



Planning Committee

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

**Tuesday, May 16, 2017
4:00 p.m.**

Pg. # ITEM

MINUTES

PLN-6

*Motion to adopt the **minutes** of the meeting of the Planning Committee held on May 2, 2017.*

☐

NEXT COMMITTEE MEETING DATE

June 6, 2017, (tentative date) at 4:00 p.m. in the Anderson Room

COUNCILLOR DEREK DANG

1. **RCSAC PROPOSAL FOR RICHMOND FOOD SYSTEMS ADVISORY COMMITTEE**
(File Ref. No.)

PLN-10

See Page PLN-10 for communication tool

☐

COMMUNITY SERVICES DIVISION

2. **AFFORDABLE HOUSING STRATEGY UPDATE – DRAFT POLICY REVIEW AND RECOMMENDATIONS**

(File Ref. No. 5383915) (REDMS No. 5383915 v. 22)

PLN-13

See Page PLN-13 for full report

Designated Speaker: Joyce Rautenberg

STAFF RECOMMENDATION

That the recommended Affordable Housing Strategic approach and policy actions, as outlined in the staff report titled, “Affordable Housing Strategy Update – Draft Policy Review and Recommendations,” be approved for the purpose of key stakeholder consultation and the results of the consultation be reported back to Planning Committee.



PLANNING AND DEVELOPMENT DIVISION

3. **APPLICATION BY DAVA DEVELOPMENTS LTD. TO AMEND ATTACHMENT 1 TO SCHEDULE 1 OF THE OFFICIAL COMMUNITY PLAN AT 9560 PENDLETON ROAD FROM “PARK” TO “NEIGHBOURHOOD RESIDENTIAL”, AND FOR REZONING AT 9560 PENDLETON ROAD FROM “SCHOOL & INSTITUTIONAL USE (SI)” ZONE TO “SINGLE DETACHED (ZS28)” – PENDLETON ROAD (WEST RICHMOND) ZONE**

(File Ref. No. 12-8060-20-009661/9662; CP 16-733600; RZ 16-732627) (REDMS No. 5193684)

PLN-118

See Page PLN-118 for full report

Designated Speaker: Wayne Craig

STAFF RECOMMENDATION

- (1) *That Official Community Plan Bylaw OCP Bylaw 9000, Amendment Bylaw 9662, to re designate 9560 Pendleton Road from "Park" to "Neighbourhood Residential" in Attachment 1 to Schedule 1 of Official Community Plan Bylaw OCP Bylaw 9000, be introduced and given first reading;*

- (2) *That Bylaw 9662, having been considered in conjunction with:*
- (a) *The City’s Financial Plan and Capital Program; and*
 - (b) *The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*
- is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the Local Government Act;*
- (3) *That Bylaw 9662, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation; and*
- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9661, to create the “Single Detached (ZS28) – Pendleton Road (West Richmond)” zone, and to rezone 9560 Pendleton Road from the "School & Institutional Use (SI)" zone to the "Single Detached (ZS28) – Pendleton Road (West Richmond)" zone, be introduced and given first reading.*



4. **RICHMOND RESPONSE: METRO VANCOUVER REGIONAL GROWTH STRATEGY AMENDMENT BYLAW NO. 1243, 2017 AND RGS PERFORMANCE MONITORING GUIDE**
 (File Ref. No. 08-4040-01) (REDMS No. 5386785)

PLN-145

See Page PLN-145 for full report

Designated Speaker: Terry Crowe

STAFF RECOMMENDATION

- (1) *That the staff report titled, “Richmond Response: Metro Vancouver Regional Growth Strategy Amendment Bylaw No. 1243, 2017 and RGS Performance Monitoring Guide”, dated May 8, 2017 from the General Manager, Planning and Development, be received for information; and*
- (2) *That the staff recommendation to advise the Metro Vancouver Regional Board that the City of Richmond supports the proposed Metro Vancouver Regional Growth Strategy Amendment Bylaw 1243, 2017 and RGS Performance Monitoring Guide be endorsed.*



5. **RICHMOND RESPONSE: PORT OF VANCOUVER PROPOSED INDUSTRIAL DESIGNATION OF 1700 NO.6 ROAD**

(File Ref. No. 08-4040-01) (REDMS No. 5386969)

PLN-218

See Page PLN-218 for full report

Designated Speaker: Terry Crowe

STAFF RECOMMENDATION

- (1) *That the staff recommendation in the report “Richmond Response: Port of Vancouver Proposed Industrial Designation of 1700 No. 6 Road”, dated May 8, 2017 from the General Manager, Planning and Development, to advise the Port of Vancouver board that the City of Richmond supports the Port’s proposed Industrial designation of 1700 No. 6 Road in the Port’s Master Plan be endorsed; and*
- (2) *That the staff recommendation to request the Port of Vancouver Board to work with the City of Richmond to establish the future OCP proposed Knox Way extension, OCP Major Greenway and OCP Major Cycling Route be endorsed.*



6. **RICHMOND RESPONSE: YVR PROPOSED PHASE 2 NORTH RUNWAY SAFETY END AREAS (RSEA) OPTIONS**

(File Ref. No. 08-4040-01) (REDMS No. 5387271)

PLN-226

See Page PLN-226 for full report

Designated Speaker: Terry Crowe

STAFF RECOMMENDATION

- (1) *That the staff report titled “Richmond Response: YVR Proposed Phase 2 North Runway Safety End Areas (RESA) Options”, dated May 8, 2017 from the General Manager, Planning and Development be received for information; and*
- (2) *That the staff recommendation to advise the Vancouver International Airport Authority (YVR) that the City of Richmond supports YVR’s proposed Option 2 be endorsed.*



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ITEM

7. **MANAGER'S REPORT**

ADJOURNMENT





Planning Committee

Date: Tuesday, May 2, 2017

Place: Anderson Room
Richmond City Hall

Present: Councillor Linda McPhail, Chair
Councillor Bill McNulty
Councillor Chak Au
Councillor Alexa Loo
Councillor Harold Steves

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on April 19, 2017, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

May 16, 2017, (tentative date) at 4:00 p.m. in the Anderson Room

Planning Committee
Tuesday, May 2, 2017

PLANNING AND DEVELOPMENT DIVISION

1. APPLICATION BY 1082843 BC LTD. FOR REZONING PORTIONS OF 22720 AND 22740 WESTMINSTER HIGHWAY FROM “SINGLE DETACHED (RS1/F)” TO “HIGH DENSITY TOWNHOUSES (RTH1)”

(File Ref. No. 12-8060-20-009714; RZ 16-754713) (REDMS No. 5364596 v. 2)

Wayne Craig, Director, Development, and Mark McMullen, Senior Coordinator - Major Projects, reviewed the application, noting that the proposed development will consist of 25 townhouses and two convertible units.

Discussion ensued with regard to (i) incorporating secondary suites in the proposed development, (ii) vehicle parking configurations on-site, (iii) floodplain restrictions in the Hamilton area, and (iv) full conversion of convertible units.

In reply to queries from Committee, Mr. McMullen noted that the two convertible units will be constructed to facilitate the installation of an elevator if needed by future residents. Mr. Craig added that the Official Community Plan (OCP) has accessibility requirements for new townhouse developments and convertible units are provided in most townhouse projects.

In reply to queries from Committee, Karen Smith and Rob Vrooman, representing the applicant, noted that the convertible units will include accessible features such as wider doors, wider corridors, and all units will include lever style door handles and rough-ins for future installation of grab handle bars. Mr. Vrooman added that costs estimates for elevator installation in the convertible units can be provided to potential buyers in the sales process.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9714 to:

- (1) Include the Hamilton Area Plan density bonus and community amenity provisions within the “High Density Townhouses (RTH1)” zone; and***
- (2) Rezone the western portion of 22720 and 22740 Westminster Highway from “Single Detached (RS1/F)” to “High Density Townhouses (RTH1)”;***

be introduced and given first reading.

CARRIED

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2. PROPOSED ZONING BYLAW HOUSEKEEPING AMENDMENTS

(File Ref. No. 08-4430-01) (REDMS No. 5278492 v. 8)

Tina Atva, Development Coordinator, briefed Committee on the Proposed Zoning Bylaw Housekeeping Amendments, noting that the proposed amendments will provide updates to (i) Child Care Program regulations, (ii) Agri-Tourism Operations and Farm-Based Winery regulations, (iii) Private Club regulations within Assembly (ASY) zones, and (iv) minor amendments to *Zoning Bylaw 8500*.

In reply to queries from Committee, Mr. Craig advised that the City's policies for the No. 5 Road Backlands allow uses involving religious, cultural and educational purposes.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9699 to make housekeeping amendments be introduced and given first reading.

CARRIED

3. SALVAGE OF BUILDING MATERIALS AND STRUCTURAL RELOCATION OF HOUSES

(File Ref. No. 08-4375-00) (REDMS No. 5164202 v. 12)

Gavin Woo, Senior Manager, Building Approvals, James Cooper, Manager, Plan Review, and Wesley Lim, Code Engineer, spoke on a proposed program that would encourage the relocation of existing houses and the salvage of building materials from demolition sites, noting that a secure online list of potential participating homeowners available for salvage and moving companies will be developed on the City's website. Mr. Cooper added that full-time staff will be added to help implement the proposed program.

In reply to queries from Committee, Mr. Woo and Mr. Cooper noted that (i) the proposed program is voluntary, (ii) information on participating homeowners will only be available to qualified salvage and moving companies, (iii) staff anticipate that the proposed program will have little impact on development timelines, and (iv) asbestos remediation is typically not required when entire homes are relocated.

Discussion ensued with regard to the supply of the salvage materials and the timeline for the programs' implementation.

It was moved and seconded

That Council endorses the following measures to encourage the relocation of existing houses and salvage of building materials from demolition sites:

- (1) Develop an online list for houses scheduled for demolition to allow house moving companies to contact home owners arranging for potential house moves;***

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- (2) *Promote the options to relocate existing houses and to salvage building materials by informing the public of the benefits;*
- (3) *That the cost of a temporary full time staff to implement the proposed program estimated to be up to \$110,000.00 funded by the 2017 Building Permits Revenue be included as amendment to the 5 Year Financial Plan (2017-2021); and*
- (4) *That staff report back on the above measures in 12 months' time.*

CARRIED

4. MANAGER'S REPORT

- (i) *Mylora Non-Farm Use Application to the Agricultural Land Commission*

Mr. Craig briefed Committee on the non-farm use application for the former Mylora Golf Course site, noting that the Agricultural Land Commission has denied the application. He added that site will remain zoned for agriculture.

- (ii) *Market Rental Housing and Affordable Housing Strategy*

Staff advised that a report on market rental housing will be presented to Committee in July 2017 and that a report on Affordable Housing Strategy is being finalized.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:39 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, May 2, 2017.

Councillor Linda McPhail
Chair

Evangel Biason
Legislative Services Coordinator



RCSAC | Richmond Community Services Advisory Committee

To: Mayor Brodie and Councillors
 From: Kathie Chiu & Alex Nixon, RCSAC Co-Chairs
 CC: Cathy Carlile, Lesley Sherlock & Kim Somerville
 Date: May 2017
 Re: **Richmond Food Systems Advisory Committee**

Purpose

The purpose of this Communication Tool is to request that Richmond City Council creates a Richmond Food Systems Advisory Committee.

