (5500 No. 3 Road) Bylaw 10242 to permit the City to enter into a Market Rental Housing Agreement substantially in the form attached hereto, in accordance with the requirements of Section 483 of the Local Government Act, to secure the Market Rental Housing Units required by Rezoning Application (RZ 19-858804), be introduced and given first, second and third readings.

CARRIED

4. MANAGER'S REPORT

(i) Housing Referrals

Staff noted that reports on Market Rental Housing, Low-End Market Rentals and Rental Restrictions for Strata Units is anticipated to be presented to Committee in May 2021.

Planning Committee Tuesday, March 2, 2021

(ii) Affordable Housing Integration Policy

Staff briefed Committee on the process for public consultation for policies regarding affordable housing integration, noting that consultation will be conducted with the Richmond Community Services Advisory Committee and with tenants from Richmond. Staff added a memorandum on the matter will be provided to Council.

(iii) Planning Committee Schedule

Discussion ensued with regard to this year's Planning Committee schedule and options to add additional meetings. The Chair noted that staff will be reviewing upcoming agenda items and can examine potential schedule adjustments with the Committee.

ADJOURNMENT

It was moved and seconded *That the meeting adjourn (5:00 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 Tuesday, March 2, 2021.

Councillor Linda McPhail	Evangel Biason
Chair	Legislative Services Associate



Report to Committee

To: Planning Committee Date: February 25, 2021

From: Kim Somerville File: 07-3070-01/2021-Vol

01

Re: 2021 – 2031 Richmond Child Care Action Plan

Director, Community Social Development

Staff Recommendation

That the 2021 – 2031 Richmond Child Care Action Plan as outlined in the staff report titled, "2021 – 2031 Richmond Child Care Action Plan," dated February 25, 2021, from the Director, Community Social Development, be adopted.

Kim Somerville

Director, Community Social Development

(604-247-4671)

Att. 1

REPORT CONCURRENCE					
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER			
Development Applications Policy Planning Real Estate Services Arts, Culture and Heritage Services Recreation and Sport Services	\ \ \ \ \ \ \ \ \ \	be Erceg			
SENIOR STAFF REPORT REVIEW		APPROVED BY CAO			

Staff Report

Origin

On January 27, 2020, City Council endorsed an application to the Union of British Columbia Municipalities (UBCM) 2020 Community Child Care Planning Program Grant for \$25,000. This application was successful and funds were received to undertake the Richmond Community Child Care Planning Project. This project is now complete and has resulted in the creation of the 2021 – 2031 Richmond Child Care Action Plan.

The purpose of this report is to provide a summary of the Richmond Community Child Care Planning Project and to seek City Council's adoption of the 2021 – 2031 Richmond Child Care Action Plan.

This report supports Council's Strategic Plan 2018 – 2022 Strategic Focus Area #4 An Active and Thriving Richmond:

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

This report supports Council's Strategic Plan 2018 – 2022 Strategic Focus Area #6 Strategic and Well-Planned Growth:

Leadership in effective and sustainable growth that supports Richmond's physical and social needs.

This report supports the City's Social Development Strategy's Strategic Direction #4:

Help Richmond's Children, Youth and Families Thrive.

This report also supports the 2017 – 2022 Richmond Child Care Needs Assessment and Strategy:

Strategic Direction 2 – Creating and supporting child care spaces.

Analysis

The City of Richmond has earned a reputation for being a frontrunner in its commitment to child care. Richmond's Official Community Plan promotes "the establishment and maintenance of a comprehensive child care system to provide accessible and affordable quality programs." The City has demonstrated its commitment by establishing a Child Care Development Statutory Reserve Fund, building City-owned child care facilities and Early Childhood Development (ECD) Hubs, and conducting regular child care needs assessments. These City-owned facilities will provide up to 589 spaces of licensed child care. The City of Richmond is also a strong advocate for quality child care and continues to work collaboratively with community partners to address the needs of children, families, and employers.

The City of Richmond's 2017 – 2022 Child Care Needs Assessment and Strategy, which was adopted by City Council on July 24, 2017, outlines short and long term actions to support the development of a comprehensive child care system in Richmond. The City continues to implement the actions outlined in the Strategy; however, additional planning and engagement is required to support the creation of additional child care spaces. Currently, the demand for child care in Richmond significantly exceeds the supply, with child care spaces available for only 30% of children.

A UBCM 2020 Community Child Care Planning Program Grant of \$25,000 was awarded to the City of Richmond in March 2020 to complete the Richmond Community Child Care Planning Project. This project was completed between March and December 2020 and resulted in the development of the 2021 – 2031 Richmond Child Care Action Plan (Attachment 1).

The main goals of this project were to update the inventory of child care spaces in Richmond, to identify the areas of greatest community child care need and to develop an action plan to facilitate the development of additional child care spaces. The project involved a Stakeholder Advisory Committee including representatives from the Richmond Child Care Development Advisory Committee, City staff and community organizations including the Richmond School District; Vancouver Coastal Health; operators of City-owned child care facilities; Richmond Cares, Richmond Gives; Touchstone Family Association; Richmond Family Place; and Family Services of Greater Vancouver. The project findings, as outlined in the 2021 – 2031 Richmond Child Care Action Plan, will support the development of additional licensed child care spaces in Richmond.

Project Process and Engagement Activities

The 2021 – 2031 Richmond Child Care Action Plan was developed based on:

- Background and demographic information of children and families in Richmond;
- An environmental scan of existing policies and guidelines related to child care development in Richmond;
- Stakeholder engagement opportunities, including meetings, focus groups and interviews with the Stakeholder Advisory Committee, various City of Richmond departments, the Richmond School District, the Ministry for Children and Family Development, child care operators and community organizations who work with children and families; and
- Public engagement opportunities, including a parent survey, a child care operator survey, a community partner survey and an employer survey.

This new Action Plan will be a valuable guide for future child care planning in Richmond.

Key Findings

The data on child care spaces, current demographics and population projections provides an understanding of child care infrastructure in Richmond. The supporting information from parents, child care operators and key stakeholders provides further understanding of the child care needs for families. This information is summarized in the document into the following key themes:

- Affordability and accessibility of child care are consistently the top barriers in accessing child care for families;
- Access to child care that aligns with family schedules, provides a quality experience for children and is inclusive of children with diverse developmental, learning or behavioural needs is also challenging;
- Child care that is co-located with schools, community centres or work places are high priorities for both families and child care operators; and,
- Child care operators consistently report that child care workforce issues are the greatest challenge for operators and a significant barrier to child care expansion.

These key findings outline barriers that impact the accessibility of care for families as well as opportunities and challenges that influence the creation of new child care spaces. They have been used to inform the development of the 2021 - 2031 Richmond Child Care Action Plan.

Child Care Targets and Action Plan

The City plays a key role in fostering the economic, social and environmental well-being of the community, yet the responsibility to create affordable, accessible, quality child care requires a collaborative and shared effort with a broad range of partners including senior levels of government. The 2021 – 2031 Richmond Child Care Action Plan outlines actions that the City can take to support the ongoing, collaborative work with these partners to expand and enhance licensed child care choices in Richmond over the next ten years.

The child care space creation targets and actions outlined in the 2021 – 2031 Richmond Child Care Action Plan demonstrate the City's recognition of child care being an essential need for Richmond residents and employees. The process of developing child care space creation targets has been informed by demographic data and an analysis of future demand based on population projections, the current child care inventory and community consultation.

The 2021 – 2031 Richmond Child Care Action Plan outlines targets for child care space creation for the next 10 years that include:

- A net increase of 3,741 spaces by 2031 to achieve targets of:
 - o 25 spaces per 100 children under 36 months;
 - o 55 spaces per 100 children aged 30 months to school age; and
 - o 25 spaces per 100 school aged children.
- Child care spaces for school age children that are on-site or within walking distance of all elementary schools in Richmond, both public and independent, by 2031.
- A focus on three areas of flexible, licensed child care to meet the needs of families who
 require part-time or intermittent child care or who seek care during non-traditional hours
 due to employment.

The actions required to expand child care spaces to meet the identified targets have been structured under four pillars. Each of these pillars is fundamental to the development of a comprehensive child care system for Richmond and contributes to the 2021 – 2031 Richmond Child Care Action Plan. These pillars include:

- 1. Commitment to Child Care;
- 2. Child Care Space Creation;
- 3. Sector Quality and Sustainability; and
- 4. Evaluation and Monitoring.

Each pillar includes items for action that are intended to meet the objectives, outcomes and targets outlined within the plan. The actions are divided into ongoing, short, medium and long-term timelines and specify City roles and potential partners. The actions range from advocacy to facilitating community change to exploring changes in municipal operations. Outcomes from these actions will support an increase in quality child care options for families while contributing to a stronger and more sustainable system of early learning and care in Richmond.

Collaboration, Partnership and Next Steps

The City of Richmond is a strong advocate for quality child care and continues to work collaboratively with community partners to address the needs of children, families, and employers. The ongoing collaborative work with others, including the Richmond School District, Vancouver Coastal Health, Community Associations and Societies, multi service agencies who support families and child care operators, remains critical to integrate and advance an accessible, affordable and quality child care system in Richmond. The 2021 – 2031 Richmond Child Care Action Plan has been structured to support and enhance the work of the many City departments involved in child care planning, development and to identify potential partners to assist with achieving the identified child care space creation targets. Once adopted by City Council, this plan will be circulated to stakeholders and made available to the general public.

Financial Impact

None.

Conclusion

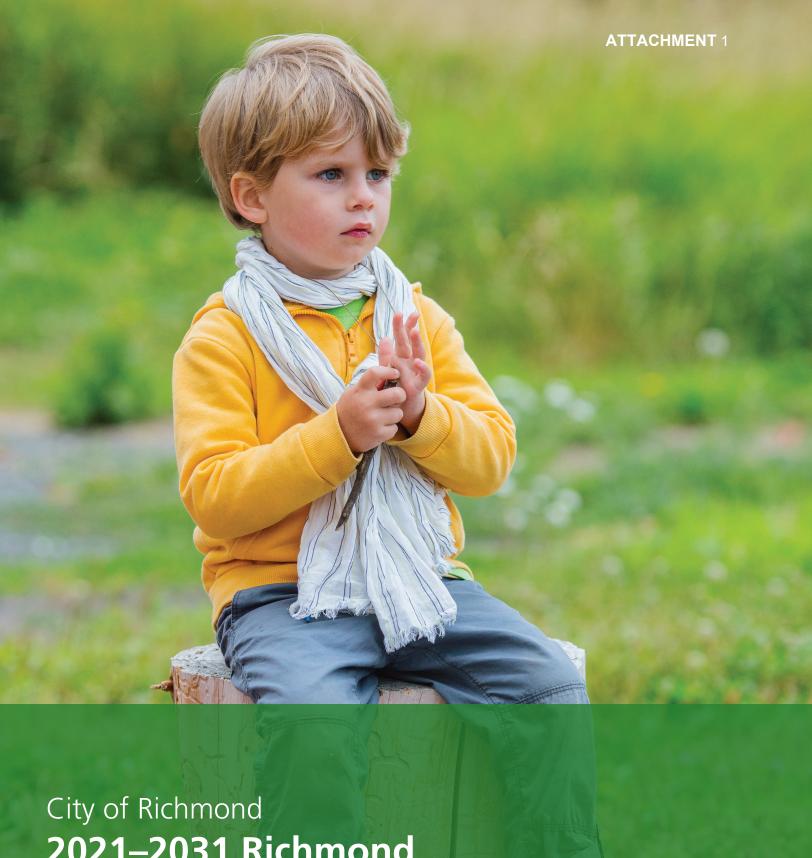
Quality child care plays an important role in children's lives and is an essential service for families. A sufficient supply of quality child care choices also reaps economic and social benefits for communities. The 2021 - 2031 Richmond Child Care Action Plan demonstrates the City of Richmond's commitment to child care, addresses the shortage of child care spaces and supports the development of additional inclusive, affordable and quality care options for families in Richmond.

Chris Duggan

Program Manager, Child Care

(604-204-8621)

Att. 1: 2021 – 2031 Richmond Child Care Action Plan



2021-2031 Richmond **Child Care Action Plan**

Community Social Development Department5



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Acknowledgements

The 2021–2031 Richmond Child Care Action Plan is a result of the valuable information and contributions made by City staff, community organizations, and members of the public. We would like to acknowledge all of the parents, child care providers, employers, and other stakeholders who participated in the consultation process by sharing their stories, expertise and support.

Richmond Child Care Action Plan Stakeholder Advisory Committee

Annie Lam, City of Richmond
Annie Leung, Touchstone Family Association
Janice Lambert, Richmond Family Place
Jannel Shute, Atira Women's Resource Society
Jocelyn Wong, Richmond Cares, Richmond Gives
Karen Jensen, Richmond Society for Community Living
Kathy Moncalieri, Developmental Disabilities Association
Kim Adamson, YMCA of Greater Vancouver
Lynn Archer, Richmond School District
Marnie Goldenberg, Family Services of Greater Vancouver
Marta Filipski, Vancouver Coastal Health
Nicky Byres, Society of Richmond Children's Centres
Suzanne Smith, City of Richmond

City of Richmond Project Leads

Chris Duggan, Program Manager, Child Care Rachel Ramsden, Planner 1, Child Care

Consultants





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Executive Summary

The City of Richmond is a municipal leader in its commitment to child care. The child care space targets and actions outlined in the 2021–2031 Richmond Child Care Action Plan demonstrate the City's recognition of child care being an essential need for Richmond residents and employees.

Building on the 2017–2022 Richmond Child Care Needs Assessment and Strategy, this plan offers valuable insight on municipal initiatives to expand and enhance child care choices in Richmond. Through research and consultation, the 2021–2031 Richmond Child Care Action Plan provides a snapshot of the current state of child care in Richmond and assesses the opportunities and challenges to better meet the child care needs of families. With this information, targets for child care space creation and actions to meet these targets are identified.

The development of this Child Care Action Plan relied on engagement opportunities and support from many individuals and organizations, including:

- → The Richmond Child Care Action Plan Stakeholder Advisory Committee assisted with the engagement of families, offered professional perspectives, and provided guidance and support to the project.
- → Members of the Richmond community, including parents, child care providers and community organizations provided their experiences related to the accessibility and quality of child care in the community.
- → Richmond child care operators completed a survey on the development and delivery of early childhood education and child care programs.
- → A series of focus groups and interviews engaged key stakeholders and community partners including City staff, the Richmond School District, child care staff from Community Associations and Societies, multiservice agencies who support families and child care operators and organizations. Focus groups and interviews were completed to learn more about population sub-groups and to provide insight into the experiences across City of Richmond departments who contribute to child care space creation processes.

A recurring theme identified through the consultation process was that parents continue to face challenges accessing quality licensed child care. In addition, accessing care to fit diverse family schedules is a challenge. The number of children residing in Richmond continues to increase each year, and child care spaces, especially those that offer flexibility for families, are not currently meeting the demand across all neighbourhoods.

The 2021–2031 Richmond Child Care Action Plan proposes child care space creation targets to address these needs:

- → A net increase of 3,741 spaces by 2031 to achieve targets of:
 - 25 spaces per 100 children under 36 months
 - 55 spaces per 100 children aged 30 months to school age
 - 25 spaces per 100 school aged children
- → Child care spaces for school age children that are on-site or within walking distance for all elementary schools in Richmond, both public and independent, by 2031.
- → A focus on three areas of flexible, licensed child care to meet the needs of families who require part-time or intermittent child care or who seek care during non-traditional hours due to employment.

The plan proposes 35 actions to meet these targets. The actions are divided into ongoing, short, medium and long-term timelines and specify City roles and potential partners. The actions range from advocacy to facilitating community change to exploring changes in municipal operations. Outcomes from these actions will support an increase in quality child care options for families while contributing to a stronger and more sustainable system of early learning and care.



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Glossary of Terms

Affordable Child Care Benefit (ACCB): On September 1, 2018, the Affordable Child Care Benefit replaced the Child Care Subsidy. This funding will help families with the cost of child care, depending on factors like family size, type of care and household income.

BC Early Childhood Tax Benefit (BCECTB): A tax-free monthly payment made to eligible families to help with the cost of raising young children under the age of 6 years. Benefits from this program are combined with the Federal Canada Child Benefit (CCB) and the BC Family Bonus Program (BCFB) into a single monthly payment.

Canada Child Benefit (CCB): A federally funded tax-free financial benefit, adjusted according to income, disbursed to families with children under 18 years. It is intended to help families with the cost of raising children.

Child Care: As referenced in this report child care has the meaning of a licensed child care program complying with the BC Community Care & Assisted Living Act and the BC Child Care Licensing Regulation. Programs provide care for three or more children, meeting specific requirements for health and safety, license application, staff qualifications, quality space and equipment, staff to child ratio, and program standards. Child care also means a Registered Licence-Not-Required Care program registered with a Child Care Resource and Referral Centre. A registered child care provider will have completed a registration process including criminal record checks, character and physicians' references, a home-setting review, as well as providing proof of first aid, group liability insurance and child care training.



Child Care Operator (or Child Care Provider): A person providing child care on an ongoing basis. The person may be employed directly by the parents to care for the child(ren) either in their own home or in the child care provider's home or (s)he may be an employee in a licensed group child care facility.

Child Care Resource and Referral (CCRR): A provincially funded local support service to enhance the availability and quality of child care options by: advertising, recruiting and assessing potential family child care providers when a license is not required; supporting family and group child care providers; establishing and maintaining a registry of licensed and/or regulated child care options in the community; and providing resource and referral information to support parents' ability to select quality child care. The Richmond Child Care Resource and Referral Centre is located in the Richmond Caring Place and is under the auspices of Richmond Cares Richmond Gives.

Child Requiring Extra Support: A child who, for physical, intellectual, emotional, communicative or behavioural reasons, requires support or services that are additional to, or distinct from, those provided to other children.

Early Childhood Education (ECE): A course of study which is required for those wishing to become Registered Early Childhood Educators. Post-basic training may lead to an Infant/Toddler or Special Needs certificate.

Family Child Care—Licensed: Child care offered in the child care provider's own home for a maximum of seven children.

Group Child Care: The provision of care to children in a non-residential group setting. Group child care facilities must be licensed with Community Care Facilities Licensing.

Group Child Care—Under 36 Months: Group child care for a maximum of 12 children under 36 months. Child care providers must have Early Childhood Education training.

Group Child Care—30 Months to School-Age: Group child care for a maximum 25 children aged 30 months to school-age (5 to 6 years), with no more than two children younger than 36 months. Child care providers must have Early Childhood Education training.

Group Child Care—School-Age (5 to 12 years): Care provided to children before and after school hours. The maximum group size is 30 if all children are in Grade 2 or higher. If any children present in the program are in Kindergarten or Grade 1 then the maximum group size is 24.

In-home Multi-Age Care: Child care in a provider's own home for a maximum of eight children (birth – 8 years). The licensee must be a certified early childhood educator.

Infants: Children between birth and 18 months.



Licensed Child Care Facility: A child care facility that meets the requirements of the Community Care and Assisted Living Act and the Child Care Regulation.

Licensed Child Minding: a child care program under contract to the government that provides services to immigrants.

License-Not-Required (LNR) Family Child Care: Family child care homes that offer care for one or two children unrelated to the provider of child care. These operations are not required to obtain a license through Community Care Facility Licensing authorities; however, they may choose to register with a Child Care Resource and Referral Centre. Registered License-Not-Required Child Care providers must complete a minimum of 20 hours of family child care training (or responsible adult training) prior to, or within one year of registering as a Registered LNR child care provider.

Low Income: Canada does not have an official poverty line; however, several measures of low income exist (e.g. Low income Cut-Off, Market Basket Measure). For the purpose of this project, the after-tax Low income Measure (LIM) is used. The LIM is a pure measure of relative low income, defined as half the median family income (adjusted for family size). According to Vibrant Communities Canada, LIMs are the most frequently used measure internationally, particularly when making comparisons between countries.

Multi-age Group Care: Similar to group child care but serves children from birth to 12 years.

Occasional Care: A service for children who are at least 18 months who require part-time or occasional care only. Care is for a maximum of eight hours a day and no more than 40 hours per calendar month.

Parent or Guardian: A parent or other entrusted person responsible for the care and upbringing of, and decision making about, a child.

Preschool: Care provided for a maximum of four hours per day for children aged 30 months to 5 years. Preschools have a maximum group size of 20, and a staff trained in Early Childhood Education.

Preschooler: Children between the ages of 30 months to 5 years.

School-Age Child Care: See Group Child Care—School-Age.

Supported Child Development (SCD): Funded by the Ministry of Children and Family Development and delivered by community agencies, Supported Child Development (SCD) Programs help families of children with developmental delays or disabilities to gain access to inclusive child care. The Richmond SCD program serves families with children from birth to 19 years, partnering with community licensed child care programs to offer a range of options for local families whose children require additional supports to attend child care programs for various age groups.

Toddlers: Children between the ages of 18 and 36 months.

Introduction

In 2018, the Province of British Columbia announced a total of \$1 billion in expanded investment in the child care sector over the next three years. This included \$237 million to improve access to child care, including funding the creation of 22,000 new licensed child care spaces.

Through the Community Child Care Planning Program, administered by the Union of British Columbia Municipalities (UBCM), the Province of British Columbia provided \$2.85 million to local and regional governments to engage in child care planning activities to develop a community-specific child care action plan. In early 2020, the City of Richmond received a Community Child Care Planning Program grant and is one of 74 local governments to have received this funding.

The purpose of the 2021–2031 Richmond Community Child Care Action Plan is to:

- → Compile a current child care inventory for Richmond;
- → Provide an overview of child care concerns and needs expressed by parents and child care providers;
- → Share opportunities and challenges offered by City staff, community stakeholders and child care providers;
- → Review current policies, guidelines and documents to inform actions;
- → Establish child care space creation targets for 2031;
- → Identify ongoing, short-term, medium-term and long-term actions to support the creation of new, licensed child care spaces; and
- → Inform the Province of British Columbia of child care needs in Richmond.



¹ The new Child Care BC Plan, with an investment of \$1 billion over three years, was announced as part of Budget 2018.

The City of Richmond has earned a reputation for being a frontrunner in its commitment to child care. Richmond's Official Community Plan promotes "the establishment and maintenance of a comprehensive child care system to provide accessible and affordable quality programs." The City has demonstrated its commitment by establishing a Child Care Development Statutory Reserve Fund, building City-owned child care facilities and Early Childhood Development (ECD) Hubs, and conducting regular child care needs assessments. The City of Richmond is also a strong advocate for quality child care and continues to work collaboratively with community partners to address the needs of children, families, and employers.

The development of this Child Care Action Plan builds on the 2017–2022 Richmond Child Care Needs Assessment and Strategy, the fourth child care needs assessment and strategy undertaken by the City of Richmond since 1995. This foundational document identifies key child care needs for families including the need for additional child care spaces. While the supply of licensed child care spaces in Richmond has increased over time, parents continue to face challenges in finding quality placements for their children that are accessible and inclusive. The demand for child care still outweighs the availability of licensed child care spaces.

Through research and community engagement, the City of Richmond has collected information regarding the child care needs and priorities of the community; updated the inventory of existing child care spaces; identified child care space creation targets; and proposed actions to meet these targets. As senior levels of government expand their investments into a child care system, the City of Richmond continues to commit to increasing the availability of child care spaces in Richmond.

Federal and Provincial Role in Child Care Space Creation

Both the federal and provincial governments have recently emphasized their commitment to child care. The federal government has committed \$20 million to developing a Canada-wide early learning and child care system², modelled on the one already in place in Quebec, where parents have access to child-care services for less than \$10 a day. The provincial government in British Columbia has committed to moving forward on:

- → Continuing to ensure the delivery of safe, quality child care through the COVID-19 pandemic and recovery.
- → Integrating child care into the broader learning environment by developing a strategy to move responsibility for and regulation of child care to the Ministry of Education by 2023.
- → Enshrining the concept of universal child care in legislation to protect the principles of affordable, accessible, inclusive and quality child care.

^{2 2020} Fiscal Update. Government of Canada.

- → Continuing to implement Childcare BC, the government's ten-year plan to provide universal, affordable, accessible, quality and inclusive child care to every family that wants or needs it, with the goal of no family paying more than \$10 a day for licensed childcare when fully implemented.
- → Continuing to improve the affordability of child care, including working closely with the federal government to expand the number of \$10 a day child care spaces across British Columbia.
- → Continuing to expand the number and availability of child care spaces by ensuring that whenever government builds a new school, hospital or other project, child care is considered.
- → Working toward providing universal access to before and after school care, prioritizing care on school grounds so parents know their children are safe at one place for the full work day.
- → Implementing and enhancing an Early Care and Learning Recruitment and Retention Strategy, including expanding the Early Childhood Educator (ECE) wage enhancement program to ensure that ECE's are a well-supported profession, just like other professionals who work in B.C.'s education system.³



³ Ministerial mandate letter to Katrina Chen, Minister of State for Child Care. 2020.



Municipal Role in Child Care Space Creation

Municipal governments do not traditionally have a direct responsibility for child care or other social services. However, as outlined in the 2017–2022 Richmond Child Care Needs Assessment and Strategy, municipalities pay attention to child care and other social needs of the community as a part of supporting residents and fostering a thriving community. The City of Richmond has earned a reputation for being a model in its commitment to child care.

Through regular ongoing analysis of data, tracking changes in child care spaces, public engagement efforts and annual updates, the City of Richmond is well positioned to make informed and effective progress to build on its ongoing child care commitments. The City already plays a key leadership role in child care policy and planning, facility approvals, as well as managing and maintaining ten existing child care facilities. The ongoing collaborative work with community partners, including the Richmond School District, Community Associations and Societies, multi-service agencies who support families and child care operators, remains critical to integrate and advance an accessible, affordable, and quality child care system in Richmond.

As part of its strong, long-standing commitment to child care, the City of Richmond employs designated child care staff who provide leadership and support to other City departments and community partners, including the Richmond School District, Community Associations and Societies, multi-service agencies who support families and child care operators, to implement and facilitate the City of Richmond's seven child care strategic directions.

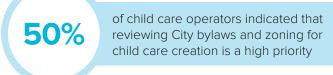
- 1 Enhancing child care policy and planning
- 2 Creating and supporting child care spaces
- 3 Undertaking advocacy
- 4. Improving accessibility and inclusion
- 5 Collaborating and partnering
- 6 Advancing research, promotion and marketing
- 7 Monitoring and renewing

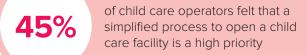
These strategic directions, from the 2017–2022 Richmond Child Care Needs Assessment and Strategy, guide and direct City of Richmond departments involved with child care issues. The 2021–2031 Richmond Child Care Action Plan, funded by UBCM, has enabled the City of Richmond to deepen its engagement with child care planning activities. The Child Care Action Plan is the next step in responding to the increased demand for quality child care spaces over the next 10 years.

The engagement process through this planning process indicated that families, child care operators and key stakeholders count on the City of Richmond for additional advocacy and continued leadership to support and facilitate child care space creation. This will include:

- → Working with other public partners, including the Richmond School District and Vancouver Coastal Health, to increase the number of child care spaces in public facilities in order to provide stable, dedicated space for child care;
- → Supporting the needs of both private and not-for-profit child care operators; and
- → Providing additional engagement and education activities to large employers and advanced education institutions.

In summary, the current state of child care in Richmond and the role of the City of Richmond in child care informs this Child Care Action Plan, including identified targets for child care space creation. It also shapes the recommended actions for how the municipality can play an integral role to address the fact that there is not a sufficient number of quality child care spaces to meet current demand and community growth.







Child Care Operator Survey, City of Richmond (2020).

Methodology

The development of the 2021–2031 Richmond Child Care Action Plan required the integration of information about child care from a variety of sources. The City of Richmond has curated this through the 2017–2022 Richmond Child Care Needs Assessment and Strategy and the report's annual updates. This information has been analyzed alongside population projections from BC Stats and an inventory of licensed child care spaces. In addition, data was collected through engagement and consultation with families, child care operators and key community stakeholders. This provided insight into opportunities for child care space creation in Richmond.

The Richmond Child Care Action Plan Stakeholder Advisory Committee was created to facilitate the engagement of families, to gather perspectives and experiences, and to provide guidance to the project. Representatives were recruited from 11 organizations based on their relationships, reputation and specific expertise and to ensure the needs of Richmond child care organizations and families were reflected. This committee played a crucial role in light of the COVID-19 pandemic as the need arose to gather information in a different manner than originally planned.

The inventory of child care spaces across the municipality was compiled using information from Vancouver Coastal Health Community Care Facilities Licensing (VCH-CCFL) and the Ministry of Child and Family Development Child Care Operating Funding (MCFD-CCOF).

Municipal government plans, bylaws and policies impact and influence the local child care landscape. An environmental scan of documents that directly and indirectly relate to child care for the City of Richmond was conducted to inform action planning (Appendix A). The review sought to identify current best practices and potential opportunities that enable or restrict the growth and sustainability of child care in Richmond.



A parent survey (Appendix B) was promoted and delivered using the City of Richmond's public engagement platform, Let's Talk Richmond. The survey asked for opinions on and experiences with accessibility, quality, and affordability of child care in the community. There were 199 responses, representing parents and non-parents. While COVID-19 limited the ability to engage through outreach strategies, particularly in-person engagement, response rates were similar to previous City of Richmond child care surveys.

A survey was also made available for child care operators (Appendix B), providing perspectives from those currently working in the early childhood care and education sector. The survey asked about opportunities and barriers that affect both child care delivery and child care space creation, as well as about the challenges that influence the accessibility and quality of care. A total of 65 child care programs responded to the survey, representing 2,053 licensed child care spaces in Richmond.

Two other surveys were distributed: one targeting large employers and advanced education institutions and one for organizations working with children and families in Richmond. The response rate for both these surveys was low, as discussed further in the 'Key Findings' section of this document.

Throughout October 2020, a series of virtual, web-based meetings and telephone interviews took place with key stakeholders. Key stakeholders were identified as important partners in the development and delivery of child care in Richmond and included:

- → City of Richmond Planning and Development Division;
- → City of Richmond Building Approvals Department;
- → Richmond Fire-Rescue;
- → School District 38;
- → Child care staff from Community Centre Associations and Societies;
- → Ministry for Children and Family Development;
- → A Richmond child care facility operating as a Universal Prototype Site;
- → Organizations supporting young parents; and
- → Organizations supporting children who require extra support.

Individual and group interviews were conducted (Appendix B) to learn more about population sub-groups, including newcomer, immigrant and refugee families; families with children who require extra support; families with parents under the age of 24 years; and families with low income. Interviews with City of Richmond staff provided insight into the experiences across multiple departments who support or contribute to child care space creation processes. Results of the engagement process can be found in the 'Key Findings' section of this document.

The data and information gathered within the Child Care Action Plan provides a comprehensive overview of Richmond's demographics, child care needs and emerging trends. It was used to inform the child care space creation targets and the proposed actions, while also ensuring alignment with the City of Richmond's strategic mandate and objectives.





Richmond Community Profile

The health and development of children are influenced by the communities and families in which they live. The characteristics of Richmond's population, in the context of neighbourhoods, families, and children are considered when developing child care space creation targets and the actions necessary to achieve them.

Population

Population-level data, including population projections, has been reviewed to understand the needs of families and children in Richmond. As of 2016, there were 198,305 people residing in Richmond. Approximately 12% of the population was 12 years and younger. Between 2001 and 2016, the overall population increased by over 20%.⁴

Children in Richmond

In 2016, 27,240 children aged 0 to 14 years resided in Richmond. This is a decrease of 3% from 2001.⁵

Table 1: Children by Planning Area

Planning Area	Number of Children Aged 0–12 years (2016)
Blundell	2,050
Bridgeport	415
Broadmoor	2,770
City Centre	5,370
East Cambie	1,385
East Richmond	375
Fraser Lands	10
Gilmore	60
Hamilton	815
Sea Island	125
Seafair	1,965
Shellmont	1,435
Steveston	3,425
Thompson	2,025
West Cambie	1,215

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^{4 2016} Census, Statistics Canada. Government of Canada.

^{5 2016} Census, Statistics Canada. Government of Canada.

Population Growth

Between 2011 and 2016, Richmond's population grew by 4.1%, increasing from 190,475 to 198,305. Richmond's current population in 2020 is estimated to be 231,689, an increase of 16.8% since 2016.⁶

Indigenous Identity

Among children in Richmond, less than 1% identified as First Nations, Metis or Inuit in 2016, in comparison to 10% of children provincially. 1.7% of Richmond children were reported to have Indigenous ancestry, where as 11% of children were reported to have Indigenous ancestry in B.C.⁷

Immigrant Population

In 2016, 60% of Richmond residents self-reported as immigrants. This is compared to 41% in the Greater Vancouver Region and 28% in BC Among children aged 14 years and younger, 16% of those living in Richmond were immigrants, compared to 10% in Greater Vancouver and 7% in B.C. Among Richmond children reporting as immigrants, the majority immigrated from China (47%) and other countries in Asia (40%).8



Children have always grown up in a variety of family structures. Most children live in two parent families, while others live in lone-parent, blended and multigenerational families. Family structure and the availability of other family members to provide care for children can impact the need for child care. In Richmond, 49% of responding parents indicated that there is another family member who can provide care for their children.

Couple Families with Children

Among families with children at home and living in Richmond, 74.4% identified as a couple family in 2016. 93% of the 28,230 couple families with children living in Richmond, consisted of two married or common-law parents and their biological or adopted children; 7% represented step-families.⁹

Lone-Parent Families

In 2016, 21% of all families in Richmond were headed by a female lone-parent, while male lone-parent families accounted for just over 4% of all census families with children.¹⁰

Multi-Generational Families

There were 4,460 multigenerational households in Richmond in 2016, accounting for 6% of all private households in the City. In 2016, multigenerational households represented the fastest growing household type in Canada.¹¹

⁶ City of Richmond Projections (with Urban Futures Inc.). As reported in Richmond Hot Facts. City of Richmond. September 2020.

^{7 2016} Census, Statistics Canada. Government of Canada.

^{8 2016} Census, Statistics Canada. Government of Canada.

^{9 2016} Census, Statistics Canada. Government of Canada.

^{10 2016} Census, Statistics Canada. Government of Canada.

^{11 2016} Census, Statistics Canada. Government of Canada.



Income and Employment

Higher income levels provide families with the means to access higher quality services and goods. As income rises, so does access to quality child care, nutritious food and secure housing.

Median Income

The 2015 median annual household income, as outlined in the 2016 Census, in Richmond was \$65,368. This is similar to Vancouver and Burnaby, however it is lower than the regional median.¹²

Median incomes can vary substantially by type of household. The 2015 median after-tax income for couples living in Richmond with children was \$84,405. For lone-parent families the median income was \$45,551. Male-headed lone-parent families had a median after-tax income of \$51,648, while female-headed lone-parent families had a median after-tax income of \$43,892.¹³

Mothers in the Labour Force

In Richmond, 66.3% of women with children are in the labour force. This ranges from 64.2% of women with children up to 6 years, and 68.4 % of women with children 7 to 12 years.¹⁴

Low Income

In Richmond, 25.6% of children ages 0 to 17 years, lived in low income households in 2016, based on the low income measure, after tax (LIM-AT). Richmond had a higher percentage of children living in low income households than the BC provincial rate of 20.3%.¹⁵

Child Vulnerability

Population-level data collected through the Human Early Learning Partnership (HELP) provides an overview of the current health, development and vulnerability of Richmond's children. This information is integral to the delivery of early childhood and family strengthening services and supports in Richmond, and contributes valuable information for the planning of additional child care in the city.

HELP focuses on three broad domains that influence the overall development of the whole child: physical, social-emotional and language-cognitive. HELP explores the many interactive and intersecting environments in which children are born, grow, play, learn, work and age, as well as factors that contribute to or determine lifelong health and well-being. Data is collected on a continuum across multiple age groups from 12 months to 12 years. This research is used to influence policies, practices, and programs for children and families.

^{12 2016} Census, Statistics Canada. Government of Canada.

^{13 2016} Census, Statistics Canada. Government of Canada.

^{14 2016} Census, Statistics Canada. Government of Canada.

^{15 2016} Census, Statistics Canada. Government of Canada.

The Early Development Instrument (EDI)

The Early Development Instrument (EDI), is a survey completed by teachers in elementary schools, collecting information on children in kindergarten. The data reports on five vulnerability scales: physical health and well-being, language and cognitive development, social competence, emotional maturity, and communication skills and general knowledge. Population-level data is reported to demonstrate the percentage of children vulnerable on one or more scales of the EDI. Figure 1 provides a snapshot of the vulnerability of Richmond's children on one or more of these scales, by planning area.¹⁶

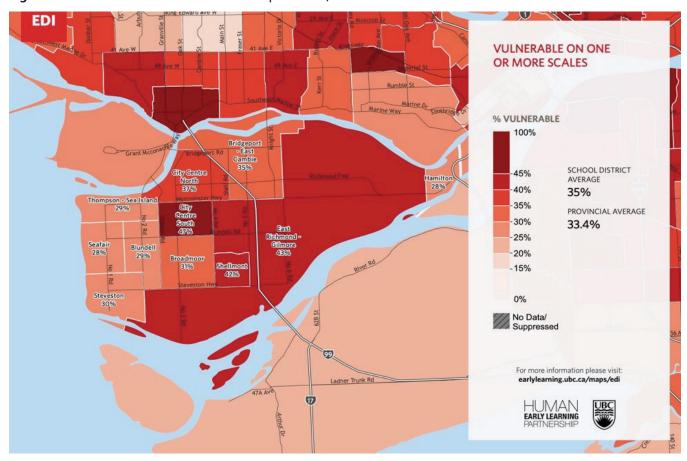


Figure 1: Richmond School District EDI Map Wave 7, Vulnerable on one or more scales

¹⁶ EDI Wave 7 Community Profile: Richmond School District. Human Early Learning Partnership. University of British Columbia. Vancouver, BC. February 2020.