This Communication Tool reflects:

- 2012-2041 Official Community Plan, Section 7: Agriculture and Food
- 2014-2018 Council Term Goals, particularly goal 5: Partnerships and Collaborations
- Social Development Strategy, Action 46: Facilitate food security for Richmond residents
- Richmond Wellness Strategy
- Richmond Food Charter
- Metro Vancouver Regional Food System Action Plan

Issue	Potential impact	Agency or individuals affected	Advice
With the Richmond Food Charter and Metro Vancouver Regional Food Systems Action Plan endorsed in 2016, there is a need and opportunity to convene a group to address Richmond's food security holistically. We currently have the Agricultural, Community Services, and Environment advisory committees, as well as community groups addressing portions of the food system, but no advisory group dedicated to working on issues concerning the entire food system and focused on developing holistic solutions.	There are significant positive impacts for Richmond residents, such as reduced poverty, greater health, reduced food waste, greater protection of farmland, and a more sustainable city.	Numerous community groups will be invited to participate, including Richmond Food Security Society, Richmond Food Bank, community meal providers, and Poverty Response Committee. Citizen appointees may include farmers and business owners as well as the Richmond School District and Kwantlen Polytechnic University.	Form a Richmond Food Systems Advisory Committee that includes representatives of the whole food system, as well as community organizations, the health authority, and educational institutes to work with City staff and a Council liaison. We suggest funding similar to other Advisory Committees. We suggest allocating staff resources from Parks, Planning, Social Planning, Sustainability, and/ or other relevant departments.

RCSAC Communication Tool Backgrounder: Food Systems Advisory Committee

1. The Issue

The City has three Council advisory committees that provide input to Mayor and Councillors on topics related to food systems; Community Services (food access and affordability), Agricultural (food production) and Environmental (climate change impacts).

However, currently none of the existing committees provide advice on the food system as a whole. The current committees, while focused on their own areas of expertise, do not have the scope to encompass and consider the broader food system in an integrated approach.

A Food Systems Advisory Committee would assist the City of Richmond to advance the following items: 2012-2041 Official Community Plan, Section 7: Agriculture and Food; 2014-2018 Council Term Goal 5: Partnerships and Collaborations; Social Development Strategy, Action 46: Facilitate food security for Richmond residents; the Community Wellness Strategy; and the Metro Vancouver Regional Food System Action Plan.

This action would support the RCSAC 2017 Work Plan objective of “supporting the development of a food security action plan for the City of Richmond”.

2. RCSAC Process

The RCSAC Food Systems Task Force was formed in December 2016 following Council endorsement of the Richmond Food Charter and the Metro Vancouver Regional Food Systems Action Plan to research and consider the benefit and value for the community of a Food Systems Advisory Committee.

Task Force membership includes Anita Georgy (Richmond Food Security Society), Alex Nixon (Richmond Food Bank), De Whalen (Poverty Response Committee), and Belinda Boyd (Vancouver Coastal Health). Brent Mansfield, director of the BC Food Systems Action Network was consulted to understand the Richmond food system in relation to the provincial system.

3. Background

A Richmond Food Charter Working Group was established in 2013 to guide work on the Richmond Food Charter and was led by a partnership between the Richmond Food Security Society and Vancouver Coastal Health. This community-based table includes representatives of the Richmond Food Security Society, the Richmond Poverty Response Committee, Vancouver Coastal Health and the Canadian Federation of University Women. This Working Group presented the Richmond Food Charter to

Council and received Council endorsement in July, 2016. In December, 2016, Council also endorsed the 2016 Metro Vancouver Regional Food System Action Plan.

Many cities across North America are forming Food Policy Councils to look holistically at food system policies. The proposed Richmond Food Systems Advisory Committee is a made-in-Richmond way for us to join leaders in this important movement. The need for a Food Systems Advisory Committee is recognized when considering the range of related issues coming forward to Council, including loss of farmland due to the proposed Massey Bridge, ALR home size guidelines, and Harvest Power operations. The Metro Vancouver Regional Food System Action Plan includes a wide range of additional multi-disciplinary food systems actions for Richmond to take, including everything from supporting local food production and processing, to supporting fish habitat, to mobile markets and street vending opportunities, to educating budding urban farmers, to ensuring drainage is sufficient to address sea level rise.

Proposed stakeholders include businesses (particularly food retailers), School District and Kwantlen Polytechnic University representatives, farmers, health representatives and community services.

Food security for individuals is an increasing challenge that clients of most RCSAC member agencies struggle with. While a large part of that is due to poverty, food access and affordability at a community level are strongly impacted by zoning, local food production, and larger environmental trends.

4. Options

Currently no other committee has the mandate to advise Council on this area.

While alternative options could exist, they would be imperfect. Forming a subcommittee of another advisory committee would ensure that its focus wasn't holistic, and making it a non-City entity would mean that it wouldn't directly advise Council on these issues.

5. Proposed Action

The RCSAC proposes that Council endorse the formation of a Richmond Food Systems Advisory Committee that includes representatives of the whole food system, as well as community organizations, the health authority and educational institutes to work with Staff and a Council Liaison.

Preliminary steps would include forming a working group to draft terms of reference and procedures, and learning from successes in other municipalities while creating a unique model to suit our particular needs.

Funding equivalent to other advisory committees as well as a Staff and Council Liaison would be required from the City of Richmond.



City of Richmond

Report to Committee

To: Planning Committee **Date:** April 21, 2017
From: Cathryn Volkering Carlile **File:** 08-4057-01/2017-Vol
General Manager, Community Services 01
Re: **Affordable Housing Strategy Update – Draft Policy Review and
Recommendations**

Staff Recommendation

That the recommended Affordable Housing Strategic approach and policy actions, as outlined in the staff report titled, "Affordable Housing Strategy Update – Draft Policy Review and Recommendations," be approved for the purpose of key stakeholder consultation and the results of the consultation be reported back to Planning Committee.

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

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Real Estate Services	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The purpose of this report is to provide a progress report on the Affordable Housing Strategy update process and present the draft policy options and recommendations that are currently being considered for the new updated Strategy. The purpose of this report is also to request the recommended approach and policy actions to be approved for the purposes of consultation, and to report back to Planning Committee with the refined final recommendations. The report will outline the update progress to date, existing approach and successes and challenges with the current policies, as well as provide an analysis and recommend options for the overall policy approach and provide a series of recommended actions.

This report supports the following Council 2014-2018 Term Goals:

Goal #2 - A Vibrant, Active and Connected City:

Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.

2.2. *Effective social service networks.*

Goal #3 - A Well-Planned Community:

Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

3.4. *Diversity of housing stock.*

Goal #5 - Partnerships and Collaboration:

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

5.2. *Strengthened strategic partnerships that help advance City priorities.*

This report also supports the Social Development Strategy Goal #1: Enhance Social Equity and Inclusion:

Strategic Direction #1: Expand Housing Choices

Background

Affordable Housing Strategy Update: Progress to Date

The City's current Affordable Housing Strategy (AHS) was adopted in 2007. Building on the success and experience gained over the past ten years, the City has undertaken a comprehensive, multi-phase and consultative process to develop a renewed Strategy that will help ensure that Richmond's response to local housing affordability challenges remains relevant, reflects key

priority groups in need and addresses identified housing gaps, emerging socio-economic trends, market conditions and the evolving role of senior government.

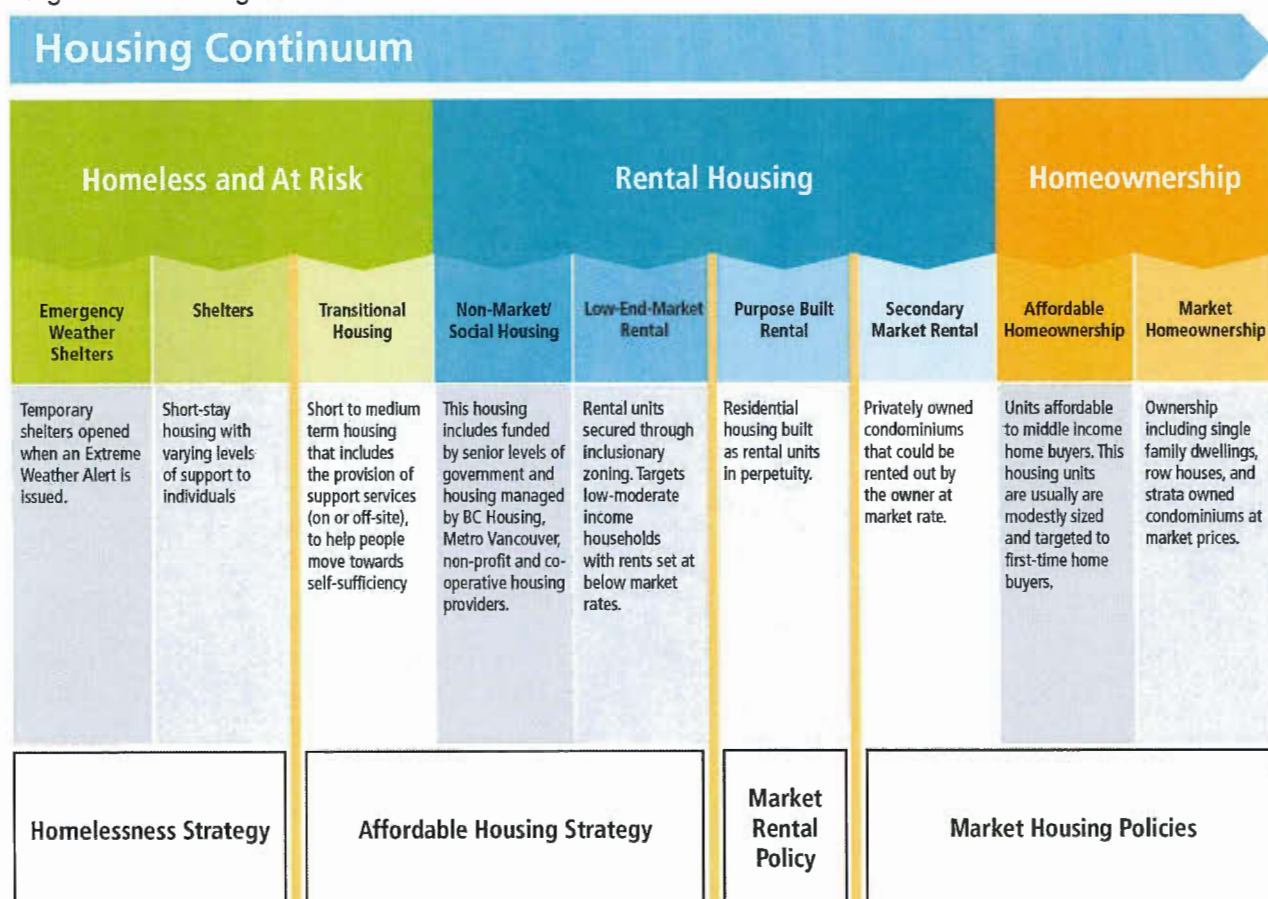
Figure 1 – Affordable Housing Strategy Update Process- Key Phases



The Housing Continuum

Throughout the update process, the housing continuum (Figure 2) has been a useful visual framework that identifies a healthy mix of housing choices in any community. Although identified housing gaps fall along various points on the continuum, the updated Affordable Housing Strategy's focus will be on the highlighted portion of the housing continuum in the figure below. Additional policy initiatives, such as the concurrent Market Rental Policy and the Homelessness Strategy update, scheduled to begin later in 2017, will complement the updated AHS and help address other components of the continuum.

Figure 2 – Housing Continuum



An updated AHS will continue to recognize the City's limitations regarding its municipal mandate and resources required to address housing affordability. Once adopted by Council, the renewed AHS will help clearly define the City's role, guide decision making and focus priorities and resources over the next 10 years. The updated AHS will also continue to recognize the importance of continued partnerships with the private and non-profit housing sector, senior levels of government and community service agencies.

Existing Approach and Affordable Housing Priorities

The 2007 AHS established three key housing priorities:

1. Non-market (subsidized) rental – targeted to households with incomes below \$34,000;
2. Low-end market rental “built” units – targeted to households with incomes of \$34,000 or less and \$57,500 or less; and
3. Entry level homeownership – targeted to households with incomes of less than \$60,000.

The City has also responded through a variety of policies and tools including an Affordable Housing Reserve Fund, Special Development Circumstance and Value Transfer, and land use policies that encourage secondary suites, private market rental housing and basic universal housing design.

Currently, there is a balanced approach between securing cash contributions to support the creation of non-market rental units and securing low-end market rental “built” units in developments. This approach is unique, and Richmond is the only municipality in Metro Vancouver that consistently applies affordable housing policy requirements to developments across the city. Building on the successes of the current AHS, staff have been directed to examine opportunities with respect to the following:

- Increasing the built unit percentage requirement (e.g. 5% of the total floor area secured as low-end market rental) in developments;
- Decreasing the unit threshold (more than 80 units) in developments for providing low-end market rental; and
- Requiring low-end market rental units in townhouse developments.

Current Policies: Successes & Challenges

The following section provides a brief description of the current AHS priorities and policies, highlighting key successes and challenges.

Policy	Overview	Successes	Challenges
Non-market Subsidized Rental Housing	The City currently secures cash-in-lieu contributions to the Affordable Housing Reserve Fund (AHRF) at the time of rezoning for single family, townhouse and apartment developments less than 80 units. The reserve fund helps the City respond to partnership initiatives with senior government, private and non-profit sector, which can be leveraged to create a	<ul style="list-style-type: none"> • Since 2007, over \$35 million in developer cash contributions and value transfers have been secured for affordable housing. • AHRF has supported innovative partnerships (e.g. City contribution of \$24.1 million to support Kiwanis Towers (296 units) and \$19.1 million 	<ul style="list-style-type: none"> • Currently not enough funds in the AHRF to support the future acquisition of land/sites and potential partnerships to create more affordable housing. • AHRF does not accumulate at a rate to support several projects with significant land

Policy	Overview	Successes	Challenges
	<p>higher number of affordable housing units than what would typically be secured through development. Partnerships and use of the reserve fund also facilitate the provision of non-market units (e.g. rents are secured well below LEMR and market rents, and may include additional wraparound supports).</p>	<p>for Storeys (129 units)).</p> <ul style="list-style-type: none"> • Units are managed by organizations with the mandate to provide affordable housing, and are targeted towards households in need • Ability for City and partners to tailor projects to ensure that housing is appropriate for different household types. • Non-market projects are not subject to fluctuations in market housing conditions which can provide greater certainty around when a project may be completed and occupied. 	<p>costs</p> <ul style="list-style-type: none"> • Current cash contribution rates are not equivalent to built unit contribution. • May have to wait for partnerships and funding opportunities to use resources. • Projects can place significant demands on the Affordable Housing Reserve Fund and staff resources.
<p>Low-End Market Rental Housing</p>	<p>A density bonus is offered at time of rezoning for multi-family and mixed use developments with more than 80 units in exchange for at least 5% of total residential floor areas built as low-end market rental units secured in perpetuity with a Housing Agreement registered on title.</p>	<ul style="list-style-type: none"> • Since 2007, there have been 423 LEMR units secured through development; to date, 120 units have been built and tenanted. • Integrated units lead to the creation of mixed-income developments • LEMR units provide rental options for individuals/households that may not qualify for non-market housing (if targeted client group) and may not be able to afford market rental housing. 	<ul style="list-style-type: none"> • Management challenges associated with securing a small number of LEMR units. • LEMR units are not entirely rented to the intended/target households. • Market housing fluctuations can provide uncertainty over when a development including LEMR units may be completed and occupied. • Required minimum unit sizes may not be consistent with current market trends, adding additional costs towards construction. • Emphasis on securing built units may result in fewer cash-in-lieu contributions to the reserve fund. • Stakeholder feedback indicates that the maximum rents are not enough to cover renovations or upgrades that may be needed.

Policy	Overview	Successes	Challenges
Entry-Level Homeownership	Targeted to households with annual incomes of less than \$60,000 (2007) and focused on encouraging the construction of smaller, owned units.	<ul style="list-style-type: none"> City contribution of financial support to cover development cost charges for a recent Habitat for Humanity project targeted to lower to moderate income families. 	<ul style="list-style-type: none"> No mechanism to secure affordability for future owners. An affordable homeownership program may have significant legal and/or administrative challenges.
Affordable Housing Special Development Circumstance (AHSDC) and Value Transfer	The AHSDC policy is an addendum to the existing Affordable Housing Strategy which allows for clustering affordable housing units in a standalone building/project, if a sound business case and social programming approach is identified. The AHSDC has previously been paired with the value transfer mechanism, where certain developments convert their built unit contribution to a cash contribution to be used towards a "donor site" (a standalone affordable housing project).	<ul style="list-style-type: none"> Rents are secured at non-market levels, which helps to address the needs of low-income and vulnerable households. Funds generated contribute to successful developments such as Kiwanis Towers and the Storeys development. Non-market units were secured in the Cressey Cadence project (15 units for lone-parent families). Richmond's policy is recognized by other jurisdictions as a potential model to replicate. 	<ul style="list-style-type: none"> AHSDC policy is not currently integrated into the overall AHS Non-profit housing providers typically prefer to manage clustered units for operational efficiency. The current AHSDC does not provide for this flexibility. Value transfers require available land in order to make projects viable. Standalone projects are increasingly mixed in income and rent levels to offset the lack of available operating funding.
Secondary Suites	<p>The City requires all new single detached lots being rezoned to include:</p> <ul style="list-style-type: none"> Secondary suites on 100% new lots created; Suites on 50% of new lots and a cash contribution on the remaining 50%; or A cash contribution on 100% of new lots created to the Affordable Housing Reserve Fund. 	<ul style="list-style-type: none"> Provides potential mortgage helper to many homeowners. Provides additional rental housing supply (204 secondary suites and coach houses as of December 31, 2016). New rental units integrated into existing fabric of neighbourhoods. 	<ul style="list-style-type: none"> No direct benefit to the affordable housing supply – contributes to the overall rental supply. No mechanism to ensure units are affordable. No mechanism to ensure suites are rented out. Monitoring illegal suites is difficult, as the process is complaint-driven.
Market (Purpose-Built) Rental Housing	Richmond's current Official Community Plan encourages a 1:1 replacement when existing rental housing in multi-unit developments are converted to strata or where existing sites are rezoned for new development.	<ul style="list-style-type: none"> Kiwanis project resulted in greater than 1:1 replacement (122 units to 296 units, resulting in 174 additional units). 	<ul style="list-style-type: none"> Not all purpose built rental projects can be retained over time as they age. Under-utilized land could achieve higher and better use including affordable housing.

Policy	Overview	Successes	Challenges
			<ul style="list-style-type: none"> Replacement units tend to be smaller and often more expensive than original units. Richmond currently has a very low vacancy rate of 1% which may trigger higher rents for market rental housing.
Basic Universal Housing	The City currently provides a floor area exemption for developments that incorporate basic universal housing features in the units. Single storey units that are accessible are often an effective way to accommodate accessible housing.	<ul style="list-style-type: none"> Provides clear expectations and standards to developers and builders. The current basic universal housing policy is successful at securing units with these features. Currently aligns with BC Building Code. 	<ul style="list-style-type: none"> Current regulations only focus on physical accessibility. Changes to the BC Building Code may pose challenges for incorporating basic universal housing features.

AHS Inventory

The chart below displays the various types of units and cash contributions that have been secured since the adoption of the AHS in 2007, with updated information as of March 31, 2017.

Contribution Type	Secured as of March 31, 2017
Subsidized/Non-Market	477
Low-end Market Rental	423 (~120 built and occupied)
Market Rental	411
Entry-Level (Affordable) Homeownership	19
Secondary Suite/ Coach House	223
Total Affordable Housing Units Secured	1,553
Cash-in-lieu Contributions	\$7,913,160
Affordable Housing Value Transfers	\$27,172,084
Total Cash Contributions Secured	\$35,085,244

Emerging Priorities for the Updated AHS

On November 14, 2016, Council endorsed the Housing Affordability Profile that identified the priority groups in need and key housing gaps. The groups in need and gaps are based on a review and analysis of demographics and housing data, combined with feedback from extensive stakeholder consultation. The consultation sessions revealed the following key priority groups in need and who may also face additional barriers to finding affordable, appropriate housing:

- Families;
- Low-to-moderate income households;
- Persons with disabilities;
- Seniors;

- Vulnerable groups including households on fixed incomes, persons experiencing homelessness, women and children experiencing family violence, persons with mental health and addictions issues, and Aboriginal populations.

Further feedback from the consultation sessions identified significant housing gaps that households may experience while searching for affordable and appropriate housing in the community. These include:

- Family friendly units across the housing continuum;
- Accessible and adaptable units along the housing continuum;
- All types of rental housing;
- Non-market housing with supports; and
- Emergency shelter spaces for women and children.

The housing gaps reflect changing demographics in the community as well as the impact of low vacancy rates and escalating housing prices. Despite the variety of housing types available in Richmond, the current demand for affordable housing exceeds the supply, particularly for low to moderate income households. The current housing supply may also not be suitable or appropriate for some household types.

Analysis

Policy Review Objectives

The goal of the Policy Review is to develop updated policy recommendations that will form the foundation of the updated AHS. The specific objectives include:

- Examine existing AHS priorities and policies and new policy options in the context of emerging affordable housing priorities;
- Undertake a comprehensive economic analysis testing the impact and market feasibility of potential changes to the City's current density bonusing, inclusionary housing and associated contribution rates; and
- Consult and seek input from a broad range of community stakeholders including private and non-profit housing developers, community service agencies, senior and regional government representatives and City staff who are actively involved in planning and the implementation of affordable housing policy.

Results of the analyses are contained in the attached Summary Options Chart (Attachment 1) and Policy Options Report (Attachment 2). The following sections summarize key findings from the policy review and propose new directions for existing policies and recommended new policy options.

Economic Analysis

An economic analysis was undertaken by an independent third-party land economist to test various scenarios and examining the feasibility of the above directions, with additional feedback provided by a second independent third-party land economist. The analysis was based on a review of land values, market trends and demand in Richmond and development pro-forma analysis of 15 sites across the city using various development and density assumptions/scenarios. The consultants also examined increasing the current cash-in-lieu contribution rates for single family, townhouses and multi-family developments requiring rezoning.