The most recent EDI data collected across BC was Wave 7 (2016–2019) and can be used to outline trends in children's development since Wave 2 (2004–2007). In the Province of BC, overall vulnerability of children has increased to 33.4% on one or more scales of the EDI. In Richmond, the overall vulnerability on one or more scales is 35.0%, which is slightly higher than the provincial average. While Richmond's children show higher vulnerability on one or more scales than the provincial average, there was no increase in vulnerability from Wave 6 (2013–2016). Over time, from Wave 2 to Wave 7, there has been an overall increase in vulnerability in Richmond, with four neighbourhoods reporting a meaningful increase in vulnerability on one or more scales: City Centre North, City Centre South, Shellmont and Steveston. Other neighbourhoods have remained stable in their rates of vulnerability in the same time period.¹⁷

HELP also collects data on early child development through the Toddler Development Instrument (TDI), a questionnaire for parents and caregivers of children aged 12 to 24 months. Data from the TDI relevant to child care usage is further explored in the 'State of Child Care in Richmond' section of this report.



Richmond is currently a pilot site for the Toddler Development Instrument (TDI), which collects information on children, ages 12 to 24 months. The TDI asks parents and caregivers of toddlers to report on the early experiences and environments of the children and their families. In the 2020 launch of the questionnaire in Richmond, 331 TDI's were completed in either Simplified Chinese or English. This represents 18% of the 1859 families with children in this age range. This is one of several invaluable measures administered by the Human Early Learning Partnership available to support child care planning in Richmond.

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¹⁷ EDI Wave 7 Community Profile: Richmond School District. Human Early Learning Partnership. University of British Columbia. Vancouver, BC. February 2020.

State of Child Care in Richmond

This section provides information about existing licensed child care in Richmond, including an assessment of child care space availability and utilization. A summary of key findings from survey, interview and focus group engagement data is also provided. The combination of quantitative and qualitative data shows trends in child care availability, distribution and utilization, suggesting recommended actions that will effectively increase child care capacity.

Child Care Inventory

An inventory of child care spaces in Richmond was created using Ministry of Children and Family Development Child Care Operating Funding (MCFD-CCOF) information provided by the Union of British Columbia Municipalities. Since some child care programs may not access MCFD-CCOF, this information was further developed using Vancouver Coastal Health—Community Care Facilities Licensing (VCH-CCFL) data.

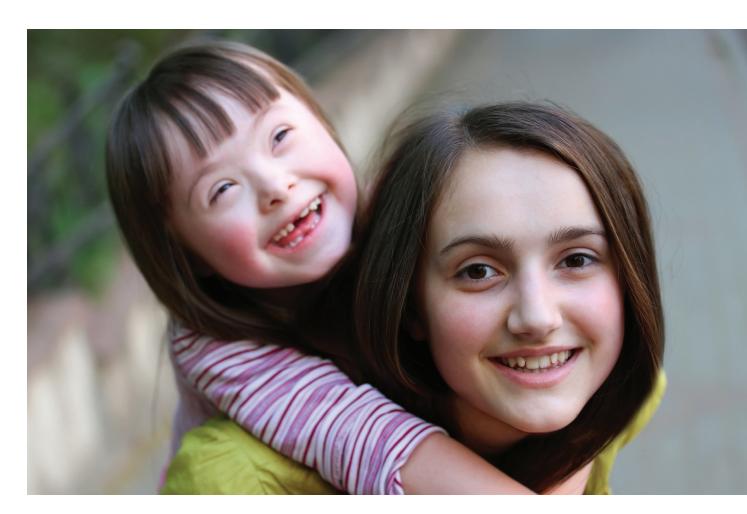




Table 2: Type of Care and Licensed Spaces in Richmond, 2020

Type of Licensed Child Care	Number of Licensed Child Care Spaces
Group Childcare (Under 36 Months)	1,211
Group Childcare (30 Months to School Age)	2,850
Group Childcare (School Age)	1,817
Family Childcare	197
In-Home Multi-Age Childcare	72
Multi-Age Childcare	120
Preschool	729
Occasional Childcare	26
Total	7,022

In addition to capturing the type of care and number of licensed spaces, the process of completing the Child Care Inventory also highlighted the following specific child care services that are limited and/or absent in Richmond:

- → There are no licensed centres offering extended hours (defined by UBCM as hours outside of 7am to 7pm);
- → There are no centres that offer overnight care;
- → There is a lack of flexible licensed child care options for parents who work part-time or whose schedules change due to shift work. This includes regular or variable part-time care, non-traditional hours or intermittent care;
- → There are insufficient child care spaces located in schools or on school property. Based on 2018 data, there were 43 licensed child care programs co-located with Richmond School District, providing a total of 1,007 licensed spaces; 160 Preschool spaces, 672 Group Care (School Age) spaces, and 175 Group Care (30 Months to School Age) spaces; 18
- → There are opportunities for more and expanded child care programs colocated with other community services.

Richmond's population grew approximately 4% between 2011 and 2016, with more concentrated population growth increases in some neighbourhoods. As the population continues to increase, the demand for child care spaces will also increase. Despite a 21% increase in child care spaces between 2016 and 2020, Richmond only saw a 3% increase from 2019 to 2020. Survey and focus group data from child care operators suggest that this may be attributed to difficulties in securing land and building space, and challenges recruiting and retaining staff. In addition, the uncertainty and financial implications of the COVID-19 pandemic have impacted child care expansion. Table 3, based on the child care inventory, shows the changes in the number of spaces over the last four years, with specific attention to changes between 2019 and 2020.

¹⁸ SD38 Long Range Facilities Plan. Richmond School District. 2019.

Table 3: Changes in the Number of Spaces per 100 Children (2016–2020)

Type of Care	2016	2018	2019	2020	% Change 2016–2020	% Change 2019–2020
Group Care (Under 36 Months)	664	928	1,023	1,211	+ 82%	+ 18%
Group Care (30 Months to School Age)	2,103	2,581	2,708	2,850	+ 36%	+ 5%
Group Care (School Age)	1,666	1,685	1,822	1,817	+ 9%	+ 0%
Family Child Care	341	234	248	197	- 42%	- 21%
In-home Multi-age Care	81	104	105	72	- 11%	- 31%
Multi-age Care	88	96	80	120	+ 36%	+ 50%
Preschool	819	769	791	729	- 11%	- 8%
Occasional Care	40	42	26	26	- 35%	0%
Total	5,802	6,439	6,803	7,022	21%	3%

Since 2016, notable highlights include:

- → Spaces for licensed Group Care (Under 36 Months) and Group Care (30 Months to School Age) have expanded.
- → A slight increase in the number of Group Care (School Age) spaces.
- → A negative trend in space availability for Family Child Care, In-home Multi-Age Care, Preschool and Occasional Care.

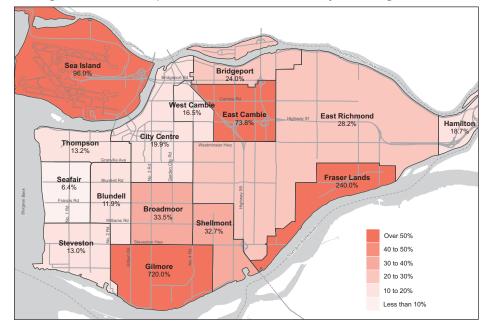
Child Care Space Distribution

Licensed child care spaces and child population were mapped according to the City of Richmond's planning areas. The maps provide the proportion of licensed group care spaces operating per child population and are displayed as a percentage per 100 children residing in a planning area. As seen in Figures 3, 4, and 5, with each map corresponding to a type of licensed Group Care, there is variation both by planning area and child care programming type. The lowest proportion of child care spaces per 100 children is displayed for licensed Group Care (School Age).



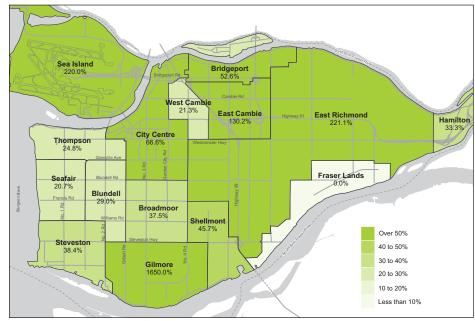


Figure 3: Percent of Child Care Need Met for Children Aged 0 to 2 Years through Licensed Group Care (Under 36 Months) by Planning Area, 2020



Note: Does not include family child care, multi-age care, in-home care, occasional care or preschool programs. Population data is based on 2016 Census data.

Figure 4: Percent of Child Care Need Met for Children Aged 3 to 5 Years through Licensed Group Care (30 Months to School Age) by Planning Area, 2020



Note: Does not include family child care, multi-age care, in-home care, occasional care or preschool programs. Population data is based on 2016 Census data.



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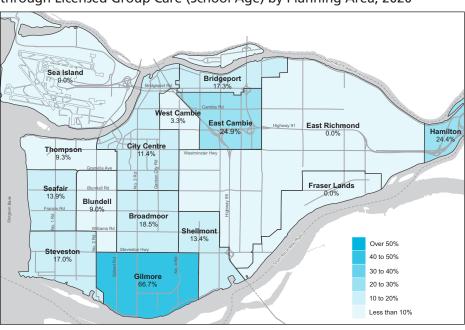


Figure 5: Percent of Child Care Need Met for Children Aged 6 to 12 Years through Licensed Group Care (School Age) by Planning Area, 2020



Note: Does not include family child care, multi-age care, in-home care, occasional care or preschool programs. Population data is based on 2016 Census data.



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In 2020 there were 30 CHILD CARE **SPACES** per 100 children from birth to 12 years in Richmond.

Child Care Utilization

In Richmond, the child care inventory reveals that there are licensed child care spaces for 30% of the 2016 child population. Table 4 reports the variations in the proportion of child care spaces per child population according to the type of child care license. Relative to the corresponding child population, there is a greater proportion of licensed Group Care (30 Months to School Age), and a lower proportion of licensed Group Care (School Age) spaces. Due to the complexity of calculating the ages of children enrolled in family child care and multi-age care, these spaces are not reported on in this manner.

Table 4: Number of Licensed Child Care Spaces per 100

Type of Child Care License	Number of Licensed Child Care Spaces	Child Population*	Child Care Spaces per 100 Children
Group Care (Under 36 Months)	1,211	5,250	23.1
Group Care (30 Months to School Age)	2,850	5,305	53.7
Licensed Group Care (School-Age)	1,817	12,830	14.2
Total	7,022**	23,385	30.0

^{*} Child population data is based on 2016 Census data.

WHAT WE HAVE HEARD

I've found our City's community centres and staff are amazing. I think there are really good opportunities to expand affordable child care offerings here. -Parent

Co-locationg [child care] at schools would provide the greatest benefit for children with easier transition to kindergarten and no need to go elsewhere after school.

Need improved

between City and

I would like to see more availability for outdoor childcare spaces that could be developed on school grounds.

-Parent

^{**} This includes family child care, multi-age care, in-home care, occasional care and preschool programs.

Toddler Development Instrument

For children between 12 to 24 months, the Toddler Development Instrument (TDI), implemented by HELP, indicates the type of child care arrangement that participating families report using. In Richmond, licensed care makes up 25.3% of child care arrangements used by families participating in the TDI. The parent survey responses in Table 5 may be indicative of what is available and accessible to families, whether or not it is their ideal choice.

Table 5: 2020 Richmond TDI Results—Main Child Care Arrangement, by Age of Child

	12 to 18 months (N=171)	19 to 24 months (N=158)	Overall (N=329)
Parental care only	54.9%	40.1%	47.7%
Relative, other than parent	18.3%	21.8%	20.0%
Licensed child care centre	15.7%	24.5%	20.0%
Licensed family child care home	3.9%	6.8%	5.3%
Caregiver in my home	*	*	2.0%
Other	5.2%	4.8%	5.0%

^{*} Suppressed due to cell size under 5 children

Impact of COVID-19 on Child Care Usage

Since the start of the COVID-19 pandemic, many families have altered their child care arrangements in response to the wide-spread changes to schooling, employment and the closure of many child care programs. The vulnerability and instability of the child care sector in B.C. has been highlighted as centres struggled with the health and safety requirements, financial impacts and staffing required to deliver this essential service under uncertain conditions. Public health recommendations that children spend more time outdoors have also created a renewed interest in outdoor programming and the inclusion of outdoor programs within the child care regulations.

The long term impact of the COVID-19 pandemic on child care space sustainability and future space creation is not known. Data has been collected from the Richmond Child Care Resource and Referral Centre to highlight the short term changes in the number of licensed child care spaces from March 25 to November 9, 2020 (Figure 6) and will require further monitoring as public health guidelines continue to impact families.



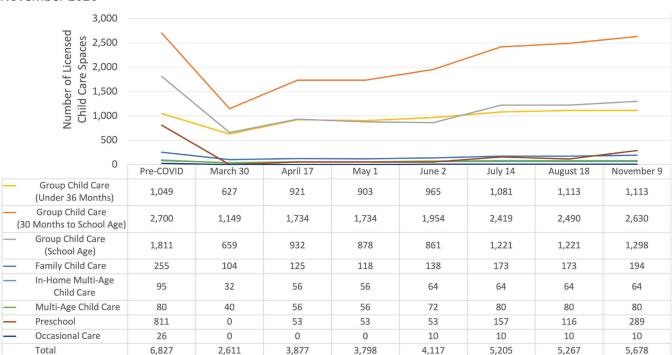


Figure 6: Change in the Number of Licensed Child Care Spaces by month and type of care, March 2020–November 2020

Key Findings

The data on child care spaces, utilization rates and population projections provides an understanding of child care infrastructure in Richmond. The supporting information from parents, child care operators and key stakeholders provides a further understanding of child care needs for families. This information includes the barriers that impact the accessibility of care for families, as well as opportunities and challenges that influence the creation of new child care spaces. Ongoing analysis and annual updates that track changes in licensed child care spaces, based on data from the 2017–2022 Richmond Child Care Needs Assessment and Strategy, also add to the picture.

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Challenges for Parents

Results from the 2019 Early Learning and Child Care Arrangements survey by Statistics Canada showed that almost 52% of Canadian families chose to put their children in some form of child care. The primary reasons for selecting a particular child care arrangement for Canadian families was the location (61%), characteristics of the individual providing care (53%), hours of operation (41%) and affordability (40%). In addition, this survey by Statistics Canada indicates that over 36% of Canadian families reported having difficulties finding and securing child care. The main difficulties reported in order of prevalence were:

- 1. Availability;
- 2. Affordability;
- 3. Care that fits with family schedule; and
- 4. Quality of care.

These national results align with the parent survey completed for this planning project. 60% of respondents who completed the parent survey in Richmond indicated that there were not enough child care spaces available and, at some point, they had to place their child(ren) on a waitlist to receive care. While it is challenging to analyze child care waitlists in Richmond, many responding parents indicated that their child was on child care waitlists, and expressed having waited years to receive a spot.

In addition, most responding Richmond parents (77%) indicated that cost was a barrier to finding and accessing child care. Accessing care that fit with family schedules (62%) was also noted as a challenge. In addition, 42% noted finding quality child care as a challenge in their arrangements.

These challenges are further validated by the 2020 TDI data that show cost, availability of spaces, quality and hours of operation as the top challenges Richmond families are facing in efforts to secure child care arrangements specifically for their toddlers (Table 6).

CHALLENGES THAT PARENTS FACE FINDING/ACCESSING CHILD CARE



77% High cost



62%

Finding care based on work or school schedule



60%

Not enough spaces



42%

Quality of care



30%

Staff experienc and availability



Table 6: TDI-Child Care Challenges, by Age of Child

	12 to 18 months (N=153)	19 to 24 months (N=145)	Overall (N=298)
Cost	53.6%	57.2%	55.4%
Availability of spaces	49.7%	58.6%	54.0%
Quality of staff, activities, space	25.5%	33.8%	29.5%
Hours of operation	33.3%	27.6%	30.5%
Transportation	11.8%	11.7%	11.7%
Distance from home or work	24.2%	31.7%	27.9%
Information about child care	12.4%	17.2%	14.8%
Other	5.2%	4.8%	5.0%
None	6.5%	7.6%	7.0%
Not applicable	16.3%	10.3%	13.4%

Note: respondents could choose multiple responses.

Affordability is consistently the top barrier to accessing child care for families. Currently, the Government of BC is committed to reducing the cost of licensed child care and has implemented two strategies directed at families; the BC Affordable Child Care Benefit and Universal Child Care Prototype Sites that charge families no more than \$200/month for full time care. Currently there is one Prototype site in Richmond.¹⁹

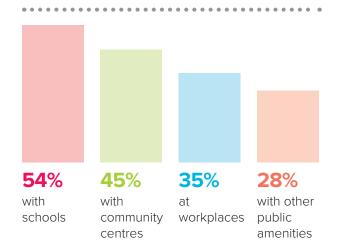
Child Care Location Barriers

Engagement data suggests that the location of child care is an important variable that influences how parents make decisions about their child care arrangements. TDI data from 2020 demonstrates that 40% of families indicate transportation and/or distance from home or work as a challenge. The highest demand for child care space is for school age children, and the highest priority for location for any age care is in close proximity to schools. This sentiment was reflected across all surveys as well as stakeholder interviews and focus groups. Key stakeholders and child care operators also offered a child development perspective, emphasizing the importance of continuity of care and relationships for children, as well as the anticipated reduction in stress for children and parents when child care is located at or near schools.

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¹⁹ Child Care BC: Caring for Kids, Lifting Up Families: The Path to Universal Child Care. Government of British Columbia. 2018.

HIGH PRIORITY CHILD CARE LOCATIONS



Parent and Operator Survey, City of Richmond (2020).



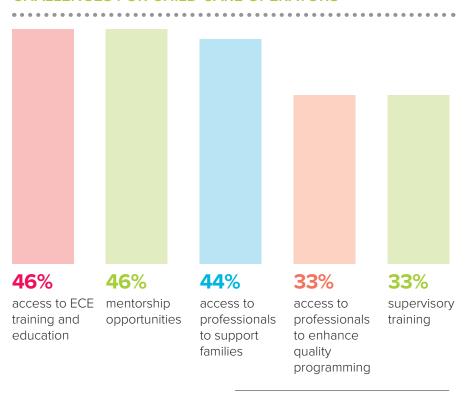
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Challenges in Providing Child Care

Child care operators provide a unique perspective on the delivery of child care services. The child care operator survey, coupled with key stakeholder interviews, highlight that child care workforce issues represent the primary challenge for Richmond child care facilities. Respondents indicate that the inability to recruit and retain qualified staff translates into the inability for centres to provide additional spaces, flexibility and in some cases, inclusive care.

The reasons for staffing challenges are historical and systemic, including low wages, lack of wage parity, low recognition of the value of child care, and limited availability for ongoing learning and professional and career development. Both child care operators and key stakeholders expressed that advocacy and funding for more training opportunities, higher wages, and increased benefits are the strongest ways to attract and retain new Early Childhood Educators (ECEs). To meet the goal of increasing spaces, comply with Child Care Licensing Regulations and maintain quality of care, more qualified staff are required. In order to increase child care spaces in Richmond, a robust community child care staff recruitment and retention plan is required.

CHALLENGES FOR CHILD CARE OPERATORS



Child Care Operator Survey, City of Richmond (2020).

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A related issue that emerged during the engagement process was the need to pay attention to practices of inclusion as a factor synonymous with quality child care. In the recent commitments made by the provincial government, access to inclusive child care to every family that wants or needs it is recognized as critical.²⁰ Moreover, Strategic Direction #4 of the 2017–2022 Richmond Child Care Needs Assessment and Strategy guides municipal action to create and strengthen inclusive environments for the care of children. Key stakeholders provided insight into the need for education, training and space considerations for inclusive care from the perspective of ensuring that all populations including children who require extra support are well served.

64% of CHILD CARE
OPERATORS identified
RECRUITING AND RETAINING
QUALIFIED STAFF as a primary
barrier to creating additional child
care spaces.



48% of CHILD CARE
OPERATORS reported
ACCESS TO SPECIALIZED STAFF TO
SUPPORT INCLUSION as a primary
challenge to their work



²⁰ Ministerial mandate letter to Katrina Chen, Minister of State for Child Care. 2020.

Child Care Space Creation Targets

The process of developing child care space creation targets has been informed by demographic data and an analysis of future demand, based on population projections, the current child care inventory and community consultation. Facility, land and resource capacity and availability were also considered. An environmental scan of child care accessibility across BC and Canada was conducted as well as a review of child care space creation target formulas from similar BC municipalities. The targets identified represent child care spaces created by public bodies, such as the City of Richmond, Richmond School District and Vancouver Coastal Health, non-profit organizations and private individuals or businesses.

Table 7: 10-year Child Care Space Creation Targets

		2020			Та	rget for 20	31	
Child Care License Type	Current number of spaces	2020 child population*	Current percentage (spaces/ 100 children)	Total Spaces	Projected population**	Percentage (spaces/ 100 children)	Number of new spaces	Number of staff (FTE)
Group Care (Under 36 Months)	1,211	5,250	23.1%	1,774	7,095	25.0%	563	155
Group Care (30 Months to School Age)	2,850	5,305	53.7%	3,937	7,158	55.0%	1,087	141
Group Care (School Age)	1,817	12,830	14.2%	3,791	15,163	25.0%	1,974	161
Occasional Care	26	n/a	n/a	58	n/a	n/a	32	4
Licensed Child Minding	0	n/a	n/a	24	n/a	n/a	24	3
Multi-age Family Child Care–24 Hour/Overnight Care	0	n/a	n/a	Up to 8	n/a	n/a	Up to 8	2
Other Types of Licensed Care***	1,118	n/a	n/a	1,118	n/a	n/a	n/a****	n/a
Total	7,022	23,385	30%	10,710	29,416	36.4%	3,688	466

^{*} Based on 2016 Census, Statistics Canada. Government of Canada.

Group Care (Under 36 Months)

Richmond has made significant progress to increase the number of licensed Group Care (Under 36 months) spaces since 2016. There are currently 1,211 licensed Group Care (Under 36 months) spaces, representing 23.1 spaces per 100 children aged 0 to 2 years. The long-term goal for this age group is to create

^{**} British Columbia–Population Projections, BC Stats, Government of British Columbia.

^{***}This includes licensed preschool, multi-age care, in-home multi-age care and family child care.

^{****}No targets are specifically identified for these types of care.

an additional 563 spaces, increasing availability to 25 spaces per 100 children by 2031. It is anticipated that this care will be co-located with Group Care (30 months to School Age), ensuring continuity of care for children within the same facility.

Group Care (30 Months to School Age)

Richmond currently has a healthy supply of child care spaces for this age group, with 53.7 spaces per 100 children available as of 2020. The long-term goal is to create an additional 1,087 spaces, increasing availability to 55 spaces per 100 children by 2031.

In addition to creating new spaces, the City of Richmond is also committed to working collaboratively with child care providers and community partners including the Supported Child Development Program, the Infant Development Program, Child Care Resource and Referral, Vancouver Coastal Health and post-secondary institutions offering Early Childhood Care and Education Programs to increase the quality and accessibility of existing programs.

Group Care (School Age)

The child care space creation plan proposes child care spaces for 25% of children in all Richmond elementary schools, both public and independent, by 2031; an increase of 1,974 spaces. The expectation is that programs will be on-site or within walking distance of schools. This long-range goal will require the most significant upfront effort and coordination with public and community partners.

Flexible Child Care

The space creation plan also focuses on three areas of flexible child care to meet the needs of underserved populations as well as a work force transitioning away from traditional working hours and environments.

Occasional Care

There are currently 26 occasional care spaces available for parents requiring flexible care, such as to attend medical appointments, write an exam, or go to a job interview. The Child Care Action Plan includes working with current operators to develop two additional programs that can accommodate up to 16 children each.

Child Minding

Licensed child minding is a category of licensed child care related to English language acquisition for immigrant and refugee parents. This category of child care has specific licensing requirements for adult to child ratios depending on the ages of the children in attendance. In addition, parents must remain on-site while care is provided. Richmond currently does not offer any licensed child minding and the goal is to create 24 spaces by 2031.





Multi-Age, Overnight Child Care

There is a limited need for non-traditional hours of care, such as overnight or weekend care, for parents employed in sectors such as the film industry, Vancouver International Airport, health care, etc. The goal is to establish a program that will provide overnight care, with up to 8 spaces by 2031.



Child Care Space Creation Action Plan

Affordable, quality child care is an essential service in the community for residents, employers and employees and the need for child care by Richmond families is significant and diverse. In addition, child care provides a critical and necessary support to families who have recently immigrated to Canada as they obtain employment, learn English and acclimatize to a new country, customs and systems. Quality, inclusive child care creates opportunities to support healthy child development and outcomes for children.

Richmond has an identified need for more child care spaces as there is not the capacity to meet the current demand. In addition, with projected increases in Richmond's child population, additional spaces will be required to meet population growth. The City plays certain key roles to foster the economic, social and environmental well-being of the community, yet the responsibility to create affordable, accessible, quality child care requires a collaborative and shared effort with a broad range of partners including senior levels of government. The following section outlines the recommended actions to address the existing and anticipated child care space shortfall, while ensuring inclusive, affordable and quality care options for families.

The actions required to expand child care spaces to meet the identified targets have been structured under four pillars. Each of these pillars is fundamental to the development of a comprehensive child care system for Richmond and contributes to the 2021–2031 Richmond Child Care Action Plan. These pillars include:

- → Commitment to child care;
- → Child care space creation;
- → Sector quality and sustainability; and
- → Evaluation and monitoring.

The Child Care Action Plan has been structured to identify specific actions under each pillar, to identify potential partners to assist with this work and the role of the City of Richmond in each. Because support for and influence on child care requires a broad set of activities, the nature of each identified action is clarified as follows:

Nature of Action: (Specific to the City's role)

- 1. ACT: The City is responsible for defining and delivering the ongoing, short, medium and long-term direction.
- 2. ADVOCATE: The City will leverage its voice and influence as a municipality to support the direction.
- 3. FACILITATE: The City plays a role as facilitator, convener and partner, and will contribute knowledge, leadership, staff time, and relevant resources to support the direction.





Commitment to Child Care



Space creation goes beyond simply creating spaces. Actions must also include a commitment to plan for a diverse system of spaces to accommodate and respond to the range of unique needs of the Richmond community. The City of Richmond makes, facilitates and advocates for decisions that support, promote and improve child care options for local families and providers.

			Cit	y Ro	ole
Ac	tion	Timeline	ACT	FACILITATE	ADVOCATE
Con	mitment to Child Care				
1.1	Present the 2021–2031 Richmond Child Care Action Plan report outlining current child care needs and proposed action plan for Council review and endorsement.	1–2 years	✓		
1.2	Present child care space creation targets for the next 10-year period to City Council for endorsement.	1–2 years	✓		
1.3	Establish a committee of public partner organizations who hold responsibility for child care for the purpose of improving information sharing and joint decision making pursuant to addressing identified child care space creation targets located in public spaces.	3–6 years		✓	
	VCH-Richmond SD 38 Richmond MCFD Richmond Public Library				
1.4	Encourage public partners to make a formal commitment to child care needs in long range facility and operational planning. VCH-Richmond SD 38 Richmond MCFD Richmond Public Library	3–6 years		√	
Adv	осасу				
1.5	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.	1–2 years			✓
1.6	Send a letter to the Ministry of Education supporting the request by Richmond School District to reduce the official capacity of a school if community need and long-term surplus classroom space allows for permanent child care.	1–2 years			✓
1.7	Encourage the Provincial Government to expand licensing regulations to allow outdoor programs.	3–6 years			✓



Child Care Space Creation



The creation of child care spaces will be most successful as a collaborative effort involving City staff, child care providers and community partners, including the Richmond School District, Vancouver Coastal Health, Community Associations and Societies, and multi-service organizations who support children and families. Within its role, the City of Richmond plans, implements and facilitates strategies that increase access to quality child care spaces.

			Cit	y Ro	ole
Act	cion	Timeline	ACT	FACILITATE	ADVOCATE
Awa	areness and Education				
2.1	Review and enhance current awareness and education strategies about the importance of child care.	Ongoing	✓		
2.2	Enhance the City of Richmond website (and relevant department websites) to provide clear and detailed information on the processes required to create child care facilities.	1–2 years	✓		
2.3	Improve and align awareness and education provided by City Departments involved in child care development with potential child care operators.	3–6 years	√		
Chil	d Care Planning				
2.4	Explore 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.	Ongoing		✓	
2.5	Collaborate with the Richmond School District to meet the space creation targets identified in this plan for school age care on-site or within walking distance of schools. SD 38 Richmond Child Care Operators	3–6 years		✓	
2.6	Develop a child care decision making tool to assist with assessing feasibility of including child care in all new or renovated City facilities.	3–6 years		✓	
2.7	Explore and develop guidelines for outdoor child care programs including licensing and land-use considerations. Vancouver Costal Health Child Care Operators Provincial Government	3–6 years		✓	
2.8	Work with other City departments to plan, secure and build child care spaces co-located with other community facilities.	3–6 years	✓		

			Cit	y Ro	ole
Act	ion	Timeline	ACT	FACILITATE	ADVOCATE
2.9	Investigate readiness for employers to engage in child care co-location and/or space creation planning.	6–10 years		✓	
Leve	raging Financial Support				
2.10	Continue to secure community amenity contributions through rezoning processes for child care space development consistent with Council's approved OCP and area plans. **Developers**	Ongoing	✓		
2.11	Advocate with the Provincial and Federal Government for increased funding targeted to child care space creation. Provincial Government Federal Government	Ongoing			✓
2.12	Explore opportunities to create additional spaces through funding from the Child Care Development Reserve and Provincial New Spaces Fund.	1–2 years		✓	
2.13	Support the development of additional child care facilities secured as community amenity contributions through an integrated City department approach to working with the developers providing these amenities. **Developers**	3–6 years	√		
2.14	Undertake a review of grant programs to align with the Child Care Space Creation Plan targets and priorities.	3–6 years		✓	
2.15	Explore the development and facilitation of a service that connects developers and the business community with Child Care Operators interested in expanding, re-locating or securing long-term leases Child Care Operators Developers Business Community	6–10 years		✓	
2.16	Explore options for improving affordability for child care development and space creation through avenues such as grants, tax exemptions and reductions in application and inspection fees.	6–10 years		✓	
Child	d Care Facility Development Process				
2.17	Explore the development and delivery of joint information sessions with the City of Richmond and Child Care Facilities Licensing for individuals and organizations interested in developing or expanding licensed child care spaces.	1–2 years		✓	
2.18	Initiate a review of the building permit process for child care facilities.	3–6 years	✓		
2.19	Explore the alignment of the City process, scheduling and completion of fire, building, gas and plumbing inspections for child care facilities.	3–6 years	✓		
2.20	Review OCP, zoning and bylaws to better support child care creation.	6–10 years	✓		



Sector Quality and Sustainability



A critical aspect of child care that bears consideration in community level planning, beyond simply the creation of additional spaces, is the provision of quality, inclusive programs. In order to create spaces that can be staffed for quality care, the creation of spaces and the support of the Early Childhood Care and Education sector must work in tandem. The City of Richmond recognizes, implements and collaborates on actions that reduce the fragility of the child care sector and support affordable, sustainable, quality child care.

			Cit	y Ro	ole
Act	tion	Timeline	ACT	FACILITATE	ADVOCATE
3.1	Ensure that the City continues to be well informed about the latest trends, research and advocacy efforts concerning child care matters. Senior levels of government Other municipalities Vancouver Coastal Health Richmond Children First United Way of the Lower Mainland UBC Human Early Learning Partnership First Call – BC Child and Youth Advocacy Coalition	Ongoing	√		
3.2	Facilitate the development of a community Early Learning and Care Sector Stability Strategy for Richmond that includes an examination of recruitment, retention, professional development and mentoring. Child Care Operators Richmond School District Post-Secondary Institutions Community Partners	3–6 years		√	
3.3	Advocate for increased ECE training incentives and opportunities to attract new, qualified child care staff. Ministry of Advanced Education Richmond School District	1–2 years			✓
3.4	Facilitate the development of a community Quality and Inclusion Strategy to support child care facilities in Richmond. Child Care Operators Community Partners	3–6 years		✓	
3.5	Promote and assist the improvement of consistent and quality Child Care in Richmond through targeted City support and/or grant opportunities.	6–10 years		✓	



Evaluation and Monitoring



As the child care system in Richmond evolves, periodic review is required. In addition, the ongoing and evolving impacts of the COVID-19 pandemic must be considered and monitored. The City of Richmond, in its role, monitors and evaluates the influences of these actions on accessible, quality child care spaces.

			Cit	y Ro	ole
Act	ion	Timeline	ACT	FACILITATE	ADVOCATE
4.1	Monitor demographics and child care needs and availability across planning areas, with special attention to areas of highest growth (i.e. City Centre and Hamilton).	Ongoing	✓		
4.2	Monitor the impacts of COVID-19 on child care enrolment, workforce changes and stability of child care facilities. Child Care Resource and Referral Child Care Operators	Ongoing		✓	
4.3	Evaluate outcomes of the current two City Centre ECD Hubs. ECD Hub Operators and Co-located Community Partners	3–6 years	✓		



Conclusion

Quality child care plays an important role in children's lives and is an essential service for families. A sufficient supply of quality child care choices also reaps economic and social benefits for communities.

The 2021–2031 Richmond Child Care Action Plan addresses child care needs of Richmond families. The City of Richmond is committed to working with community partners including the Richmond School District, Vancouver Coastal Health, Community Associations and Societies, multi-service agencies who support families and child care operators to move these actions forward and increase the child care inventory of licensed child care in Richmond.

The plan has been informed by an environmental scan of relevant policies, an analysis of demographics and population projections, a review of the current child care inventory, and a participatory process that engaged Richmond residents and relevant stakeholders.

The COVID-19 pandemic has had an impact on the child care sector, as well as on families and children. While child care centres in British Columbia were never ordered to close by public health or regulatory bodies, many did close. Child care use by Richmond families has also changed significantly with many parents working from home and adjusting their child care arrangements. At this point it is unclear what the long-term impact of the COVID-19 pandemic will be on the child sector; what is clear is that the COVID-19 pandemic has confirmed that child care is an essential service for children and families.

While municipal governments do not have direct responsibility for child care, many municipalities have responded to the child care needs of their residents. The City of Richmond has earned a reputation for being a leader in its commitment to child care. The City has also demonstrated its commitment by establishing a Child Care Development Statutory Reserve Fund, building city-owned child care facilities and ECD Hubs, and conducting annual child care needs assessments. The City of Richmond is a strong advocate for quality child care and will continue to work collaboratively with community partners including Richmond School District, Vancouver Coastal Health, Community Associations and Societies, multi-service agencies who support families and child care operators and organizations to address the needs of children, families, and employers. All of these factors combined position the City of Richmond to continue to expand and enhance, quality, inclusive licensed child care availability in Richmond.

Appendix A: Child Care Policy and Guidelines Review

Municipal government plans, bylaws and policies impact and influence the local child care landscape. An environmental scan of municipal documents that directly and indirectly relate to child care for the City of Richmond was conducted to inform action planning. The review sought to identify current best practices and potential opportunities that enable or restrict the growth and sustainability of child care in Richmond. Along with the review of municipal documents pertinent to child care, an informal scan of recent and relevant child care assessments from other municipalities was also conducted.

Policies and guidelines were reviewed based on five areas of best practice that support child care space creation.

- 1. Commitment to Child Care
 - City of Richmond makes and documents decisions that support, promote and improve child care options for local families and providers.
- 2. Financial Support
 - City of Richmond creates processes that leverage and distribute assets in order to address local child care space and quality needs.
- 3. Facilitating Process for Child Care Operators
 - City of Richmond provides support directly to child care operators in the form of education, grants, exemptions and related assistance for the purpose of reducing barriers to providing quality child care.
- 4. Zonina
 - City of Richmond considers child care in zoning decisions to enable quality child care expansion where need is evident.
- 5. Child Care Planning
 - City of Richmond integrates child care issues into internal planning and external partnership activities.

Each of the following policy and planning documents was reviewed and analyzed for opportunities that enable promising practices that support the expansion of quality child care in Richmond.

- → Richmond Child Care Needs Assessment and Strategy 2017 2022
- → Richmond Child Care Needs Assessment and Strategy 2018 Update
- → Richmond Child Care Needs Assessment and Strategy 2019 Update
- → 2018 Creating Child Care Space in Richmond
- → City of Richmond Official Community Plan: 2041 OCP—Moving Towards Sustainability
- → Building Our Social Future: A Social Development Strategy for Richmond 2013–2022
- → Child Care Development Policy
- → 2041 OCP Land Use Map

Other City documents reviewed included:

- → Amenity and Planning Contribution Rates (includes child care)
- → Building Approvals Bulletin: Child Care Facilities
- → Child Care Zoning Permissive Areas & OCP Land Use Details
- → Potential Child care Sites: City Centre
- → Bylaw 8500 Specific Use Regulations

External plans:

→ Richmond School District 38 Long Range Facilities Plan

Highlights

Commitment to Child Care

- → Municipal statement of support for child and family services
- → Strong City policy and planning foundation for child care

Financial Support

- → Child Care Grant Program
- → Child Care Development Reserve Fund

Child Care Planning

- → Annual child care needs assessments
- → Policy priority to pursue establishment of child care facilities near school, parks and community centres
- → Development of ECD Hubs
- → Child Care Implementation Strategy

Zoning

- → Integrated inter-department approach in working with developers providing amenities
- → Child care permitted in all mixed zones

There is strong evidence that the City of Richmond has built a solid foundation for continued responsive and collaborative child care planning. Moving forward with the creation of a child care action plan provides an opportunity for the City of Richmond to deepen its commitment.

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Appendix B: Community Engagement Tools

The community engagement process utilized three tools in gathering information from stakeholders:

- 1. Parent Survey
- 2. Child Care Provider Survey
- 3. Key Stakeholder Questionnaire

1. Parent Survey

Introduction

We are seeking your input to inform the Richmond 2020 Community Child Care Planning Project. This project, scheduled to be complete by the end of 2020, will shape strategic direction and future actions regarding child care in Richmond.

Since 1991, the City has made a significant commitment to support the development of child care in Richmond. We know that to meet the current demand, as well as growth over the next 10 years, Richmond will require additional child care spaces.