Key findings:

- Current high land values in Richmond and future market uncertainty, combined with the impact of increased development cost charges and levies at both the municipal and regional levels, suggest that increasing the LEMR “built” requirement to 15% of the total residential floor area may have an impact on development in the city. Instead, an increase of up to 10% could be considered to test the market, with continued monitoring to consider additional increases in the future;
- Decreasing the development thresholds below 60 units would result in small numbers of LEMR units in each development. This situation could place overly onerous requirements on developers of smaller projects who may not typically have sufficient property management resources to effectively manage these units and may also exacerbate known management and occupancy challenges with LEMR units; and
- The City’s current 5% total residential floor area “built” contribution rate is worth more than the equivalent of cash-in-lieu contribution rates in terms of overall value of affordable housing produced. Increasing the cash-in-lieu contribution rates to close the gap with the “built” unit contribution rate would create a more equitable approach.

In addition to the economic analysis, feedback from the first phase of the AHS update process was also considered in conjunction with findings from the annual statutory declaration process (a yearly audit of occupied low-end market rental units). Some of the overarching themes include:

- There is a growing demand for non-market rental housing that is greater than the supply;
- Non-market housing developments serve an important need in the community (e.g. low-income seniors and vulnerable/at-risk households);
- There are concerns over management and administration of low-end market rental units:
 - Managing affordable housing is not the mandate of the development community;
 - Dispersed units throughout developments and a small number of secured units are challenging from a non-profit management perspective, as there is limited control over maintenance and operating costs;
 - Units may not be occupied by the intended tenant households; and
 - Ongoing monitoring by the City and ensuring compliance may present challenges with limited staffing resources; and
- There is a need for increased and diverse housing options (e.g. opportunities to create housing on smaller lots or in stacked townhouses, rental housing across the continuum).

Updated Affordable Housing Strategy Approach

The following section outlines the overall approach that will form the basis of the City’s updated Affordable Housing Strategy. There are three approaches put forward for consideration:

1. Continue to secure a combination of non-market and low-end market rental housing as a priority (**recommended**).
2. Secure non-market (subsidized) rental housing and cash-in-lieu contributions as a priority (**not recommended**).
3. Secure a low-end market rental (LEMR) housing as a priority (**not recommended**).

Each option is explained in more detail in the following charts.

Approach #1: Continue to Secure a Combination of Non-Market and Low-End Market Rental Housing as a Priority (Recommended)	
Overview	This option provides the opportunity to secure both non-market and low-end market rental housing in the community. This option seeks to ensure there is a balance of housing options available for a variety of households, while also being prudent in maintaining consistent cash flow into the Affordable Housing Reserve Fund. This option recognizes the strategic importance of having a healthy reserve balance to increase City inventory in the event that the pace of development slows down.
Target/Priority Groups in Need	Vulnerable populations and low-to-moderate income households.
Objectives	<ul style="list-style-type: none"> • Increase both the “built” unit inventory and ensure that the Affordable Housing Reserve fund has sufficient resources received through cash-in-lieu contributions (e.g. \$1.5 million generated annually). • Strategically position the City to seek senior government funding and partnership opportunities, while building the reserve to increase the City’s inventory.
Pros	<ul style="list-style-type: none"> • Equates to a higher number of affordable housing units being developed due to other funding sources that can be secured through partnerships. • Non-market housing units through partnerships are typically constructed and occupied at a faster pace, when compared to low-end market rental units constructed in mixed developments. • Increase non-profit housing provider capacity in Richmond by providing more opportunities for non-profit ownership and management of units. • Wrap-around supports are available and provided to priority groups in need which can encourage movement along the housing continuum for vulnerable residents. • Can facilitate innovative rent structures to provide a mix of rent levels and supports in one building/development leading to mixed communities. • Provides rental options for individuals/households that may not qualify for non-market housing (if targeted appropriately for intended client group) and may not be able to afford full market rental housing.
Cons	<ul style="list-style-type: none"> • May be difficult to balance the need for cash-in-lieu contributions and built LEMR contributions. • The City will need to strengthen regulatory measures to ensure that built LEMR units are occupied by target/intended households and comply with the terms of the Housing Agreement/Covenant.
Approach #2: Secure Non-Market (Subsidized) Rental Housing and Cash-in-Lieu Contributions as a Priority (Not Recommended)	
Overview	This option places emphasis on securing cash contributions to use towards affordable housing projects, focusing on partnerships with senior levels of government, non-profit housing providers and potentially the private sector to deliver non-market housing options.
Target/Priority Groups in Need	Vulnerable populations
Objectives	<ul style="list-style-type: none"> • Emphasis on cash-in-lieu contributions for affordable housing (including maximizing cash contributions for single family and townhouse developments). • Utilize the Affordable Housing Reserve Fund to purchase land and support

	partnerships for affordable housing projects.
Pros	<ul style="list-style-type: none"> • Equates to a higher number of affordable housing units being developed due to other funding sources secured through partnerships. • Non-market housing units are typically constructed and occupied at a faster pace, when compared to low-end market rental units constructed in mixed developments. • Wrap-around supports are available and provided to priority groups in need which can encourage movement along the housing continuum for vulnerable residents. • Can facilitate innovative rent structures to provide a mix of rent levels and supports in one building/development leading to mixed communities.
Cons	<ul style="list-style-type: none"> • Timing with partnership opportunities and requests may not align with adequate resources in the reserve fund, as there may not be enough funds available at a given time to purchase land or contribute towards projects. • Affordable housing projects involving partnerships may place significant demands on the reserve fund and staff resources.
Approach #3: Secure Low-End Market Rental (LEMR) Housing as a Priority (Not Recommended)	
Overview	This option places emphasis on securing built LEMR units through development and securing built units in smaller apartment (e.g. below 80 units) and townhouse developments.
Target/Priority Groups in Need	Low-to-moderate income households
Objectives	<ul style="list-style-type: none"> • Increase inventory of built LEMR units • Lower the threshold for multi-family developments to provide LEMR units • Increase the built unit percentage • Secure LEMR units in townhouse developments
Pros	<ul style="list-style-type: none"> • Provide rental options for individuals/households that may not qualify for non-market housing (if targeted appropriately for intended client group) and may not be able to afford full market rental housing. • Increase non-profit housing provider capacity in Richmond with more opportunities for non-profit ownership and management of units.
Cons	<ul style="list-style-type: none"> • Townhouse developments are the most significant revenue source for the Affordable Housing Reserve Fund; requiring built units instead of cash would not generate enough contributions to meet the Affordable Housing Reserve Fund's \$1.5M annual target to use towards affordable housing projects and initiatives. • May exacerbate existing challenges with management and occupancy practices. • Securing a small number of units (e.g. less than 10) may present challenges with management (e.g. too small scale for non-profit housing providers to manage). • Policies increasing the number of secured LEMR units would place significant demands on staff resources to create and administer housing agreements, monitoring and ensuring compliance, and responding to occupancy management challenges. • Secured units may not be delivered as quickly as non-market/non-profit housing developments, as pace of construction is determined by the developer/builder. • Limited opportunities to facilitate wraparound supports for priority groups in need.

Staff recommend Approach 1 (a combination of non-market and low-end market rental housing) as the foundational approach for the updated AHS. This option would result in increasing the inventory of affordable housing units that would serve a diverse range of households and priority groups in need. This option would also result in significant contributions to the City's Affordable Housing Reserve Fund which in turn can be used to support strategic initiatives that increase the local supply of affordable housing (e.g. land acquisition, partnerships). The next two sections detail specific proposed policy changes and proposed new policy options to support the recommended approach.

Recommended Policy Actions

This section outlines the recommended actions to support the continued approach of securing cash-in-lieu contributions to facilitate non-market housing and affordable housing built units through development. It is important to note that implementation of the updated and new policies will require significant City resources, including sufficient cash reserves and staff resources.

Policy #1: Non-Market (Subsidized) Rental Housing

Non-market rental housing was identified as a significant need in the community. Cash-in-lieu contributions from developments are a critical piece in supporting and facilitating the creation of non-market rental housing. The economic analysis examined existing cash contribution rates with respect to maintaining or increasing them based on current market conditions. The analysis found that the City's current 5% total residential floor area "built" contribution rate is worth more than the cash-in-lieu contribution rates in terms of the overall value of affordable housing produced. Staff recommend that the cash-in-lieu rate be increase to close the gap and create greater equality between projects that provide the "built" contribution and those that provide a cash-in-lieu contribution.

Recommended Actions:

1. Increase the cash-in-lieu contribution to create greater equality with the 'built' contribution as per the following table:

Housing Type	Current Rates	Proposed Rates
Single Family	\$2/sq.ft.	\$4/sq.ft.
Townhouse	\$4/sq.ft.	\$8.50/sq.ft.
Multi-Family Apartments	\$6/sq.ft.	\$14/sq.ft. (concrete construction) \$10/sq.ft. (wood frame construction)

2. Continue to accept 100% cash-in-lieu contributions for apartment developments with less than 60 units and all townhouse developments to be used towards facilitating the creation of more non-market housing units.
3. Set an annual revenue target of \$1.5M for the Affordable Housing Reserve Fund to support non-market rental and other innovative housing projects and to help position the City to leverage funding opportunities through partnership with senior governments and the private and non-profit sectors.
4. Revise the income and rent thresholds for non-market rental units to ensure that the rents and income thresholds are below average market rental rents. For non-market rental units secured through development, calculate rent thresholds based on 25% below the CMHC annual average market rents and income thresholds based on 25% below the Housing Income Limits (HILs).

Non-Market Rental Unit Thresholds				
Unit Type	Current Total Annual Household Income	Proposed Total Annual Household Income	Current Maximum Monthly Rent	Proposed Maximum Monthly Rent
Studio	\$34,000 or less	\$28,875 or less	\$850	\$632
1-Bdrm	\$34,000 or less	\$31,875 or less	\$850	\$769
2-Bdrm	\$34,000 or less	\$39,000 or less	\$850	\$972
3+ Bdrm	\$34,000 or less	\$48,375 or less	\$850	\$1,197

5. Continue to seek strategic opportunities to acquire land and partner with senior levels of government and non-profit organizations.
6. Consider waiving (full or partial) DCCs for non-market units if purchased/owned by a non-profit housing provider – section 563 of the Local Government Act allows Council, though a bylaw, to waive or reduce DCCs for the purposes of affordable housing. It is important to note that the costs of these projects may be passed onto other taxpayers by way of a potential tax increase.

Policy #2: Low End Market Rental (LEMR) Housing – Built Unit Contribution

A density bonus is offered at time of rezoning for multi-family and mixed use developments with more than 80 units in exchange for at least 5% of total residential floor areas built as low-end market rental units secured in perpetuity with a Housing Agreement registered on title. The City establishes income and maximum rental thresholds for non-market and LEMR units utilizing the bachelor/studio level in BC Housing's Housing Income Limits (HILS). However, the current approach presents some challenges. For example, the HILs are tied to the average market rents determined by CMHC and may not reflect non-market or low-end of market need. As well, the monthly allowable rent and annual allowable increases may push rents over average market rents determined by CMHC.

Recommended Actions:

1. Explore revising the built unit percentage of total residential floor area in apartment developments:
 - Maintain at the current 5% requirement
 - Increase the requirement to 10% (recommended at this time)
 - Increase the requirement to 15%
2. Decrease the built unit threshold requirements:
 - Maintain at the current 80 unit threshold
 - Decrease to a 70 unit threshold
 - Decrease to a 60 unit threshold (recommended at this time)
3. Revise the income and rent thresholds for low-end market rental units to ensure that the rents and income thresholds stay consistently below average market rental rents. For low-end market rental units secured through development, calculate rent thresholds based on 10% below the CMHC annual average market rents and income thresholds based on 10% below the Housing Income Limits (HILs).

Low-end Market Rental (LEMR) Unit Thresholds				
Unit Type	Current Total Annual Household Income	Proposed Total Annual Household Income	Current Maximum Monthly Rent	Proposed Maximum Monthly Rent
Studio	\$34,000 or less	\$34,650 or less	\$850	\$759
1-Bdrm	\$38,000 or less	\$38,250 or less	\$950	\$923
2-Bdrm	\$46,500 or less	\$46,800 or less	\$1,162	\$1,166
3+ Bdrm	\$57,500 or less	\$58,050 or less	\$1,437	\$1,436

4. Revise the minimum unit size requirements for 2BR units from 860 ft² to 741ft².

Unit Type	Current LEMR Minimum Size	Recommended LEMR Minimum Size
Bachelor/Studio	37m ² (400 ft ²)	37m ² (400 ft ²)
1 Bedroom	51m ² (535 ft ²)	51m ² (535 ft ²)
2 Bedroom	80m² (860 ft²)	69m² (741ft²)
3+ Bedroom	91m ² (980 ft ²)	91m ² (980 ft ²)

5. Strongly encourage and play an active role in facilitating partnerships between the development community sector and non-profit housing sector, so that units are owned and managed by non-profit organizations;
- Consider waiving (full or partial) DCCs for LEMR units if purchased by a non-profit housing provider – section 563 of the Local Government Act allows Council, though a bylaw, to waive or reduce DCCs for the purposes of affordable housing. It is important to note that the costs associated with these projects may be passed onto other taxpayers by way of a potential tax increase.
 - Develop a list of pre-qualified non-profit housing providers.
6. Continue to seek 100% cash-in-lieu contributions in all townhouse developments through the Affordable Housing Strategy, as townhouse applications are the most significant revenue stream for the Affordable Housing Reserve Fund. The Arterial Road Policy includes a provision for increased density in exchange for LEMR townhouse units, which will contribute to the overall LEMR housing stock. Requiring LEMR units in all townhouse developments may pose a cash flow challenge, resulting in minimal cash-in-lieu contributions to meet the Affordable Housing Reserve Fund's annual \$1.5M target.
7. While partnerships with the private sector and senior levels of government are critical to creating affordable housing, it is recommended that the City develops policy language around the use of senior government funding to be directed towards lowering the rents of LEMR units, or creating additional LEMR units above the 10% requirement and not reimburse developers/builders for LEMR units which are secured and provided under the Affordable Housing Strategy requirements.
8. Set a target of securing 80-100 LEMR units annually.

Policy #3: Entry Level Homeownership

In the current 2007 AHS, this priority was targeted to households with annual incomes of less than \$60,000 and focused on encouraging the construction of smaller, owned units. Although stakeholder consultations identified homeownership as a need in the community, a comprehensive homeownership program is not being recommended at this time. This will be

addressed further in the report. Staff continue to recommend encouraging opportunities through land use and regulation to support affordable homeownership.

Recommended Actions:

1. Focus priorities on rental housing, as there are limited resources and funding opportunities to create affordable homeownership units. Furthermore, the ongoing administration and management of an affordable homeownership program would fall outside the City's mandate.
2. Continue to encourage homeownership opportunities that are affordable through land use and regulatory measures including flexibility in unit sizes and the permitting of secondary suites and coach houses as "mortgage helpers."

Policy #4: Affordable Housing Special Development Circumstance (AHSDC) and Value Transfer

The Affordable Housing Special Development Circumstance (AHSDC) policy is an addendum to the existing Affordable Housing Strategy, which allows for clustering affordable housing units in a standalone building/project if a sound business case and social programming approach is identified to support target population. The AHSDC has previously been paired with the value transfer mechanism, where certain developments convert their built unit contribution to a cash-in-lieu contribution to be used towards a "donor site" for a standalone affordable housing project. The value transfer mechanism presents an opportunity for the City to provide capital contributions towards affordable housing projects and ensure that rent levels are targeted towards low-income or vulnerable households.

Recommended Actions:

1. Incorporate the policy into the updated AHS as a priority for securing affordable housing units
2. Develop a list of prequalified non-profit housing providers for management and development of affordable housing units

Policy #5: Secondary Suites

The City requires all new single detached lots being rezoned to either include secondary suites on 100% of new lots created, secondary suites on 50% of new lots created and a cash contribution on the remaining 50%, or to provide a 100% cash contribution on the total buildable residential floor area to the Affordable Housing Reserve Fund.

Recommended Action:

1. Continue with the existing policy, which supports a balanced approach to secure both built suites and cash-in-lieu contributions.

Policy #6: Market (Purpose-Built) Rental Housing

Under a separate complementary process, the City is currently developing a policy aimed at increasing the supply of purpose built market rental housing. Richmond's current Official Community Plan encourages a 1:1 replacement when existing rental housing in multi-unit developments are converted to strata or where existing sites are rezoned for new development.

Recommended Actions:

1. Ensure the proposed Market Rental Policy led by Planning and Development is developed with a holistic approach and considers both market rental and affordable housing objectives, including incentives for market rental development and policies regarding tenant relocation and protection
2. For townhouse developments, explore the feasibility of including a market rental requirement in addition to affordable housing cash contribution (the market rental floor area would be exempted from affordable housing contribution). This could achieve the need for more built units, while maintaining the cash flow necessary for maximizing the Affordable Housing Reserve Fund. This will be considered during the development of a separate Market Rental Policy, as per the recent referral from Council on April 10, 2017 to look at market rental and/or secondary suites in multi-family/townhouse rezoning applications.

Policy #7: Basic Universal Housing

The City currently provides a Floor Area Ratio exemption for residential units that incorporate basic universal housing features in new developments.

Recommended Action:

1. Continue to secure affordable housing units with basic universal housing features and formalize this policy in the updated Affordable Housing Strategy.

Proposed New Policies

The section below proposes new policies, which were selected and evaluated on their potential to address identified priorities including groups in need and local housing gaps. The new policy options are commonly used and supported by legislation. It is noted that implementation of the new policies will require significant City resources, including funds from the Affordable Housing Reserve Fund and staff resources.

Policy #1: Municipal Financing Tools

Municipal financing tools, such as development cost charge reductions/waivers of eligible developments by bylaw and property tax exemptions, can be used to stimulate the creation of affordable housing. As the tax burden from some of these policies may be shifted to the taxpayers, property tax exemptions are not recommended at this time. However, the waiver or reduction of development cost charges can incentivize non-profit ownership and management of non-market and LEMR units. The tax burden impact of the waiver or reduction will be examined should Council proceed with this recommendation.

Recommended Action:

1. Consider waiving development costs charges and municipal permit fees for new eligible affordable housing developments that are operated by non-profit housing providers and where affordability is secured in perpetuity. As part of this action, securing ownership may be considered to ensure units are owned and managed by a non-profit provider.

Policy #2: Family-Friendly Housing Policy

This policy would encourage developers to provide additional larger units (2BR+) in multi-residential developments, allowing families to have more options in finding suitable accommodation for their needs.

Recommended Actions:

1. Consider developing necessary policy and regulatory changes to require a minimum percentage of family friendly units (2BR+) in all multi-family developments and setting family-friendly LEMR targets.
2. Create design guidelines for family friendly housing, specifying design features and amenities that are appropriate for children and youth (e.g outdoor and play space, storage)

Policy #3: Public-Private Partnerships

This policy encourages partnerships with other levels of government, non-profit housing providers, and the development community to facilitate the development of purpose-built affordable housing.

Recommended Actions:

1. Continue to pursue partnerships with senior government, private developers and non-profit housing organizations in order to capitalize on opportunities as they arise (eg. funding and development opportunities)
2. Consider creating a list of pre-qualified non-profit housing providers in advance of affordable housing development opportunities

Policy #4: Non-profit Housing Development

This policy continues to build non-profit capacity by supporting non-profit housing providers with funding, financial incentives, technical assistance and other resources to facilitate the development of purpose-built affordable housing.

Recommended Actions:

1. Develop and adopt criteria for reviewing and prioritizing City supported non-profit housing projects;
2. Integrate the Affordable Housing Special Development Circumstance criteria into this policy; and
3. Expand opportunities to facilitate more non-profit housing projects by continuing to build relationships with qualified non-profit housing providers throughout Metro Vancouver.

Policy #5: Co-location of Non Market Housing and Community Assets

This policy promotes the integration of affordable housing with new and redeveloped community facilities, where appropriate.

Recommended Actions:

1. Create an inventory of existing community assets (e.g. faith-based organizations, non-profit owned-land, civic facilities); and
2. Formulate a policy that encourages co-location of affordable housing with community assets where appropriate (e.g. civic facilities, institutional land). Should Council wish to proceed with this action, specific guidelines will come forward after consultation regarding density, unit types and unit mix.

Policy #6: Use of City-Owned Land for Affordable Housing

This option seeks to use vacant or under-utilized land as well as acquire new land for affordable housing projects in order to leverage partnership opportunities with senior government and non-profit housing providers.

Recommended Actions:

1. Review on an annual basis, land acquisition needs for affordable housing in consultation with Real Estate Services to reflect and align with the City's Strategic Real Estate Investment Plan.
2. Continue to use cash in lieu contributions for land acquisition for affordable housing projects.

Policy #7: Rent Bank Program

A rent bank is a program (typically managed by a non-profit entity) that offers no-interest loans for rent and utilities to low-income households that are experiencing short-term financial hardships to prevent homelessness.

Recommended Actions:

1. Work with non-profit organizations to further enhance and support local rent bank initiatives that may offer no-interest loans for rent and utilities to low-income households that experience short term financial hardships that may lead to homelessness; and
2. Consider utilizing funds from the Affordable Housing Reserve Fund to use towards developing a pilot rent bank program to be administered by a non-profit organization. Should Council proceed with this recommended action, a full feasibility analysis and legal review of a rent bank program will be provided with the final recommendations.

Policy #8: Community Land Trust (CLT)

A Community Land Trust acts as community-based organization that acquires land and removes it from the private market and leases it to non-profit housing providers for affordable housing. This proposed policy would not include City-owned land.

Recommended Action:

1. Explore existing CLT models and examine the feasibility of a local non-profit community based land trust that could potentially secure and preserve land for future development of affordable housing. Land could be "banked" and held in trust and later leased on a long-term basis to non-profit organizations for housing projects.

Policy #9: Encouraging Accessible Housing

This option strives to ensure that affordable housing is created and targeted to groups in need of accessible housing, considering both mental and physical barriers to housing.

Recommended Action:

1. Continue to collaborate and foster relationships with community-based organizations, including Vancouver Coastal Health Authority, to encourage accessible features in units and integrate other design features that meet local accessible housing needs.

Policy #10: Compact Living Rental Units

This policy allows the development of smaller rental units (approximately 250-300 square feet on average) where appropriate for individual households.

Recommended Action:

1. Consider conducting a comprehensive planning analysis that examines the feasibility of micro or compact living units ranging between 225 and 350 sq ft per unit. This policy would fall outside the immediate scope of the Affordable Housing Strategy, and would be require discussions with Planning and Development.

Policy #11: Transit-Oriented Affordable Housing Development

This policy seeks to locate affordable housing near the Frequent Transit Network and frequent transit routes.