Your participation in completing this survey and sharing your knowledge will greatly help shape future of child care in Richmond.

Did you know?

- → The City currently owns ten purpose-built child care facilities and has one additional child care facility and two Early Childhood Development Hubs in various stages of design or under construction.
- → Richmond has 19.5 child care spaces per 100 children aged 0 to 2 years; 51 spaces per 100 children aged 3 to 5 years; and. 14.2 spaces for 100 children aged 6 to 12 years.
- → Since 1995, the City has undertaken 4 child care needs assessments. The most recent 2017 2022 assessment recommends that the City and other stakeholders work together to address the need for quality, affordable, accessible child care spaces in Richmond.

There is a lot working well and there is also room to do more.

We invite you to complete the survey by the deadline: Sunday, October 25, 2020.

Survey Questions

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1.	l am a p	parent or guardian of a child 0 to 12 years of age: (select one)
		Yes
		No, but I am considering becoming a parent or guardian in the future
		No
If (Question	1 = Yes then complete question 2
If (Question	2 = No then proceed to question 3

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	dentified yourself as a parent or guardian for children in this survey, please note we will refer to these as 'hildren" regardless of your legal relationship to them.
My child	d, or children, are: <i>(select all that apply)</i>
	0 to 2 years old and attending child care
	2 to 5 years old and attending child care
	6 to 12 years old and attending child care
	0 to 2 years old and not attending child care
	2 to 5 years old and not attending child care
	6 to 12 years old and not attending child care
	Other situation (e.g. two children in same age group). Please provide age of children and if they attend child care.
3. I am: (se	elect all that apply)
	A Richmond resident
	Employed in Richmond
	A post-secondary student in Richmond
	A parent or guardian of a child attending an elementary school in Richmond
	Other (please specify):
If Question 3	3 = Richmond Resident then include question 4
4. The first	t three (3) digits of my postal code are: (free form)
If Question 3	3 = Employed in Richmond then include question 5
5. The first	t three (3) digits of my employer's postal code are: (free form)
*If unknowr	n, please leave blank
If Question 3	3 = Parent of a child attending an elementary school in Richmond then include question 6
6. I have cl	children that attend the following elementary school in Richmond:
If Question 2	2 = Parent of a child attending a child care program include question 7
7. The type	e of child care that my child, or children currently access is/are: (select all that apply)
	Licensed Preschool
	Licensed Group Care (Under 36 Months; 30 Months to School Age; School Age)
	Licensed Family/In-home child care
	Nanny/ in-home caregiver
	Family member or friend
	Unlicensed community programs/camps
	Unlicensed informal care
	Unsure
If Ouestion	2 = Parent of a child not attending a child care program include guestion 8

8. There are children in my household who are not able to access child care (select one):	
□ Yes	
□ No	
If Question 2 = Parent of a child not attending a child care program include question 9	
9. My child, or children, do not access child care because: (select all that apply)	
☐ Can't have siblings in same location	
☐ Currently on a waitlist/no spaces	
☐ Days don't match my work/school schedule	
☐ Fees are too high/can't afford it	
☐ Hours don't match my work/school schedule	
☐ It's too far from my home/work/school	
☐ My family prefers to have our child at home	
☐ My child requires additional support due to a developmental delay or disability	
☐ There are limited transportation options to access a facility	
10. There is another member of my family, other than myself, who can provide care for my child: (select one	(ڌ
□ Yes	
□ No	
If Question 10 = Yes include question 11	
11. The relation this family member(s) has to my child is/are: (select all that apply)	
☐ Other parent, guardian, parenting partner	
☐ Grandparent	
□ Older sibling	
☐ Aunt of uncle	
☐ Family friend	
☐ Tenant/ Homestay student	
☐ Other (please specify):	
If Question 1= yes include question 12	

		ke to better understand the challenges that families face finding and accessing child care services. The
1	followir	ng currently apply to my situation (select all that apply)
		Accessing child care during the days or hours I attended school or work
		My child needs additional support due to a developmental delay or disability
		Cost
		Cultural preferences, views, beliefs or practices
		Accessing care that meets my unique needs (24-hour care, evening care or part-time care)
		Keeping siblings together (my children are different ages)
		Lack of information
		Language/learning needs of child
		Not enough spaces (I am/was on a waitlist)
		Program philosophy
		Quality of care
		Experience and/or availability of child care staff
		Transportation
		More detail on the challenges I currently face:

If Question 1= yes include question 13

- **13.** COVID-19 has changed my child care needs in the following ways (i.e. Working from home, unemployment). If it hasn't, please enter "no change".
- 14. Child Care Planning Priorities

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The following outlines potential actions the City of Richmond and community partners could implement to increase child care spaces.

Please select if you think each action is high priority, important in the next 3–10 years, not a priority at this time, or unsure:

Proposed Action	High priority	Important in the next 3-10 years	Not a priority at this time	Unsure
LOCATION				
Create, build or expand purpose-built child care on public land (i.e. Vancouver Coastal Health, City of Richmond, SD38, library)				
Encourage the creation, building or expanding of child care on private land or as a component of ongoing development and growth within the City				
Co-locate child care with schools				
Co-locate child care with community centres				
Co-locate child care with other public amenities (e.g. libraries, art centres, hospitals)				
Co-locate child care at workplace				
ADVOCACY				
Encourage the Federal government to expand funding programs for child care				
Encourage the Provincial government to expand funding programs for child care				
Encourage the Provincial government to expand funding for Universal Prototype Sites/\$10 a day child care				
Encourage the Provincial government to expand fee reduction/affordable child care benefit funding programs for parents				
Encourage the Provincial government to expand the Child Care Licensing Regulations to allow for outdoor programs (e.g. forest schools)				

15.		to share the following stories, information or ideas that I feel would be helpful in developing a child care richmond.
16.	My curr	rent employment status is: (select one)
		Unemployed
		Stay-at-home parent
		On maternity/paternity leave
		Employed full-time
		Employed part-time
		Student
		Retired
		Prefer not to answer
		Other (please specify):
17.	The prir	mary language my family speaks at home is: (select one)
		English
		French
		Cantonese
		Mandarin
		Punjabi
		Farsi
		Tagalog
		An Indigenous language
		Prefer not to answer
		Other (please specify):
18.	I identif	y as Aboriginal/Indigenous/Metis/Inuit (select one)
		Yes
		No
		Prefer not to answer
Plea	se let us	know anything else you would like to see for child care in Richmond over the next 10 years:
19.	I heard	about this public engagement opportunity via:
		News story written by reporter in local news paper
		LetsTalkRichmond.ca email sent to me
		Twitter
		Facebook
		Word of mouth
		Other (please specify):

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2. Child Care Provider Survey

Introduction

We are seeking your input to inform the Richmond 2020 Community Child Care Planning Project. This project, scheduled to be complete by the end of 2020, will shape strategic direction and future actions regarding child care in Richmond.

Since 1991, the City has made a significant commitment to support the development of child care in Richmond. We know that to meet the current demand, as well as growth over the next 10 years, Richmond will require additional child care spaces.

Your participation in completing this survey and sharing your knowledge will greatly help shape future of child care in Richmond.

Did you know?

- → The City currently owns ten purpose-built child care facilities and has one additional child care facility and two Early Childhood Development Hubs in various stages of design or under construction.
- → Richmond has 19.5 child care spaces per 100 children aged 0 to 2 years; 51 spaces per 100 children aged 3 to 5 years; and. 14.2 spaces for 100 children aged 6 to 12 years.
- → Since 1995, the City has undertaken 4 child care needs assessments. The most recent 2017 2022 assessment recommends that the City and other stakeholders work together to address the need for quality, affordable, accessible child care spaces in Richmond.

There is a lot working well and there is also room to do more.

We invite you to complete the survey by the deadline: Sunday, November 1, 2020.

Please note, all survey responses are anonymous and will not be used to identify individual organizations or businesses.

Instructions

Please complete only one survey per child care facility. A facility is a single location or address of child care which may include multiple programs operating under different licenses. Organizations with more than one location should complete one survey for each location. The individual completing the survey should be the Manager, Person in Charge or Licensee.

Survey Questions

Part A—Please tell us about your child care facility.

1.	What ty	pe of child care licenses do you have in this facility? (select all that apply)
		Group care under 36 months
		Group care 30 months to school age
		Preschool
		School age care
		Family child care
		In-home multi-age care
		Multi-age care
		Occasional care
		Registered license-not-required

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2.	How m	any licensed child care spaces does your facility provide in TOTAL?
3.	How lo	ng has your child care facility been in operation in Richmond? (indicate years or months)
4.	Is your	facility located in space that is owned by the licensee, rented or leased? (select one)
		Own
		Lease
		Rent
		Other
5.	Approx	imately how many families who access your child care facility do not live in Richmond? (indicate #)
6.	In the p	ast year, did your facility receive funding from the Province of BC?
		Yes
		No
		Unsure or Don't Know
7.	If your	facility did not receive any funding from the Province of BC, please outline why not:
	If yes, p	lease select the funding programs THIS facility participated in: (select all that apply)
		Child Care Operating Fund – Base funding
		Child Care Operating Fund - Fee Reduction Initiative
		Child Care Operating Fund - Early Childhood Educator Wage Enhancement
		Affordable Child Care Benefit
		New Spaces Fund
		Start Up Grant
		Child care BC Maintenance Fund
		Universal Prototype Site
		COVID-19 Temporary Emergency Funding
		Other (please specify):
8.	What is	the management structure for your facility? (select one)
		Privately owned
		Non-profit – parent/community board
		Non-profit- multipurpose community agency
		Non-profit – other (e.g. Religious organization)
		Other (please specify):

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Part B—Please provide input into our planning for child care in Richmond

As of December 2019, there were 29.1 child care spaces per 100 children in Richmond. We have heard from many programs that they have long waitlists. To meet the current demand plus expected growth over the next 10 years, Richmond will require additional child care spaces.

9.		n your experience, what do you see as the primary barriers to creating additional child care spaces in nd? (select all that apply)
		Qualified Staff recruitment
		Staff retention/turnover
		Capital Funding
		Operating Funding
		Insufficient support for children who require extra support
		Licensing limitations
		Board governance issues/leadership
		Lack of or limited physical space to expand
		Parent's needs (e.g. flexible hours or extended hours)
		Lack of access to staff training and support
		Property Zoning
		Property redevelopment
		Building or fire permits, regulations or inspections
		Other (please specify):
10.	What w	ould be required to reduce barriers?
11.	-	our perspective regarding the current demand for child care, rank the priority of need by type of child care nond? (ranking)
Infa	ant and T	oddler (Under 36 Months)
		3 to 5 (30 Months to School Age)
		Before and After School Care (School Aged)
		Multi-age, Family or In-home child care
12.	increase	owing outlines potential actions the City of Richmond and community partners could implement to echild care spaces.
	Please s or unsu	elect if you think each action is high priority, important in the next 3–10 years, not a priority at this time, re:
*Tc	note: if	you are unsure on any terms or City processes outlined below, please scroll to the bottom of the page for

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further information.

Proposed Action	High priority	Important in the next 3–10 years	Not a priority at this time	Unsure
LOCATION			1	
Create, build or expand purpose-built child care on public land (i.e. Vancouver Coastal Health, City of Richmond, SD38, library)				
Encourage the creation, building or expanding of child care on private land or as a component of ongoing development and growth within the City				
Co-locate child care with schools				
Co-locate child care with community centres				
Co-locate child care with other public amenities (e.g. libraries, art centres, hospitals)				
Co-locate child care at workplace				
ZONING AND PLANNING				
Expand requirements for developers to build child care space into new housing/ commercial developments				
Review City bylaws and zoning to look at potential ways make it easier to open new or expand existing child care				
Simplify the process of getting a business license, a building permit and a fire inspection				
Provide incentives for developers to include child care in new housing/ commercial developments				
FUNDING				
Modify or expand the City's Child Care Grant Program				
Review and enhance City approach to Permissive Tax Exceptions for child care facilities				

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Proposed Action	High priority	Important in the next 3-10 years	Not a priority at this time	Unsure
ADVOCACY				
Encourage the Federal government to expand funding programs for child care				
Encourage the Provincial government to expand the Child Care Licensing Regulations to allow for outdoor programs (e.g. forest schools)				
Encourage the Provincial government to expand funding programs for child care				
Encourage the Provincial government to expand operating funding programs for child care				
Encourage the Provincial government to expand funding for Universal Prototype Sites/\$10 a day child care				
Encourage the Provincial government to expand fee reduction/affordable child care benefit funding programs for parents				
Encourage the Provincial government to expand and fund seats in ECE training programs				
Encourage the Provincial government to maintain and expand Bursary programs for ECE students				

Overview on how child care is achieved in the City:

- → Purpose-built City-owned child care facilities are secured through developers in the rezoning process. These are then leased to non-profit operators.
- → Contributions to the Reserve Funds are secured through developers, in accordance with provisions from the OCP and Zoning Bylaw, with 70% of the contributions going to capital and 30% going to operating
- → Community Associations provide some licensed child care programs
- → Private individuals or non-profit organizations open and operate programs at their own expense
- 13. What other opportunities do you see to create additional child care spaces in Richmond?
- 14. What would be required to implement these ideas?
- 15. What role could your organization play in creating additional child care spaces in Richmond?
- 16. What would be required for your organization to implement these ideas?
- 17. COVID-19 has impacted my facility in the following ways. If it hasn't impacted your facility, please enter "no change".
- 18. Help us learn more about how the child care sector can be better supported in Richmond. Which of the following are currently challenging, lacking or not easily accessible? (select all that apply)

 □ ECCE training and education to obtain basic certificate
 - ☐ ECCE training and education to obtain post-basic certificate
 - ECCE training and education to obtain post-basic certificate
 - ☐ Practicum opportunities
 - ☐ ECCE training and education in support of ECE degree
 - ☐ Professional development opportunities (towards required professional development hours)
 - ☐ An Early Childhood Educators of British Columbia (ECEBC) branch
 - Access to staff to support children in the child care setting, including behavior consultants, support for children with extra needs
 - Access to professionals in related fields to support families, including child development, child care resource and referral
 - Access to professionals to support or enhance the quality of your programs including pedagogists, practice consultants, mentors
 - ☐ Formal or informal mentorship opportunities within the field
 - ☐ Supervisory or management training
 - ☐ Responsible adult training
- 19. Please let us know anything else you would like to see for child care in Richmond over the next 10 years:
- 20. If you are willing, please indicate the name of your facility:

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3. Key Stakeholder Questionnaire

We are seeking your input to assist us with planning for the future of child care in Richmond.

Since 1991, the City has made a significant commitment to support the development of child care in Richmond. We know that to meet the current demand, as well as growth over the next 10 years, it is anticipated Richmond will require additional child care spaces. We invite you to share your knowledge and experiences with child care in Richmond to assist us in planning for the future.

Did you know?

- → The City currently owns ten purpose-built child care facilities and has one additional child care facility and two Early Childhood Development Hubs in various stages of design or under construction.
- → Richmond has 19.5 child care spaces per 100 children aged 0 to 2 years; 51 spaces per 100 children aged 3 to 5 years; and. 14.2 spaces for 100 children aged 6 to 12 years.
- → Since 1995, the City has undertaken 4 child care needs assessments. The most recent 2017 2022 assessment recommends that the City and other stakeholders work together to address the need for quality, affordable, accessible child care spaces in Richmond.

There is a lot working and there is also room to do more. We know that to meet the current demand, as well as growth over the next 10 years, it is anticipated Richmond will require additional child care spaces. The information gathered through surveys and interviews will help shape strategic directions and future actions regarding child care in Richmond. Public consultation runs until Oct. 26, 2020.

Please consider the following actions and be prepared to share your priority rating.

Proposed Action	High priority	Important in the next 3-10 years	Not a priority at this time	Unsure
LOCATION				
Create, build or expand purpose-built child care on public land (i.e. owned by Vancouver Coastal Health, City of Richmond, Richmond School District)				
Encourage the creation, building or expanding of child care on private land or as a component of ongoing development and growth within the City				
Co-locate child care with schools				
Co-locate child care with community centres				
Co-locate child care with other public amenities (e.g. libraries, hospitals)				
Co-locate child care with workplaces				

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Proposed Action	High priority	Important in the next 3–10 years	Not a priority at this time	Unsure
ZONING AND PLANNING				·
Review City bylaws and zoning to look at potential ways make it easier to open new or expand existing child care				
Simplify the process of getting a business license, a building permit and a fire inspection				
Provide incentives for developers to include child care in new housing/ commercial developments				
Expand requirements for developers to build child care space in new housing/ commercial developments				
FUNDING			1	
Modify or expand the City's Child Care Grant Program				
Review and enhance City approach to Permissive Tax Exemptions for child care facilities				
ADVOCACY				
Encourage the Federal government to expand funding programs for child care				
Encourage the Provincial government to expand funding programs for child care				
Encourage the Provincial government to expand the Child Care licensing regulations to allow for outdoor programs (e.g. forest schools)				
Encourage the Provincial government to expand capital funding programs for child care				
Encourage the Provincial government to expand operating funding programs for child care				
Encourage the Provincial government to expand funding for Universal Prototype Sites/\$10 a day child care				
Encourage the Provincial government to expand fee reduction/affordable child care benefit funding programs for parents				

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Proposed Action	High priority	Important in the next 3-10 years	Not a priority at this time	Unsure
Encourage the Provincial government to expand and fund seats in ECE training programs				
Encourage the Provincial government to maintain and expand Bursary programs for ECE students				

Based on your knowledge and experience, we will be inviting you to share your perspectives on the need for increased child care spaces in Richmond.

- 1. What do you see as some of the barriers to opening, creating or expanding child care spaces in Richmond?
- 2. What would be required to reduce these? What actions would be required?
- 3. What other opportunities do you see to open, create, or expand child care spaces in Richmond?
- 4. What would be required to implement these ideas? What actions would be required?
- 5. What role is (or could) your organization, department or team playing in creating additional child care spaces in Richmond?
- 6. What would be required to implement these ideas? What actions would be required?

7.	If we can collaboratively leverage our community assets and resources, what additional actions (other than those
	you have previously raised) might the following organizations consider?

Community Service Providers
Employers/business/industry
Development Industry
City of Richmond
School District 38
Vancouver Coastal Health
Provincial and Federal Government

8. Do you have any other suggestions you would like to share for innovative partnerships in opening, creating or expanding child care spaces?

Thank you.

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Appendix C: References

The following data sources have been used for this report.

- → 2017–2022 Richmond Child Care Needs Assessment and Strategy, City of Richmond.
- → BC Stats. Government of British Columbia. (2016)
- → Child Care Licensing Regulation (2014). Child Care and Assisted Living Act.
- → Child Care Operating Fund Program. Ministry of Children and Family Development.
- → EDI Wave 7 Community Profile: Richmond School District. Human Early Learning Partnership. University of British Columbia. Vancouver, BC. (February 2020)
- → Performance Management Report, Volume 9 (2017). Ministry of Children and Family Development.
- → Richmond Children's Profile. Richmond Children First. (2020)
- → Richmond Hot Facts. City of Richmond. 2020
- → Statistics Canada, Census (2016). Government of Canada
- → SD38 Long Range Facilities Plan (2019). Richmond School District.
- → Toddler Development Instrument (2020). Human Early Learning Partnership. University of British Columbia. Vancouver, BC.
- → Vancouver Coastal Health Child Care Facilities Licensing. Vancouver Coastal Health.

PLN – 77 61





Report to Committee

To: Planning Committee Date: March 18, 2021

From: Wayne Craig File: ZT 20-909767

Director, Development

Re: Application by Van Land Use Consulting for a Zoning Text Amendment to the

"Industrial Retail (IR1)" Zone to Permit a Retail Liquor Store at 12571 Bridgeport

Road

Staff Recommendation

That the application for a Zoning Text Amendment to the "Industrial Retail (IR1)" zone to permit a retail liquor store at 12571 Bridgeport Road be denied.

Wayne Craig

Director, Development

WC:sds Att. 5

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

Staff Report

Origin

Van Land Use Consulting, on behalf of the property owners (Heather Berkowitz, Elliot Glassman, Kevin Glassman and Rose Glassman), has applied to the City of Richmond for permission to amend the "Industrial Retail (IR1)" zone to permit a retail liquor store at 12571 Bridgeport Road. A location map and aerial photograph of the subject site are provided in Attachment 1. The subject site is currently occupied by industrial retail uses consistent with the "Industrial Retail (IR1)" zone. The retail liquor store is proposed to be located within the existing building in one of the vacant units (Unit 140), approximately 209.0 m² (2,250 ft²) in floor area.

The proposed Zoning Text Amendment is inconsistent and contrary to a number of existing Council approved policies, including the following:

- Official Community Plan (OCP) and Bridgeport Area Plan: the proposed retail liquor store is not consistent with the land use designations identified in the City's OCP and Bridgeport Area Plan for the subject site. The subject site is designated for industrial and stand-alone office development, with a limited range of support services (not including liquor stores). The OCP directs retail liquor stores to sites designated for commercial uses.
- Industrial Lands Intensification Initiative (ILII): the proposal is contrary to the objectives of the ILII, recently approved by Council, including protecting industrial land for industrial use and preventing non-industrial uses (e.g. commercial retail) from occupying industrial land and eroding the viability of industrial land.
- Council Policy 9400 ("Applications for Liquor Licenses New or Amended"): the proposed retail liquor store is not fully compliant with Council Policy 9400, which provides direction on rezoning applications for new or relocated liquor establishments in the City. In addition, the neighbourhood survey resulted in a number of public correspondence opposing the proposal.

Due to these inconsistencies, staff are recommending that the subject Zoning Text Amendment be denied. For more information, please refer to the "Related Policies & Studies" section of this report.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 2).

Surrounding Development

To the North: Industrial retail building with surface parking and loading on a lot zoned "Industrial Retail (IR1)", fronting Sweden Way.

To the South: Across Bridgeport Road, industrial retail buildings with surface parking and

loading on lots zoned "Industrial Retail (IR1)".

To the East: Across Sweden Way, industrial retail buildings with surface parking and loading

on a lot zoned "Industrial Retail (IR1)".

To the West: Industrial retail buildings with surface parking and loading on a lot zoned

"Industrial Retail (IR1)", fronting Bridgeport Road.

Related Policies & Studies

Official Community Plan/Bridgeport Area Plan

The Official Community Plan (OCP) land use designation for the subject site is "Mixed Employment (MEMP)", which comprises of those areas of the City where the principal uses are industrial and stand-alone office development, with a limited range of support services. In certain areas, a limited range of commercial uses are permitted such as the retail sale of building and garden supplies, household furniture, and similar warehouse goods as currently permitted by the IR1 zoning on the site.

The Bridgeport Area Plan land use designation for the subject site is "Industrial", which comprises of those areas of the City where the principal uses provide for the production, manufacturing, processing, assembling, fabrication, storing, transporting, distributing, testing, cleaning, servicing or repair of goods, materials or things, and excludes hazardous wastes, retail sales and residential uses. The proposed retail liquor store is not consistent with the OCP or Bridgeport Area Plan land use designations. The proposal is also contrary to existing policies in the OCP, including:

- protecting the industrial land base;
- discouraging retail sales in industrial zones, but allowing limited retail in mixed employment zones, provided the retail is ancillary to manufacturing uses only; and
- accommodating limited mixed industrial/office uses for sites designed Mixed Employment along Bridgeport Road.

Industrial Lands Intensification Initiative

Council recently adopted the City's Industrial Lands Intensification Initiative (ILII) on February 16, 2021, and associated OCP and zoning bylaw amendments to strengthen the City's policies and bylaws to preserve existing industrial land for industrial uses and encourage higher densities and productivity on these lands. The ILII identifies the limited availability of industrial land as one of the most significant constraints to strengthening the local economy. The goals of the ILII include protecting industrial land for industrial use and preventing non-industrial uses from eroding the viability of industrial land for industrial users. Commercial uses (e.g. retail) beyond those needed as accessory/ancillary functions to support industrial businesses are not considered industrial intensification and are not supported by the ILII. The ILII introduced allowances for limited retail in the "Industrial Retail (IR1)" zone, provided the retail use is

accessory to manufacturing uses only. The proposed retail liquor store on existing industrial designated land is not consistent with the objectives of the ILII.

Council Policy 9400

Council Policy 9400 ("Applications for Liquor Licenses – New or Amended"), adopted by Council on July 25, 2016, provides direction to City Staff and applicants on rezoning applications for new or relocated liquor establishments (Attachment 3). The Council Policy includes locational criteria and the requirement to conduct a neighbourhood survey as part of the City's consideration of an application. The subject application has been reviewed in accordance with Council Policy 9400 and based on this review, the following information is provided:

- The proposed retail liquor establishment should be located in a commercial shopping centre with aggregate floor area of at least 2,800 m² (30,139 ft²). Commercial shopping centres are areas that accommodate the commercial needs of nearby area residents, including, but not limited to, neighbourhood serving retail, restaurant, office, personal services, entertainment, and community services (e.g. Neighbourhood Shopping Centres as identified in the OCP). The subject site does not comply with this aspect of the policy.
- The proposed retail liquor establishment should be located at least 500 m from the nearest school, park and community centre. The subject site is located approximately 100 m east from Bath Slough Trail. The Bath Slough Trail provides a connection to the Bridgeport Industrial Park, which is located within 500 m of the subject site. The proposal is not consistent with this locational criteria.
- The proposed retail liquor establishment is classified as "Retail Liquor 2", as the total floor area would be less than 510 m² (5,490 ft²) and is not accessory to a neighbourhood public house. The proposed retail liquor establishment would be approximately 209.0 m² (2,250 ft²) in floor area.
- The proposed retail liquor establishment must be at least 1 km from an existing retail liquor establishment. The nearest retail liquor establishments are located at:
 - o the intersection of Cambie Road and No. 5 Road (11700 Cambie Road), approximately 1.2 km from the subject site; and
 - o the intersection of Bridgeport Road and McLennan Avenue (3031 Beckman Place), approximately 1.8 km from the subject site.
- All rezoning applications for new or relocated uses and facilities/establishments must be supported by a neighbourhood survey intended to collect public opinion on the proposed liquor use. The neighbourhood survey associated with the subject site (Attachment 5) resulted in a number of public correspondence opposing the proposal. Please see the "Public Consultation" section of this report for more information.

Historically, Council has expressed concerns about the proliferation of liquor retail uses in the City. The previous iteration of the Council Policy regarding liquor store rezoning applications specifically discouraged the proliferation of stand-alone liquor retail establishments in the City. Staff communicated this concern to the applicant and the applicant indicated that while their liquor license is a relocation of a license from outside the City (Surrey), an existing liquor licence in Richmond (West Coast Liquor Company Ltd.) located at YVR is relocating outside of

Richmond and provided a letter from the company (Attachment 4). Although the applicant has submitted information from the West Coast Liquor Company indicating their intentions to move an existing licence out of the City, City Council does not play a role in the relocation of a license to another municipality and as such cannot guarantee this store will be relocated. Staff consider the subject application as a new license since it is not being relocated from within the City.

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.

Neighbourhood Survey

As per Council Policy 9400 ("Applications for Liquor Licenses – New or Amended"), all rezoning applications for new or relocated uses and facilities/establishments must be supported by a neighbourhood survey conducted by an independent market research company intended to collect public opinion on the proposed liquor use. The applicant submitted a Neighbourhood Survey Summary Report, prepared by Hemlock Harling Distribution Inc., describing the neighbourhood survey and providing completed survey forms. The neighbourhood survey included properties within the geographic area generally bounded by the railway tracks to the north, Knight Street to the east, the southern property lines of the properties located on the south side of Bath Road, Flury Drive and Bathgate Way, and No. 5 Road to the west. Mail surveys were mailed out to 1,207 addresses and 26 completed surveys were received, representing a 2.2% response rate. The following table summarizes the results from the neighbourhood survey:

	Support	Do Not Support	Total
Neighbourhood Survey	19 (73%)	7 (27%)	26 (100%)

The concerns expressed through the neighbourhood survey include potential traffic impacts and the proximity to other existing liquor stores in the area. The complete summary and results of the neighbourhood survey is provided in Attachment 5.

Financial Impact or Economic Impact

None.

Conclusion

Van Land Use Consulting, on behalf of the property owners (Heather Berkowitz, Elliot Glassman, Kevin Glassman and Rose Glassman), has applied to the City of Richmond for permission to amend the "Industrial Retail (IR1)" zone to permit a retail liquor store at 12571 Bridgeport Road. The subject Zoning Text Amendment application was reviewed by City staff and found to be inconsistent and contrary to the following existing City policies:

- Official Community Plan and Bridgeport Area Plan;
- Industrial Lands Intensification Initiative; and

• Council Policy 9400 ("Applications for Liquor Licenses – New or Amended").

Staff recommended that the subject Zoning Text Amendment application be denied.



Steven De Sousa Planner 1

SDS:cas

Attachment 1: Location Map & Aerial Photo

Attachment 2: Development Application Data Sheet

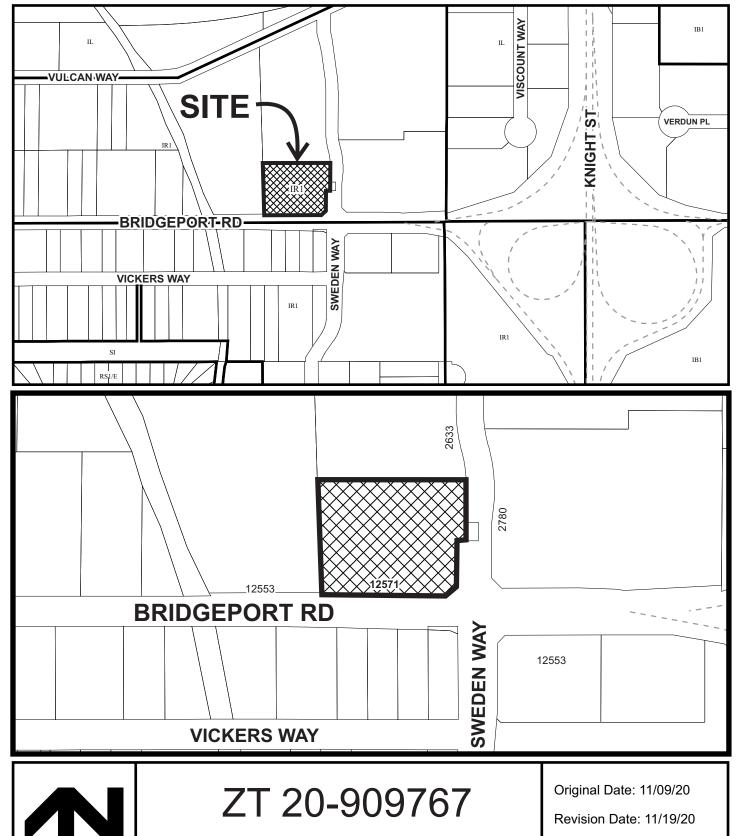
Attachment 3: Council Policy 9400: Applications for Liquor Licenses – New or Amended

Attachment 4: Letter from the Applicant and West Coast Liquor Company Ltd.

Attachment 5: Neighbourhood Survey Summary Report

Note: Dimensions are in METRES





CQ - NTA







ZT 20-909767

Original Date: 11/09/20

Revision Date: 11/10/20

Note: Dimensions are in METRES



Development Application Data Sheet

Development Applications Department

ZT 20-909767 Attachment 2

Address: 12571 Bridgeport Road

Applicant: Van Land Use Consulting

Planning Area(s): Bridgeport

	Existing	Proposed
Owner:	Heather Berkowitz, Elliot Glassman, Kevin Glassman and Rose Glassman	No change
Site Size:	7,141 m ² (76,865 ft ²)	No change
Land Uses:	Industrial retail	Retail liquor store
OCP Designation:	Mixed Employment (MEMP)	Does not comply
Area Plan Designation:	Industrial	Does not comply
Zoning:	Industrial Retail (IR1)	Zoning Text Amendment to allow a retail liquor store

	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 1.0	No change	None permitted
Lot Coverage – Buildings:	Max. 75%	No change	None
Lot Size:	N/A	No change	None
Setbacks:	Front: Min. 3.0 m Rear: N/A Interior Side: N/A Exterior Side: Min. 3.0 m	No change	None
Height:	Max. 35.0 m	No change	none



Page 1 of 4	Applications for Liquor Licences – New or Amended	Policy 9400
	Adopted by Council: July 25, 2016	

POLICY 9400:

It is Council policy that:

Purpose

5383705

To provide direction to City staff, the public, potential applicants and Council when dealing with applications for liquor licences associated with provincially regulated and licensed liquor establishments within the City of Richmond.

1. Definitions

The following definitions are provided for the purposes of this policy:

Act means the British Columbia Liquor Control and Licensing Act,

Liquor Primary Club Facility means the facility of a club which is applying to be licenced as a liquor primary club under the Act;

Liquor Primary Establishment means the establishment to which a liquor primary licence may be issued and where liquor will be consumed on-site;

Neighbourhood Public House has the meaning ascribed to Neighbourhood Public House in the Richmond Zoning Bylaw 8500;

Retail Liquor 1 means an establishment for the retail sale of beer, wine, spirits, cider and coolers to the public as a secondary use to a Neighbourhood Public House;

Retail Liquor 2 means an establishment for the retail sale of beer, wine, spirits, cider and coolers to the public, having a total floor area not exceeding 510 square meters that is not accessory to a Neighbourhood Public House, is licensed under the Act and for the purposes of this policy does not include Wine Stores;

Retail Liquor Establishment means collectively Retail Liquor 1, Retail Liquor 2 and BC Government Liquor Stores; and

Wine Store means a facility for the retail sale of only wine or wine products, including, mead, sake and cider, licensed under the Act and operated as stand-alone business or as part of a grocery store.



Page 2 of 4	Applications for Liquor Licences – New or Amended	Policy 9400
	Adopted by Council: July 25, 2016	

2. Application Requiring Rezoning

a) All rezoning applications for new or relocated uses and facilities/establishments defined in this policy should meet the guidelines given below:

		Distance Crite	ria
Type of new or relocated facility/establishment	Should be at least 1km from Retail Liquor Establishment	Should be at least 500m from a school, park or community centre	Located in a commercial shopping centre with aggregate floor area of at least 2,800 sq. metres
Liquor Primary Club	No	No	No
Liquor Primary Establishment	No	Yes	No
Neighbourhood Public House	No	Yes	No
Retail Liquor 1	Yes	Yes	No
Retail Liquor 2	Yes	Yes	Yes
Wine Store	No	Yes	Yes

- b) All rezoning applications for new or relocated uses and facilities/establishments defined in this policy must be supported by a neighborhood survey intended to collect public opinion on the proposed liquor use. The survey shall be conducted by an independent research or consulting firm at the sole cost of the applicant. Prior to conducting the neighbourhood survey, the applicant will submit the following information to the City's Director of Development for comment and/or approval:
 - i. the minimum catchment area for the neighbourhood survey;
 - ii. the name of the independent research or marketing group who will conduct the survey;
 - iii. the method that will be used to conduct and compile the results; and
 - iv. the dates during which the neighborhood survey will be conducted.



Page 3 of 4	Applications for Liquor Licences – New or Amended	Policy 9400
	Adopted by Council: July 25, 2016	

Based on the comments, if any, and approval of the City's Director of Development, the applicant will complete the survey and submit the same to the City's Director of Development. The results of the neighbourhood survey, together with any comments the Director of Development feels are appropriate, shall be presented to Council through the appropriate standing committee, with a staff report including a recommendation either to support or deny the rezoning application and reasons for the recommendation.

3. Permanent Changes to Liquor Licences

- a. All applicants seeking approval to extend liquor hour service (new or amended) past 2:00 a.m. will not be supported by the City.
- b. Excepting a Neighborhood Public House, all applicants seeking approval for a permanent change to have service under their liquor licence (new or amended), extended up to and including 2:00 a.m. or seeking to modify the nature of service (i.e. patron participation), shall submit an application to the City's Chief Licence Inspector. Such applications will be processed in accordance with the procedure specified in the Development Application Fees Bylaw.
- c. Neighborhood Public House applicants seeking approval for an extension of hours to 12:00 a.m. Sunday to Thursday, or 1 a.m. Friday and Saturday shall submit an application to the City's Chief Licence Inspector. Such applications will be processed in accordance with the procedure specified in the Development Fees Bylaw.

4. Temporary Changes to Liquor Licenses

- a. For the purposes of this policy, a "temporary change to a liquor licence includes those changes which:
 - i. are not for more than three consecutive days; and
 - ii. do not exceed six applications in a 12 month period.
- b. All applicants requesting approval for a temporary change to their liquor licence shall apply to the City in accordance with the Development Application Fees By-law.
- c. The City's Chief Licence Inspector will submit comments to the Liquor Control and Licensing Branch for temporary changes to liquor licenses.
- d. After submitting such comments, the City's Chief Licence Inspector will provide a memo to Council members advising of the City's Chief Licence Inspector comments.
- e. All applicants requesting approval of changes to their liquor licence which are not temporary changes should submit their application in accordance with 3. Permanent Changes to Hours of Liquor Service.



Page 4 of 4	Applications for Liquor Licences – New or Amended	Policy 9400
	Adopted by Council: July 25, 2016	

5. All applications for New Liquor Licences or Permanent Changes to Liquor Licences

In addition to the requirements in the Act, the Development Application Fees Bylaw, and this policy, all applications for new liquor licenses or permanent changes to liquor licenses that require City input must be supported by a neighbourhood survey to be conducted by City Staff. This survey will involve distributing notifications to surrounding property owners, residents and tenants for the purposes of gaining feedback on the proposed changes. Feedback received from this survey will be considered in accordance with the relevant procedure for new liquor licenses or permanent changes to the liquor licences.



March 16, 2021

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

CC: General Manager Planning & Development Joe Erceg

RE: Rezoning Application ZT 20-909767 (#140 - 12571 Bridgeport Road)

Dear Wayne:

Van Land Use Consulting has applied to The City of Richmond for a site-specific Zoning Text Amendment to permit a retail liquor store to operate on the property at 12571 Bridgeport Road, unit 140.