Recommended Action:

1. Continue to encourage diverse forms of affordable housing along the Frequent Transit Network in the city.

Policy Options Not Recommended

Policy #1: Affordable Homeownership Program

Given available municipal resources and the affordable housing priorities that have been identified through the AHS update process, staff do not recommend the development of an affordable homeownership program for Richmond at this time. If Council would like to explore possible options for Richmond in the future, staff would recommend that a comprehensive cost/benefit analysis be undertaken to fully understand program complexities and the associated risks.

Policy #2: Municipal Housing Authority

A municipal housing authority is one option that some municipalities have used to develop and deliver housing units and to ensure the ongoing effective management of affordable housing units that are secured through various programs and policies. They typically involve legal incorporation, governance through a Board of Directors (usually City Council members) that provides public accountability, public funding either from senior and/or local governments, an asset planning function and ongoing tenant involvement.

Staff do not recommend a local municipal housing authority be established at this time. Creating a local authority would first involve a comprehensive feasibility analysis which would explore various models and a full assessment of costs, benefits and risks to the City.

Consultation

The focus of the planned consultation sessions will be to discuss technical aspects and feasibility of the proposed policies and actions. The sessions will be in a focus group format, with emphasis on specific topics related to the industry/sector. Attachment 3 identifies the key stakeholders that will be invited and the corresponding discussion topics.

There will be opportunities for broader public consultation, as well as further stakeholder input, once the draft updated Affordable Housing Strategy is prepared and presented for Council consideration.

Next Steps

Subject to Council direction, staff will engage directly with key stakeholders in June to discuss and receive feedback on the draft policy options and actions. Following consultation, staff will review and refine the range of policy options and present a final set of recommendations for Council consideration in Q3 2017.

Subject to Council approval, the final policy recommendations will be incorporated into the draft Affordable Housing Strategy that will be presented for Council consideration in the fourth quarter of 2017.

Financial Impact

There is no financial impact at this time.

Conclusion

A thorough analysis of existing policies and new policy options has been undertaken to generate recommendations that will respond to the priority groups in need and housing gaps identified in the first phase of the Affordable Housing Strategy update process. The review process has looked at policies holistically, taking funding, existing City resources and municipal mandate and jurisdiction into consideration.

Further refinement of the recommendations with stakeholder input will ensure a balanced approach in the creation of more affordable housing units in partnership with senior levels of government, non-profit housing societies, the development sector and service providers. Encouraging more affordable housing opportunities along the housing continuum will help to generate a full range of options to meet the needs of Richmond's diverse population.



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- Att.1: Summary – Policy Options and Preliminary Recommendations
- Att.2: Draft Policy Options Report - April 2017
- Att.3: Stakeholder Consultation Plan
- Att.4: Affordable Housing Initiatives in Metro Vancouver – Comparison Chart

SUMMARY – POLICY OPTIONS AND PRELIMINARY RECOMMENDATIONS

	Priority	Policy/Practice	Description	Summary of Preliminary Recommendation
1. Current	Short-term	Affordable Housing ('built') – Low-end Market Rental (LEMR) unit contribution	Requires 5% of the residential floor area of multi-residential developers over 80 units to be LEMR units, secured as affordable in perpetuity with a housing agreement, in exchange for a density bonus	<ul style="list-style-type: none"> • Increase up to 10% of the total floor area as the built affordable contribution rate • Decrease threshold to 60 units • Allow for flexibility to cluster LEMR units • Revise minimum size requirement targets (specifically revision of 2BR unit size) • Facilitate non-profit housing provider management and potential ownership of LEMR units <ul style="list-style-type: none"> ○ Consider waiving (full or partial) DCCs for LEMR units if purchased by a non-profit housing provider ○ Develop a list of pre-qualified non-profit housing providers
2. Current	Short-term	Affordable Housing ('cash-in-lieu') contribution	Requires cash-in-lieu contributions for single-family, townhouse, and multi-residential rezonings less than 80 units, in exchange for a density bonus.	<ul style="list-style-type: none"> • Increase the cash-in-lieu contribution to match the value of the 'built' contribution • Continue to accept cash contributions for all townhome developments <ul style="list-style-type: none"> ○ For townhouse developments, explore the feasibility of including market rental % requirement in addition to AH cash contribution. The market rental floor area would be exempted from AH contribution. • Continue to accept cash contributions for all multi-family developments below 60 units • Continue with existing single family rezoning policy, with a balanced approach of securing both built suites and cash contributions • While partnerships with the private sector and senior levels of government are critical to creating affordable housing, it is recommended that the City develops policy language

	Priority	Policy/Practice	Description	Summary of Preliminary Recommendation
				around the use of senior government funding to be directed towards lowering the rents of LEMR units, or creating additional LEMR units above the 10% requirement.
3. Current	Short-term	Affordable Housing Reserve Fund	Uses developer cash contributions to support affordable housing development through land acquisition and other initiatives to leverage additional funding through partnerships with senior governments and the private and non-profit sector	<ul style="list-style-type: none"> • Ensure sufficient developer cash contributions are collected to support affordable housing projects and to help position the City to leverage funding opportunities through partnership with senior governments and the private and non-profit sectors • Seek strategic land acquisition opportunities for affordable housing
4. Current	Short-term	Special Development Circumstance and Value Transfer Policy	Provides developers with a density bonus in exchange for funding the building of an affordable housing development off-site, where low rents and additional supportive programming are also secured	<ul style="list-style-type: none"> • Incorporate the policy into the overall AHS as a priority for securing affordable housing units • Develop a list of prequalified non-profit housing providers for management and development of affordable housing units
5. Current	Short-term	Secondary Suites	The City requires all new single detached lots being rezoned to include a) secondary suites on 100% new lots created; b) suites on 50% of new lots and a cash contribution on the remaining 50%; or c) a cash contribution on 100% of new lots created to the Housing Reserve Fund.	<ul style="list-style-type: none"> • Continue with the existing policy, which supports a balanced approach to secure both built suites and cash-in-lieu contributions.
6. Current	Short-term	Rental Housing	Seeks to maintain	<ul style="list-style-type: none"> • Continue to require a 1:1

	Priority	Policy/Practice	Description	Summary of Preliminary Recommendation
			the existing stock of rental housing through 1:1 replacement	<ul style="list-style-type: none"> replacement of existing rental housing Consider providing incentives for the development of additional units of market rental housing and a tenant relocation and protection plan through the Market Rental Policy
7. Current	Short-term	Basic Universal Housing	Aims to increase the supply of accessible housing for persons with disabilities	<ul style="list-style-type: none"> Continue to secure affordable housing units with Basic Universal Housing features
8. Potential	Short-term	Municipal Financial Tools	Exempts property taxes and waives or reduces development cost charges to stimulate the creation of affordable housing	<ul style="list-style-type: none"> Consider waiving the development cost charges and municipal permit fees for new affordable housing developments that are owned/operated by a non-profit and where affordability is secured in perpetuity Do not consider property tax exemptions at this time
9. Potential	Short-term	Family Friendly Housing Policy	Encourages developers to provide larger units (2 and 3 bedrooms) in multi-residential developments	<ul style="list-style-type: none"> Develop a family friendly housing policy Consider requiring a minimum % of units to be built in all new multi-unit condominium projects and LEMR units
10. Potential	Medium-term/ Ongoing	Public-Private Partnerships	Collaboration with other levels of government, non-profit housing providers, and the private sector to facilitate the development of affordable housing	<ul style="list-style-type: none"> Proactively identify opportunities for partnership to facilitate the development of affordable housing Create a list of pre-qualified non-profit housing providers for partnership on potential housing projects
11. Potential	Medium-term/ Ongoing	Non-profit Housing Development	Build non-profit capacity by supporting non-profit housing providers with funding, financial incentives, technical assistance and other resources to support the development of affordable housing	<ul style="list-style-type: none"> Continue to build relationships with established non-profit housing providers throughout Richmond and Metro Vancouver that have expertise in housing the identified priority groups in need Adopt criteria for reviewing and prioritizing City-supported non-profit housing projects
12. Potential	Long-term/ Ongoing	Co-Location of Non-Market &	Integrates affordable housing	<ul style="list-style-type: none"> Explore opportunities to co-locate affordable housing with

	Priority	Policy/Practice	Description	Summary of Preliminary Recommendation
		Community Assets	with new and redeveloped community facilities, where appropriate	community assets (existing or new)
13. Potential	Long-term/ Ongoing	Use of City Land for Affordable Housing	Seeks to use vacant or under-utilized land and acquire new land for affordable housing projects in order to leverage partnership opportunities with senior government and non-profit housing providers	<ul style="list-style-type: none"> Review the land acquisition needs for affordable housing projects annually during the review of the City's Strategic Real Estate Investment Plan Continue to use cash-in-lieu contributions in the Affordable Housing Reserve Fund for land acquisition for affordable housing projects
14. Potential	Long-term	Rent Bank Program	A program that offers no-interest loans for rent and utilities to low-income households that are experiencing short-term financial hardships to prevent homelessness	<ul style="list-style-type: none"> Work with non-profits to further enhance and support local rent bank initiatives Consider utilizing funds from the Affordable Housing Reserve Fund towards developing a pilot rent bank program to be administered by a non-profit organization
15. Potential	Long-term	Community Land Trust	Is a community based organization that acquires land and removes it from the private market and leases it to non-profit housing providers for affordable housing	<ul style="list-style-type: none"> Consider conducting a feasibility study of a community based Community Land Trust in Richmond
16. Potential	Long-term/ Ongoing	Encouraging Accessible Housing with Persons with Disabilities	Ensures that affordable housing is produced and targeted to groups in need of accessible housing	<ul style="list-style-type: none"> Continue to build relationships with non-profit organizations to obtain input into housing needs and design for program patients that require accessibility features
17. Potential	Long-term (jurisdiction under Planning)	Micro-Unit Rental Housing	Allows the development of smaller rental units appropriate for individuals	<ul style="list-style-type: none"> Consider working with Planning to conduct a feasibility study on micro-unit housing
18. Potential	Long-term (jurisdiction under	Transit-Oriented Affordable Housing	Seeks to locate affordable housing near the Frequent	<ul style="list-style-type: none"> Continue to encourage diverse forms of housing along the Frequent Transit Network

	Priority	Policy/Practice	Description	Summary of Preliminary Recommendation
	Planning)	Development Guidelines	Transit Network	
19. Potential	Not Recommended	Affordable Homeownership Program	Provides support to allow first-time homebuyers to enter into the housing market	<ul style="list-style-type: none"> This option is not recommended at this time, as the priorities focus on rental housing and an affordable homeownership program would place significant demands on municipal resources and jurisdiction.
20. Potential	Not Recommended	Municipal Housing Authority	An independent, City-controlled agency to directly manage and operate affordable housing units and potentially develop new affordable housing units	<ul style="list-style-type: none"> This option is not recommended at this time, as there would be significant demands on municipal resources and jurisdiction.

1. Recommended Cash-in-Lieu Contribution Rates:

Housing Type	Current Rates (\$ per buildable sq. ft.)	Proposed Rates (\$ per buildable sq. ft.)
Single Family	\$2	\$4
Townhouse	\$4	\$8.50
Multi-Family Apartment (60-70 units or less)	\$6	\$14 (concrete construction) \$10 (wood frame construction)

2. Recommended Rent and Income Thresholds:

For non-market rental units secured through development or as part of an affordable housing project, calculate rent thresholds based on 25% below the CMHC annual average market rents and income thresholds based on 25% below the Housing Income Limits (HILs):

Non-market Rental Unit Thresholds		
Unit Type	Total Annual Household Income	Maximum Monthly Rent
Studio	\$28,875 or less	\$632
1-Bdrm	\$31,875 or less	\$769
2-Bdrm	\$39,000 or less	\$972
3+ Bdrm	\$48,375 or less	\$1,197

For low-end market rental units secured through development, calculate rent thresholds based on 10% below the CMHC annual average market rents and income thresholds based on 10% below the Housing Income Limits (HILs):

Low-end Market Rental (LEMR) Unit Thresholds		
Unit Type	Total Annual Household Income	Maximum Monthly Rent
Studio	\$34,650 or less	\$759
1-Bdrm	\$38,250 or less	\$923
2-Bdrm	\$46,800 or less	\$1,166
3+ Bdrm	\$58,050 or less	\$1,436

3. Recommended Minimum Unit Sizes:

Unit Type	Recommended LEMR Minimum Size Targets
Bachelor/Studio	37m ² (400 ft ²)
1 Bedroom	51m ² (535 ft ²)
2 Bedroom	69m ² (741ft ²)
3+ Bedroom	91m ² (980 ft ²)



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CITY OF RICHMOND

Draft Policy Options Report

Affordable Housing Strategy Update

May 2017

EXECUTIVE SUMMARY

SUMMARY OF PROPOSED DIRECTIONS

This Policy Options Report has been prepared for the City of Richmond to provide a framework for updating the City's Affordable Housing Strategy. This report contains an examination of existing and potential new policies with respect to addressing identified housing gaps.

Recommended policies are focused on increasing the supply of affordable rental housing options that address the needs of Richmond's priority groups:

- Families including one parent families;
- Low and moderate income earners such as seniors, families, singles, couples, students;
- Persons with disabilities; and,
- The City's more vulnerable residents (e.g. those on fixed incomes, women and children experiencing family violence, individuals with mental health/addiction issues).

No single policy or proposed action is successful in isolation. When implemented together, the combination of recommended policies and practices create a comprehensive response to affordable housing issues in a community.

Implementation of the recommended policy options will require partnerships and ongoing collaboration among a wide variety of groups including the City, senior levels of government, the private and non-profit housing sectors. Effective and timely implementation will also require significant City resources including sufficient cash reserves and staff resources. Increasing capacity will enable the City to build on the success of past initiatives and partnerships that have contributed to increase the supply of affordable housing options for residents and to position Richmond to continue to proactively respond to future funding and collaborative opportunities with senior levels of government and other community partners.



The following table summarizes existing and potential policy actions (including preliminary recommendations) that have been considered through this analysis.

	Policy / Practice	Description	Summary of Preliminary Recommendation
Current	Affordable Housing ('built') - Low End Market Rental (LEMR) unit contribution	Requires 5% of the residential floor area of multi-residential developers over 80 units to be LEMR units, secured as affordable in perpetuity with a housing agreement, in exchange for a density bonus	<ul style="list-style-type: none"> • Consider a cautious and phased approach to increase the floor area contribution rate to a maximum of 10% • Decrease threshold to 60-70 units • Allow for flexibility to cluster LEMR units • Revise minimum size requirement targets (specifically revision of 2BR unit size) • Facilitate non-profit housing provider management and potential ownership of LEMR units • Consider waiving (full or partial) DCCs for LEMR units if purchased by a non-profit housing provider • Develop a list of pre-qualified non-profit housing providers
Current	Affordable Housing ('cash-in-lieu') contribution	Requires cash-in-lieu contributions for single-family, townhouse, and multi-residential rezonings less than 80 units, in exchange for a density bonus.	<ul style="list-style-type: none"> • Increase the cash-in-lieu contribution to match the value of the 'built' contribution • Continue to accept cash contributions for townhome developments and multi-residential developments less than 60-70 units • For townhouse developments, exploring the feasibility of including market rental % requirement in addition to AH cash contribution. The market rental floor area would be exempted from AH contribution. • Continue to accept cash contributions for single family rezonings



	Policy / Practice	Description	Summary of Preliminary Recommendation
Current	Affordable Housing Reserve Fund	Uses developer cash contributions to support affordable housing development through land acquisition and other initiatives to leverage additional funding through partnerships with senior governments and the private and non-profit sector	<ul style="list-style-type: none"> • Ensure sufficient developer cash contributions are collected to support affordable housing projects and to help position the City to leverage funding opportunities through partnership with senior governments and the private and non-profit sectors • Seek strategic land acquisition opportunists for affordable housing
Current	Special Development Circumstance and Value Transfer Policy	Provides developers with a density bonus in exchange for funding the building of an affordable housing development off-site, where low rents and additional supportive programming are also secured	<ul style="list-style-type: none"> • Incorporate the policy into the overall AHS as a priority for securing affordable housing units • Develop a list of prequalified non-profit housing providers for management and development of affordable housing units
Current	Secondary Suites	Permits secondary suites in single-family dwellings, which may be available for rent through the secondary market. In exchange for single-family rezoning and subdivisions, a secondary suite must be required on 50% of new	<ul style="list-style-type: none"> • Consider accepting cash-in-lieu instead of secondary suites for all single family rezoning applications
Current	Rental Housing	Seeks to maintain the existing stock of rental housing through 1:1 replacement	<ul style="list-style-type: none"> • Continue to require a 1:1 replacement of existing rental housing • Consider providing incentives for the development of additional units of market rental housing • Consider developing a tenant relocation and protection plan
Current	Basic Universal Housing	Aims to increase the supply of accessible housing for persons with disabilities	<ul style="list-style-type: none"> • Continue to secure affordable housing units with Basic Universal Housing features
Potential	Co-Location of Non-Market & Community Assets	Integrates affordable housing with new and redeveloped community facilities, where appropriate	<ul style="list-style-type: none"> • Explore opportunities to co-locate affordable housing with community assets (existing or new)



	Policy / Practice	Description	Summary of Preliminary Recommendation
Potential	Public-Private Partnerships	Collaboration with other levels of government, non-profit housing providers, and the private sector to facilitate the development of affordable housing	<ul style="list-style-type: none"> Proactively identify opportunities for partnership to facilitate the development of affordable housing Create a list of pre-qualified non-profit housing providers for partnership on potential housing projects
Potential	Non-profit Housing Development	Build non-profit capacity through supporting non-profit housing providers with funding, financial incentives, technical assistance and other resources to support the development of affordable housing	<ul style="list-style-type: none"> Continue to build relationships with established non-profit housing providers throughout Richmond and Metro Vancouver than have expertise in housing the identified priority groups in need Adopt criteria for reviewing and prioritizing City-supported non-profit housing projects
Potential	Family Friendly Housing Policy	Encourages developers to provide larger units (2 and 3 bedrooms) in multi-residential developments	<ul style="list-style-type: none"> Develop a family friendly housing policy Consider requiring a minimum % of units to be built in all new multi-unit condominium projects and LEMR units
Potential	Policy for the Use of City Owned Land for Affordable Housing	Seeks to use vacant or under-utilized land and acquire new land for affordable housing projects in order to leverage partnership opportunities with senior government and non-profit housing providers	<ul style="list-style-type: none"> Review the land acquisition needs for affordable housing projects annually during the review of the City's Strategic Real Estate Investment Plan Continue to use cash-in-lieu contributions for land acquisition for affordable housing projects
Potential	Municipal Financing Tools	Exempts property taxes and waives or reduces development cost charges to stimulate the creation of affordable housing	<ul style="list-style-type: none"> Consider waiving the development cost charges and municipal permit fees for new affordable housing developments that are operated by a non-profit and where affordability is secured in perpetuity Do not consider property tax exemptions at this time



	Policy / Practice	Description	Summary of Preliminary Recommendation
Potential	Affordable Homeownership Program	Provides support to allow first-time homebuyers to enter into the housing market	<ul style="list-style-type: none"> Consider conducting a comprehensive cost benefit analysis of an affordable homeownership program in Richmond
Potential	Municipal Housing Authority	An independent, City- controlled agency to directly manage and operate affordable housing units and potentially develop new affordable housing units	<ul style="list-style-type: none"> Consider conducting a feasibility study of a municipal housing authority in Richmond
Potential	Transit-Oriented Affordable Housing Development Guidelines	Seeks to locate affordable housing near the Frequent Transit Network	<ul style="list-style-type: none"> Continue to encourage diverse forms of housing along the Frequent Transit Network
Potential	Micro-Unit Rental Housing	Allows the development of smaller rental units appropriate for individuals	<ul style="list-style-type: none"> Consider conducting a feasibility study on micro-unit housing
Potential	Encouraging Accessible Housing with Persons with Disabilities	Ensures that affordable housing is produced and targeted to groups in need of accessible housing	<ul style="list-style-type: none"> Continue to build relationships with non- profit organizations to obtain input into housing needs and design for program patients that require accessibility features
Potential	Community Land Trust	Is a community based organization that acquires land and removes it from the private market and leases it to non-profit housing providers for affordable housing	<ul style="list-style-type: none"> Consider conducting a feasibility study of a community based Community Land Trust in Richmond
Potential	Rent Bank Program	A program that offers no- interest loans for rent and utilities to low- income households that are experiencing short-term financial hardships to prevent homelessness	<ul style="list-style-type: none"> Work with non-profits to further enhance and support local rent bank initiatives Consider utilizing funds from the Affordable Housing Reserve Fund to develop a pilot rent bank program to be administered by a non-profit organization



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I. INTRODUCTION

PURPOSE OF DOCUMENT

The City of Richmond is updating its 2007 Affordable Housing Strategy (AHS) through a multi-phased approach, and has engaged CitySpaces Consulting to facilitate and implement a policy review as part of this process.

Consultation activities facilitated by CitySpaces (2016) in Phase 1, (Housing Affordability Profile), gained insights on the housing issues identified by stakeholders and the public. Together with the Profile and housing indicators data, priority groups and housing gaps in Richmond were identified.

This report, as part of Phase 2, is a comprehensive policy review informed by consultation and research and outlines policy options, for consideration, to guide the future planning of affordable housing in Richmond.

This document analyzes existing policies with respect to meeting the housing needs of Richmond's priority groups and also identifies additional policy and practice options for consideration.

POLICY REVIEW GOALS AND OBJECTIVES

The goal of the AHS Policy Review is to develop updated policy recommendations that will be incorporated into an updated AHS which will guide the City's response over the next 10 years to address local housing affordability issues, in partnership with the private and non-profit housing development sectors, senior government and community service agencies.

Specific objectives of the Policy Review include:

- Undertaking a comprehensive examination of existing AHS policies, priorities and regulatory and financial tools aimed at addressing housing affordability;
- Consulting with a broad range of stakeholders including staff, private and non-profit housing development sectors and other community partners on



The City has encouraged and supported innovative approaches to delivering affordable housing, including:

- Providing contributions to offset construction costs
- Leasing City-owned land to non-profit housing providers
- Providing development incentives such as density bonus in exchange for affordable rental units

implementation challenges and successes of existing policies and tools, as well as proposed draft policy options; and,

- Recommending new and/or amended policies, regulatory and financial mechanisms that will help address identified affordable housing gaps and priority groups in need.