The proposed location is a commercial unit within a single-story building comprising industrial and retail uses. The site is currently zoned IR1 and requires rezoning to allow a retail liquor store to operate at this location. The unit is currently vacant and was previously operating as Boardwalk Woodfloors. It is approximately 2250 square feet with adequate parking and loading.

The four main points to this letter are as follows:

- 1. No net increase of LRS licenses within the City of Richmond
- 2. Our site meets the City's liquor retail policy criteria
- 3. Positive outcome from the independent market survey
- 4. Strong demand for increased access to liquor retail in this area as any existing store is minimum of 1km away



No Net Increase in Licenses Within the City of Richmond

In our initial application submission, we had proposed to transfer an existing LRS license from the City of Surrey. Throughout the early stages of this rezoning application, Planning staff had communicated that the City of Richmond Council has expressed that they do not want to see a proliferation in the number of stores in the city.

With this concern in mind, we altered our application to help meet the requirements of Planning and Council. We began by contacting other private liquor store owners within the City of Richmond. The West Coast Liquor Company (owners of the 3880 Grant McConachie Way liquor store) confirmed that they are relocating this existing store out of Richmond within the same timeline as our application for this application. They provided a signed letter to confirm this so that we may eliminate Council's concern for a proliferation of liquor stores in the City.

City of Richmond's Liquor Retail Policy Criteria

In the existing Policy for Applications for Liquor Licenses, the policy outlines three criteria for new Liquor Stores. Our store is considered Retail Liquor 2, and requires:

- 1. a minimum distance of 1km from any other Retail Liquor Establishment
- 2. a minimum distance of 500m from any school, park or community center
- 3. should be located within a commercial shopping center with aggregate floor area of at least 2800 square meters

The proposed location clearly meets the first two points in the policy. The third point has been argued by Planning staff that we do not meet the criteria. However, there is no definition in the policy for exactly how the commercial shopping area is defined. In our view, the overall area surrounding the proposed location is a massive commercial shopping center. The immediate neighbors area all commercial uses and therefore this proposed store would have no impact on any family oriented uses – as there are none nearby. The intent and application of the policy is clearly met with this proposed location.



Positive Outcome from the Independent Market Survey

On November 24th, 2020, Hemlock Harling Distribution Inc. performed an independent market survey as instructed by Richmond Planning & Development. A total of 1207 individual letters were sent to homes and businesses within the given catchment area. On the cutoff date of December 11th, 2020, there were only 26 responses in total, and 16 returned to sender or undeliverable. Of the 26 survey responses, **19 came back in support (73%)** while only 7 came back opposed (23%). This led to an overall response rate of only 2.15%, and an opposed response rate of only .58%.

The surrounding area was well aware of the proposed retail liquor store as the development site signs have been posted since October 27th, 2020, and individual survey response letters were mailed to each individual address. **The response from the community was clearly positive with almost no opposition**.

Demand for Liquor Retail in this Area

Access to liquor retail in the northeast quadrant of the City is limited. The area that this store is intended to serve is underserved for liquor retail relative to the rest of the City – approval of this location would help to fill this void. The minimum distance to any other store within the City is greater than 1km away. Also, by being in such a large commercial area, there is a large separation from any family-oriented uses such as schools or parks. For these reasons the criteria of the City's liquor retail policy were met, and it is also likely why there was such a small amount of opposition to the proposed store.

By approving this store, residents and employees of the area would be in walking distance to the store rather than driving further distances. Walking or cycling to the nearest liquor retail store would become an option that is currently unavailable for local residents. We hope to have this application brought forth to see the views of Council, and the local community through a public hearing.



Should you have any questions regarding this application for rezoning, please do not hesitate to contact me at (778) 551-0067.

Best regards,

Van Land Use Consulting

WanVlist

Joseph W. Van Vliet, BCom

Principal



Appendix:

Letter from West Coast Liquor Company



February 1, 2021

RE: REZONING APPLICATION ZT 20-909767

To Whom It May Concern:

Joe Van Vliet of Van Land Use Consulting has informed us of the current rezoning application ZT 20-909767 to permit a private liquor store to operate at #140 - 12571 Bridgeport Road, Richmond. He has also informed us that one issue with their application is that Council does not wish the see an increase in the overall number of liquor stores within the municipality.

This letter is to confirm our intent for relocating the retail liquor store currently operating at 3880 Grant McConachie Way, Richmond (YVR Airport), to a new location within the City of Vancouver. This relocation is currently underway and is expected to be complete within approximately one year.

We hope that this information may help to make the above application supportable by City of Richmond Planning & Development.

Best regards,

(JIBSON



Hemlock Harling Distribution Inc. 110 – 11388 No. 5 Road Richmond, BC V7A 4E7 t. 604 279 8484 1 888 275 5475 f. 604 279 8406 hemlockharling.com

NEIGHBOURHOOD SURVEY SUMMARY REPORT

City of Richmond file: ZT 20-909767 PROPOSED for 12571 Bridgeport Road, unit 140, Richmond, BC.

Created by hemlock Harling Distribution Inc.



t. 604 279 8484 1 888 275 5475 Richmond, BC V7A 4E7 f. 604 279 8406 hemlockharling.com

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- A. About Hemlock Harling Distribution Inc.
- B. Summary Report introduction & Timeline
- C. Survey Methodology
- D. Summary Report Addendums

hemlockharling.com

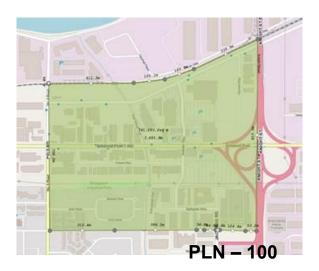


A. About Hemlock Harling Distribution Inc.

- a) Hemlock Harling is a Richmond based data and direct mail marketing company. Per the City of Richmond rezoning guidelines Van Land Use Consulting has contracted Hemlock Harling to act as an independent Market Research company to conduct the Neighborhood Survey and to prepare the Summary Report for ZT 20-909767.
- b) Hemlock Haling Senior Account Director has prepared this Summary Report, email contact: hala.barakat@hemlockharling.com, direct: 604.333.5545.
- c) Hemlock Harling was approved by the City of Richmond Planning & Development Department to prepare this Survey Summary Report.

В. **Summary Report introduction & Timeline**

- A. Van Land Use Consulting has applied to The City of Richmond for a site-specific Zoning Text Amendment (City of Richmond file: ZT 20-909767) to permit a retail liquor store to operate on the property at 12571 Bridgeport Road, unit 140, Richmond, BC.
- B. September 30, 2020 Van Land Use Consulting received a letter from the City of Richmond Planning & Development Department Application that the rezoning application has been accepted and advised of rules for placement sign.
- C. November 12, 2020 the City of Richmond Planning & Development advised Van Land Use Consulting that the Neighborhood Survey Catchment area for ZT 20-909767 is bounded by the following geography and as per below map:
- The railway tracks to the north;
- Knight Street to the east;
- The southern property lines of the properties located on the south side of Bath Road, Flury Drive and Bathgate Way; and
- No. 5 Road to the west.



t. 604 279 8484 1 888 275 5475 f. 604 279 8406 hemlockharling.com

D. October 27, 2020 Two Rezoning Signs were placed by Joseph Van Vliet in the appropriate position for project Location 140 – 12571 Bridgeport Road.







110 – 11388 No. 5 Road Richmond, BC V7A 4E7

1 888 275 5475 f. 604 279 8406 hemlockharling.com

- E. November 13, 2020 the City of Richmond Director of Development approved the Neighborhood Survey Methodology and the timeline.
- F. The Neighborhood Survey letter was mailed to all property owners (list provided by the City of Richmond) and to those that live or tenant a building/unit in the catchment area.
- G. November 24, 2020 Hemlock Harling mailed out the Survey letter package.
- H. Hemlock Harling collected all completed mail Surveys that were postmarked on or before December 11, 2020.

C. Survey Methodology

- a) Neighborhood Survey Design: Cross Sectional
- b) Survey package content as the following:
 - Exterior Envelope
 - o Outgoing Addressed attention: Current Occupant
 - Sender address top left corner: 110 11388 No. 5 Road, Richmond BC V7A 4E7
 - o Size: 4.125" X 9.5"
 - Business Reply Envelope with postage paid
 - Postage paid
 - Retune Address attention: Reception, Hemlock Harling Distribution
 Inc. 110 11388 No. 5 Road. Richmond BC V7A 4E7
 - Sender address to fill out top left corner
 - o Size: 3.875"X8.875"
 - Survey Letter
 - o For Occupant to fill out, place into postage paid return envelop
 - o Size: 8.5 x 11 duplex
- c) Survey Dates:
 - o Survey mail date November 24, 2020
 - o Survey response reply deadline by or before December 11, 2020
 - Summary Report completion and delivered to the City of Richmond January, 7, 2021
- d) Summary Report Addendums
 - o Neighborhood Survey Catchment area map page 3
 - Neighborhood Survey envelope package contents page 7
 - Neighborhood Survey responses sheet page 11
 - o Rezoning signs page 4



t. 604 279 8484 1 888 275 5475 f. 604 279 8406 hemlockharling.com

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Summary of Neighborhood Survey Responses

NAME ~	SURNAME ~	BUSINESS	ADDRESS	POSTAL CC -1	PHONE NO. 🔻	YES -	NO 🔻
Brois	Margovskiy		12060 Bath Rd #15	V6V 1H2	04.232.1377		Х
Elmer	Trekofski	1251 vickers way	5092 Bentley Dr	V4K 4J9	604.671.488	X	
Kanjawan	Prueksakasemsuk	Loewen Piano House	12351 Bridgeport Rd #1	V6V 1J4	604.801.5397		Χ
Joanna	Chalmers	End Of The Roll	150-12591 Bridgeport Rd	V6V 1J4	604-270-1955	X	
Ron	Cooper		14655 32 Ave #16	V4P 3R6	604.328.5141	X	
Burk	Bains		12460 Flury Dr	V6V 1H5	778.288.5518	X	
Ka	Lok Wong	Hing Lee Seafoods	12671 Bathgate Way	V6V 1Y5	604.273.3138		Х
Jacky	Cheung		12840 Bathgate way #15	V6V 1Z4	604.812.9129		Х
Bal Bains	Sahota		12433 Barnes Drive	V6V 1H7	778.926.1459	X	
Josefa	Mirzaei		12110 Bath Rd #62	V6V 2A6	604.355.9559		Х
Muhammad	Meer		12091 Bath Rd #3	V6V 2B5	604.360.5104		Х
		Red Seal Electric	12540 Vickers Way	V6V 1H9	604.301.1866	Х	
Amanda	Li	Benjamin Moore	12571 Bridgeport Rd #130	V6V 1J4	604.271.2012	Х	
Giuditta	Pellegrino		12191 Bridgeport Rd	V6V 1J4	604.270.4718	Х	
Caleb	McKenzie	Benjamin Moore	12571 Bridgeport Rd #130	V6V 1J4	604.271.2012	Х	
James	Wu		11591 Railway Ave	V7E 6P1	778.999.9168		Х
Rajvir	Varn		12171 Bridgeport Rd #12	V6V 1J4	604.231.1958	Х	
Kenny	Lam	Seagate Fisheries Ltd	12180 Vulcan Way	V6V 1J8	604.278.8684	Х	
Edward	Wong	Wexxar Packaging Inc.	13471 Vulcan Way	V6V 1K4	604.930.9300	Х	
Allan	Cathcart	Spicer Canada	2500 Vauxhall Pl	V6V 1Y8	778.234.2561	Х	
Mark	Mason		12840 Bathgate Way #14	V6V 1Z4	604.812.3160	Х	
King Chong		3547 holdings ltd and Ko Ming Chong	12631 vulcan way	V6V 1Z5	604.760.7109	Х	
Gay	McCoan		2360 Vauxhall place	V6V 1Z9	604.278.7626	Х	
Linda	Sun		12560 Bridgeport Rd #260	V6V 2N5	604.828.1369	X	
Jimmy	Chan	National Tile	2640 NO 5 RD #1	V6X2T3	604.303.7003	X	
Keithen	Sam shi		12280 Flury Drive	V7V 1H5	778.230.1736	Х	

Total number of Neighborhood Surveys delivered: 1,207

Total number of responders: 26

Total number of return to sender/undelivered mail: 16

Total responses count and percentage:

Response	Count	%
NO	7	27%
YES	19	73%
	26	100%

NEIGHBOURHOOD SURVEY PUBLIC INFORMATION SHEET

<u>City of Richmond file: ZT 20-909767 PROPOSED for 12571 Bridgeport Road, unit 140, Richmond, BC.</u>

Van Land Use Consulting has applied to The City of Richmond for a site-specific Zoning Text Amendment (City of Richmond file: ZT 20-909767) to permit a retail liquor store to operate on the property at **12571 Bridgeport Road, unit 140, Richmond, BC.**

The objective of the neighborhood Survey mailout is to ensure that neighbors are aware of the Zoning Text Amendment application and have the opportunity to provide comments to the city.

The proposed location is a commercial unit within a single-story building comprising industrial and retail uses. The site is currently zoned IR1 and requires rezoning to allow a retail liquor store to operate at this location. The unit is currently vacant and was previously operating as Boardwalk Woodfloors. It is approximately 2250 square feet.

All residence (represented by a resident or owner who at least 19 years old) and businesses (represented by a manager or owner who is at least 19 years old) that falls within the survey area are eligible to case a response. Only one survey per address is permitted.

Response must be completed in full, signed ad received by Hemlock Harling Distribution postmarked on or before December 14, 2020 in order to be valid.

A postage paid reply envelope is enclosed for your convenience- no postage is required. All responses will be forwarded to the City of Richmond along with a summery report.

Hemlock Harling Distribution is an independent market research. The City of Richmond requires an independent marketing company to conduct this survey.

Any enquires for Van Land Use Consulting can be made to Joe Van Vliet. Telephone Telephone 778.551.0067

Any inquires regarding this zoning text amendment application may be made to the City of Richmond, attention Jessica Lee. Telephone 604.247.4908.

APPLICATION FOR A ZONING TEXT AMENDMENT

City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road, unit 140, Richmond, BC.**

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?		
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the	e box und	der "NO
If have any comments or concerns related to this application or survey, write then	n here:	
Please complete the following information to be used for verification purposes on clearly in ink.	ıly. Please	print
Name:		
Address:		
Telephone number:		
I hereby certify that I am 19 years old or older that the above address is my principles residence or business. Signature:	iple place	of
Your response and comments will be submitted to the City of Richmond along wit report. Your Reponses will not be included in the results unless your name and accompleted in full and it is signed. When completed, please mail in the postage- parprovided.	ddress are	e
In order for this ballot to count, must be received in our office postmarked and December, 14, 2020.	<u>10 later t</u>	<u>han:</u>
Thank you for your corporation.		
Hemlock Harling Distribution Inc.		

Return address:		

Attention: Reception Hemlock Harling Distribution Inc. 110 - 11388 No. 5 Road Richmond BC V7A 4E7

110 – 11388 No. 5 Road Richmond BC V7A 4E7

Current Occupant

APPLICATION FOR A ZONING TEXT AMENDMENT

City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road, unit 140, Richmond, BC.**

QUESTION	YES	NO	
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	X		
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the	he box und	er "NO".	
If have any comments or concerns related to this application or survey, write the	m here:		
Please complete the following information to be used for verification purposes of clearly in ink.	nly. Please	print	
Name: 12180 VULCAN WAY RICH	MoM	23	C 17
Telephone number:		_ /9	
I hereby certify that I am 19 years old or older that the above address is my prince residence or business. Signature:	ciple place	of	
Your response and comments will be submitted to the City of Richmond along wireport. Your Reponses will not be included in the results unless your name and a completed in full and it is signed. When completed, please mail in the postage-paprovided.	ddress are		

<u>In order for this ballot to count, must be received in our office postmarked no later than:</u> <u>December, 14, 2020.</u>

Thank you for your cooperation.

Hemlock Harling Distribution Inc.

City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road, unit 140, Richmond, BC.**

QUESTION	YES '	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	X	
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the	e box und	der "NO
If have any comments or concerns related to this application or survey, write there	n here:	
Please complete the following information to be used for verification purposes or clearly in ink.	-	e print
Name: Allan Cathcart		
Name: Allan Cathcart Address: 2500 Vanxhall Place (Spicers Cana	de)	
Telephone number: 778-234-2561	<u> </u>	
I hereby certify that I am 19 years old or older that the above address is my prince residence or business. Signature:	iple place	of
Your response and comments will be submitted to the City of Richmond along with report. Your Reponses will not be included in the results unless your name and accompleted in full and it is signed. When completed, please mail in the postage- paperovided.	ddress are	е
In order for this ballot to count, must be received in our office postmarked	<u>no later t</u>	<u>han:</u>
Thank you for your cooperation.		

City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road, unit 140, Richmond, BC.**

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store	X	
at the above named location?	/ 1	

If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the box under "NO".

If have any comments or concerns related to this application or survey, write them here:

I am in favor; however I suggest a follow up in the neighborhood after it opens to see if it has increased criminal activity/luitening e-	
up in the neighborhood after it opens to see	
if "it has increased criminal activity/lutering e-	K

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

Name: Bul Buins - Suhutu

Address: ashusahutu 24@humuil.com

Telephone number: (778) 926 - 1459.

I hereby certify that I am 19 years old or older that the above address is my principle place of residence or business.

Signature:

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

<u>In order for this ballot to count, must be received in our office postmarked no later than:</u>
<u>December, 14, 2020.</u>

Thank you for your cooperation.

City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road, unit 140, Richmond, BC.**

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	X	
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the	e box unc	ler "NO".
If have any comments or concerns related to this application or survey, write then	n here:	
Please complete the following information to be used for verification purposes on clearly in ink.	ly. Please	print
Name: 3547 HOLDING LTD, AND TO MING,	CHar	19
Address: 12631 VULCAN WAY RICHMOND E	30	
Name: 3547 HOLDING LAD, AND MING, Address: 12631 VULCAN WAY, RICHMOND, E Telephone number: 604-768-7109	Las	
I hereby certify that I am 19 years old or older that the above address is my princi residence or business. Signature:		N80276
Your response and comments will be submitted to the City of Richmond along with report. Your Reponses will not be included in the results unless your name and ad completed in full and it is signed. When completed, please mail in the postage-pair provided.	dress are	
In order for this ballot to count, must be received in our office postmarked n	o later t	nan:

(City of Richmond file: ZT 20-909767)

Thank you for your cooperation.

QUESTION	YES/	NO_
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	X	
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in th	e box und	er "NO".
If have any comments or concerns related to this application or survey, write then	m here:	
Please complete the following information to be used for verification purposes or clearly in ink.		
Name: Keithen Sambhi Address: 12780 Flury Drive		
Telephone number: 778 230 1726		
I hereby certify that I am 19 years old or older that the above address is my prince residence or business. Signature:	ciple place	of
Your response and comments will be submitted to the City of Richmond along wireport. Your Reponses will not be included in the results unless your name and a completed in full and it is signed. When completed, please mail in the postage-paprovided.	ddress are	à
In order for this ballot to count, must be received in our office postmarked December, 14, 2020.	<u>no later t</u>	<u>han:</u>
Thank you for your cooperation.		
Hemlock Harling Distribution Inc.		

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	\times	
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the law any comments or concerns related to this application or survey, write then		er "NO".
Please complete the following information to be used for verification purposes or clearly in ink.	ıly. Please	print
Name: AMAOOA LI		
Address: 12571 BRIDGEPORT ROAD	#12	00
Telephone number: 60Cf. 371, 2012		
I hereby certify that I am 19 years old or older that the above address is my prince residence or business. Signature:	riple place	of
Your response and comments will be submitted to the City of Richmond along wireport. Your Reponses will not be included in the results unless your name and a completed in full and it is signed. When completed, please mail in the postage-paperovided.	ddress ar	9
In order for this ballot to count, must be received in our office postmarked December, 14, 2020.	<u>no later t</u>	<u>han:</u>
Thank you for your cooperation.		
Hemlock Harling Distribution Inc.		

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	X	
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the	e box und	ler "NO"
If have any comments or concerns related to this application or survey, write ther	n here:	
Please complete the following information to be used for verification purposes on clearly in ink. Name: Caleb McKenzie Benjamin Moore Address: 130-12571 Bridge for RD. Telephone number: COU-271-2017. I hereby certify that I am 19 years old or older that the above address is my principles or business. Signature:	Richn	nord
Your response and comments will be submitted to the City of Richmond along wireport. Your Reponses will not be included in the results unless your name and accompleted in full and it is signed. When completed, please mail in the postage-paprovided.	ddress are	e
In order for this ballot to count, must be received in our office postmarked becember, 14, 2020.	no later t	<u>han:</u>
Thank you for your cooperation.		
Hemlock Harling Distribution Inc.		

City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road, unit 140, Richmond, BC.**

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	×	

If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the box under "NO".

If have any comments or concerns related to this application or survey, write them here:

OWNER OF 1251 VICKERS WAY

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

Name: ELMER TREKBFSKI

Address: 5692 BENTLEY DR. DELTA

Telephone number: 6046714884

I hereby certify that I am 19 years old or older that the above address is my principle place of residence or business.

Signature:

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

<u>In order for this ballot to count, must be received in our office postmarked no later than:</u>
<u>December, 14, 2020.</u>

Thank you for your cooperation.

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	X	
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in th		ler "N(
If have any comments or concerns related to this application or survey, write then	n here:	
Please complete the following information to be used for verification purposes on clearly in ink.		print
Name: GIUDITTA PELLEGRINO	4	
Name: GIUDITTA PELLEGRINO Address: 12191 Bridge part Rd, Richmond	BC	
Telephone number: $6\alpha4-3734718$		
I hereby certify that I am 19 years old or older that the above address is my princi residence or business. Signature:	ple place	of
Your response and comments will be submitted to the City of Richmond along wit report. Your Reponses will not be included in the results unless your name and ad completed in full and it is signed. When completed, please mail in the postage- pai provided.	dress are	-
In order for this ballot to count, must be received in our office postmarked n December, 14, 2020.	o later th	<u>ıan:</u>
Thank you for your cooperation.		
Hemlock Harling Distribution Inc.		

City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road. unit 140. Richmond. BC.**

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	X	
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the	ıe box und	ler "NO
If have any comments or concerns related to this application or survey, write then	m here:	
Please complete the following information to be used for verification purposes on clearly in ink.		print
Name: MARK MASON		
Address: #14-12840 BATH6ATE WAY		
Name: MARK MASON Address: #14-12840 (3A7H6A7E WAY Telephone number: 604-812-3160	· · · · · · · · · · · · · · · · · · ·	
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In order for this ballot to count, must be received in our office postmarked r December, 14, 2020.	<u>10 later th</u>	ıan:
Thank you for your cooperation.		
Hemlock Harling Distribution Inc.		

(City of Richmond file: ZT 20-909767)

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	X	
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the limit of the large three largest states and the largest states are survey, write the largest states are largest states.		ler "NO".
If have any comments of concerns related to this approach of burvey, where the		
Please complete the following information to be used for verification purposes on clearly in ink.		
Name: Red Seal Electric Address: 12540 Vickers Way, Richmond, BC, V6	al -	-
Address: 12540 Vickers Way, Richmond, BC, V6	VIHO	
Telephone number: 604-301-18666		
I hereby certify that I am 19 years old or older that the above address is my princ residence or business. Signature:	iple place	of
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In order for this ballot to count, must be received in our office postmarked	no later t	han:
December, 17, 2020.		
Thank you for your cooperation.		
Hemlock Harling Distribution Inc.		

QUESTION	YES /	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	X	
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the	e box und	er "NO".
If have any comments or concerns related to this application or survey, write then	n here:	
Please complete the following information to be used for verification purposes on clearly in ink.		
Name: JOSOAN CHALMERS		
Address: 150 - 12591 BRIDGEPORT RO		
Name: Jongan CHAIMAS Address: 150 - 12591 Baiaberoat 20 Telephone number: 604 - 270 - 1955		
I hereby certify that I am 19 years old or older that the above address is my prince residence or business. Signature: When the City of Richmond along with the day of the City of Richmond along w		
Your response and comments will be submitted to the City of Richmond along wireport. Your Reponses will not be included in the results unless your name and accompleted in full and it is signed. When completed, please mail in the postage-paprovided.	ddress ar	e
In order for this ballot to count, must be received in our office postmarked December, 14, 2020.	<u>no later (</u>	than:
Thank you for your cooperation.		
Hemlock Harling Distribution Inc.		

City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road, unit 140, Richmond, BC.**

OUESTION	YES	NO'
Are you in favour of zoning text amendment to allow a retail liquor store	\ \ \	
at the above named location?		

If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the box under "NO".

If have any comments or concerns related to this application or survey, write them here:

Cannabis/Pot store will NOT be welcome in city of Richmond.

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

Name: Linda Sun

Address: #260-12560 Bridgeport Rd

RICHMOND VOVZNS

Tolonhone number

604-828 1369

I hereby certify that I am 19 years old or older that the above address is my principle place of residence or business.

Signature:

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

<u>In order for this ballot to count, must be received in our office postmarked no later than:</u> December, 14, 2020.

Thank you for your cooperation.

City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road, unit 140, Richmond, BC.**

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	X	
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the	ne box und	ler "NO".
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In order for this ballot to count, must be received in our office postmarked December, 14, 2020.	no later t	<u>han:</u>
Thank you for your cooperation.		

City of Richmond file: ZT 20-909767 PROPOSED for 12571 Bridgeport Road, unit 140, Richmond, BC.

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store	V	
at the above named location?		

If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the box under "NO".

If have any comments or concerns related to this application or survey, write them here:

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

Name: MR. RON COOPER

Address: 16-14655 32 AVE SURREY, B.C. V4P 3R6

Telephone number: 604-328- 5/41

I hereby certify that I am 19,19,29 gld or older that the above address is my principle place of residence or business.

Signature:

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

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City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road, unit 140, Richmond, BC.**

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	×	
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in th	e box und	ler "NC
If have any comments or concerns related to this application or survey, write then	n here:	
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Please complete the following information to be used for verification purposes on clearly in ink.	ly. Please	print
Name: EDWARD WONG (Wexxar Packaging Inc		
Name: EDWARD WONG (Wexxar Packaging Inc.) Address: 13471 Vulcan Way, Richmond, BC. VEV 1K4		
Telephone number: 64-930-9300		
I hereby certify that I am 19 years old or older that the above address is my princi	iple place	of
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Your response and comments will be submitted to the City of Richmond along wit report. Your Reponses will not be included in the results unless your name and ad completed in full and it is signed. When completed, please mail in the postage- pai provided.	ldress are	9

Thank you for your cooperation.

December, 14, 2020.

Hemlock Harling Distribution Inc.

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

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	X	
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the	e box und	er "NO
If have any comments or concerns related to this application or survey, write then	n here:	
Please complete the following information to be used for verification purposes or clearly in ink. Name: GAM MCCOAN		
Name: 2360 VAUXHAU PLACE, RMD BC V6 Telephone number: 604 278 7626	oV IZ	9
I hereby certify that I am 19 years old or older that the above address is my prince residence or business. Signature: Your response and comments will be submitted to the City of Richmond along wireport. Your Reponses will not be included in the results unless your name and accompleted in full and it is signed. When completed, please mail in the postage- paprovided.	th summa ddress are	ry
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Thank you for your cooperation.		
Hemlock Harling Distribution Inc.		

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?		
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in th	e box und	ler "NC
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Name: Gul Bains		
Name: Gulk Bains Address: 12466 Flory Dr. Richmond BC UGU	145	
Telephone number: <u>77</u>		
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Thank you for your cooperation.		
Hemlock Harling Distribution Inc.		

City of Richmond file: ZT 20-909767 PROPOSED for 12571 Bridgeport Road, unit 140, Richmond, BC.

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?	$\sqrt{}$	
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in th	e box und	er "NO".
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Name: JIMMY CHAN NATIONAL TILE (2005) LTI		
Name: Jimmy CHAN NATIONAL TILE (2005) LT I Address: 1-2640 NO 5 ROAD RIGHMOND B.C		
Telephone number: 604-303-7003		
I hereby certify that I am 19 years old or older that the above address is my princi	ple place	of

I hereby certify that I am 19 years old or older that the above address is my principle place of residence or business.

Signature:

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

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<u>December, 14, 2020.</u>

Thank you for your cooperation.

City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road, unit 140, Richmond, BC.**

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?		X
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in th	e box unc	der "NO".
If have any comments or concerns related to this application or survey, write ther	n here:	
Please complete the following information to be used for verification purposes on clearly in ink. Name: PRUEKSAKA SEMSUK, KANJAWAN Address: # 1-12351 Bridge port Road Rice V & V & 1 J & 604 - 801-5397	ly. Please	 ,
Telephone number: I hereby certify that I am 19 years old or older that the above address is my principle residence or business. Signature:	ple place	of
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Thank you for your cooperation.

December, 14, 2020.

Hemlock Harling Distribution Inc.

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City of Richmond file: ZT 20-909767 PROPOSED for 12571 Bridgeport Road, unit 140, Richmond, BC.

QUESTION

Thank you for your cooperation.

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?		X
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the	e box und	der "N
If have any comments or concerns related to this application or survey, write ther	n here:	.1
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Name: MUhammad Meer Address: 3-12091 Bath Rd Richmond, BC V6V	2B5	
Telephone number: (604) 360 - 5704		
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City of Richmond file: ZT 20-909767 PROPOSED for 12571 Bridgeport Road, unit 140, Richmond, BC.

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?		×
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the	ne box und	ler "NO".
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Name: JOSEFA MIRZAEI Address: 62-12110 BATH RDIRICHMOND BC	16VZ	A6
Telephone number: $60 \times -355 - 9559$		
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Thank you for your cooperation.

City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road**, unit **140**, Richmond, BC.

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store		\times
at the above named location?		

If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the box under "NO".

If have any comments or concerns related to this application or survey, write them here:

Concerned about future tracks congestion in theorea

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

Name: Jacky Cheuno

Address: \$15-12840 Bathgate Way, Richmond, BC V6V1Z4

Telephone number: 604-812-9129

I hereby certify that I am 19 years old or older that the above address is my principle place of residence or business.

Signature:

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December, 14, 2020.

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City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road**, unit **140**, Richmond, BC.

QUESTION	YES	(NO)
Are you in favour of zoning text amendment to allow a retail liquor store		1/
at the above named location?		V

If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the box under "NO".

If have any comments or concerns related to this application or survey, write them here:

THERE IS A LIQUOR STORE IN CLOSE PROXIMITY AT CAMBIE PLAZA. WE DON'T NEED TO BE SURROUNDED BY LIQUOR STOKES LOCATION IS DARK AND DANGEROUS AS IT IS.

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

Name: BORIS MARGOVSKIY

Address: 15 - 12060 BATH RD. RICHMOND, BC, VEV 1117

Telephone number: 604-232-1377

I hereby certify that I am 19 years old or older that the above address is my principle place of residence or business.

Signature: Rug

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

<u>In order for this ballot to count, must be received in our office postmarked no later than:</u> December, 14, 2020.

Thank you for your cooperation.

City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road, unit 140, Richmond, BC.**

QUESTION	YES	NO
Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?		/
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the	e box unc	ler "NO"
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Name: KA - LOK WONG	(2)	
Address: 8-12671 BATHGATE WAY , FICHMOND B.	2	
Telephone number: 604 - 273 3138	1	
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In order for this ballot to count, must be received in our office postmarked no later than:

Thank you for your cooperation.

December, 14, 2020.

City of Richmond file: ZT 20-909767 PROPOSED for **12571 Bridgeport Road, unit 140, Richmond, BC.**

QUESTION

December, 14, 2020.

Thank you for your cooperation.

Hemlock Harling Distribution Inc.

Are you in favour of zoning text amendment to allow a retail liquor store at the above named location?		X
If in favour, place an (X) in the box under "YES". If not in favour, place an (X) in the	box und	er "NO
If have any comments or concerns related to this application or survey, write them	here:	
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Please complete the following information to be used for verification purposes only clearly in ink.	y. Please	print
Name: JAMES WU		
Address: 11591 RAILWAY AVE RICHMOND BC V	17E6	5P/
Name: JAMES W W Address: 11591 RAILWAY AVE Richmond BC V Telephone number: 778 999 9168		
I hereby certify that I am 19 years old or older that the above address is my princip residence or business. Signature:		
Your response and comments will be submitted to the City of Richmond along with report. Your Reponses will not be included in the results unless your name and add completed in full and it is signed. When completed, please mail in the postage- paid provided.	dress are	
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PLN – 133 (City of Richmond

(City of Richmond file: ZT 20-909767)

YES

NO



Report to Committee

To: Planning Committee Date: March 17, 2021

From: Wayne Craig File: TU 20-905119

Director, Development

Re: Application by Firework Productions Ltd. for a Temporary Commercial Use

Permit Renewal at 8351 River Road and Duck Island (Lot 87 Section 21 Block 5

North Range 6 West Plan 34592)

Staff Recommendation

1. That the application by Firework Productions Ltd. for a Temporary Commercial Use Permit Renewal at 8351 River Road and Duck Island (Lot 87, Section 21 Block 5 North Range 6 West Plan 34592) be considered at the Public Hearing to be held on May 17, 2021 at 7:00 p.m. in the Council Chambers of Richmond City Hall, and that the following recommendation be forwarded to that meeting for consideration:

"That a Temporary Commercial Use Permit be issued to Firework Productions Ltd. for properties at 8351 River Road and Duck Island (Lot 87, Section 21 Block 5 North Range 6 West Plan 34592) for the purposes of permitting the following:

- a) Night market event between May 21, 2021 to December 31, 2021 (inclusive) to allow for a maximum of 80 event operational days in accordance with identified dates and hours as outlined in Schedule C attached to the Temporary Commercial Use Permit;
- b) Night market event between April 29, 2022 to October 16, 2022 (inclusive) for a maximum of 80 event operational days in accordance with identified dates and hours as outlined in Schedule C attached to the Temporary Commercial Use Permit;
- c) Night market event between April 28, 2023 to October 15, 2023 (inclusive) for a maximum of 79 event operational days in accordance with identified dates and hours as outlined in Schedule C attached to the Temporary Commercial Use Permit; and
- d) The night market event as outlined in the report dated March 17, 2021 from the Director of Development be subject to the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules."

2. That the Public Hearing notification area be extended to include all properties to the north of Bridgeport Road and West of Great Canadian Way as shown in Attachment 5 to the staff report dated March 17, 2021 from the Director of Development.

Wayne Craig

Director, Development

WC:ke Att. 6

REPORT CONCURRENCE				
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER		
Economic Development Business Licences Community Bylaws Community Bylaws – Parking Enforcementer Fire Rescue RCMP Building Approvals Transportation Finance	고 고 ent 고 고 고 고	pe Erceg		

Staff Report

Origin

Firework Productions Ltd. (Raymond Cheung) has applied to the City of Richmond for a Temporary Commercial Use Permit (TCUP) renewal to allow a night market event at 8351 River Road and Duck Island (Lot 87, Section 21 Block 5 North Range 6 West Plan 34592) (herein called the subject site) (Attachment 1) during the following time periods, including proposed days and hours of operation:

- May 21, 2021 to December 31, 2021 (proposed scheduling flexibility in response to uncertainty around the COVID-19 pandemic as discussed later in this report).
 - o Fridays, Saturdays, days preceding a statutory holiday 6 pm to midnight.
 - o Sundays and statutory holidays 7 pm to 11 pm.
 - o Thursdays during July and August 7 pm to 11 pm.
- April 29, 2022 to October 16, 2022.
 - o Fridays, Saturdays, days preceding a statutory holiday 6 pm to midnight.
 - o Sundays and statutory holidays 7 pm to 11 pm.
- April 28, 2023 to October 15, 2023.
 - o Fridays, Saturdays, days preceding a statutory holiday 6 pm to midnight.
 - Sundays and statutory holidays 7 pm to 11 pm.

Background

In 2017, Council issued a TCUP (TU 17-764698) valid for 3 years (2018, 2019 and 2020 summer seasons). This same TCUP also granted approval for a winter festival event on the subject site in 2017, 2018 and 2019; however, the event organizer did not end up operating a winter festival event. Summer night market events occurred in 2018 and 2019. The 2020 night market event did not occur due to the COVID-19 pandemic and related Provincial Health Officer (PHO) public health orders.

The night market event has been operating at this site since 2012 and is an established and well known tourist attraction that contributes to the local economy. The safe return of events including the night market, if approved, will play an important role in tourism recovery efforts and will support businesses such as food and retail vendors that rely on events to operate.

In accordance with the Local Government Act, a TCUP renewal application has been applied for to allow the night market event in 2021, 2022 and 2023, for the summer season only.

COVID-19 Implications and Provincial Health Officer Public Health Orders

As a result of the COVID-19 pandemic and related Provincial Health Officer (PHO) public health orders currently in place, events and gatherings remain prohibited throughout the Province. Vancouver Coastal Health staff have confirmed that the night market is classified as an "event" and therefore subject to applicable public health orders in place.

The TCUP renewal application submitted by the event organizer is a land use application that requires Council consideration and approval. This TCUP renewal application can be considered

on its own merits to address all the standard issues and requirements for this type of temporary land use for the night market event. Notwithstanding the TCUP land use application approval required by Council, the night market event is also required to comply with all applicable PHO public health orders, regulations and guidelines associated with events and gatherings.

If Council approves the proposed TCUP renewal and PHO public health orders remain in place that prohibits these types of large gathering events, the night market event will not be able to operate. If Provincial public health orders are modified and regulations implemented to ensure public health and safety at these types of events, the night market event will be required to comply with and follow all applicable public health orders and regulations in order to operate. Provisions about the night market event being subject to and required to comply with all applicable PHO public health orders, regulations and guidelines in relation to the COVID-19 pandemic have been incorporated into the terms and conditions of the proposed TCUP.

Findings of Fact

A Development Application Data Sheet providing details about the night market event is provided in Attachment 2.

The subject site has been subject to a rezoning application (RZ 12-598104; submitted January 10, 2012) for a comprehensive multi-phased high-density commercial redevelopment. The proposal for this project was recently revised and resubmitted on October 6, 2020 (RZ 20-915237) and is currently under review with City staff. The applicant and event organizer for the TCUP renewal application has obtained a lease and authorization from the property owner to apply for and operate a night market event. If, as a result of the processing of this rezoning application, any works or modifications to the subject site occur that impact the proposed event, staff will review to determine impacts to any issued TCUP and will advise Council of any revisions and necessary approvals.

Surrounding Development

The subject site is located in the Bridgeport Village Sub Area in the City Centre Area Plan (CCAP). The site is generally vacant with the exception of servicing and infrastructure to support the night market event. The Canada Line airport connector guideway bisects the site near the vehicle entrance at No. 3 Road and River Road. Development immediately surrounding the subject site is as follows:

To the North: Fraser River.

To the South: "Light Industrial (IL)" on the south side of River Road. A newly constructed high

density commercial project, zoned "High Rise Commercial – City Centre

(ZC33)", containing office uses and a hotel is located on a property on the south

side of River Road and to the west of West Road.

To the East: Fraser River/foreshore area and River Rock Casino and Resort zoned "Casino

Hotel Commercial (ZC17)".

To the West: Property owned by the Port of Vancouver and the Airport Connector Bridge.

Local Government Act

The Local Government Act grants the ability for a Local Government's to consider and issue Temporary Use Permits. The Local Government Act also places a maximum 3 year period for uses granted through a Temporary Use Permit under the legislation. The TCUP being considered in this report is a renewal application as the original TCUP was granted in the previous 3-year cycle (2018 to 2020).

Related Policies & Studies

Official Community Plan

The Official Community Plan (OCP) land use designation for the subject site is "Commercial" and "Park". The OCP also contains a policy identifying that Council may consider temporary use permits in areas designated Industrial, Mixed Employment, Commercial, Neighbourhood Shopping Centre, Mixed Use and Limited Mixed Use, Agricultural (outside of the ALR) where deemed appropriate by Council. The proposed TCUP application complies with the provisions of the OCP.

Public Consultation

The event organizer conducted consultation with businesses and residences in the surrounding area to request feedback on the TCUP renewal application for the proposed night market event on the subject site, which included information about the proposed scheduling flexibility for 2021 only in order to allow for adjustments due to impacts from the pandemic. The consultation summary materials that includes two letters to the neighbourhood, summary consultation table and 2 letters of support for the event (Tourism Richmond and River Rock Casino Resort) provided by the applicant is contained in Attachment 3. The event organizer and the City received 2 separate pieces of correspondence from the property owners at 8560 River Road and the event organizer and City provided emails in response to the received letters, all of which is contained in Attachment 4.

The following is a summary of the concerns and comments made by the property owners at 8560 River Road. City staff responses are identified in *bold italics*:

River Road closure concerns during market event dates

River Road, between West Road and No. 3 Road, must remain open at all times including when the night market event is in operation to ensure access to the existing businesses along this portion of road. The traffic control and management plan for the night market event and the traffic control persons are required to direct traffic to and from the event site in accordance with the plan approved by the City's Transportation Department. River Road is required to remain open with the traffic control person's role to help facilitate safe and effective access and egress for vehicles needing access to River Road. Transportation staff will ensure that the traffic control and management plan enables vehicle access to River Road and will monitor the area to ensure these conditions during event operation are adhered to.

Litter/Garbage concerns on River Road

In accordance with the TCUP terms and conditions, the event organizer is required to clean-up litter and garbage in the area surrounding the subject site on each event operation day. This plan to manage garbage and litter includes placement of garbage receptacles in the neighbourhood, regular garbage sweeps throughout the neighbourhood during event operations and removing the garbage receptacles at the end of each evening. The event organizer has confirmed that garbage receptacles will be placed along the 8500 block of River Road as requested in the correspondence.

Parking concerns

Dedicated off-street parking is required to be provided for night market attendees located on the event site (1,480 stalls) and parking for event vendors and employees located on West Road (200 stalls). The dedicated off-street parking provided for and summarized above is sufficient for the proposed event.

Noise concerns from the event site when the market is not in operation

The concerns about noise being generated from the event site outside of when the night market is operating has been communicated to the event organizer so that they are aware of the concerns of the property owner(s) at 8560 River Road. The event organizer has indicated they are not aware of any activities happening on the site when the night market is not operating that would generate noise, but will monitor this situation and follow-up accordingly. Additional information about noise management for the event will be provided later in the report.

Pedestrian safety on River Road (between West Road and No. 3 Road)

In response to concerns about pedestrian safety along this portion of River Road, Transportation staff have confirmed that during the night market season, parking along the north side of River Road in this area is restricted to facilitate safe vehicle movements. Temporary traffic cones will be placed along the north side of this portion of River Road during night market event operations to provide for safe pedestrian passage. Pedestrian supporting infrastructure (sidewalks; crossings supported by traffic control persons) exist for the main pedestrian routes to the event site along No. 3 Road and River Road (route to/from Bridgeport Canada Line station).

Pandemic/COVID 19 concerns and the night market event

As noted previously in this report, the TCUP renewal application submitted by the event organizer is a land use application that requires Council consideration and approval. In addition to requiring Council approval for the TCUP, the night market event is also required to comply with all applicable PHO public health orders and regulations that are in place at any given time.

Provisions about the night market event being subject to and required to comply with all applicable PHO public health orders, regulations and guidelines in relation to the COVID-19 pandemic have been incorporated into the terms and conditions of the proposed TCUP.

A phone call was also received from a representative of the residential strata for the development at 3333 Corvette Way who identified the following concerns (staff responses are highlighted in bold italics):

Noise concerns and impacts (primarily related to night market stage performances) to the residential units in the development that face the night market site.

To address the concerns about noise, a noise impact assessment will be required to be completed and approved by the City prior to the event commencing operations. This assessment will determine the existing baseline noise condition around the subject site and analyze the anticipated level of impact that the night market event will have to the surrounding area. Implementation of recommendations from the approved noise impact assessment relating to event operations (including amplified sound emitting from stage performances) will be required in conjunction with on-going monitoring of sound levels and measurements during the night market event for the three years proposed in the TCUP renewal. These requirements to manage and address noise impacts of the event to the surrounding area will also be incorporated into the TCUP terms and conditions. Additional information about noise management for the event will be provided later in the report.

• Concerns about traffic congestion along No. 3 Road and difficulties accessing the developments south of Sea Island Way during the operation of the night market event as a result of additional traffic from recently completed mixed use projects (i.e., Yuanheng) south of Sea Island Way.

A Traffic Management Plan (TMP) is required to be approved by the City for the night market event to ensure vehicle access and egress from the event site managed in accordance with provisions of the TMP. In response to concerns about traffic congestion and difficulties of accessing existing and new developments south of Sea Island Way, a number of transportation works have been completed that will improve and facilitate additional means of access to the area at all times and during night market event operations, including the completion of a new road (McMyn Way) with traffic signal connecting No. 3 Road and Corvette Way and supporting pedestrian and cycling infrastructure in the area.

In addition to the public correspondence and phone call comments received as summarized above, a Temporary Commercial Use Permit application sign has been installed on the subject property to notify the area of the renewal application.

During event operations, the event organizer is required to post signage at the main entrance to the event site that provides direct contact information (phone number and email) for any public comments or complaints to be made to the organizer for review and follow-up.

Should the Planning Committee and Council endorse this application, the TCUP renewal application will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. In accordance with the previous public hearing notification area undertaken for the night market event at this site, staff recommend an expanded notification area bounded by Bridgeport Road to the south, Great Canadian Way to the East and Fraser River to the west and north (Attachment 5)

Analysis

General Event Description

The proposal for the night market event for the renewal of the TCUP over the next three years is similar compared to previous operations on the subject site. The event will consist of an outdoor market consisting of food and commercial retail vendors in conjunction with accessory entertainment/activities and services in support of the event (Attachment 6 – night market event site plan). The following are some key highlights of the night market event:

- Up to 150 commercial/retail vendors and 130 food vendors.
- Supporting services (washroom, first aid, security, garbage and recycling).
- Accessory on-site entertainment and activities.
- Provisions for 1,480 dedicated off-street parking stalls on the subject site for event attendees. 200 parking stalls are also being provided for vendor and employee parking on West Road (8411, 8431 and 8451 West Road).

TCUP Response to Potential Scheduling Impacts Due to the Pandemic – 2021 Season Only

Under normal circumstances and as applied for in the TCUP renewal application, the night market event would generally operate from the end of April to mid/late October for each year of operation. To account for the uncertainty during the 2021 season arising from the ongoing pandemic and current PHO public health orders in place to ensure public health and safety, the TCUP incorporates the following proposed scheduling flexibility for the 2021 season only to be adaptive in response to the pandemic:

- Extend the dates of the TCUP to enable the night market to operate beyond the normal event closure during mid to late October. The event season closure date is proposed to be December 31, 2021.
 - Generally, the days and hours of operation during this period are proposed to be consistent with a normal season that generally operate on Friday, Saturday, Sunday and statutory holidays and in some cases the day preceding a statutory holiday.
- Allow the night market event to operate on Thursday evenings from 7 pm to 11 pm for the months of July and August only. This is being requested to maximize the operational days that the night market can operate under favourable weather conditions.

• A maximum of 80 event dates would still apply to the night market during the 2021 season with the incorporated scheduling flexibility. The 80 day cap is consistent with the maximum number of event dates proposed in 2022 and 2023.

The scheduling flexibility summarized above allows the TCUP and the event organizer to adapt to potential scenarios that include a delay in opening or interruptions to the season due to pandemic related public health order restrictions and regulations.

<u>Transportation – Parking and Traffic Management</u>

Transportation staff have reviewed the TCUP renewal application for the night market event. The following is a summary of parking and traffic management provisions:

- 1,480 dedicated parking stalls available on the subject site for event attendees is sufficient for the proposed event (note: parking stalls must be free).
- 200 dedicated parking stalls secured on properties located on West Road (8411, 8431 and 8451 West Road) for vendor and employee parking. A requirement in the TCUP terms and conditions will be for the event organizer to confirm their lease agreement annually prior to the start of each night market event season or suitable contingency plan approved by Transportation staff. In the event this arrangement for vendor parking is no longer in place, a suitable contingency plan will need to be developed by the applicant to the satisfaction of Transportation staff.
- Submission and approval of a Traffic Management Plan (TMP) by the City's Transportation staff and implementation of the TMP by a professional traffic control company. The applicant is responsible for the cost of developing the TMP and implementing the plan by a professional traffic control company.

The event site is well serviced by transit (Canada Line – Bridgeport Station), which will provide an alternative means for event attendees to commute to and from the site through transit and help reduce vehicle traffic volumes to the surrounding road network. The existing TMP directs traffic to and from the event site from No. 3 Road to facilitate efficient vehicle traffic circulation while maintaining vehicle access to businesses in the surrounding area.

Throughout the night market season, Transportation staff attend the night market event to oversee the overall traffic and the TMP and address any issues that arise. Staffing by Transportation staff is not required every event day, but is necessary during the start of the event at the beginning of the season and during the event's busiest time of the season (typically during the summer months). When Transportation attends the event, a maximum of 4 hours of coverage will apply that enables staff to ensure that the TMP and supporting traffic control services are in place and monitor traffic flow to and from the event during peak periods of the evening. The applicant is required to pay for Transportation staff costs associated with the events at the applicable hourly rates. The bond amounts required as part of this TCUP includes the estimated Transportation costs (see Financial Impact section).

RCMP

A minimum of 2 dedicated RCMP officers are required during the proposed hours of operation at the night market event to ensure community safety and provide for a highly visible police presence and quick response in the event of an emergency, generally oversee event safety/security and event attendees and vendors, and monitor operation of the TMP and vehicle traffic to and from the event site. RCMP members dedicated to this event will be in addition to the existing RCMP deployment in Richmond.

The applicant is required to pay for all RCMP staff costs associated with the events at the applicable hourly rates. The required bond amounts required as part of this TCUP includes the estimated RCMP costs (see Financial Impact section).

Community Bylaws

Dedicated Community Bylaws (Parking Enforcement) staff are required at the night market event for the purposes of monitoring and enforcing on-street parking and related City roadway regulations around the night market event site. Community Bylaws has confirmed that staffing for the event will be to provide a maximum of four hours of patrol per event day by Community Bylaws in accordance with the terms and conditions of the TCUP. The applicant is required to pay for all Community Bylaw staff costs associated with the events at the applicable hourly rates. The bond amounts required as part of this TCUP includes the estimated Community Bylaws costs (see Financial Impact section).

Event Noise Management

To manage noise generated from the night market event and related impacts to the surrounding area, a noise impact assessment will be required to be undertaken by the event organizer to complete the following:

- Required to be completed by a professional acoustical consultant.
- Determine the existing level of noise (i.e. the baseline noise) at the proposed development/event site.
- Predict the level of impact that the new proposal/event will have on this existing noise climate to ensure compliance with the City's Noise Regulation Bylaw 8856.
- Make recommendations about sound equipment, site layout and event operations that would help manage and mitigate noise impacts from the event.
- The City's current regulations contained in Noise Regulation Bylaw 8856 shall be referenced in the noise impact assessment for compliance with provisions of the bylaw.
- The noise impact assessment is require to be completed and approved by City staff in advance of the operation of the night market and prior to issuance of a Business License to the event organizer.

Ongoing monitoring through sound measurements during each night market season is also required, at times and locations to be determined and approved by City staff, to ensure that noise is being effectively managed in compliance with the noise bylaw. The community noise impact assessment, including ongoing monitoring, will be done at the sole cost of the event organizer.

If noise concerns persist through receipt of public complaints or ongoing monitoring of noise during the season, the City has the ability to undertake the following actions if needed to address noise related issues:

- Require the event organizer to adjust event operations and equipment to address noise concerns.
- If noise issues remain or no action is taken by the event organizer, enforcement action in the form of ticketing can be undertaken by the City.
- Suspension or revocation of the event organizer's business licence or cancelling the TCUP, by Council, to compel closure of the event are also available options to Council in the event that noise concerns are not sufficiently addressed.

Richmond Fire Rescue

The proposed site plans for night market event is based on the existing configuration and maintains existing emergency access provisions. A Fire Safety Plan and Pre-Incident Fire Plan, in accordance with Fire Protection and Life Safety Bylaw 8306, for this event is required to be submitted to Richmond Fire Rescue staff for review and approval prior to the event opening and in conjunction with any applicable building permits required for the event. The requirement for and approval of the Fire Safety Plan and Pre-Incident Fire Plan, by Richmond Fire Rescue is incorporated into the terms and conditions of this TCUP. The event organizer and each food vendor operating on the event site is required to comply with the Richmond Fire Rescue General Fire Safety Requirements for Food Vendor Including Mobile Food Trucks, which is contained as an attached schedule in the proposed TCUP.

Building Approvals

For the proposed night market event, any buildings/structures (temporary tents) or changes to existing on-site servicing (i.e., plumbing system for the food court) will require submission of the necessary building and site servicing (plumbing) permits, including any necessary supporting consultancy reports, to ensure compliance with all applicable regulations. Issuance of all building permits prior to this event opening is required and identified in the proposed TCUP terms and conditions.

Business Licensing

All commercial retail and food vendor booths operating at this event on the subject site are required to obtain a Business License. The event organizer is also required to obtain a Business License from the City in order to operate. Requirements for all vendors and the event organizer to obtain Business Licenses are identified in the proposed TCUP terms and conditions.

Vancouver Coastal Health

All vendors involved in the handling of food and beverage products at night market event are required to obtain permits from Vancouver Coastal Health to ensure compliance with food safety, sanitation and food handling requirements that all vendors and the event organizer must adhere to.

VCH has an existing application and inspection process for food vendor permits to ensure compliance with their requirements. VCH permits must be approved and food vendors inspected to the satisfaction of VCH staff prior to vendors or the food court opening. VCH requirements for food vendor permits and inspections are identified in the TCUP terms and conditions.

Should public health and safety regulations in response to the COVID-19 pandemic be required or change by Vancouver Coastal Health or PHO through public health order or regulation, each vendor (commercial and/or food) including the overall night market event operations will be required to fully comply. These provisions are included into the TCUP terms and conditions.

Financial Impact

Cost Recovery - City and RCMP Expenses

A cost recovery model approach is taken for City and RCMP expenses incurred as a result of providing the necessary RCMP, Community Bylaws and Transportation staffing levels for the proposed event. All City costs related to RCMP, Community Bylaws and Transportation are required to be paid by the event organizer in accordance with the terms and conditions of the TCUP. A general overview of the RCMP and City costs of providing the necessary staffing and services/works to support the night market event is summarized as follows:

- 2 RCMP officers assigned to the night market event during the hours of operation for night market event operation day at the applicable hourly rate.
- If necessary, coverage for RCMP commercial crimes unit to address any concerns or complaints about the retailing of counterfeit/intellectual property protected items at the night market event. The event organizer has a strategy in place to prevent the retailing of any counterfeit/intellectual property protected items, including expulsion of vendors from the event and monitoring of vendors by event staff. If managed effectively under this strategy and the event organizer prohibits this type of activity from the event, minimal to no costs in this area for RCMP commercial crime unit staff time are anticipated.
- Community Bylaws 4 hours maximum of dedicated patrol by Community Bylaw officers on each event day of operation.
- Attendance by City Transportation staff throughout the season to oversee and monitor implementation of the TMP and general event operations related to traffic (4 hours maximum per event day of operation).
- Production, posting and takedown of event traffic directional signage by City staff.

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Operational Bond Requirements – 2021

Based on the proposed night market event proposed in this TCUP renewal application for 2021, 2022 and 2023, the estimated City and RCMP costs for each year is approximately \$150,000.

In response to the uncertainties caused by the ongoing COVID-19 pandemic and likely impacts to the 2021 night market event season, the following approach to bonding is proposed to ensure all City and RCMP costs are paid for by the event organizer and financial certainty to the event organizer on the amount and timing of required payments to the City (note: this bonding approach is proposed for the 2021 season only):

- A \$50,000 bond is required to be submitted to cover City and RCMP operational costs during the 2021 season. Payment increments and submission dates are as follows:
 - \$25,000 bond submission due 10 business days in advance of the proposed
 Temporary Commercial Use Permit Public Hearing date (i.e., May 3, 2021); and
 - o Additional \$25,000 bond submission due 10 business days in advance of proposed opening date for the night market season.
- The original bond (\$50,000) is drawn down to cover City and RCMP costs that are invoiced monthly to the event organizer during the season. When the bond level reaches the minimum level of \$20,000, the event organizer will be invoiced and will be required to submit monies to the City to "top-up" and return the bond back up to the \$50,000 level. This cycle will repeat as necessary throughout the 2021 night market season.

Operational Bond Requirements – 2022 and 2023

The approach to bonding is proposed to go back to the normal process of securing the full bonding amount from the event organizer prior to the beginning of the season in 2022 and 2023. The \$150,000 per year cost identified previously is an accurate estimate of City and RCMP costs anticipated during the 2022 and 2023 seasons. Based on this, the proposed bond amount and required submission date is as follows:

- 2022 \$150,000 due on April 14, 2022.
- 2023 \$150,000 due on April 14, 2023

Provisions in the TCUP for Amounts Owing or Credits

Provisions are built into the TCUP to ensure that any outstanding bonding amounts or monies owing are addressed and paid by the event organizer by the dates and amounts specified in the permit to ensure validity of the permit over the three year term. Any remaining monies leftover from the original bond amount after all City and RCMP costs have been invoiced and paid for will be returned to the event organizer.

Invoicing & Billing

City staff will provide monthly invoices to the event organizer throughout the 2021, 2022 and 2023 night market seasons that provide an overview of the costs and deposit usages and requirements associated with providing the required City and policing services. Invoices are due upon receipt.

Conclusion

The purpose of this TCUP renewal application is to allow a night market event to occur at 8351 River Road and Duck Island (Lot 87 Section 21 Block 5 North Range 6 West Plan 34592) in 2021, 2022 and 2023 during the dates and times identified in this report and subject to fulfilment of the TCUP terms and conditions.

The proposed use of the subject site as a night market event has addressed all issues related to community safety, minimizing impacts to the surrounding area and businesses and managing traffic to and from the event site.

It is recommended that the attached TCUP renewal application be approved to allow a night market event to occur for 2021, 2022 and 2023 at 8351 River Road and Duck Island (Lot 87 Section 21 Block 5 North Range 6 West Plan 34592).

7. V

Kevin Eng Planner 2

KE:cas

Attachment 1: Location Map

Attachment 2: Development Application Data Sheet

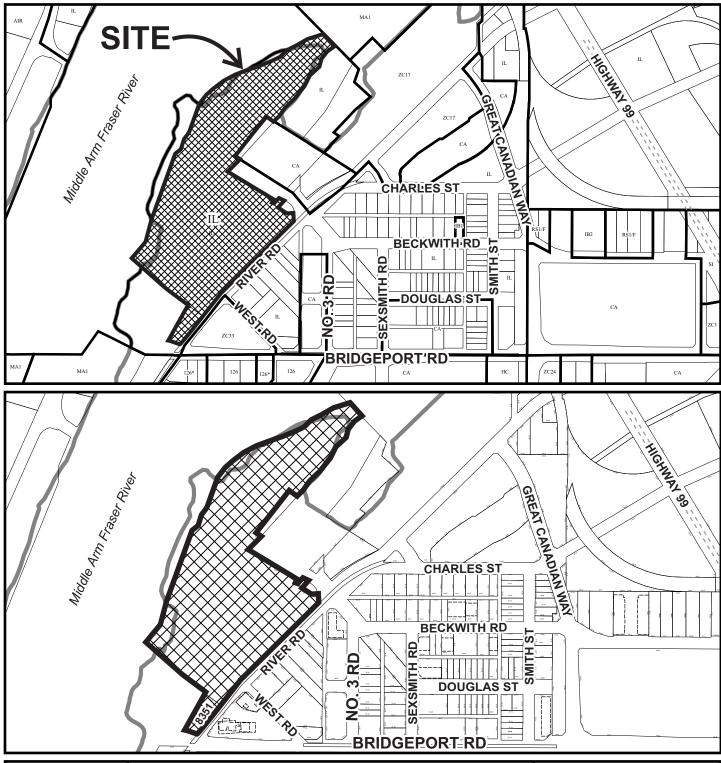
Attachment 3: Event Organizer Public Consultation Summary Materials

Attachment 4: Public Correspondence

Attachment 5: Proposed Expanded Public Hearing Notification Area

Attachment 6: Night Market Event Site Plan







TU 20-905119

PLN - 148

Original Date: 10/28/20

Revision Date: 01/29/21

Note: Dimensions are in METRES







TU 20-905119

PLN - 149

Original Date: 10/28/20

Revision Date: 01/29/21

Note: Dimensions are in METRES



Development Application Data Sheet

Development Applications Department

RZ 20-905119 Attachment 2

Address: 8351 River Road and Duck Island

Applicant: Firework Productions Ltd.

	Existing	Proposed		
Owner:	Sanhurgon Investment Ltd., Inc. No. BC908774	No change		
Site Size (m²):	78,424 m ²	No change		
Land Uses:	 Site primarily vacant outside of night market season dates Existing Canada Line guide way 	Market event area and supporting services, infrastructure and offstreet parking area		
OCP Designation:	Commercial and Park	No change		
Zoning:	Light Industrial (IL)	No change		

Year	Opening/Closing Dates	Days of Operation	Hours of Operation
2021	May 21, 2021 to December 31, 2021 Maximum of 80 total event days	Fri, Sat, Sun and Stat. Holidays* (*Including Canada Day – Thursday) Thursdays during the months of July and August only	6 pm to 12 am on Fri/Sat/Sun. before stat. holiday 7 pm to 11 pm on Sun. and stat. holiday 7 pm to 11 pm on Thursday (July and August only)
2022	April 29, 2022 to October 16, 2022 Maximum of 80 total event days	Fri, Sat, Sun and Stat. Holidays (Including June 30, 2022 – Thursday)	6 pm to 12 am on Fri/Sat/Sun. before stat. holiday 7 pm to 11 pm on Sun. and stat. holiday
2023	April 28, 2023 to October 15, 2023 Maximum of 79 total event days	Fri, Sat, Sun and Stat. Holidays	6 pm to 12 am on Fri/Sat/Sun. before stat. holiday 7 pm to 11 pm on Sun. and stat. holiday

Richmond Night Market Neighbour Consultation Letter

Dear Neighbours,

The purpose of this letter is to inform businesses, property owners and residents of the Richmond Night Market event plans for 2021, 2022 and 2023 and seek comment and feedback from the public.

Richmond Night Market is the biggest night market in North America. For 20 years Richmond Night Market has been the Lower Mainland's Summer Fun destination. With your continuous support and help, our event has grown from a popular local event to a destination attraction, drawing visitors from across Canada, the U.S. and beyond.

However, in light of the ongoing COVID-19 pandemic, the Richmond Night Market has to postpone the event to 2021 to ensure the health and safety of our community.

A Temporary Commercial Use Permit (TCUP) application has been submitted to the City for processing to obtain land use approval from Richmond City Council for the purposes of operating a seasonal night market event at 8351 River Road (and Duck Island Site).

The TCUP application is being processed now so that the necessary land use approvals and operational parameters are in place in the event that the Province and related public health and safety regulations and Public Health Officer orders enable events involving larger gatherings to occur in a safe manner.

The Richmond Night Market event is subject to all Provincial public health and safety regulations and Provincial Health Officer (PHO) orders. If these regulations and PHO orders restrict or do not allow these types of events, the Richmond Night Market will have to comply regardless of having a land use approval in place.

We propose to operate from end of April to mid October in 2021, 2022 and 2023. Hours of operation are as follows:

Regular weekend:	Long weekend:
Fridays & Saturdays: 6pm-12am	Fridays-Sundays: 6pm-12am
Sundays: 7pm-11pm	Mondays: 7pm-11pm

To ensure our event running smoothy and safely, there will be management plan in place especially in the areas of traffic, parking, garbage, noise and security.

<u>Traffic</u>

We will be using the same professional traffic control company in the past years to manage and control traffic flow to and from the event site for all proposed event operational days.

Parking

We will be providing enough capacity of parking stalls for patrons and vendors. To ensure the convenience of the business owners, employees, visitors, and residents who work and live in the area, we will provide special parking pass to access to and from their properties and businesses in the area.

Garbage

There are garbage bins installed in the area surrounding the market and event site. We will be also hiring staff to clean up the garbage and bins during and after event operation hours.

Noise

The music mainly generates from the stage. There will be limited background music on the event site including game section, food booths and seating area.

All the stage performances will comply with the noise bylaw and our stage manager will have the digital sound level meters for sound monitoring and adjust as necessary in response to any noise related concerns from the public during the event night.

Management will directly respond to any noise related concerns from the public.

Security

We will be hiring a professional security company to ensure the safety and security in the market and event site. There will be also RCMP on site to ensure the community safety.

Request for Comments and Feedback

The TCUP application has been submitted to and is being processed by the City. A decision on the TCUP application for our proposed event will be made by Richmond City Council, which will include a Public Hearing prior to any decision being made by Council on the application. The future date for Council consideration of the TCUP application (including a Public Hearing) will be determined once staff processing of the application is completed. As part of our consultation with businesses, property owners and residents, we are requesting any comments, concerns and feedback to be submitted by December 15, 2020. Comments/feedback can be submitted through email (admin@richmondnightmarket.com). If you have any questions, please contact us at 604-244-8448.

Once again, we appreciate for your continuous support for our event.

Best regards,

Raymond Cheung

Event Organizer

Firework Productions Ltd.

Unit 3063-8700 Mckim Way

Richmond BC V6X 4A5

Tel: 604-244-8448



Richmond Night Market

Neighbour Update Consultation Letter

Dear Neighbours,

The purpose of this letter is to update businesses, property owners and residents of the Richmond Night Market event operations and scheduling changes proposed for the 2021 season and seek comment and feedback from the public. The updates provided in this letter are proposed for the 2021 season only. All previous information provided about the proposed 2022 and 2023 night market seasons remain applicable and are unchanged.

The reason for requesting scheduling flexibility is in response to the uncertainties arising from COVID 19 related restrictions that may delay the opening of the event or other pandemic related circumstances that may impact the night market event operation dates.

A Temporary Commercial Use Permit (TCUP) application has been submitted to the City for processing to obtain land use approval from Richmond City Council for the purposes of operating a seasonal night market event at 8351 River Road (and Duck Island Site).

The Richmond Night Market event is subject to all Provincial public health and safety regulations and Provincial Health Officer (PHO) orders. If these regulations and PHO orders restrict or do not allow these types of events, the Richmond Night Market will have to comply regardless of having a land use approval in place.

We propose the following changes to the Richmond Night Market Event for 2021 season only.

Event Operations on Thursday - July and August for 2021 season only

We request event operations on Thursdays during July and August 2021 and propose the event operation hours from 7pm to 11pm. The nine proposed Thursdays in July and August would apply to the maximum of 80 event operation days proposed to be incorporated in the TCUP.

Scheduling Flexibility to Allow the Richmond Night Market to Operate Later into 2021

We propose to allow the Richmond Night Market to operate until the end of 2021 (i.e., December 31, 2021), which would add approximately 2 ½ months from when the event would normally close for the season (i.e., mid to late October).

The maximum number of the event operation days for the 2021 season remain unchanged at 80 event operation days including the proposed changes. The request of scheduling flexibility to allow the event operations to the end of 2021 is to take into account the uncertainty that remains as a result of the COVID 19 related restrictions and potential impacts to the event operation dates.

The proposed days and hours of operation for the 2 $\frac{1}{2}$ months for 2021 will be similar to previous years events:

Regular weekend:	Long weekend:
Fridays & Saturdays: 6pm-12am	Fridays-Sundays: 6pm-12am
Sundays: 7pm-11pm	Mondays: 7pm-11pm

To ensure the proposed event operations days running smoothly and safely, the management plan in place especially in the areas of traffic, parking, garbage, noise and security will continue to apply to the event operations for all proposed scheduling revisions outlined in this letter.

Request for Comments and Feedback

As part of our consultation with businesses, property owners and residents, we are requesting any comments, concerns and feedback for these proposed changes to be submitted ASAP. If you have any concerns or comments, please submit them through email (admin@richmondnightmarket.com).

Once again, we appreciate for your continuous support for our event.

Best regards,

Raymond Cheung

Event Organizer

Firework Productions Ltd.

Unit 3063-8700 Mckim Way

Richmond BC V6X 4A5

Tel: 604-244-8448



			Richmond N Summar	hmond Night Market - TCUP Applicat Summary of Neighbour Consultation	Richmond Night Market - TCUP Application Summary of Neighbour Consultation	3		
	Name of Street	Unit/Building	Company	Delivery Date	Phone No.	Comments	Support (S)	Not support (NS)
Ь	Beckwith Road	8651	Auto	11/21/2020	604-649-1231	N/A		
2	Beckwith Road	8711	Centurion Hardwood Floors	11/21/2020	604-910-9653	N/A		
ω	Beckwith Road	8731	Evolution Stone	11/21/2020	778-316-3819	N/A		
4	Beckwith Road	8791	Amberleaf Cabinetry	11/21/2020	604-285-1928	N/A		
ر.	Beckwith Road	8811	International Textiles Ltd	11/21/2020	800-801-6824	N/A		
6	Beckwith Road	8820	J&R Excavation & Demolition Ltd.	11/21/2020	604-247-0337	N/A		
7	Beckwith Road	8851	Canadian Pacific Seafood Ltd	11/21/2020	604-278-5512	N/A		
00	Beckwith Road	8860	Star Box	11/21/2020		N/A		
9	Beckwith Road	8888	Brighouse Auto Electric Services Ltd	11/21/2020	604-273-4904	N/A		155
10	Beckwith Road	8911	Easy Way Trading Co Ltd	11/21/2020	604-278-7489	N/A		
11	. Beckwith Road	8931	Specialist A & A Japanese Engine	11/21/2020	604-278-4289	N/A		LN
12	Beckwith Road	8960	Boost Start Capital Inc.	11/21/2020		N/A		P
13	Beckwith Road	8971	Canadian Chinese School of Theology Vancouver	11/21/2020	778-251-5678	N/A		
14	Smith Street	2671	Household	11/21/2020		N/A		
15	Smith Street	2651	Household	11/21/2020		N/A		
16	Smith Street	2611	Household	11/21/2020		N/A		
17	Smith Street	2571	Household	11/21/2020		N/A		
18	Smith Street	2691	Household	11/21/2020		N/A		
19	Smith Street	2711	Household	11/21/2020		N/A		
20	20 Smith Street	2731	Household	11/21/2020		N/A		

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43	42	41	40	39	38	37	36	35	34	33	32	31	30	29	28	27	26	25	24	23	22	21
No. 3 Road	No. 3 Road	No. 3 Road	No. 3 Road	No. 3 Road	No. 3 Road	No. 3 Road	Bridgeport Road	Sexsmith Road	Sexsmith Road	Sexsmith Road	Sexsmith Road	Douglas Street	Douglas Street	Douglas Street	3 Douglas Street	Douglas Street	Douglas Street	Douglas Street	Douglas Street	Smith Street	Smith Street	Smith Street
2980	2920	2840	2820	2800	2780	2700	8811	2971	2851	2840	2800	8900	8771#120	8771#140	8811	8940	9000	8995	9011	2900	2800	2751
Jingon International Development Group	Jingon International Development Group	Express Lube & Tune	Vancouver Fleet Services ltd	Houstone Enterprises Ltd	Marutama Ra-men	Bridgeport Collision	Hampton Inn by Hilton Vancouver- Airport	Shibuyatei Japanese Restaurant	Jingon International Development Group	Days Inn by Wyndham Vancouver Airport	The Story Café	Household	Jin Wah Sing Musical Assn	Elgin Floors	Household	Household	Household	Integral Sense Brands Inc	Household	Viva Java.	Locost Garage	Boss Automotive 1996 Ltd
11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020
		604-278-1018	604-278-1701	778-297-6398		604-273-2766	604-232-5505	778-297-1777		604-207-8000	604-697-8679							+1 866-933-1744		604-270-7740	604-278-1936	604-270-9608
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

PLN – 156

63	62	61	60	59	58	57	56					55	54	53	52	51	50	49	48	47	46	45	44
River Road	Bridgeport Road	West Road	River Road	River Road	River Road	River Road	River Road					River Road	No. 3 Road	No. 3 Road	No. 3 Road	No. 3 Road	No. 3 Road	No. 3 Road	No. 3 Road	No. 3 Road	No. 3 Road	No. 3 Road	No. 3 Road
8811	8477	8400	8480	8500	8520	8540	8560					8580	2651A	2651#4	2651#1	2811#110	2811#115	2811#120	2811#125	2811#135	2811#280	2899#2	2899#1
River Rock Casino	International Trade Center	International Trade Center		Wings Mould Canada	Ng Fung Enterprises Ltd	STIHL Don Dickey Supplies	The Barn					Juan's Auto Service	Hans Radiator Repair Shop	Auto Body One	West Coast Automotive	Daily Delicious	Hai Li Freight	Namira Mitra Hair Design	Bill Natural Sources	24K Delicious Cheese Tea	The Jade Seafood Restaurant	DaJue Buddhist Art	Flow Thai Massage & Spa
11/27/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020					11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020	11/21/2020
604-247-4197	778-881-5076	778-881-5076		604-276-2517	604-273-2826		16042441106					16042412848	604-278-5232	604-270-7123	604-276-8293	236-858-5545	604-303-9601	604-279-9887		604-370-2404	604-249-0082		604-285-2899
N/A	N/A	N/A	N/A	N/A	N/A	N/A	spread. Please refer to attachment 4	neighborhood and Covid-19	garbage in the River Road, the	the night market operation,	They mainly concern about the access to their property during	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

74	73	72	71	70	69	68	67	66	65	64
Charles Street	Charles Street	Bridgeport Road	Bridgeport Road	Smith Street	Bridgeport Road	Bridgeport Road	Douglas Street	Douglas Street	Smith Road	Beckwith Road
8920	8960	8571	8581	2900	8971	8911	8960	8991	2720	8840
The learning Centre				Strata building	Discount Car & Truck Rentals	Household	Household	Household		
12/21/2020	12/21/2020	12/21/2020	12/21/2020	12/21/2020	12/21/2020	12/21/2020	12/21/2020	12/21/2020	12/21/2020	12/21/2020
					1-888-310-2277					
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

----- Forwarded message -----

From: **Eng,Kevin** < <u>KEng@richmond.ca</u>>

Date: Fri, 27 Nov 2020 at 12:34 Subject: RE: Night Market

To: Chuck Keeling < ckeeling@gcgaming.com>
Cc: raymond cheung < ckeeling@gcgaming.com>

Hi Chuck – I'm well thanks, same to you.

Thanks for connecting and providing comments on the TCUP renewal application. This email will be included as part of the public consultation and accompanying correspondence that the event organizer is undertaking through the processing of the application, which will be provided to Richmond City Council when they consider the renewal application.

Raymond – Please make note of this email and include it in your summary consultation report to be submitted to the City once you have completed your consultation.

All the best.

Kevin Eng

Planner 2, Policy Planning Department, City of Richmond

604-247-4626; keng@richmond.ca; www.richmond.ca

From: Chuck Keeling < ckeeling@gcgaming.com>

Sent: November 27, 2020 10:00 AM

To: Eng,Kevin < KEng@richmond.ca>

Cc: raymond cheung <2012rayray@gmail.com>

Subject: Night Market

Hi Kevin; I hope you're doing well.

Raymond has asked that we provide a brief email pertaining to the potential renewal of his TUP for the Night Market in 2021.

With that in mind, please accept this email, on behalf of River Rock Casino Resort, as our indication that we have no concerns with the TUP renewal, subject to the operator maintaining a Traffic Management Plan that addresses any congestion/access/egress issues that may impact visitation to River Rock for any of our guests.

Please do not hesitate to contact me if you have any questions or would like more information.
Thanks.
Chuck
Chuck Keeling
Executive Vice President,
Stakeholder Relations
and Responsible Gaming
Great Canadian Gaming Corp.
150 - 8831 River Road
Richmond, BC V6X 1Y6
O- 604-247-4197
C- 778-874-4942
ckeeling@gcgaming.com
This message is intended only for the person to whom it is addressed and may contain information that is privileged and confidential. If you are not the intended recipient, you are hereby notified that any dissemination or copying of this is prohibited. Please notify us of the error in communication by telephone (604) 303-1000 or by return e-mail and destroy all copies of this communication. Thank you.



205 South Tower, 5811 Cooney Rd Richmond, British Columbia Canada, V6X 3M1 604 821 5474

info@tour is mrich mond.com

December 15th, 2020

RE: Richmond Night Market TCUP Renewal

To whom it may concern,

The Richmond Night Market has been a valued and active partner of Tourism Richmond for many years. It is one of our most visited attractions in Richmond, drawing visitors from near and far.

It has also been written about very favourably by travel journalists from all over the world, and Canada's Prime Minister even visited in 2019.

We fully support their continued presence in our city – and look forward to when they reopen in 2021.

Kindest regards,

Navy Small

Nancy Small

CEO, Tourism Richmond



Jayker Holdings Ltd. 8560 River Road Richmond, B.C. V6X 1Y4

November 25, 2020

City of Richmond Planning Department 6911 No 3 Road Richmond B.C. V6Y 2C1

And

Firework Productions Ltd. Unit 3063 – 8700 McKim Way Richmond, B.C. V6X 4A5

We are writing to comment on the proposed Temporary Use Permit application for land use approval for the Richmond Night Market. We are both owners and residents of 8560 River Road Richmond B.C. and are situated directly across the street from the property in question and thus directly impacted..

- 1. We have had the experience many many times of having River Road shut off from vehicles, making it impossible for us to conduct our business or even enter and exit from our property. Pylons are put to block River Road at No. 3 Road and on West Road from Bridgeport thus blocking our access to our property. River Road at No. 3 Road must be left open both for residents and businesses and their customers.
- 2. In the past years the Night Market has stated they would put garbage cans out on River Road for their customers to use. I request that the litter be picked up from the entire time the Market is operating and that garbage cans be put out in the 8500 Block of River Road because people walk up this street to access the entrance on No. 3 Road and both coming and going throw their garbage on the street, our property or the railroad tracks...
- 3. Parking is going to be a bigger problem than previous years. The two new office buildings and the hotel will be operating while the market is open. The Night Market used to utilize, along with their own parking, the space now occupied by the Jade Seafood Restaurant they no longer have this space. The Night Market also used the space underneath the Canada Line across from the River Rock Casino and they no longer have this space.
- 4. Noise When the market is open I understand that they have to have music and crowd noise. However my concern is that every week while the market

is not open, the music level is far greater than even when they are open! I would ask that they do not play music while the market is not open. It is usually young people who are there and I am sure they don't think about how the noise effects the local businesses during the day.

This area has changed since the Richmond Night Market first opened and the City of Richmond granted them a temporary use permit. We now have River Road opened and vehicles can exit directly onto Bridgeport and the bridge to the airport or Vancouver. We have a new hotel planning to open. We have two large office towers open. We urge the Council members to come and look at the area again prior to granting the approval. Huge numbers of people walk along River road at night to access the Night Market on No. 3 Road. River Road in our block is narrow. Could the City arrange to clear out the railroad tracks to allow people to use this as a path to keep them off the roadway for safety reasons.

We are not against the Richmond Night Market but feel that some things need to be addressed in light of this changing area.

Our biggest fear is COVID 19 spreading. We decided to close our store because we did not want to contribute to Covid19 spread. I believe there is no way Canada will have vaccinated enough people (if any) by the suggested opening date of April 2021 that the Richmond Night Market proposes. Canada hopes to have everyone who will take a vaccination have done so by the end of 2021. It is the City of Richmond's responsibility to keep its residents safe and I suggest that they do not give approval for 2021 but defer until 2022.

Henry and Nancy Davies Jayker Holdings Ltd. Mitchell Island Equipment Inc. nndavies@telus.net

Jayker Holdings Ltd. 8560 River Road Richmond, B.C. V6X 1Y4

December 7, 2020

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

Re: Development Permit Application for Fireworks Production (Richmond Night Market)

We wish to add the following to our concerns re the night market.

On November 25 we sent a letter to the City and to the applicant regarding the above Permit Application and have received an email response from Fireworks Production in which they state regarding River Road:

"During the Night Market hours, the River Road is for local traffic only, no public car be allowed to enter.

Same as previous year, we will be using the same professional traffic control company to manage and control traffic flow. We will ensure they are awareness of the local pass for the neighbourhood. All the neighbourhood would be providing local passes for easy access to and from their properties and businesses in the area".

This is not acceptable. For them to say that "no public car be allowed to enter' and for the City to go along with that, does not make sense. We built and have owned our building for the past 45 years and had various tenants plus prior to Covid had our own business. As well we have a caretaker unit on the premises where we live. Because of Covid we temporarily closed our business but do sell online and have customers that come in the evenings on weekends. There are at least six other businesses in our block of River Road.

With the opening of River Road for access to the Airport Connector Bridge, Bridgeport and to Vancouver (Arthur Laing Bridge), Burkeville, and the Airport, the traffic has hugely increased since the Night Market was open. Two years ago when the market was operating it was very difficult to get the attention of the traffic people to tell them where we were going. Our customers stated they just gave up trying to get to our property on the three and four nights a week for the

six months the Market is allowed to be open.

We pay considerable taxes on our property and to have our road basically shut down for half of the year by another business is unfair to the rest of the businesses and residents on River Road.

If the City is considering allowing our block on River Road to be shut down for six months a year, 3 to 4 nights a week, then we demand compensation for ourselves and compensation as well for the other businesses and residents on River Road. We already have restrictions on our property because of the airport, the Canada Line hangs over a curve at the rear of our property and is extremely loud and now you are considering approving a private business to restrict access to our property.

River Road must be left open. No other business should have the right to impact six other businesses! If a business cannot contain their operations on their own property and not impact others, then the site is not conducive to the use.

I would appreciate a response from the City.

Henry/Nancy Davies Jayker Holdings Ltd.

/nd

From: admin@targetevent.com
To: nndavies@telus.net

Subject: Response to Comment on Richmond Night Market 2021

Dear Henry and Nancy,

We have received your comment letter dated on November 25, 2020. Thank you for your support and express your concerns about our proposed event. Richmond Night Market always takes your healthy and safety as our top priority. Regarding your concerns about the TCUP application, please find our response as below:

- 1. During the Night Market operation hours, the River Road is for local traffic only, no public car be allowed to enter. Same as previous year, we will be using the same professional traffic control company to manage and control traffic flow. We will ensure they are awareness of the local pass for the neighborhood. All the neighborhood would be providing local passes for easy access to and from their properties and businesses in the area.
- 2. Garbage bins will be put out in the 8500 River Road during the Night Market operation hours.
- 3. We are aware that there is new development in the area, but same as previous years, we provide enough capacity of parking stalls for our visitors. In addition, we also encourage the visitors to the night market by public transit.
- 4. To ensure the consistency of noise level, during the Night Market operation hours, we will do the sound check to ensure the audio volume within the sound level bylaw. During weekdays, there are usually no staff on site but we will keep monitoring this issue.

During the pandemic, we are working closely with Vancouver Coast Health for their guidelines on social gathering. The health and safety of our community is always our top priority. For the Night Market reopen next year, we will be keep strictly following all Provincial public health and safety regulations and Provincial Health Officer (PHO) orders at that time. We will have high standards of cleanliness for the event and implement onsite health and safety protocols to meet all PHO requirements.

If you have any further questions or concerns, please feel free to let us know. We know that this is a very challenging time for everyone, we hope we can get through this together.

Best regards,

Grace Deng
Firework Productions Ltd.
Unit 3063-8700 Mckim Way
Richmond BC
V6X 4A5
604-244-8448 Tel
604-244-8872 Fax
https://richmondnightmarket.com/

From: Eng,Kevin

To: <u>"nndavies@telus.net"</u>

Subject: Response to comments and concerns - Richmond Night Market (8351 River Road & Duck Island Site)

 Date:
 February 2, 2021 5:15:45 PM

 Attachments:
 20120412Local_User.pdf

 20121612Local_User.pdf

To Henry and Nancy Davies,

This email provides City of Richmond responses to the comments and concerns from your letters (dated November 25, 2020 and December 7, 2020) in relation to the Temporary Commercial Use Permit (TCUP) renewal application submitted for Richmond Night Market 2021, 2022 and 2023 seasons.

The submitted correspondence is attached for reference purposes and City responses to your concerns are provided in the sections below.

The submitted letters will also be included as public correspondence received as part of the processing of the TCUP renewal application and forwarded to Council as part of their forthcoming consideration of this application.

River Road closure concerns during market event dates

River Road, between West Road and No. 3 Road, must remain open at all times including when the night market event is in operation to ensure access to the existing businesses along this portion of road. The traffic control and management plan for the night market event and the traffic control person's are required to direct traffic to and from the event site in accordance with the plan approved by the City's Transportation Department. River Road is not permitted to be restricted access and is required to remain open with the traffic control person's role to help facilitate safe and effective access and egress for vehicles needing access to River Road. Transportation staff will ensure that the traffic control and management plan enables vehicle access to River Road and will actively monitor the area to ensure these conditions are adhered to.

Litter/Garbage concerns on River Road

The event organizer is responsible for picking up garbage and litter before, during and after each event operation day, which is to include the surrounding areas around the event site. Under the TCUP, the event organizer is also required to include placement of garbage receptacles off-site along heavily travelled pedestrian routes to be put out before event opening and collected after event closing, which will include the 8500 block of River Road as requested in your letter.

Parking concerns

This event is required to provide 1,480 dedicated off-street parking secured solely for night market attendees (located on the event site) and 200 dedicated parking stalls (located at West Road and River Road) allocated for night market vendors/employees. The event does not rely on the parking areas, that are no longer available, for the area underneath the Canada Line guideway or the site that was redeveloped by Dava Developments a few years ago on the west side of No. 3 Road. In relation to you concerns about traffic impacts from the recently completed development in the area (office and hotel development at Bridgeport Road/West Road), vehicle traffic to and from the night market event site will utilize No. 3 Road as required through the traffic control and management plan. Vehicle access to this new commercial development is not anticipated to impact traffic in the surrounding area or traffic control and management plan for the event.

Noise concerns from the event site when the market is not in operation

This concern has been communicated to the event organizer who has been made aware of the noise concerns from the site when the night market is not in operation as noted in your correspondence.

The organizer has indicated they will monitor this situation and follow-up as appropriate. Pedestrian safety on River Road (between West Road and No. 3 Road)

Transportation staff have confirmed that during the night market event season, parking along the north side of River Road in this area is restricted to facilitate safe vehicle movements along this portion of road and enable sufficient space for pedestrians. Transportation staff have also identified the option of placing temporary cones along the north side of River Road to delineate the vehicle travel on the road from the pedestrians.

Pandemic/COVID 19 concerns and the night market event

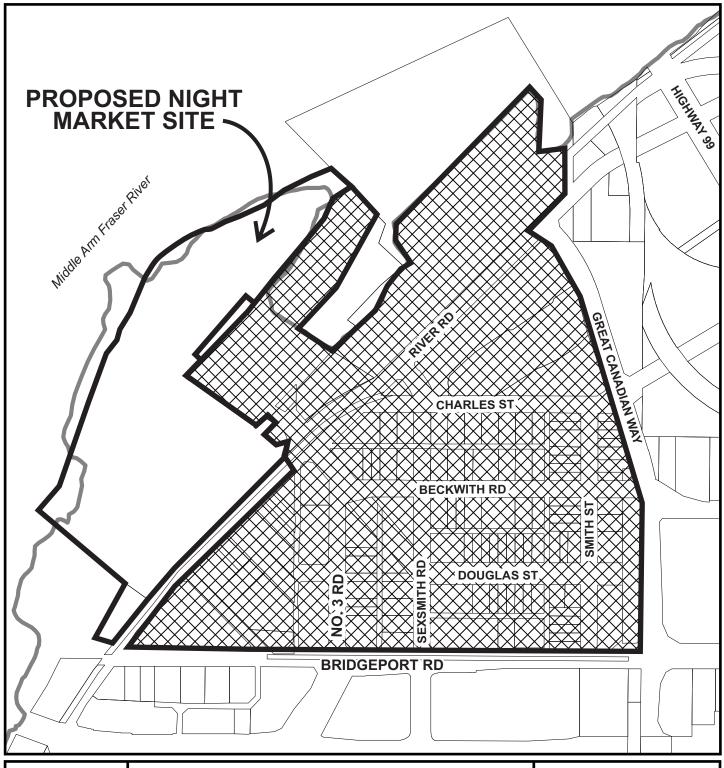
The TCUP renewal application submitted by the event organizer is a land use application to address and manage issues related to the temporary operation of the seasonal market event at this site. The TCUP application is required to obtain approval from Richmond City Council. It is important to highlight that the night market event is also required to adhere to all applicable Provincial Public Health Orders and Regulations and that all

Public health and safety orders/restrictions from the Province of BC/Provincial Health Officer in relation to the COVID 19 pandemic will continue to apply and be required to be adhered to despite any prior land use approvals through a TCUP for this event having been granted by Richmond City Council. If these public health and safety orders/restrictions remain in effect for all or a portion of 2021 and do not allow events such as the night market to operate, the event must adhere to these order and cannot operate. If public health and safety orders/restrictions are amended to allow such events, the night market event would be able to operate and still must adhere to any public health and safety regulations and requirements required by the Province or regional health authority. Should you have any questions about the information contained in this email, please feel free to contact me.

Regards, Kevin Eng

Planner 2, Policy Planning Department, City of Richmond 604-247-4626; keng@richmond.ca; www.richmond.ca







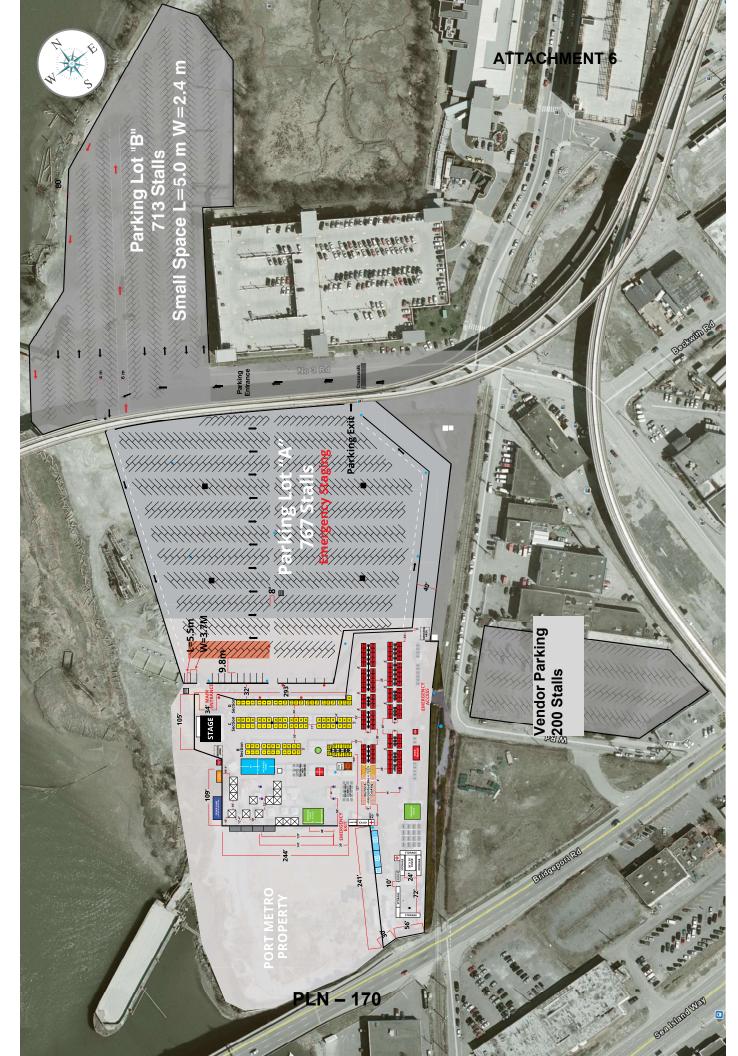
Public Hearing Notification Area

Original Date: 01/29/21

Revision Date:

Note: Dimensions are in METRES

2021 RICHMOND NIGHT MARKET SITE PLAN







Temporary Commercial Use Permit

No. TU 20-905119

To the Holder: Firework Productions Ltd.

Sanhurgon Investment Ltd., Inc. No. BC908774

Property Address: 8351 River Road, Duck Island (Lot 87 Except Part on Plan 70252,

District Lot 478 Group 1 and Section 21 Block 5 North Range 6

West Plan 34592)

Address: C/O Mr. Raymond Cheung

3063 – 8700 McKim Way Richmond, BC V6X 4A5

- 1. This Temporary Commercial Use Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
- 2. This Temporary Commercial Use Permit is issued subject to compliance with all the items outlined on the attached Schedule "A" to this permit.
- 3. Should the Holder fail to adhere and comply with this Temporary Commercial Use Permit, including all the terms and conditions outlined in attached Schedules, the Temporary Commercial Use Permit Shall be void and no longer valid for the subject site.
- 4. This Temporary Commercial Use Permit applies to and only to those lands shown cross-hatched on the attached Schedule "B" to this permit.
- 5. The subject property may be used for the following temporary commercial uses:

A night market event on the following dates:

- Between May 21, 2021 to December 31, 2021 (inclusive) to allow for a maximum of 80 event operation dates (as outlined in the attached Schedule "C" to this permit);
- Between April 29, 2022 to October 16, 2022 (inclusive) for a maximum of 80 event operation dates (as outlined in the attached Schedule "C" to this permit); and
- Between April 28, 2023 to October 15, 2023 (inclusive) for a maximum of 79 event operation dates (as outlined in the attached Schedule "C" to this permit).

The night market event dates and hours of operation shall be in accordance with the attached Schedule "C" to this permit.

The night market event shall be in general accordance with the site plan as outlined in Schedule "D" to this permit and the terms and conditions outlined in Schedule "A".

To the Holder: Firework Productions Ltd.

Sanhurgon Investment Ltd., Inc. No. BC908774

Property Address: 8351 River Road, Duck Island (Lot 87 Except Part on Plan 70252,

District Lot 478 Group 1 and Section 21 Block 5 North Range 6

West Plan 34592)

Address: C/O Mr. Raymond Cheung

3063 – 8700 McKim Way Richmond, BC V6X 4A5

6. Any temporary buildings, structures and signs shall be demolished or removed and the site and adjacent roads shall be maintained and restored to a condition satisfactory to the City of Richmond, upon the expiration of this permit or cessation of the use, whichever is sooner.

7. As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that event and related development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Holder if the security is returned. The condition of the posting of the security is that should the Holder fail to carry out the event and related development hereby authorized, according to the terms and conditions of this Permit within the time provided, the City may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Holder, or should the Holder carry out the temporary commercial use permitted by this permit within the time set out herein and comply with all the undertakings given in Schedule "A" attached hereto, the security shall be returned to the Holder.

2021 Night Market Event – A cash security (or acceptable letter of credit) in the total amount of \$50,000 must be submitted and in place prior to the opening of the night market event in accordance with the following provisions for the purposes of operating a night market event during the dates identified in Schedule "C":

- \$25,000 cash security (or acceptable letter of credit) required to be submitted on or before May 3, 2021;
- The remaining \$25,000 cash security (or acceptable letter of credit) required to be submitted a minimum of 10 business days in advance of the proposed opening date for the night market event season;
- The original bond (\$50,000) is drawn down to cover City and RCMP costs that are invoiced monthly to the event organizer during the season. When the bond level reaches the minimum level of \$20,000, the event organizer will be invoiced and will be required to submit monies to the City to "top-up" and return the bond back up to the \$50,000 level. This cycle will repeat as necessary throughout the 2021 night market season.

2022 Night Market Event – A cash security (or acceptable letter of credit) in the total amount of \$150,000 must be submitted on or before April 14, 2022 for the purposes of operating a night market event during the dates identified in Schedule "C".

То	the Holder:	Firework Productions Sanhurgon Investment	Ltd. nt Ltd., Inc. No. BC908774
Pro	pperty Address:		ck Island (Lot 87 Except Part on Plan 70252, o 1 and Section 21 Block 5 North Range 6
Ad	dress:	C/O Mr. Raymond Ch 3063 – 8700 McKim N Richmond, BC V6X 4	Vay
	_	nitted on or before Ap	acceptable letter of credit) in the total amountil 14, 2023 for the purposes of operating a Schedule "C".
8.			ity by the dates specified in this permit, the d and no longer valid for the subject site.
9.		s of this Permit and any	enerally in accordance with the terms and plans and specifications attached to this
10.		nercial uses allowed in	the City of Richmond for costs associated this permit must be paid in full immediately
11.			itstanding and owed to the City of Richmond void and no longer valid for the subject site.
	This Permit is not a Build	ling Permit.	
	UTHORIZING RESOLUT AY OF ,	ION NO.	ISSUED BY THE COUNCIL THE
EF	FECTIVE ON	,	
DE	ELIVERED THIS D	DAY OF ,	
<u></u>	AYOR		CORPORATE OFFICER

Schedule "A"

In consideration of the City of Richmond issuing a Temporary Commercial Use Permit (TCUP) for the purposes of operating a night market event over a 3 year period from 2021 to 2023 on the subject site, the event organizer (Firework Productions Ltd. c/o Raymond Cheung) acknowledges and agrees to the following terms and conditions:

<u>Traffic Management Plan (TMP)</u>

- Traffic control and operations during the event is to be in accordance with the TMP developed for the night market event and approved by the City's Transportation Division. The Traffic Management Plan must be developed by a professional Traffic Control Company at the sole cost of the event organizer
- Operation of the TMP is to be undertaken by a professional Traffic Control Company with the appropriate trained and certified staff. Costs associated with operations and running of the TMP is the responsibility of the event organizer.
- The TMP is to be monitored by the City's Transportation Division in consultation with onsite RCMP and Community Bylaws staff and is subject to revision and changes (i.e., alteration of the plan; additional Traffic Control staff) should the need arise.
- Approval of the TMP, including any necessary revisions, is at the sole discretion of Transportation Division staff.
- Posting of signage and erection of barricades and road markings will be undertaken based on the TMP and is to be at the cost of the event organizer.
- The Event organizer is required to implement a marketing and promotion strategy that encourages event patrons to take public transit to the event.

Off-Street Parking – Night Market Event

Parking provisions for the night market event is as follows:

- 1,480 parking stalls located on Duck Island event site. All off-street parking stalls on the event site are required to be free.
- Vendor/employee parking to accommodate 200 stalls on properties located on West Road (8411, 8431 and 8451 West Road) and secured via lease for the event organizer for the 2021, 2022 and 2023 event (Note: In the event that the above described off-site parking secured for vendors/employees is no longer in place or available, a suitable contingency plan will need to be developed by the applicant to the satisfaction of Transportation staff).

City of Richmond and RCMP Staffing

- A minimum of 2 RCMP members must be in attendance for each day of operation when the night market event is being held during the hours of operation for the purposes of providing a police presence and overseeing the TMP and general event operations (Note: Implementation and operation of the TMP is required to be undertaken by a professional traffic control company with appropriate trained and certified staff).
- Maximum of four (4) hours of dedicated patrol by a Community Bylaw Parking Enforcement Officer is required for each day of operation for the night market event.
- Attendance by Transportation Department staff to monitor and oversee the operations of the event's TMP (Note: For each event operation day where Transportation staff attend, a maximum of 4 hours staff coverage will apply).

• All costs for RCMP members and City staffing at the applicable hourly rates is the responsibility of the event organizer.

Implementation of Works on City Property

- Any works on City property that is required as a result of the night market event must comply with the following requirements:
 - O Works include, but are not limited to construction of asphalt walkways, temporary pedestrian crosswalks and a secondary emergency access to the market event area. Works also include any required upgrades and maintenance to existing works
 - O Design for works to be undertaken by the appropriate professional and approved by the City.
 - Construction of works to be undertaken through a City Work Order or other appropriate process prior to issuance of the building permit(s) and/or on-site servicing permit for the night market event.
 - o All costs associated with the design, construction, maintenance and removal (if required) of works is the responsibility of the event organizer.
 - o Enter into the appropriate agreements where necessary for the above referenced works prior to issuance of the building permit(s) and/or on-site servicing permit for the night market event.

Provincial Health Officer (PHO) – Public Health Orders and Regulations

- The night market event, authorized in accordance with all attached Schedules and terms and conditions for the TCUP is also required to comply with all applicable PHO public health orders, regulations and requirements to ensure public health and safety in relation to gatherings and events.
- Where applicable, the night market event is also required to obtain all necessary reviews and approvals from the applicable health agency (Provincial Health Officers and/or Vancouver Coastal Health – Regional health authority) or other agency as determined by PHO public health orders and regulations in addition to adhering to and fulfilling all of the terms and conditions of the TCUP.

Required Approvals from External Agencies

Review and approval (if necessary) from the following external agencies is required prior to operating a night market event on the subject site:

- Approval from the Provincial Diking Authority for the existing emergency access ramp structure (including any required revisions/maintenance) located over the existing dike statutory right-of-way.
- Ministry of Transportation and Infrastructure (MOTI) review of traffic control provisions identified in the TMP for intersections under MOTI jurisdiction.
- Approval of the night market event site plan by BC Hydro, including any revisions to the plan over the duration of the TCUP.

Flood Construction Level (FCL) Requirements

• All buildings and structures on the subject site must be temporary and cannot be utilized year round.

- If these criteria are met, temporary buildings and structures are not required to comply with the minimum FCL of 4.35 m.
- Buildings and structures that do not meet these criteria are required to be constructed at a minimum FCL of 4.35 m.

Required Permits/Licenses from the City of Richmond and Stakeholders

- Building permits and on-site servicing permits for any buildings, structures, services, service connections, including any changes to on-site servicing infrastructure.
 - O The event organizer is required obtain building permits for any structures/buildings on the subject site and supporting site services (i.e., plumbing service for the food vendors), including submission and approval of any consultant reports related to the permit application.
- Business Licenses for all commercial/food vendors to operate at the night market event (including the event operator).
- Vancouver Coastal Health (VCH) permits and licenses for the overall food court area and all
 food and beverage vendors to operate at the night market event, including inspection
 approval by VCH staff.

Noise Management and Noise Impact Assessment Requirements

A noise impact assessment is required to be completed, submitted and approved by the City prior to issuance of a business license to the event organizer and in advance of the operation of the night market event. The noise impact assessment is required at the sole cost of the event organizer, in accordance with the following provisions:

- Required to be completed by a professional acoustical consultant.
- Determine the existing level of noise (i.e. the baseline noise) at the proposed development/event site.
- Predict the level of impact that the new proposal/event will have on this existing noise climate.
- Make recommendations about sound equipment, site layout and event operations that would help manage and mitigate noise impacts from the event.
- Make reference to the City's Noise Regulation Bylaw 8856 to ensure compliance.
- Ongoing monitoring through sound measurements during each night market season, at times and locations to be determined and approved by City staff, to ensure that noise is being effectively managed in compliance with the noise bylaw.
- Night market event operations that generate noise, including but not limited to amplified music, event sound systems and stage performances will be required to comply with the recommendations of the noise impact assessment (to be reviewed and approved by City staff) and ongoing sound/noise monitoring to be undertaken throughout the night market season to ensure compliance with the City's Noise Regulation Bylaw 8856 and manage the impacts to noise to the surrounding areas.

Richmond Fire Rescue (RFR) Requirements

• Implementation of an emergency response route and access location to the night market event market area to the satisfaction of RFR. This response route is required to remain clear and unimpeded at all times to facilitate access for emergency vehicles, personnel and equipment.

- Implementation of a dedicated approved emergency response route for RFR truck access and turnaround to facilitate access to the proposed parking lot "B" as shown in the event site plan attached as **Schedule** "D" to the TCUP. This fire access lane is required to be designed to support the expected loads imposed by firefighting equipment to permit accessibility under all climatic conditions.
- Submission and approval of a Fire Safety Plan (prepared by the appropriate professional consultant) and Pre-Incident Fire Plan (as per City Bylaw 8306) to RFR for the night market event on a yearly basis.
- The event organizer and each applicable food vendor at the night market event is required to comply with the Richmond Fire Rescue General Fire Safety Requirements for Food Vendor Including Mobile Food Trucks (**Schedule "E"**).

Night Market Event Site Plan

- Implementation of the event in general accordance to the night market site plan as shown in the TCUP report and attached as **Schedule "D"** to the TCUP.
- Amendments to the night market event site plan can be considered so long as they generally comply with the TCUP and associated terms and conditions and must be reviewed and approved by appropriate City staff and other external agencies/stakeholders (as deemed necessary). Any changes to the night market event site plan approved by the City of Richmond will be considered the approved site plan attached to and forming part of the TCUP.
- The number of vendors allowed in this TCUP is:
 - o Up to 150 commercial/retail vendors and up to 130 food vendors for the night market event; and
 - o The event organizer is required obtain building permits for any structures/buildings on the subject site and supporting site services (i.e., plumbing service for the food vendors), including submission and approval of any consultant reports related to the permit application.
- Related accessory entertainment activities and displays that are ancillary to the night market event are permitted.
- The event organizer is responsible for addressing any accumulation of ponded water (and frozen ponded water) arising from weather events to ensure the night market event and onsite parking functions effectively and does not pose a safety hazard to people attending the event or on the subject site.

Night Market Event Operations

- The event organizer is required to provide dedicated event security, parking lot patrollers, event liaison staff and certified first aid staff.
- The event organizer is responsible for providing adequate means of communication amongst event staffing, security, first aid, traffic control personnel, RCMP members and Community Bylaw Officers.
- Garbage and Litter Management Plan Clean up and litter removal before, during and after the night market event each night of operation. Clean-up and litter removal is to be conducted by the event organizers and is to include the subject property as well as surrounding areas impacted by the night market event. The plan is also required to include placement of garbage receptacles off-site along heavily travelled pedestrian routes (i.e., 8500

- block of River Road; pedestrian route between the event site and Canada Line Bridgeport Station) to be put out before event opening and collected after event closing.
- During the entire event operation seasons for 2021, 2022, 2023, contact information signage is required to be posted and maintained by the event organizer in accordance with the following provisions:
 - Purpose Provide event organizer contact information for any comments, concerns and complaints about the night market event from the public.
 - o Contact information must include a phone number and email address.
 - o Signage must be separate from any event promotional or sponsorship signage.
 - o Signage must be located at the main event site entrance, in a highly visible location and with a minimum size (1.2 m by 2.5 m).
 - o City staff are required to review and approve the signage prior to installation before the night market event commences operations for the season.

Product Anti-Counterfeiting Strategy

The event organizer is responsible for implementing the following action items as part of their anti-counterfeiting strategy:

- Liaise with agencies involved with intellectual property rights (Canadian Anti-Counterfeiting Network CACN) to develop and communicate their strategy.
- Include specific provisions in vendor contracts that prohibit retailing of counterfeit, pirated and other illegal products with clauses on vendor booth termination and removal from the event and product seizure and turnover to the RCMP or Intellectual Property representatives if illegal goods are found.
- Partner with RCMP and Intellectual Property representatives to undertake education with vendor booth operators to ensure they are aware of the counterfeit good restrictions and related consequences (i.e., vendor booth contract termination).
- Have dedicated, trained market event staff to inspect and monitor retailers to ensure no counterfeit or pirated products are being sold.

Night Market Event Cancellation Procedure

- In the event of a night market event cancellation on any identified operational day, event organizers are responsible for notifying appropriate City staff and RCMP members a minimum of 24 hours prior to the start of the event. Should event cancellation notification be within the 24 hour time period, staffing costs will be incurred based on minimum call out times.
- The event organizer is responsible for notifying all vendors of any event cancellation.
- The event organizer is responsible for notifying the City and any related stakeholders (i.e., RCMP, VCH) if they decide to close early prior to the last dates permitted and identified in TCUP and attached **Schedule** "C" for the night market event.
- The event organizer is responsible for notifying the City and any related stakeholders (i.e., RCMP, VCH) if they decide to cancel night market event during the term of this TCUP.

Operational Bond Requirements

• The event organizer is required to submit an acceptable cash security/bond for each season (2021, 2022 and 2023) in accordance with the provisions and submission dates identified in the TCUP.

- The cash security/bond is required to cover City and RCMP costs and expenses as a result of the night market event.
- The event organizer is required to pay for additional City and RCMP costs, in the event that costs exceed the amount submitted in the cash security/bond.

General Provisions

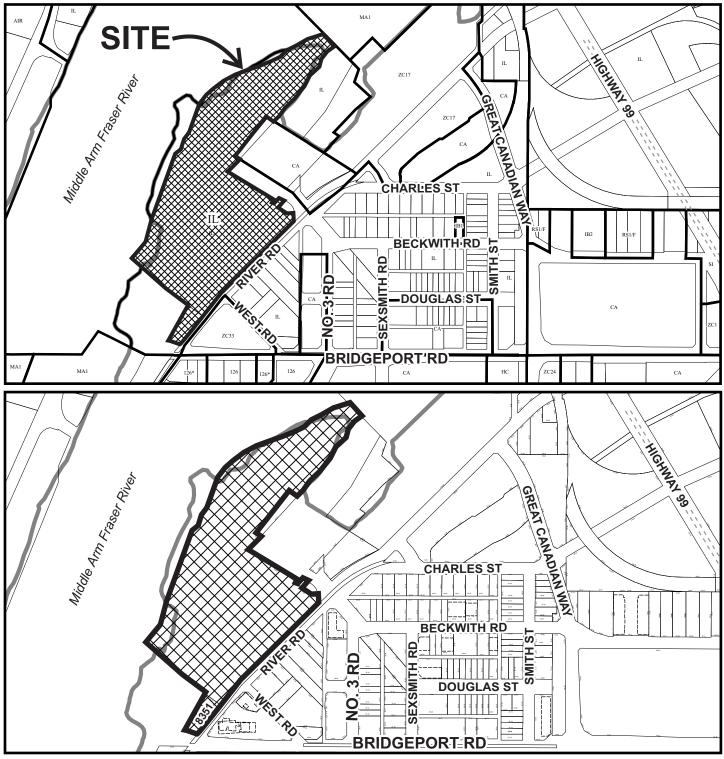
- The event organizer is responsible for providing to the City a copy of the "Certificate of Insurance" a minimum of 2 weeks prior to the opening day of the night market event on an annual basis. The "Certificate of Insurance" must include the following:
 - o Minimum limit of \$5,000,000 coverage against third party bodily injury and property damage loses.
 - o Cross liability clause.
 - o The City of Richmond being listed as additional insured for liability.
 - o Applicable dates of insurance coverage to ensure coverage is consistent with the night market event dates of operation.
- At the conclusion of each event operation day, any road modifications (temporary signage, barriers, cones) associated with the TMP must be removed and original road conditions restored to the satisfaction of the Transportation Division staff.
- Upon expiration of this permit or cessation of the permitted use, whichever is sooner, the following shall be completed:
 - o The property described in **Schedule "B"** shall be restored to its original condition.
 - Adjacent roads shall be maintained and restored to a condition satisfactory to the City of Richmond.

Undertaking

- In consideration of the City of Richmond issuing the Temporary Commercial Use Permit, we the undersigned hereby agree to comply with all the provisions, requirements and terms and conditions identified in the Temporary Commercial Use Permit and attached Schedules.
- In consideration of the City of Richmond issuing the Temporary Commercial Use Permit, we the undersigned hereby agree to demolish or remove any temporary buildings, structures and signs; to restore the land described in **Schedule "B"**; and to maintain and restore adjacent roads, to a condition satisfactory to the City of Richmond upon the expiration of this Permit or cessation of the permitted use, whichever is sooner.

	Firework Productions Ltd. by its authorized signatory
Date:	Signed Copy on File
	Raymond Cheung Firework Productions Ltd.







TU 20-905119

PLN - 181

Original Date: 10/28/20

Revision Date: 01/29/21

Note: Dimensions are in METRES

2021

Richmond Night Market

Event Hours 6 pm to 12 am

Event Hours 7 pm to 11 pm

Maximum Total Event Dates - 80 Days

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2022

Richmond Night Market

Event Hours 6 pm to 12 am

Event Hours 7 pm to 11 pm

Maximum Total Event Dates - 80 Days

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2023

Richmond Night Market

Event Hours 6 pm to 12 am Event Hours 7 pm to 11 pm

Maximum Total Events Dates - 79 Days

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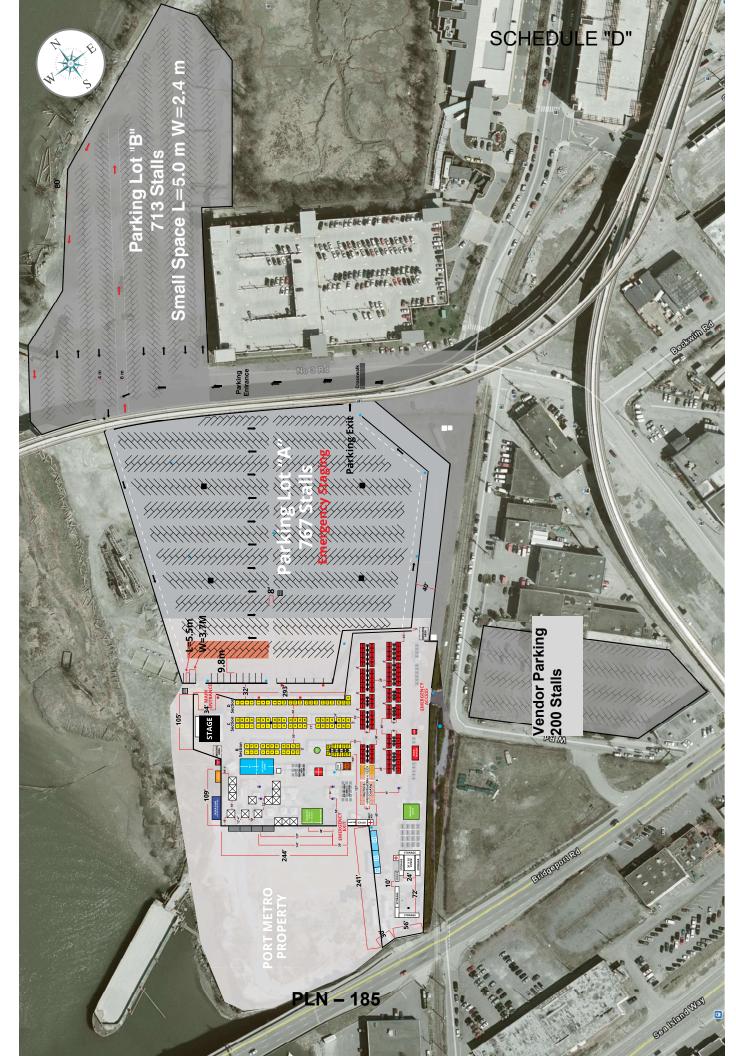
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2021 RICHMOND NIGHT MARKET SITE PLAN







Richmond Fire-Rescue General Fire Safety Requirements for Food Vendors Including Mobile Food Trucks

All vendors must meet requirements defined in NFPA 96* standards.

The following list outlines specific fire requirements for vendors and is provided to eliminate or reduce last minute delays to vendors applying for event approval.

- 1. All commercial cooking units (deep fryers, grills, etc.) in trailers or trucks shall have an automatic suppression system (meeting ULC300) and at least one portable Class K wet chemical fire extinguisher.
- 2. All commercial deep fryers (no matter where they are located) are required to have a portable Class K wet chemical extinguisher.
- 3. All mobile vendors and tent vendors shall provide for their own use at least one portable multi-purpose extinguisher (minimum 10 pound 4A-60B:C rated). Fire Extinguishers must be **visible**, accessible, and may not sit on the ground.
- 4. All commercial cooking units, other than approved self-contained units, require non-combustible hoods, filters, or trays for containing grease laden vapours—must have been cleaned and tagged by a certified Applied Science Technologist Technician (ASTT) or company within the past 6 months.
- 5. All Vendors, Mobile Food Trucks and Trailers must have <u>Gas decal</u> from Technical Safety BC, or equivalent approved gas certification decal (e.g. QAI, Intertek, or any other compliance mark with the Standards Council of Canada).
- 6. All Vendors, Mobile Food Trucks and Trailers must have <u>Electrical decal</u> from an approved electrical systems certification agency (e.g. CSA, QAI, Intertek, or any other compliance mark with the Standards Council of Canada).
- 7. All appliances are required to have appropriate certification and/or listing (e.g. CSA, ULC).
- 8. All tents and awnings with any heat sources and/or cooking units underneath must be fire treated and labelled to meet NFPA 705 (regardless of clearances <u>no</u> exceptions).
- 9. All commercial cooking exhaust hoods must have required filters and trays installed at all times (mesh filters are not permitted). Tagged by a certified ASST within the past 6 months.
- 10. All extinguishers and automatic suppression systems must have current service completed by an ASTT, complete with stamped service tag.
- 11. Standalone stove or burners and self-contained cooking appliances shall be supported on an approved base or non-combustible surface and kept away from combustibles (do not place directly on the ground). Only non-collapsible, non-combustible tables are permitted for cooking.
- 12. Propane cylinders and tanks shall be secured to a permanent surface to prevent tipping and located away from cooking and heat devices as per all applicable Gas Codes and Standards.
- 13. No unattached (spare, or those considered empty) propane tanks are to be in the cooking area.
- 14. Temporary electrical power, generators, and any connections to vendors must be proper thickness, size and capacity (gauge) and properly rated (e.g. CSA, ULC), protected from weather and vehicle traffic and restricted from public access—do not use damaged power cords. **No household extension cords.**
- 15. Generators may require a noise cover or acceptable non-combustible housing depending on location. Combustible items may not be placed on generators in contact with hot surfaces (e.g. tarps).
- * National Fire Protection Association 96: Provides preventive and operative fire safety requirements intended to reduce the potential fire hazard of both public and private commercial cooking operations.

For further information or questions, contact Richmond Fire-Rescue at 604-278-5131, Monday to Friday, 8:15 a.m. - 5 p.m.

Information contained herein is subject to change without notice.





Report to Committee

To:Planning CommitteeDate:March 5, 2021From:Wayne CraigFile:RZ 18-835532

Director, Development

Re: Market Rental Agreement (Housing Agreement) Bylaw 10243 to Permit the City of

Richmond to secure Market Rental Housing Units at 9900 No. 3 Road and

8031 Williams Road

Staff Recommendation

That Market Rental Agreement (Housing Agreement) (9900 No. 3 Road and 8031 Williams Road) Bylaw 10243 to permit the City to enter into a Market Rental Agreement (Housing Agreement) substantially in the form attached hereto, in accordance with the requirements of Section 483 of the *Local Government Act*, to secure the Market Rental Housing Units required by Rezoning Application RZ 18-835532, be introduced and given first, second and third readings.

Wayne Craig

Director, Development

(604-247-4625)

WC:cl Att. 1

REPORT CONCURRENCE			
ROUTED To:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
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SENIOR STAFF REPORT REVIEW	Initials:	APPROVED BY CAO	

Staff Report

Origin

The purpose of this report is to recommend that City Council adopt Market Rental Agreement (Housing Agreement) Bylaw 10243 to secure 33 market rental housing units in the proposed development located at 9900 No. 3 Road and 8031 Williams Road (Attachment 1). The Housing Agreement is contained in Schedule A to Bylaw 10243.

This report supports Council's Strategic Plan 2018-2022 Strategy # 6 Strategic and Well-Planned Growth:

6.5 Ensure diverse housing options are available and accessible across the housing continuum.

Market Rental Agreement (Housing Agreement) Bylaw 10243 secures the market rental housing units in keeping with the terms and conditions endorsed by Council via the associated rezoning application (RZ 18-835523).

On December 16, 2019, the Rezoning application for 9900 No. 3 Road and 8031 Williams Road (RZ 18-835532) received second and third readings at a Public Hearing. The registration of a Market Rental Agreement (Housing Agreement) and Housing Covenant are required prior to adoption of the rezoning bylaw, and will secure 100% of the development's total residential floor area as market rental housing (33 units).

It is recommended that the proposed Market Rental Agreement (Housing Agreement) Bylaw 10243 for the subject development be introduced and given first, second and third readings. Following adoption of the Bylaw, the City will be able to execute the Market Rental Agreement (Housing Agreement) and arrange for notice of the Agreement to be filed in the Land Title Office.

Analysis

The subject development involves the development of 33 market rental housing units in a standalone building with commercial uses on the ground floor.

The habitable area of the 33 market rental housing units proposed represents 100% of the development's total residential floor area. 42% of the units are designed with two or more bedrooms that are suitable for families (14 units), while the remaining units are studio and one-bedroom units. 30% of the units are designed to comply with the Zoning Bylaw's Basic Universal Housing (BUH) standards (10 units).

The breakdown of market rental housing unit types in the building are as follows:

Unit Type	# of Units
Studio	8
1-BR	11
2-BR	14
TOTAL	33

The Market Rental Agreement (Housing Agreement) specifies that:

- the units must be made available for rental tenure only, at or below prevailing market rates in perpetuity, without restrictions on the tenant annual household incomes and maximum rents:
- the owner is restricted from imposing any age-based restrictions on the tenants of the market rental housing units;
- the units must be rented on a month-to-month basis or longer term (i.e. no short-term rentals);
- the occupants of the market rental housing units shall have unlimited access to and use of all on-site common indoor or outdoor amenity space and facilities (including parking, bicycle storage, electric vehicle charging infrastructure);
- in order to ensure that the Owner is managing the market rental housing units in accordance with the terms outlined in the Agreement, the City is permitted to conduct a statutory declaration process no more than once a year; and
- the units are not subdivided into any strata lot containing less than the entirety of all market rental housing units (i.e. all 33 units) in order to prohibit the sale of individual market rental housing units to individual owners.

The Applicant has agreed to the terms and conditions of the Market Rental Agreement (Housing Agreement) and to register notice of the Agreement on title to secure the 33 market rental units.

Financial Impact

None.

Conclusion

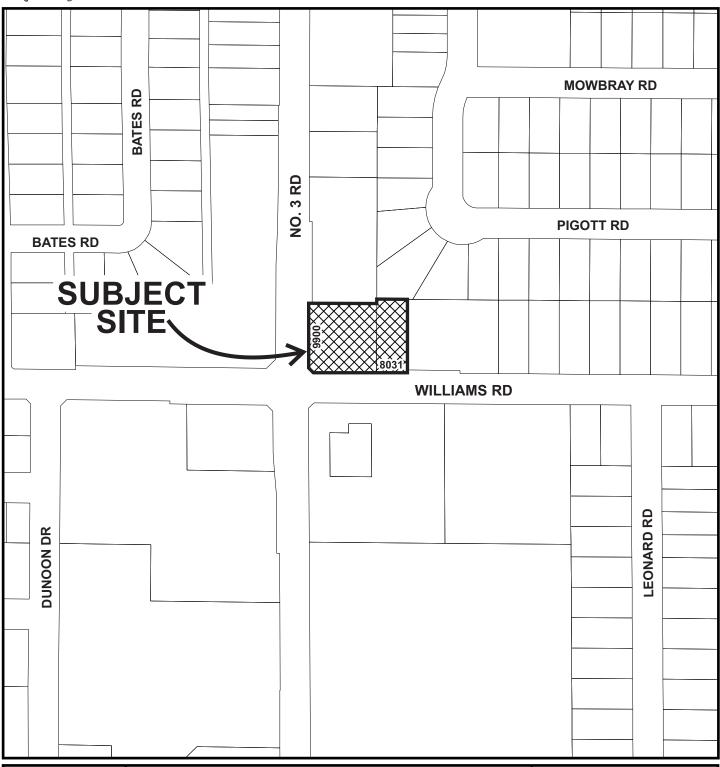
In accordance with the *Local Government Act* (Section 483), adoption of Bylaw 10243 is required to permit the City to enter into a Market Rental Agreement (Housing Agreement). Together with the Housing Covenant, this will secure 33 market rental housing units that are proposed through the Rezoning application at 9900 No. 3 Road and 8031 Williams Road (RZ 18-835532).

Cynthia Lussier Planner 2

CL:cas

Attachment 1: Location Map of 9900 No. 3 Road and 8031 Williams Road







9900 No.3 Road & 8031 Williams Road

Original Date: 01/29/21

Revision Date:

Note: Dimensions are in METRES

CORPORATE OFFICER



Market Rental Agreement (Housing Agreement) (9900 No. 3 Road and 8031 Williams Road) **Bylaw 10243**

The Co	ouncil of the City of Rio	chmond, in open meeting assembled, enacts as follows:	
1.	The Mayor and City Clerk for the City of Richmond are authorized to execute and deliver a housing agreement, substantially in the form set out as Schedule A to this Bylaw, with the owner of the lands legally described as:		
	P.I.D 001-487-264	Lot 24 Except: Firstly: Part Subdivided by Plan 21062; and Secondly: Part (.001) Acre On Bylaw Plan 56064, Section 28 Block 4 North Range 6 West New Westminster District Plan 19253	
	P.I.D. 009-913-262	Lot 2 Section 28 Block 4 North Range 6 West New Westminster District Plan 14004	
2.	This Bylaw may be cited as "Market Rental Agreement (Housing Agreement) (9900 No. 3 Road and 8031 Williams Road) Bylaw 10243".		
FIRST	READING		CITY OF
SECO	ND READING		PROVE
THIRI	O READING	AP by	PROVE
ADOP	TED		IA A

MAYOR

Bylaw 10243 Page 2

Schedule A

to Market Rental Agreement (Housing Agreement) (9900 No. 3 Road and 8031 Williams Road) Bylaw 10243

MARKET RENTAL AGREEMENT (HOUSING AGREEMENT) BETWEEN MOSAIC (9900 – NO.3 ROAD) CORPORATION (INC. NO. BC0955428) AND THE CITY OF RICHMOND

HOUSING AGREEMENT –MARKET RENTAL HOUSING (Section 483 Local Government Act)

THIS AGREEMENT is dated for reference March 3rd, 2021,

AMONG:

MOSAIC NO. 3 AND WILLIAMS LIMITED PARTNERSHIP

(the "Beneficiary")

AND:

MOSAIC (9900 - NO. 3 ROAD) CORPORATION (Inc. No. BC0955428), a company duly incorporated under the laws of the Province of British Columbia and having its registered office at 500 - 2609 Granville Street, Vancouver, BC, V6H 3H3

(the "Nominee")

(the Beneficiary and the Nominee are, together, the "Owner" as more fully defined in section 1.1 of this Agreement)

AND:

<u>CITY OF RICHMOND</u>, a municipal corporation pursuant to the *Local Government Act* and having its offices at 6911 No. 3 Road, Richmond, British Columbia, V6Y 2C1

(the "City" as more fully defined in section 1.1 of this Agreement)

WHEREAS:

- A. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units:
- B. The Owner is the owner of the Lands; and
- C. The Owner and the City wish to enter into this Agreement to provide for market rental housing on the terms and conditions set out in this Agreement,

In consideration of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

ARTICLE 1 DEFINITIONS AND INTERPRETATION

- 1.1 In this Agreement the following words have the following meanings:
 - (a) "Agreement" means this agreement together with all schedules, attachments and priority agreements attached hereto;
 - (b) "Building Permit" means any building permit authorizing construction on the Lands, or any portion(s) thereof;
 - (c) "City" means the City of Richmond;
 - (d) "City Solicitor" means the individual appointed from time to time to be the City Solicitor of the Law Division of the City, or his or her designate;
 - (e) "CPI" means the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Statistics Canada, or its successor in function;
 - (f) "Daily Amount" means One Hundred Dollars (\$100.00) per day as of January 1, 2021 adjusted annually thereafter by adding thereto an amount calculated by multiplying One Hundred Dollars (\$100.00) by the percentage change in the CPI since January 1, 2021, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;
 - (g) "Development" means the mixed-use residential, office and commercial development to be constructed on the Lands;
 - (h) "Development Permit" means any development permit authorizing development on the Lands, or any portion(s) thereof;
 - (i) "Director of Development" means the individual appointed to be the chief administrator from time to time of the Development Applications Division of the City and his or her designate;
 - (j) "Dwelling Unit" means a residential dwelling unit or units located or to be located on the Lands whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes rental apartments and strata lots in a building strata plan and includes, where the context permits, a Market Rental Housing Unit;
 - (k) "GST" means the Goods and Services Tax levied pursuant to the *Excise Tax Act*, R.S.C., 1985, c. E-15, as may be replaced or amended from time to time;
 - (l) "Housing Covenant" means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to section 219 of the Land Title Act) charging the Lands from time to time, in respect to the use and transfer of the Market Rental Housing Units;

- (m) "Interpretation Act" means the Interpretation Act, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (n) "Land Title Act" means the Land Title Act, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (o) "Lands" means the lands and premises legally described as follows:
 - (i) Parcel Identifier: 009-913-262 Lot 2 Section 28 Block 4 North Range 6 West New Westminster District Plan 14004; and
 - (ii) Parcel Identifier: 001-487-264 Lot 24 Except: Firstly: Part Subdivided By Plan 21062; And Secondly: Part (.001) Acre On Bylaw Plan 56046; Section 28 Block 4 North Range 6 West New Westminster District Plan 19253

and following registration of the subdivision plan EPP81696.

(iii) Parcel Identifier: No Pid, Lot A Section 28 Block 4 North Range 6 West New Westminster District Plan EPP81696,

including a building or a portion of a building, into which said lands are Subdivided;

- (p) "Local Government Act" means the Local Government Act, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (q) "LTO" means the New Westminster Land Title Office or its successor;
- (r) "Market Rent" means the amount of rent that a willing and reasonable landlord would charge for the rental of a comparable dwelling unit in a comparable location for a comparable period of time as determined by the Owner acting reasonably;
- (s) "Market Rental Housing Unit" means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Unit(s) charged by this Agreement;
- (t) "Owner" means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of, and any person who is a beneficial owner of the fee simple interest in, a Market Rental Housing Unit from time to time;
- (u) "Real Estate Development Marketing Act" means the Real Estate Development Marketing Act, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (v) "Residential Tenancy Act" means the Residential Tenancy Act, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;

- (w) "Strata Property Act" means the Strata Property Act S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (x) "Subdivide" means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the Land Title Act, the Strata Property Act, or otherwise, and includes the creation, conversion, organization or development of "cooperative interests" or "shared interest in land" as defined in the Real Estate Development Marketing Act, and "Subdivided" and "Subdivision" have the corresponding meanings;
- (y) "Tenancy Agreement" means a tenancy agreement, lease, license or other agreement granting rights to occupy a Market Rental Housing Unit; and
- (z) "Tenant" means an occupant of a Market Rental Housing Unit by way of a Tenancy Agreement.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes a tenant, agent, officer and invitee of the party;
- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; and

(k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including".

ARTICLE 2 USE AND OCCUPANCY OF RENTAL HOUSING UNITS

- 2.1 The Owner agrees that each Market Rental Housing Unit may only be used as a residence occupied by a Tenant at or below Market Rent. A Market Rental Housing Unit must not be occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Tenants), or any tenant or guest of the Owner, other than the Tenant.
- Within thirty (30) days after receiving notice from the City, the Owner must in respect of each Market Rental Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Market Rental Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Market Rental Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.
- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.4 The Owner agrees that notwithstanding that the Owner may otherwise be entitled, the Owner will not:
 - (a) be issued with a Development Permit unless the Development Permit includes the Market Rental Housing Units;
 - (b) be issued with a Building Permit unless the Building Permit includes the Market Rental Housing Units;
 - (c) occupy, nor permit any person to occupy any Dwelling Unit or any portion of any building, in part or in whole, constructed on the Lands and the City will not be obligated to permit occupancy of any Dwelling Unit or building constructed on the Lands until all of the following conditions are satisfied:
 - (i) the Market Rental Housing Units and related uses and areas have been constructed to the satisfaction of the City;
 - (ii) the Market Rental Housing Units have received final building permit inspection granting occupancy; and
 - (iii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the development of the Lands; and

(d) Subdivide the Market Rental Housing Units into individual strata lots. The Owner acknowledges and agrees that if the Lands are subject to Subdivision by a Strata Plan, that the Market Rental Housing Units will together form no more than one (1) strata lot.

ARTICLE 3 <u>DISPOSITION AND ACQUISITION OF MARKET RENTAL HOUSING UNITS</u>

- 3.1 Without limiting section 2.1, the Owner will not permit a Market Rental Housing Unit to be used for short term rental purposes (being rentals for periods shorter than thirty (30) days). Notwithstanding the foregoing, and for greater certainty, nothing in this Agreement will prevent renting of a Market Rental Housing Unit to a Tenant on a "month-to-month" basis.
- 3.2 If this Agreement encumbers more than one Market Rental Housing Unit, then the Owner may not, without the prior written consent of the City Solicitor, sell or transfer less than all of the Market Rental Housing Units in a single or related series of transactions with the result that when the purchaser or transferee of the Market Rental Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than all of the Market Rental Housing Units.
- 3.3 If the Owner sells or transfers any Market Rental Housing Units, the Owner will notify the City Solicitor of the sale or transfer within three (3) days of the closing date of sale or transfer.
- 3.4 Subject to the requirements of the *Residential Tenancy Act*, the Owner must not rent, lease, license or otherwise permit occupancy of any Market Rental Housing Unit except to a Tenant and except in accordance with the following additional conditions:
 - (a) the Market Rental Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
 - (b) the monthly rent payable for the Market Rental Housing Unit will be at or below Market Rent; and
 - (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all on-site common indoor and outdoor amenity spaces on the Lands, subject to appropriate rules regarding use.
- 3.5 The Owner shall not impose any age-based restrictions on Tenants of Market Rental Housing Units.
- 3.6 If the Owner has terminated the Tenancy Agreement, subject to the requirements of the Residential Tenancy Act, then the Owner shall use commercially reasonable efforts to cause the Tenant and all other persons that may be in occupation of the Market Rental Housing Unit, as applicable, to vacate the Market Rental Housing Unit, as applicable, or the on or before the effective date of termination.

ARTICLE 4 <u>DEMOLITION OF MARKET RENTAL HOUSING UNIT</u>

- 4.1 The Owner will not demolish a Market Rental Housing Unit unless:
 - (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Market Rental Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
 - (b) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that the Market Rental Housing Units are damaged or destroyed (other than pursuant to a permitted renovation), to the extent of forty percent (40%) or more of its value above its foundations;

and, in each case, a demolition permit for the Market Rental Housing Unit, as applicable, has been issued by the City and the Market Rental Housing Unit, as applicable, has been demolished under that permit.

4.2 Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as a Market Rental Housing Unit, as applicable, in accordance with this Agreement.

ARTICLE 5 STRATA CORPORATION BYLAWS

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- Any strata corporation bylaw which prevents, restricts or abridges the right to use the Market Rental Housing Units as rental accommodation, or imposes age-based restrictions on Tenants of Market Rental Housing Units, will have no force and effect.
- No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Market Rental Housing Unit, as applicable, as rental accommodation.
- 5.4 The strata corporation shall not pass any bylaw or make any rule which would prohibit or restrict the Owner or the Tenant or any other permitted occupant of a Market Rental Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations or related facilities on the Lands intended for the use of the residential occupants.

6561046v.4

ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if:
 - (a) a Market Rental Housing Unit is used or occupied in breach of this Agreement;
 - (b) a Market Rental Housing Unit is rented at a rate in excess of the Market Rent; or
 - (c) the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant,

then the Owner will pay the Daily Amount to the City for every day that the breach continues after ten (10) days' written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.

6.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set-out in the Housing Covenant shall also constitute a default under this Agreement.

ARTICLE 7 MISCELLANEOUS

7.1 Housing Agreement

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 483 of the *Local Government Act*:
- (b) where a Market Rental Housing Units are a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Market Rental Housing Units; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 483 of the Local Government Act prior to the Lands having been Subdivided, and it is the intention that this Agreement is, once separate legal parcels are created and/or the Lands are subdivided, to charge and secure only the legal parcels or Subdivided Lands which contain the Market Rental Housing Units, then the City Solicitor shall be entitled, without further City Council approval, authorization or bylaw, to partially discharge this Agreement accordingly. The Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement shall be and remain in full force and effect and, but for the partial discharge, otherwise unamended. Further, the Owner acknowledges and agrees that in the event that the Market Rental Units are in a strata corporation, this Agreement shall remain noted on the strata corporation's common property sheet and title to the strata lot(s) containing the Market Rental Units.

Market Rental Housing Agreement (Section 483 Local Government Act)
9900 No. 3 Road and 8031 Williams Road
Application No. RZ 18-835532, DP18-835533, RZC no. 7

7.2 No Compensation

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

7.3 Modification

Subject to section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

7.4 Management

The Owner covenants and agrees that it will furnish good and efficient management of the Market Rental Housing Units and will permit representatives of the City to inspect the Market Rental Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Market Rental Housing Units in a good state of repair and fit for habitation, reasonable wear and tear excepted, and will comply with all laws, including health and safety standards applicable to the Lands. Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, acting reasonably, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Market Rental Housing Units.

7.5 <u>Indemnity</u>

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City refusing to issue a Development Permit, Building Permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Market Rental Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.6 Release

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal

representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Market Rental Housing Unit under this Agreement;
- (b) the City refusing to issue a Development Permit, Building Permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands; and/or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

7.7 Survival

The obligations of the Owner set out in sections 7.5 and 7.6 of this Agreement will survive termination or discharge of this Agreement.

7.8 Priority

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the Local Government Act will be filed on the title to the Lands.

7.9 <u>City's Powers Unaffected</u>

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

7.10 Agreement for Benefit of City Only

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Market Rental Housing Unit; and

(c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.11 No Public Law Duty

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

7.12 Notice

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

(a) to:

Clerk, City of Richmond

6911 No. 3 Road

Richmond, BC, V6Y 2C1

(b) and a copy to:

City Solicitor and Director of Development

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

7.13 Enuring Effect

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

7.14 Severability

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

7.15 Waiver

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

7.16 Sole Agreement

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Market Rental Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City

except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

7.17 <u>Further Assurance</u>

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

7.18 Covenant Runs with the Lands

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

7.19 Equitable Remedies

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

7.20 No Joint Venture

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

7.21 Applicable Law

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

7.22 Deed and Contract

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

7.23 <u>Joint and Several</u>

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

7.24 Limitation on Owner's Obligations

The Nominee is only liable for breaches of this Agreement that occur while the Nominee is the registered owner of the Lands provided however that notwithstanding that the Nominee is no longer the registered owner of the Lands, the Nominee will remain liable for breaches of this Agreement that occurred while the Nominee was the registered owner of the Lands. The Beneficiary is only liable for breaches of this Agreement that occur while the Beneficiary is the

Market Rental Housing Agreement (Section 483 Local Government Act) 9900 No. 3 Road and 8031 Williams Road Application No. RZ 18-835532, DP18-835533, RZC no. 7 beneficial owner of the Lands provided however that notwithstanding that the Beneficiary is no longer the beneficial owner of the Lands, the Beneficiary will remain liable for breaches of this Agreement that occurred while the Beneficiary was the beneficial owner of the Lands.

7.25 <u>Counterparts</u>

This Agreement may be signed by the parties hereto in counterparts and by facsimile or pdf email transmission, each such counterpart, facsimile or pdf email transmission copy shall constitute an original document and such counterparts, taken together, shall constitute one and the same instrument and may be compiled for registration, if registration is required, as a single document.

[Execution blocks follow]

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

MUSAIC NO. 3 AND WILLIAMS LIMITED PARTNERSHI	Ρ,
by its General Partner,	
MOSAIC NO. 3 AND WILLIAMS HOLDINGS LTD.,	
by its authorized signatory(ies):	
Per:	
Name:	
T TURNE.	
Per:	
Name:	
Name.	
MOGALO (0000 NO ADOAD) CODDODATION	
MOSAIC (9900 - NO. 3 ROAD) CORPORATION,	
by its authorized signatory(ies):	
1/1 /1	
1/1/	
Per:	
Name:	
Per:	
Name:	
CITY OF RICHMOND	CITY OF RICHMOND
by its authorized signatory(ies):	APPROVED for content by
by its authorized signatory(tes).	originating dept
D	
Per:	APPROVED for legality
Malcolm D. Brodie, Mayor	by Solicitor
	DATE OF COUNCIL APPROVAL
	APPROVAL
Per:	
Claudia Jesson, Corporate Officer	
<u>-</u>	

Appendix A to Market Rental Housing Agreement

STATUTORY DECLARATION

CANADA PROVINCE OF BRITISH COLUMBIA)	IN THE MATTER OF A	
)	HOUSING AGREEMENT WITH THE CITY OF RICHMOND ("Market Rental Housing Agreement")	
OT	WIT:			
I,sole	mnly declare that:		, British Columbia, do	
1.	I am the owner or authorized signatory "Market Rental Housing Unit"), and n knowledge.	of the o nake thi	wner of (the s declaration to the best of my personal	
2.	This declaration is made pursuant to the Market Rental Housing Agreement in respect of the Market Rental Housing Unit.			
3.		greeme	to, the Market rovision of rental housing for Tenants (as nt) at or below Market Rent (as defined in	
4.	I make this solemn declaration, conscier is of the same force and effect as if <i>Evidence Act</i> .	ntiously made u	believing it to be true and knowing that it under oath and pursuant to the Canada	
DEC	CLARED BEFORE ME at the City of)		
Colu	, in the Province of British ambia, this day of))))		
A Co	ommissioner for Taking Affidavits in the)	DECLARANT	
	ince of British Columbia	•		

CORPORATE OFFICER



Market Rental Agreement (Housing Agreement) (9900 No. 3 Road and 8031 Williams Road) **Bylaw 10243**

The Co	ouncil of the City of Ric	chmond, in open meeting assembled, enacts as follows:	
1.	The Mayor and City Clerk for the City of Richmond are authorized to execute and deliver a housing agreement, substantially in the form set out as Schedule A to this Bylaw, with the owner of the lands legally described as:		
	P.I.D 001-487-264	Lot 24 Except: Firstly: Part Subdivided by Plan 21062; and Secondly: Part (.001) Acre On Bylaw Plan 56064, Section 28 Block 4 North Range 6 West New Westminster District Plan 19253	
	P.I.D. 009-913-262	Lot 2 Section 28 Block 4 North Range 6 West New Westminster District Plan 14004	
2.	This Bylaw may be cited as "Market Rental Agreement (Housing Agreement) (9900 No. 3 Road and 8031 Williams Road) Bylaw 10243".		
FIRST	READING	CITY O	
SECO	ND READING	APPROV by	
THIRI	O READING	APPROV by Direc	
ADOP	TED	or solici	

MAYOR

Bylaw 10243 Page 2

Schedule A

to Market Rental Agreement (Housing Agreement) (9900 No. 3 Road and 8031 Williams Road) Bylaw 10243

MARKET RENTAL AGREEMENT (HOUSING AGREEMENT) BETWEEN MOSAIC (9900 – NO.3 ROAD) CORPORATION (INC. NO. BC0955428) AND THE CITY OF RICHMOND

HOUSING AGREEMENT –MARKET RENTAL HOUSING (Section 483 Local Government Act)

THIS AGREEMENT is dated for reference March 3rd, 2021,

AMONG:

MOSAIC NO. 3 AND WILLIAMS LIMITED PARTNERSHIP

(the "Beneficiary")

AND:

MOSAIC (9900 - NO. 3 ROAD) CORPORATION (Inc. No. BC0955428), a company duly incorporated under the laws of the Province of British Columbia and having its registered office at 500 - 2609 Granville Street, Vancouver, BC, V6H 3H3

(the "Nominee")

(the Beneficiary and the Nominee are, together, the "Owner" as more fully defined in section 1.1 of this Agreement)

AND:

<u>CITY OF RICHMOND</u>, a municipal corporation pursuant to the *Local Government Act* and having its offices at 6911 No. 3 Road, Richmond, British Columbia, V6Y 2C1

(the "City" as more fully defined in section 1.1 of this Agreement)

WHEREAS:

- A. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units:
- B. The Owner is the owner of the Lands; and
- C. The Owner and the City wish to enter into this Agreement to provide for market rental housing on the terms and conditions set out in this Agreement,

In consideration of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

ARTICLE 1 DEFINITIONS AND INTERPRETATION

- 1.1 In this Agreement the following words have the following meanings:
 - (a) "Agreement" means this agreement together with all schedules, attachments and priority agreements attached hereto;
 - (b) "Building Permit" means any building permit authorizing construction on the Lands, or any portion(s) thereof;
 - (c) "City" means the City of Richmond;
 - (d) "City Solicitor" means the individual appointed from time to time to be the City Solicitor of the Law Division of the City, or his or her designate;
 - (e) "CPI" means the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Statistics Canada, or its successor in function;
 - (f) "Daily Amount" means One Hundred Dollars (\$100.00) per day as of January 1, 2021 adjusted annually thereafter by adding thereto an amount calculated by multiplying One Hundred Dollars (\$100.00) by the percentage change in the CPI since January 1, 2021, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;
 - (g) "Development" means the mixed-use residential, office and commercial development to be constructed on the Lands;
 - (h) "Development Permit" means any development permit authorizing development on the Lands, or any portion(s) thereof;
 - (i) "Director of Development" means the individual appointed to be the chief administrator from time to time of the Development Applications Division of the City and his or her designate;
 - (j) "Dwelling Unit" means a residential dwelling unit or units located or to be located on the Lands whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes rental apartments and strata lots in a building strata plan and includes, where the context permits, a Market Rental Housing Unit;
 - (k) "GST" means the Goods and Services Tax levied pursuant to the Excise Tax Act, R.S.C., 1985, c. E-15, as may be replaced or amended from time to time;
 - (l) "Housing Covenant" means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to section 219 of the Land Title Act) charging the Lands from time to time, in respect to the use and transfer of the Market Rental Housing Units;

PLN - 212

- (m) "Interpretation Act" means the Interpretation Act, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (n) "Land Title Act" means the Land Title Act, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (o) "Lands" means the lands and premises legally described as follows:
 - (i) Parcel Identifier: 009-913-262 Lot 2 Section 28 Block 4 North Range 6 West New Westminster District Plan 14004; and
 - (ii) Parcel Identifier: 001-487-264 Lot 24 Except: Firstly: Part Subdivided By Plan 21062; And Secondly: Part (.001) Acre On Bylaw Plan 56046; Section 28 Block 4 North Range 6 West New Westminster District Plan 19253

and following registration of the subdivision plan EPP81696,

(iii) Parcel Identifier: No Pid, Lot A Section 28 Block 4 North Range 6 West New Westminster District Plan EPP81696,

including a building or a portion of a building, into which said lands are Subdivided;

- (p) "Local Government Act" means the Local Government Act, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (q) "LTO" means the New Westminster Land Title Office or its successor;
- (r) "Market Rent" means the amount of rent that a willing and reasonable landlord would charge for the rental of a comparable dwelling unit in a comparable location for a comparable period of time as determined by the Owner acting reasonably;
- (s) "Market Rental Housing Unit" means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Unit(s) charged by this Agreement;
- (t) "Owner" means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of, and any person who is a beneficial owner of the fee simple interest in, a Market Rental Housing Unit from time to time;
- (u) "Real Estate Development Marketing Act" means the Real Estate Development Marketing Act, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (v) "Residential Tenancy Act" means the Residential Tenancy Act, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;

- (w) "Strata Property Act" means the Strata Property Act S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (x) "Subdivide" means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the Land Title Act, the Strata Property Act, or otherwise, and includes the creation, conversion, organization or development of "cooperative interests" or "shared interest in land" as defined in the Real Estate Development Marketing Act, and "Subdivided" and "Subdivision" have the corresponding meanings;
- (y) "Tenancy Agreement" means a tenancy agreement, lease, license or other agreement granting rights to occupy a Market Rental Housing Unit; and
- (z) "Tenant" means an occupant of a Market Rental Housing Unit by way of a Tenancy Agreement.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes a tenant, agent, officer and invitee of the party;
- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; and

(k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including".

ARTICLE 2 USE AND OCCUPANCY OF RENTAL HOUSING UNITS

- 2.1 The Owner agrees that each Market Rental Housing Unit may only be used as a residence occupied by a Tenant at or below Market Rent. A Market Rental Housing Unit must not be occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Tenants), or any tenant or guest of the Owner, other than the Tenant.
- Within thirty (30) days after receiving notice from the City, the Owner must in respect of each Market Rental Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Market Rental Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Market Rental Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.
- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.4 The Owner agrees that notwithstanding that the Owner may otherwise be entitled, the Owner will not:
 - (a) be issued with a Development Permit unless the Development Permit includes the Market Rental Housing Units;
 - (b) be issued with a Building Permit unless the Building Permit includes the Market Rental Housing Units;
 - (c) occupy, nor permit any person to occupy any Dwelling Unit or any portion of any building, in part or in whole, constructed on the Lands and the City will not be obligated to permit occupancy of any Dwelling Unit or building constructed on the Lands until all of the following conditions are satisfied:
 - (i) the Market Rental Housing Units and related uses and areas have been constructed to the satisfaction of the City;
 - (ii) the Market Rental Housing Units have received final building permit inspection granting occupancy; and
 - (iii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the development of the Lands; and

(d) Subdivide the Market Rental Housing Units into individual strata lots. The Owner acknowledges and agrees that if the Lands are subject to Subdivision by a Strata Plan, that the Market Rental Housing Units will together form no more than one (1) strata lot.

ARTICLE 3 <u>DISPOSITION AND ACQUISITION OF MARKET RENTAL HOUSING UNITS</u>

- 3.1 Without limiting section 2.1, the Owner will not permit a Market Rental Housing Unit to be used for short term rental purposes (being rentals for periods shorter than thirty (30) days). Notwithstanding the foregoing, and for greater certainty, nothing in this Agreement will prevent renting of a Market Rental Housing Unit to a Tenant on a "month-to-month" basis.
- 3.2 If this Agreement encumbers more than one Market Rental Housing Unit, then the Owner may not, without the prior written consent of the City Solicitor, sell or transfer less than all of the Market Rental Housing Units in a single or related series of transactions with the result that when the purchaser or transferee of the Market Rental Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than all of the Market Rental Housing Units.
- 3.3 If the Owner sells or transfers any Market Rental Housing Units, the Owner will notify the City Solicitor of the sale or transfer within three (3) days of the closing date of sale or transfer.
- 3.4 Subject to the requirements of the *Residential Tenancy Act*, the Owner must not rent, lease, license or otherwise permit occupancy of any Market Rental Housing Unit except to a Tenant and except in accordance with the following additional conditions:
 - (a) the Market Rental Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
 - (b) the monthly rent payable for the Market Rental Housing Unit will be at or below Market Rent; and
 - (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all on-site common indoor and outdoor amenity spaces on the Lands, subject to appropriate rules regarding use.
- 3.5 The Owner shall not impose any age-based restrictions on Tenants of Market Rental Housing Units.
- 3.6 If the Owner has terminated the Tenancy Agreement, subject to the requirements of the Residential Tenancy Act, then the Owner shall use commercially reasonable efforts to cause the Tenant and all other persons that may be in occupation of the Market Rental Housing Unit, as applicable, to vacate the Market Rental Housing Unit, as applicable, or the on or before the effective date of termination.

ARTICLE 4 <u>DEMOLITION OF MARKET RENTAL HOUSING UNIT</u>

- 4.1 The Owner will not demolish a Market Rental Housing Unit unless:
 - (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Market Rental Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
 - (b) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that the Market Rental Housing Units are damaged or destroyed (other than pursuant to a permitted renovation), to the extent of forty percent (40%) or more of its value above its foundations;

and, in each case, a demolition permit for the Market Rental Housing Unit, as applicable, has been issued by the City and the Market Rental Housing Unit, as applicable, has been demolished under that permit.

4.2 Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as a Market Rental Housing Unit, as applicable, in accordance with this Agreement.

ARTICLE 5 STRATA CORPORATION BYLAWS

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- Any strata corporation bylaw which prevents, restricts or abridges the right to use the Market Rental Housing Units as rental accommodation, or imposes age-based restrictions on Tenants of Market Rental Housing Units, will have no force and effect.
- No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Market Rental Housing Unit, as applicable, as rental accommodation.
- 5.4 The strata corporation shall not pass any bylaw or make any rule which would prohibit or restrict the Owner or the Tenant or any other permitted occupant of a Market Rental Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations or related facilities on the Lands intended for the use of the residential occupants.

ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if:
 - (a) a Market Rental Housing Unit is used or occupied in breach of this Agreement;
 - (b) a Market Rental Housing Unit is rented at a rate in excess of the Market Rent; or
 - (c) the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant,

then the Owner will pay the Daily Amount to the City for every day that the breach continues after ten (10) days' written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.

6.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set-out in the Housing Covenant shall also constitute a default under this Agreement.

ARTICLE 7 MISCELLANEOUS

7.1 Housing Agreement

The Owner acknowledges and agrees that:

- this Agreement includes a housing agreement entered into under section 483 of the *Local Government Act*:
- (b) where a Market Rental Housing Units are a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Market Rental Housing Units; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 483 of the Local Government Act prior to the Lands having been Subdivided, and it is the intention that this Agreement is, once separate legal parcels are created and/or the Lands are subdivided, to charge and secure only the legal parcels or Subdivided Lands which contain the Market Rental Housing Units, then the City Solicitor shall be entitled, without further City Council approval, authorization or bylaw, to partially discharge this Agreement accordingly. The Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement shall be and remain in full force and effect and, but for the partial discharge, otherwise unamended. Further, the Owner acknowledges and agrees that in the event that the Market Rental Units are in a strata corporation, this Agreement shall remain noted on the strata corporation's common property sheet and title to the strata lot(s) containing the Market Rental Units.

Market Rental Housing Agreement (Section 483 Local Government Act)
9900 No. 3 Road and 8031 Williams Road
Application No. RZ 18-835532, DP18-835533, RZC no. 7

7.2 No Compensation

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

7.3 Modification

Subject to section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

7.4 Management

The Owner covenants and agrees that it will furnish good and efficient management of the Market Rental Housing Units and will permit representatives of the City to inspect the Market Rental Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Market Rental Housing Units in a good state of repair and fit for habitation, reasonable wear and tear excepted, and will comply with all laws, including health and safety standards applicable to the Lands. Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, acting reasonably, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Market Rental Housing Units.

7.5 <u>Indemnity</u>

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City refusing to issue a Development Permit, Building Permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Market Rental Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.6 Release

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal

representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Market Rental Housing Unit under this Agreement;
- (b) the City refusing to issue a Development Permit, Building Permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands; and/or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

7.7 Survival

The obligations of the Owner set out in sections 7.5 and 7.6 of this Agreement will survive termination or discharge of this Agreement.

7.8 Priority

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the Local Government Act will be filed on the title to the Lands.

7.9 <u>City's Powers Unaffected</u>

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

7.10 Agreement for Benefit of City Only

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Market Rental Housing Unit; and

(c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.11 No Public Law Duty

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

7.12 Notice

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

(a) to:

Clerk, City of Richmond

6911 No. 3 Road

Richmond, BC, V6Y 2C1

(b) and a copy to:

City Solicitor and Director of Development

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

7.13 Enuring Effect

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

7.14 Severability

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

7.15 Waiver

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

7.16 Sole Agreement

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Market Rental Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City

except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

7.17 Further Assurance

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

7.18 Covenant Runs with the Lands

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

7.19 Equitable Remedies

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

7.20 No Joint Venture

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

7.21 Applicable Law

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

7.22 Deed and Contract

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

7.23 **Joint and Several**

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

7.24 Limitation on Owner's Obligations

The Nominee is only liable for breaches of this Agreement that occur while the Nominee is the registered owner of the Lands provided however that notwithstanding that the Nominee is no longer the registered owner of the Lands, the Nominee will remain liable for breaches of this Agreement that occurred while the Nominee was the registered owner of the Lands. The Beneficiary is only liable for breaches of this Agreement that occur while the Beneficiary is the

Market Rental Housing Agreement (Section 483 Local Government Act) 9900 No. 3 Road and 8031 Williams Road Application No. RZ 18-835532, DP18-835533, RZC no. 7 beneficial owner of the Lands provided however that notwithstanding that the Beneficiary is no longer the beneficial owner of the Lands, the Beneficiary will remain liable for breaches of this Agreement that occurred while the Beneficiary was the beneficial owner of the Lands.

7.25 <u>Counterparts</u>

This Agreement may be signed by the parties hereto in counterparts and by facsimile or pdf email transmission, each such counterpart, facsimile or pdf email transmission copy shall constitute an original document and such counterparts, taken together, shall constitute one and the same instrument and may be compiled for registration, if registration is required, as a single document.

[Execution blocks follow]

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

MUSAIC NO. 3 AND WILLIAMS LIMITED PARTNERSHIP,	
by its General Partner,	
MOSAIC NO. 3 AND WILLIAMS HOLDINGS LTD.,	
by its authorized signatory(ies):	
7 (' -	
Per: Name	
Name:	
Down	
Per:	
Name:	
MOSAIC (9900 - NO. 3 ROAD) CORPORATION,	
by its authorized signatory(ies):	
by its authorized signatury (ics).	
Per:	
Name:	
T to live	
Per:	
Name:	
CITY OF RICHMOND	CITY OF RICHMOND APPROVED
by its authorized signatory(ies):	for content by
	originating dept
Per:	APPROVED
Malcolm D. Brodie, Mayor	for legality by Solicitor
	DATE OF COUNCIL
	APPROVAL
Per:	
Claudia Jesson, Corporate Officer	
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Appendix A to Market Rental Housing Agreement

STATUTORY DECLARATION

CANADA) -	IN THE MATTER OF A
PRO	OVINCE OF BRITISH COLUMBIA))	HOUSING AGREEMENT WITH THE CITY OF RICHMOND ("Market Rental Housing Agreement")
OT	WIT:		
I,sole	mnly declare that:		, British Columbia, do
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2.	This declaration is made pursuant to the the Market Rental Housing Unit.	e Marke	t Rental Housing Agreement in respect of
3.		greeme	to, the Market rovision of rental housing for Tenants (as nt) at or below Market Rent (as defined in
4.	I make this solemn declaration, conscier is of the same force and effect as if <i>Evidence Act</i> .	ntiously made 1	believing it to be true and knowing that it under oath and pursuant to the Canada
DEC	CLARED BEFORE ME at the City of . in the Province of British)	
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	rince of British Columbia	•	



Report to Committee

To: Planning Committee Date: March 9, 2021

From: Wayne Craig File: 08-4100-00/Vol 01

Director, Development

Re: Amendment to the Appointment of an Approving Officer

Staff Recommendation

That the appointment of Reg Adams as Approving Officer for the City, as per Item 7 of Resolution R08/15-4, adopted by Council on September 8, 2008, be rescinded.

Wayne Craig

Director, Development

(604-247-4625)

WC:jr

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

Staff Report

Origin

The current appointments to the position of Approving Officers are: Wayne Craig, Director of Development, with Reg Adams, Approving Officer/Supervisor, Utilities, Planning and Development, responsible for the day-to-day functions. In the case of their absence, Joe Erceg, General Manager, Planning and Development; Joshua Reis, Program Manager, Development; and Suzanne Smith, Program Manager, Development, are also appointed as Approving Officers.

This Staff Report seeks to amend the Approving Officer appointments to reflect a change in staffing resulting from a staff retirement.

Analysis

The authority for Council to appoint an Approving Officer is found in Section 77 of the *Land Title Act*. The role of the Approving Officer is to review and approve or deny subdivision or consolidation of land within the City. The position of the Approving Officer is best handled by management staff involved in the day-to-day activities of the Development Applications Department. It is typical practice for municipalities to assign Deputy Approving Officers to provide back up coverage during vacations and absences.

Council last appointed an Approving Officer on October 26, 2020. Since this time, Reg Adams has retired from the City of Richmond. Mr. Adams was originally appointed as an Approving Officer by Council on September 8, 2008, and was primarily responsible for the day-to-day approval activities of the Approving Officer. As Mr. Adams is no longer with the City, it would be appropriate to rescind his appointment.

Accordingly, the City's Approving Officer would formally be Wayne Craig, with the day-to-day approvals handled by Joshua Reis and Suzanne Smith, with back up by Joe Erceg.

Financial Impact

None.

Conclusion

As a result of a staff retirement, it is recommended that Reg Adam's appointment to the position of Approving Officer be rescinded.

Joshua Reis, MCIP, RPP, AICP Program Manager, Development

John Reis

(604-204-8653)

- 3 -

JR:blg



Report to Committee

To: Planning Committee Date: March 23, 2021

From: James Cooper, Architect AIBC File: 12-8060-20-Director, Building Approvals 010246/Vol 01

Re: Update on the City of Richmond Tree Protection Bylaw No. 8057

Staff Recommendation

1. That Tree Protection Bylaw No. 8057, Amendment Bylaw 10246 amending regulations for tree removal and replacement be introduced and given first, second and third reading; and

2. That Consolidated Fees Bylaw No. 8636, Amendment Bylaw 10247 amending the Tree Protection Bylaw permit fees table be introduced and given first, second and third reading.

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

Att. 10

REPORT CONCURRENCE						
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER				
Development Applications Policy Planning Parks Law	\ \ \ \ \ \ \ \	be Erreg				
SENIOR STAFF REPORT REVIEW	Initials:	APPROVED BY CAO				

Staff Report

Origin

At the November 5, 2019 Planning Committee, staff received the following referral: "That staff provide an update regarding the Tree Protection Bylaw No. 8057 to include:

- 1) Statistics on tree removal, replacement and retention;
- 2) Information regarding Tree Bylaw infractions and penalties; and
- 3) Options to enhance the Bylaw."

This report supports Council's Strategic Plan 2018-2022 Strategy #2 A Sustainable and Environmentally Conscious City:

Environmentally conscious decision-making that demonstrates leadership in implementing innovative, sustainable practices and supports the City's unique biodiversity and island ecology.

2.2 Policies and practices support Richmond's sustainability goals.

Background

The purpose of this report is to provide Council with information regarding the Tree Protection Bylaw program activity and options Council could consider to enhance the Bylaw.

Tree Protection Bylaw No. 8057 was adopted May 8, 2006, and is intended to protect Richmond's urban forest by regulating tree removal of trees 20cm caliper (8" diameter) or greater from private lands; with retention of structurally safe trees being a priority and ensuring replacement trees are provided when removal is unavoidable.

When trees on private lands are denied removal and/or retained, their long-term maintenance and safety is the sole responsibility of the property owner. In contrast, the removal and care of trees located on City property (City Parks and Boulevards) is under the regulatory jurisdiction of City of Richmond's Parks Department.

Trees within any urban forest are a dynamic resource - they grow, mature, decline and eventually die. Seeking retention where it is feasible, while at the same time ensuring there are adequate replacements, promotes the creation of a sustainable urban forest as a continued benefit to our community. The administration of tree regulations can be challenging, specifically with regards to decisions for removal or retention. Tree protection staff endeavour to strike a balance between individual private property rights and the community value placed on trees.

Standards

The main objectives of the Tree Protection Bylaw program are to maximize the retention of existing trees, create clear and transparent decision-making for tree retention and removal based on sound arboriculture industry standards, and achieve best practices in fulfilling Council objectives and community expectations in regulating the removal of trees on private lands.

When assessing trees for either retention or removal and replacement, Tree Protection Bylaw staff undertake a 'Duty of Care'; Legal obligation requiring adherence to a standard of care, in addressing the life safety tree risks associated with tree retention. Decision-making is based on industry best management practices (BMP) and International Society of Arboriculture (ISA) tree risk assessment methodology, by qualified staff with all pertinent professional certifications. The ISA is the international governing body of arboricultural certification, practices and standards. The risk tolerance associated with regulating trees on private lands is inherently lower than that for public lands (City trees) because the private property owner is wholly responsible for tree monitoring and maintenance after a decision has been made by Tree Protection Bylaw staff to require tree retention or replacement.

Operations

The core operations of Richmond's Tree Bylaw staff include the processing of development and non-development related tree removal permit applications, assessing private trees with the intent of retaining as many trees as possible based on an ISA "Level 2" Visual Tree Assessment, specifying replacement trees, reviewing Rezoning and Development Permit related Arborist report and working with Developers/Architects to refine building placement and form to retain existing trees. Staff also investigate complaints of non-compliance, undertaking appropriate enforcement action, including preparing Reports to Crown Counsel for prosecution, issuing Municipal Tickets (MTI's), supporting the enforcement efforts of other City departments including Parks Operations and the Environmental Sustainability group, respond to general information requests from residents, the development community, other City departments and local governments. Tree Bylaw staff undertake community outreach initiatives, develop policy information bulletins, integrate innovative measures to retain trees and seek out process improvements to better serve our customers and meet Council objectives.

Innovative Measures Utilized to Retain Trees on Construction Sites

The City of Richmond encourages and mandates various innovative measures to retain existing trees on development sites whenever possible. Some of these measures are as follows:

- installation of aeration tubes to manage required grade changes within the critical root zone of trees (Attachment 1);
- installation of floating grade beams to protect tree roots when perimeter walls are constructed (Attachment 2);
- installation of bridged walkways to transition grade changes (Attachment 3);
- requiring Letter of Undertaking (signed contract prior to permit issuance) to ensure a Certified Arborist will supervise (and undertake any necessary work) when trees are retained associated with new construction (Attachment 3);
- the use of a hydro-vac truck, (use of high pressure water and vactor truck), to excavate for underground service lines and connections within the critical root zone of retained trees (Attachment 4); and
- directional drilling to install underground utilities (Attachment 5).

Provincial Requirements Limiting the Authority of Tree Protection Bylaw No. 8057

The City's tree protection regulations function within a framework of provincial legislation that have authority over tree preservation. The powers and authority in Richmond's Tree Protection Bylaw No. 8057 may in some cases be limited or superseded by various Provincial legislation and/or Provincial requirements embedded in other Richmond bylaws. Examples of these are as follows:

- a) The Community Charter: Section 50(2) provides that the tree bylaw powers may not be used to prevent uses and densities permitted by applicable zoning regulations unless the owner of the land is compensated.
- b) Farm Practices Protection (Right to Farm) Act: Tree removal on Agriculture land (AG1) for farm operations is exempt from first obtaining a Tree Removal Permit (under the Tree Protection Bylaw) as per the Provincial "Farm Practices Protection (Right to Farm) Act."
- c) Flood Plain Designation and Protection Bylaw No. 8204: Richmond's alluvial soils and high water table are addressed by the Provincial requirements in the Flood Plain Designation and Protection Bylaw No. 8204. This Bylaw requires the grade under new habitable floor space to be raised 0.3m above the crown of the fronting road. (Note: Successful tree retention is predicated on existing grades retained within the critical root zone [or dripline] of a tree).
- d) BC Hydro's Vegetation Management Provincial Authority: BC Hydro's Vegetation Management program is exempt from the obtaining a tree removal permit in order to maintain above ground utilities.

Analysis

In order to provide relevant data to base our recommendations and suggested improvements, staff performed an analysis of the 2018-2020 tree protection data.

Tree Protection Bylaw No. 8057 Enforcement Activity Update

The majority of enforcement activity by Tree Protection Bylaw staff is related to general non-compliance issues associated with requirements for tree protection established by permit, as opposed to instances responding to illegal tree removal. The strategy of issuing tickets under the Municipal Ticketing Information (MTI) Bylaw to address general non-compliance issues has been successful in preventing the occurrence of the more serious issue of tree removal without permit.

Enforcement activity for 2018 include the following:

- Total of 58 Municipal Tickets (MTI's) issued.
 - o 13 tickets (22%) issued for illegal tree removal.
 - o 45 tickets (78%) issued for general non-compliance, such as failure to follow or maintain tree protection conditions as directed by permit.
- Total of 13 trees were removed without permit.

- o 7 trees (54%) were associated with Homeowner (non-development) sites and 6 trees (46%) were associated with Development sites.
- Total of 17 properties were involved with Tree Protection Bylaw related fines.
 - o 4 (23%) involved tree removal.
 - o 13 (77%) involve general non-compliance issues.
- For the 2018 fiscal year, Tree Protection Bylaw enforcement action has resulted in fines totaling \$47,500.

Enforcement activity for 2019 include the following:

- Total of 127 Municipal Tickets (MTI's) issued.
 - o 36 tickets (28%) issued for illegal tree removal.
 - o 91 tickets (72%) issued for general non-compliance, such as failure to follow or maintain tree protection conditions as directed by permit.
- Total of 23 trees were removed without permit.
 - o 13 trees (57%) were associated with Homeowner (non-development) sites and 10 trees (43%) were associated with Development sites.
- Total of 48 properties were involved with Tree Protection Bylaw related fines.
 - o 10 (20%) involved tree removal.
 - o 38 (80%) involve general non-compliance issues.
- For the 2019 fiscal year, Tree Protection Bylaw enforcement action has resulted in fines totaling \$107,500.

Enforcement activity for 2020 include the following:

- Total of 130 Municipal Tickets (MTI's) issued.
 - o 40 tickets (31%) issued for illegal tree removal.
 - o 90 tickets (69%) issued for general non-compliance, such as failure to follow or maintain tree protection conditions as directed by permit.
- Total of 21 trees were removed without permit.
 - o 14 trees (67%) were associated with Homeowner (non-development) sites and 7 trees (33%) were associated with Development sites.
- Total of 42 properties were involved with Tree Protection Bylaw related fines.
 - o 13 (30%) involved tree removal.
 - o 29 (70%) involve general non-compliance issues.
- For the 2020 fiscal year, Tree Protection Bylaw enforcement action has resulted in fines totaling \$110,500.
 - o For the fiscal years, 2018-2020, Tree Protection Bylaw enforcement action has resulted in fines totalling \$265,500.

The record shows increasing enforcement activity for the previous 3 years with most fines originating from non-compliance to instructions provided by issued permits rather than from illegal tree removal. The relatively rare occurrences of illegal tree removal stem more from actions of individual home owners rather than those associated with development.

2018-2020 Tree Permit Activity Summary and Proposed Bylaw Amendments

Richmond has three different types of tree removal permit applications, reflecting three unique processes and associated submission requirements. As part of all three, there is an overall review process to identify and document all tree resources on site. This includes capturing data on the number of trees applied for removal, those either approved or refused removal, "other" trees to be protected and retained on site, and the number of replacement trees required as a condition of the permit. In addition, efforts to retain the maximum number of trees and replacement of any loss due to development are also addressed through a Tree Protection Plan within the City's Rezoning application process. These applications and the rezoning application process are identified as follows:

- A. Homeowner (non-development) tree removal applications (TP).
- B. Tree removal applications (T2) associated with new single-family dwelling construction.
- C. Tree removal applications associated with rezoning application process (T3).
- D. Tree Retention within comprehensive rezoning and/or Development Permit process.

Note: A Tree Removal Permit is not required to remove a tree where a Development Permit and/or Rezoning application have been approved, addressing the removal and required replacement of tree(s). Trees in these situations are assessed by the developers project Arborist and the associated Arborist report reviewed by Tree Protection Bylaw staff for further tree preservation potential. Although no tree permit is issued in the context of considering a rezoning or development permit, the Tree Protection Bylaw provides the framework for retention of the maximum number of trees when comprehensive development is considered.

A. Homeowner tree removal applications (TP)

	Number of Applications	Trees Applied for Removal	Trees Removed	Trees Refused	Trees Replaced	Other Retained trees	Total Trees Retained and Replaced on site
2018	571	1,175	962	213	572	5,659	6,444
2019	540	1,032	817	215	449	4,557	5,221
2020	590	1,464	988	476	523	7,346	8,345

• The number of tree removal permit applications submitted by homeowners (non-development) is fairly consistent year over year: between 500 and 600 annually.

- On average, 25% of all Homeowner tree removal requests are refused because the trees are healthy and in good structural condition.
- Under the current Tree Protection Bylaw, homeowners are not required to plant a replacement tree when one tree is approved for removal in a 12 month period.
- The current tree permit application fee schedule for home owners is:
 - o no application fee for the removal of one tree, per year.
 - o flat fee of \$62 for the removal of 2 or more trees per year irrespective of the number applied for removal.

Based on the data, there is currently an average 43% annual shortfall in the number of replacement trees required to be planted in contrast to those approved for removal. In addition, Tree Permit Application fees have fallen well below the averaged charged by other cities within the regional district.

Proposed Bylaw Amendment:

- Amend the Tree Protection Bylaw to require replacement trees at a 1:1 ratio for homeowner (non-development) tree permit applications whenever any trees are removed, including a single tree within a calendar year.
- Increasing tree removal permit application fees to be in line with the average charged by other cities within the regional district. Staff proposes a tiered system where application fees would be:
 - o \$62 for the removal of one tree, per year
 - o \$75 per tree for multiple tree removals.
- B. New single-family dwelling construction related tree removal applications (T2)

	Number of Applications	Trees Applied for Removal	Trees Removed	Trees Refused	Trees Replaced	Other Retained trees	Total Trees Retained and Replaced on site
2018	194	990	627	363	875	112	1,350
2019	126	510	375	135	398	95	628
2020	158	697	494	203	544	79	826

- From 2018 to 2020 the number of tree removal permit applications associated with new single-family building permits, dropped by 19% commensurate with reduced number of single family homes constructed.
- In 2018, staff inspected 194 new single-family dwelling construction sites with associated tree removal permit applications. Of those:
 - o 118 sites (61%) were required to retain trees on site.
 - o Applications for the removal of 990 trees associated with new single-family construction were received. Of those, 363 trees (37%) were refused removal.

- In 2019, staff inspected 126 proposed single-family dwelling construction sites with associated tree removal permit applications. Of those:
 - o 91 sites (73%) were required to retained trees.
 - o Applications for the removal of 510 trees associated with new single family construction were received. Of those, 135 (27%) associated with new single-family construction were refused removal.
- In 2020, staff inspected 158 proposed single-family dwelling construction sites with associated tree removal permit applications. Of those:
 - o 101 sites (64%) were required to retained trees.
 - Applications for the removal of 697 trees associated with new single family construction were received. Of those, 203 (29%) associated with new singlefamily construction were refused removal.
- Applicants in this tree permit category typically apply for the removal of all the trees on site as currently, the charge for removal of two or more trees is currently a flat fee of \$62. Staff's opinion is that the application fee for tree removal is too low and a fee structure in line with the average charged (\$62 for one tree and \$75 per tree afterwards) by other cities within Metro Vancouver would be appropriate.

Based on the data, Tree Permit Application fees have fallen well below the averaged charged by other cities within Metro Vancouver. In addition, there is an opportunity to provide an additional 600 new replacement trees per year by increasing the current 1:1 required replacement tree ratio (for new single-family construction) to a 2:1 ratio, creating consistency with the requirements for development permit and rezoning applications under the Official Community Plan Bylaw 9000. Furthermore, planting additional trees would support the City's tree canopy objectives as outlined in the recently adopted 'Public Tree Management Strategy 2045'.

Proposed Bylaw Amendment:

- A "per tree" application fee format would provide applicants incentive in this permit category to make well considered applications, discouraging those who apply for removal of all trees on site for construction convenience. Increasing tree removal permit fees will also bring Richmond's Tree Permit Application fees in line with the average charged by other cities within the regional district. Staff proposes a two tiered system of \$62 for an application to consider the removal of one tree, and \$75 per tree afterwards for multiple tree removals.
- Increase the current 1:1 required replacement tree ratio to 2:1 as supported by the Official Community Plan Bylaw 9000. The 2:1 ratio is currently only required for rezoning applications.

	Number of Applications	Trees Applied for Removal	Trees Removed	Trees Refused	Trees Replaced	Other Retained Trees	Total Trees Retained and replaced on site
2018	20	307	279	28	669	29	726
2019	11	211	161	50	386	10	446
2020	13	167	152	15	380	19	414

C. Tree removal applications for rezoning in process (T3)

- There is a consistent trend year over year, that approximately 1/3 of rezoning applicants submit T3 tree removal applications for a rezoning application in process to facilitate site preparation works and/or preloading requirements.
- In 2018, staff received and issued 20 Tree Removal Permit applications related to rezoning applications in (T3) process (after the Rezoning Bylaw had received third reading of Council) to permit tree removal prior to the developer's submission of a Development Permit (landscape) Letter of Credit and Council adoption of the rezoning amended bylaw.
 - Overall, 669 replacement trees were required for a replacement ratio of 2.4:1 (exceeding the minimum 2:1 ratio required in the OCP).
- In 2019, staff received and issued 11 Tree Removal Permit applications related to rezoning applications in process (T3).
 - Overall, 386 replacement trees were required, for a replacement ratio of 2.4:1 (exceeding the minimum 2:1 ratio required in the OCP).
- In 2020, staff received and issued 13 Tree Removal Permit applications related to rezoning applications in process (T3).
 - Overall, 380 replacement trees were required, for a replacement ratio of 2.5:1 (exceeding the minimum 2:1 ratio required in the OCP).

Based on the data, Tree Permit Application fees have fallen well below the averaged charged by other cities within the regional district.

Proposed Bylaw Amendment:

- Increase the tree removal permit application fees to be in line with the average charged by other cities within the regional district. Staff proposes a tiered system where application fees would be:
 - o \$62 for the first tree.
 - o \$75 per tree for multiple tree removals.

D. Rezoning and/or Development Permit Tree Review Process (No Tree Permit)

	# of Applications	Trees Applied for Removal	Trees Removed	Trees Refused	Trees Replaced	Other Retained Trees	Total Trees Retained and Replaced on site
2018	90	1,288	1,044	244	3,126	154	3,524
2019	35	427	161	266	672	147	1,085
2020	12	221	137	84	528	33	645

- In 2018, staff reviewed arborist reports for 90 rezoning applications with existing trees on site.
 - o Staff directed tree retention on 42 sites (47%)
 - o Trees could not be retained on 36 sites (40%)
 - o 12 sites (13%) had no existing trees, but staff directed retention on neighbouring private property and City trees
 - Of the 90 applications, only 21 sites (23%) resulted in trees in "good condition" being removed for a variety of reasons, including conflict with development, required significant grading changes, etc.
 - Overall 3,126 replacement trees were required for a replacement ratio of 3:1 (exceeding the minimum 2:1 ratio required in the OCP).
- In 2019, staff reviewed arborist reports for 35 rezoning applications with existing trees on site.
 - o Staff directed tree retention on 23 sites (66%)
 - o Trees could not be retained on 6 sites (17%)
 - o 6 sites (17%) had no existing trees, but staff directed retention on neighbouring private property and City trees
 - Of the 35 applications, only 10 sites (23%) had trees in "good condition" removed for a variety of reasons, including conflict with development, required significant grading changes, etc.
 - Overall 672 replacement trees were required for a replacement ratio of 4:1 (exceeding the minimum 2:1 ratio required in the OCP).
- In 2020, staff reviewed arborist reports for 12 rezoning applications with existing trees on site.
 - o Staff directed tree retention on 10 sites (83%)
 - Trees could not be retained on 2 sites (17%) due to their poor structural condition.
 - Of the 12 applications, only 2 sites (17%) had trees in "good condition" removed for a variety of reasons, including conflict with development, required significant grading changes, etc.

- Overall 528 replacement trees were required for a replacement ratio of 4:1 (exceeding the minimum 2:1 ratio required in the OCP).
- Comparing results from previous years, there is a relative upward trend in the number
 of trees refused removal in spite of a drop in application numbers as staff continue to
 work with applicants to encourage proposed building re-design in order to retain trees
 in good condition.

No Bylaw Change Proposed:

• Since Development is complying with City requirements and is consistent with Official Community Plan (OCP) objectives, staff recommends that the current procedures and replacement tree requirements continue.

Summary of Options to Enhance the Tree Protection Bylaw No. 8057

The urban forest canopy may be impacted by both development and, to a lesser extent, non-development related tree removal to address life-safety issues in an urban environment. Richmond's Tree Protection Bylaw No. 8057 is an important tool aimed at mitigating those impacts while improving the urban forest. Updating the Bylaw provides opportunities to increase the number of trees planted, improve support measures for successful tree establishment, and discourage tree removal.

Staff recommends consideration for the following amendments to Tree Protection Bylaw No. 8057. These changes also reflect feedback put forward by both the Advisory Committee to the Environment (ACE) and the "Save Richmond Trees" (Community) group.

- a) Remove the exemption allowing homeowners to not provide a replacement tree when one tree is removed (per property) within a 12 month period. This change would result in an average of 340 more replacement trees being planted per year.
- b) Increase the current tree permit fees. Currently, Richmond's tree removal permit fee schedule is considered low. The current fee schedule is "no fee for one tree application per year and a flat fee of \$62 for two or more trees within a 12 month period". Staff proposes a tiered system where application fees would be \$62 for one tree and \$75 per tree for multiple tree removals.
- c) Change the current 1:1 replacement tree requirement associated with new single-family dwelling construction to a 2:1 replacement tree ratio so as to be consistent with the current 2:1 replacement ratio identified in the Official Community Plan for Rezoning and Development permits. This change would result in an average of 400-500 more replacement trees being planted per year.
- d) Standardize the Tree Protection Bylaw's replacement tree size at minimum 6cm caliper for deciduous trees and 3.5m high for coniferous trees, and maximum at 8cm and 4.0m respectively, with denotation that larger replacement trees are to be required in accordance with the site conditions, at the discretion of the Director of Building Approvals. These measures address the survivability of replacement trees, ensuring a higher level of survival than at present, greater compliance and eventually larger and more robust trees than would result from the planting of initially larger trees that are presently specified in the sliding scale, "Schedule A, Table 1" of the Tree Protection

Bylaw. This will result in better replacement tree establishment and a more diverse and resilient urban forest.

Financial Impact

None.

Conclusion

This report provides an update of the City of Richmond's Tree Protection Bylaw No. 8057, including enforcement activity and a 2018-2020 tree permit activity updated summary, showing increasing enforcement activity and continued preservation of the urban forest on private property. This report recommends that Council endorses the proposed changes to improve Richmond's Tree Protection Bylaw No. 8057, ensuring important City objectives related to tree preservation and policy supporting the continual development of a sustainable, resilient and diversified urban forest are being advanced.

Gordon Jaggs Program Lead, Tree Preservation Building Approvals (604-247-4910)

GJ:gj

Attachment 1: Example of Aeration Tubes

Attachment 2: Example of Floating Grade Beams

Attachment 3: Example of Bridging Grade Changes & Letter of Undertaking

Attachment 4: Example of Hydro-Vac Excavation

Attachment 5: Example of Directional Drilling

Attachment 6: Retained Trees

Attachment 7: Retained Trees

Attachment 8: Retained Trees with Modified Fence

Attachment 9: Replacement trees

Attachment 10: Mixture of Retained and Replacement Trees



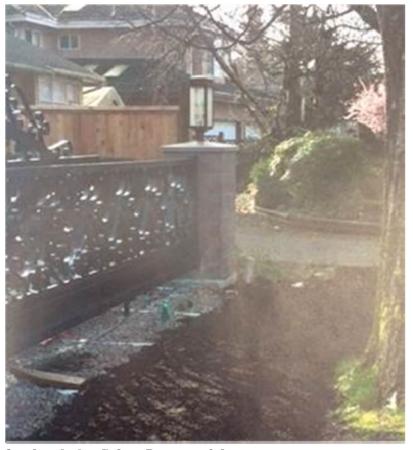


Aeration tube layout for drivessay encreachment

Gravel and landscape fabric over perforated tubes



Agration tulsevents



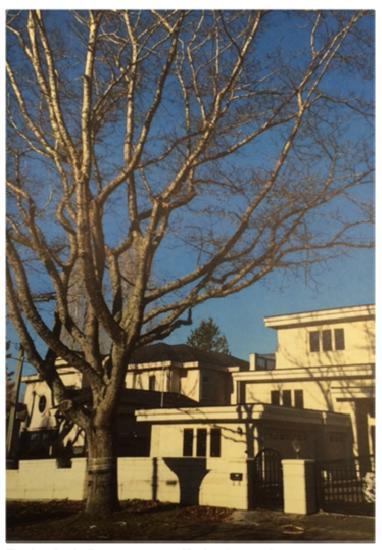
Aeration tube installation adjacent to estating tree PLN=241







Bricks Isld on metal beam











Bridging grade changes to retain existing trees



Letter of Undertaking contract between Certified Arborist and property corner

6597355 **PLN – 243**



Hydro Vac (High preseure vester excessation)



Hydro Vsc to install confess without cutting roots





Directional criti

Pipe installed for services under tree root zone



Retained Sequals tree with services directionally drilled under root zone



PLN - 245





Retained tree at new townhouse development



Retained frees



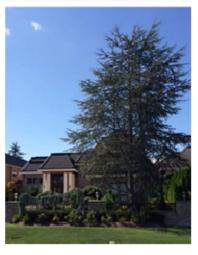




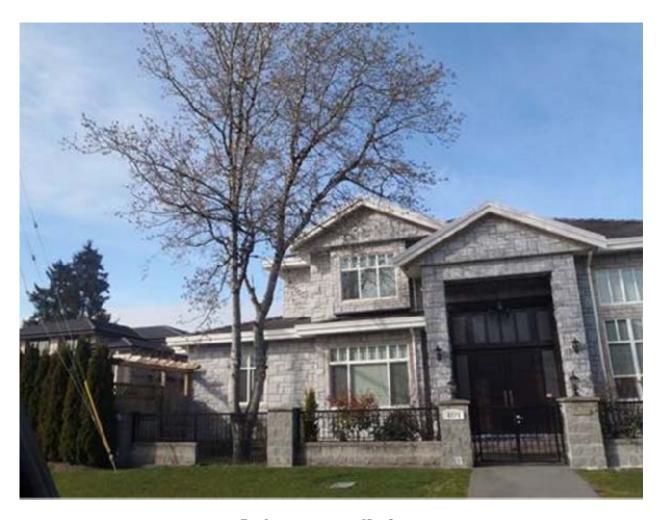
Retained trees







PLN - 247



Retained tree with modified fence





PLN - 248





Replacement (rees





PLN - 249





Misture of retained and regiscement tree with modified force



Tree Protection Bylaw No. 8057, Amendment Bylaw No. 10246

The Council of the City of Richmond enacts as follows:

1. Tree Protection Bylaw No. 8057, as amended, is further at section 2.1 by deleting the definition of "Certified Tree Risk Assessor" in section 2.1 and replacing it with the following:

"CERTIFIED TREE RISK ASSESSOR

means a Certified Arborist with additional current training and certification in tree risk assessment as determined by the International Society or Arboriculture."

- 2. Tree Protection Bylaw No. 8057, as amended, is further amended by deleting section 3.2.2 and marking it "Repealed.".
- 3. Tree Protection Bylaw No. 8057, as amended, is further amended at section 4.2.1a) by deleting the words "or one tree under section 3.2.2, in which case there shall be no fee".
- 4. Tree Protection Bylaw No. 8057, as amended, is further amended by deleting section 4.3.3 and replacing it with the following:
 - "4.3.3 A replacement tree is not required for the cutting or removal of a hazard tree."
- 5. Tree Protection Bylaw No. 8057, as amended, is further amended by deleting Schedule A and replacing it with Schedule A attached to and forming part of this bylaw as a new Schedule A of the Tree Protection Bylaw No. 8057.

FIRST READING		×	CITY OF RICHMOND
SECOND READING			APPROVED for content by originating
THIRD READING			Division
ADOPTED	2		APPROVED for legality by Solicitor
			BRB
MAYOR		CORPORATE OFFICER	

This Bylaw is cited as "Tree Protection Bylaw No. 8057, Amendment Bylaw No. 10246".

6.

SCHEDULE A to BYLAW NO. 10246 SCHEDULE A to BYLAW NO. 8057

Replacement Trees

Where replacement trees are required to be provided pursuant to this bylaw, such replacement trees shall be provided and planted as follows:

- 1) Subject to sections 3 and 4 below, for tree removals not related to demolition or construction on parcels containing a one-family dwelling, such replacement trees shall be provided at a ratio of 1:1 and planted as follows:
 - (a) deciduous replacement trees are to be a minimum of 6cm caliper* or a minimum 3.5m in height,
 - (b) coniferous replacement trees are to be a minimum of 3.5m in height.
- 2) Subject to sections 3 and 4 below, for tree removals for all other properties and permits related to construction, demolition, rezoning, development permits, subdivisions or building permits, such replacement trees shall be provided at a ratio of 2:1 and planted as follows:
 - (a) every deciduous replacement tree shall be of the minimum 8cm caliper* or of a minimum 4m in height,
 - (b) every coniferous replacement tree shall be a tree of the minimum 4m in height.
- 3) Every replacement tree shall be spaced from existing trees and other replacement trees in accordance with an approved forest management plan or landscape plan and in all cases shall be planted in accordance with the current BCSLA (British Columbia Society of landscape architects) or BCLNA (British Columbia Landscape & Nursery Association) Landscape Standards, and all replacement trees shall meet current BCSLA or BCLNA standards.
- 4) Notwithstanding the foregoing, the Director of Building Approvals may, at their discretion, require larger replacement trees than those set out in section 1(a), 1(b), 2(a), and 2(b) set out above in this Schedule.

^{*}Caliper is the diameter of the trunk measured at 15cm above the ground.



Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10247

The Council of the City of Richmond enacts as follows:

1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended at SCHEDULE – TREE PROTECTION by deleting the Tree Protection Bylaw No. 8057 Permit Fees table and replacing it with the following:

Description	Fee
Permit application fee	
To remove a hazard tree	No Fee
One (1) tree per parcel during a 12 month period	\$62.00
Two (2) or more trees	\$75.00 per tree
Renewal, extension or modification of a permit	\$62.00

2. This Bylaw is cited as "Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10247".

FIRST READING		CITY OF RICHMOND
SECOND READING		APPROVED for content by originating Division
THIRD READING		JC
ADOPTED		APPROVED for legality by Solicitor
		BRB
MAYOR	CORPORATE OFFICER	