AFFORDABLE HOUSING STRATEGY UPDATE PROCESS

Richmond has a long history of supporting affordable housing that resulted in an inventory of 3,175 affordable rental units prior to adoption of the current AHS in 2007. The AHS defines the following three priority areas for addressing affordable housing challenges and outlines policies, directions, priorities, definitions, and annual targets for affordable housing. These priority areas are:

- Subsidized (Non-Market) Rental Housing (for households with income of \$34,000 or less);
- Low End Market Rental (for households with income between \$34,000 and \$57,000); and,
- Entry Level Homeownership (for households with income less than \$64,000).

Since 2007, the City of Richmond has successfully secured approximately 1,392 of additional affordable housing units ranging from low-end market rental to subsidized rental.

While the AHS has helped guide Richmond's response to local affordability over the past ten years, there remains significant housing affordability challenges in the community. Current and emerging demographic changes, community and regional growth, development pressures, changing market conditions (i.e., high land values, persistently low rental vacancy rates), and an evolving senior government funding situation may no longer be accurately reflected in AHS policy priorities. It is within this context that the City initiated an update to the AHS.

The AHS Update process is outlined in the figure below, beginning with creating a Housing Affordability Profile (informed by consultation and research), followed by policy review (this phase) towards informing drafting housing actions and the Updated Affordable Housing Strategy (phase 3).

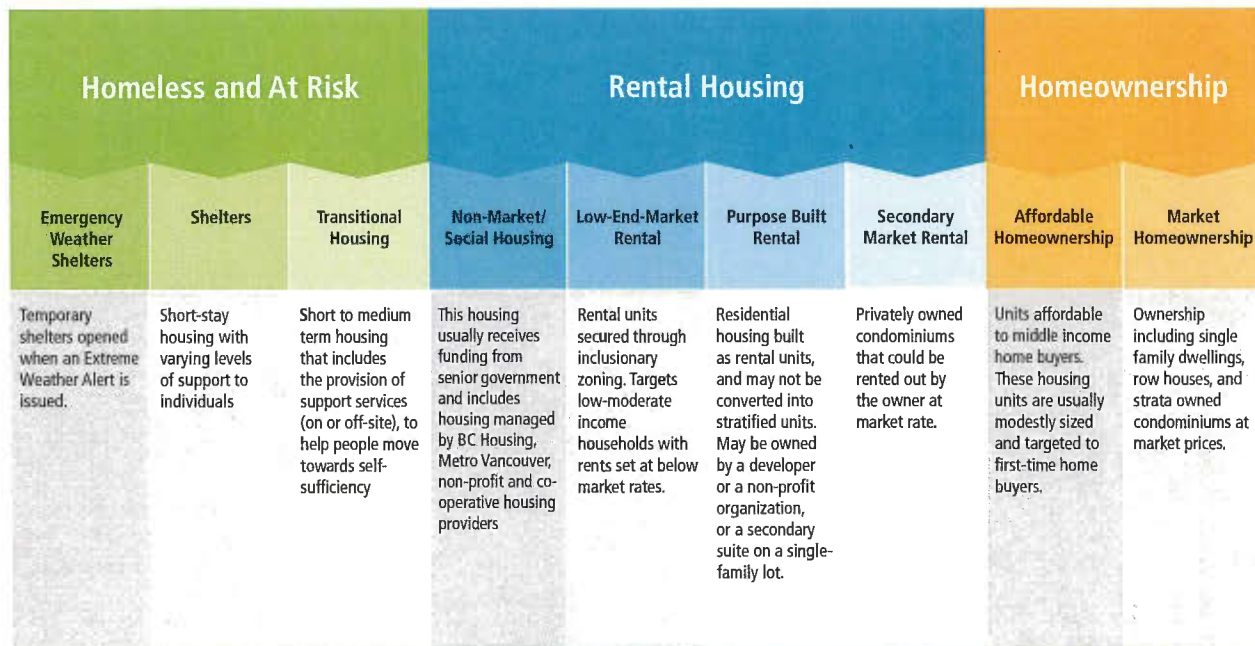
Figure 1: Affordable Housing Strategy Update Process



THE HOUSING CONTINUUM

The housing continuum is a visual concept used to describe and categorize different types of housing. The housing continuum is a useful framework that identifies a healthy mix of housing choices in any community. The AHS places emphasis on housing gaps and priority groups experiencing the greatest challenge in the Richmond housing market.

Figure 2: Housing Continuum



KEY HOUSING PARTNERS

SENIOR GOVERNMENTS

The Federal and Provincial governments in Canada have historically played a major role in the provision of affordable housing. This has shifted significantly over the past 20+ years, as senior government policy changes have resulted in less funding to support the creation of new affordable housing options for low and moderate income households.

In BC, the Provincial Government has continued to match available federal funding on housing but with an increased focus on providing rent supplements as the primary means of improving affordability for low-income households (Metro Vancouver, 2015). These changes have continued to place considerable pressure on local governments to become more active beyond their traditional land use planning and development approvals role in the provision of

affordable housing. More recently, the BC Government, through the Provincial Investment in Affordable Housing (PIAH) Program, has committed \$355 million over five years to help create in partnership with the non-profit housing sector and municipalities, affordable rental housing units for people with low to moderate incomes.

METRO VANCOUVER REGIONAL DISTRICT

The Regional Growth Strategy, *Metro Vancouver 2040: Shaping our Future*, recognizes affordable housing as an essential component of creating complete communities. In supporting the strategy, municipalities are required to develop local Housing Action Plans which are intended to help implement regional housing goals. The Regional Affordable Housing Strategy (RAHS) 2016 includes a vision, goals, strategies and recommended actions aimed at expanding housing supply, diversity and affordability with a focus rental housing (both market and non-market), transit oriented affordable housing developments; and the housing needs of very low and low income households.

LOCAL GOVERNMENT

Local governments are increasingly taking a more active role to plan for and facilitate affordable housing. These roles typically include:

- **Regulatory measures:** which include municipal land use planning (e.g., Official Community Plans, Neighbourhood Plans), regulatory and development approval tools (e.g., Zoning Bylaws) to encourage the supply of housing;
- **Fiscal measures:** such as direct funding, provision of City owned land and at times, relief from municipal fees and charges;
- **Education and advocacy:** to help raise community awareness of local affordability issues and to encourage increased role and support by senior governments to address affordability challenges; and,
- **Direct Service:** to provide affordable housing either through a civic department or agency such as a municipal housing authority.

Richmond has long acknowledged that providing a range of affordable and diverse housing types for residents is an integral part of creating a liveable community. The City recognizes that it cannot solve local affordability issues on its own, but will continue to play a role within its authority in partnership with senior levels of government, the private and non-profit housing sectors.

PRIVATE SECTOR

The private sector includes landowners, developers and builders, investors and landlords and is responsible for the development, construction and management of a range of housing forms and tenures including ownership and rental housing. The sector works closely with local governments to provide a range of housing choices aimed at addressing short and longer term local housing needs and demand.

NON-PROFIT SECTOR

The non-profit housing sector provides safe, secure and affordable rental housing to households with low to moderate incomes. The sector is comprised mainly of community based organizations that are able to secure senior levels of funding and leverage existing assets to provide a greater number of affordable housing units and lower rents that are typically secured with solely municipal and private partnership. Non-profit housing providers provide a range of programming (i.e. employment readiness, childcare, legal services, and community building) to support individuals and households that may experience barriers to housing. Non-profit's mandates and expertise with tenant selection and occupancy management ensure that appropriate priority groups are receiving housing.

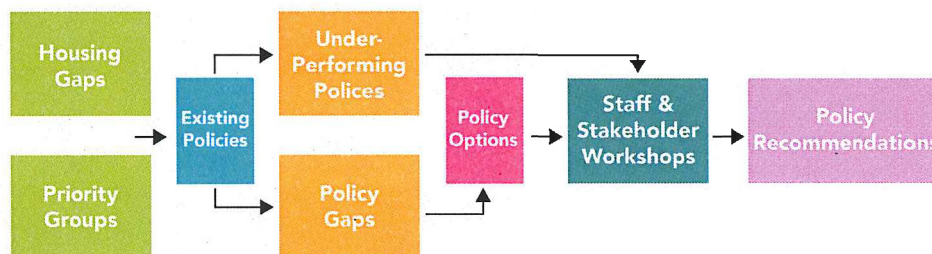


II. HOUSING POLICY EVALUATION FRAMEWORK

APPROACH

A key objective of the policy review is to examine existing and potential municipal policies and tools in order to assess their effectiveness in meeting the needs of the priority groups and housing gaps that were identified in Phase 1 of the AHS update. This section of the report highlights successes and key implementation challenges associated with Richmond's existing affordable housing priorities and policy tools.

Figure 3: Research Framework Flowchart



PRIORITY GROUPS IN NEED OF AFFORDABLE HOUSING

Based on the review of key demographic and housing data, combined with feedback from recent community consultation (May 2016), the following groups in need and housing gaps have been identified:

- Families (including lone-parent families, families with children and multi-generational families);

- Low and moderate income earners including seniors, families, singles, couples, students, and persons with disabilities;
- Persons with disabilities finding suitable, accessible and affordable housing; and,
- Vulnerable populations (households in fixed incomes, persons experiencing homelessness, women and children experiencing family violence, individuals with mental health/addiction issues and Aboriginal population).

AFFORDABLE HOUSING GAPS IN RICHMOND

Despite the diverse mix of housing types currently available in Richmond, movement along the City's housing continuum is constrained due, in part, to high land values and low rental vacancy rates. Key housing gaps in Richmond include:

- Family friendly housing including market and non-market rental and homeownership;
- Accessible, adaptable and visitable housing;
- Purpose built rental housing;
- Low barrier rental housing (including programming supports);
- Low end market rental housing for singles, couples, families, seniors and persons with disabilities;
- Non-market housing for singles, couples, families, seniors and persons with disabilities, persons with mental health issues and substance users; and,
- Lack of emergency shelter for women and children.

EXISTING AFFORDABLE HOUSING PRIORITIES AND POLICY TOOLS: SUCCESSES AND KEY IMPLEMENTATION CHALLENGES

Richmond has played an active role within its authority over many years in helping to address local affordability challenges. The 2007 AHS established three key priorities – subsidized rental housing, low-end market rental housing and entry level homeownership which have provided focus to the City's response over the past 10 years. In addition, the City has assisted through a variety of mechanisms and approaches, including an Affordable Housing Reserve Fund, long term leasing of municipal land for non-market rental housing, land use and regulatory policies that encourage secondary suites, private rental housing and basic universal housing.



SUBSIDIZED RENTAL HOUSING

In Richmond's AHS, subsidized housing is targeted towards households with incomes of \$34,000 or less. The City does not provide any ongoing operating or rent subsidies. Under this priority, the City:

- Typically, accepts cash-in-lieu for subsidized housing from single-family rezoning, townhouse developments and apartment developments less than 80 units;
- Uses cash-in-lieu contributions primarily for subsidized housing; and,
- Encourages subsidized housing (secured with maximum rents to households under specified income thresholds) for groups including but not limited to individuals experiencing/at-risk of homelessness, individuals with mental health or addiction issues, lone parents with limited income, seniors on fixed income, persons with disabilities, and low income families.

In Richmond, examples of subsidized housing include:

- Affordable rental units that are funded by senior government and managed by non-profit organizations or by senior government (e.g. BC Housing and the Metro Vancouver Housing Corporation). In many instances, a rent-g geared-to-income model is used, where a household only pays 30% of their income and the remainder of the rent is subsidized by senior government. This type of housing is often referred to as "social housing."
- Affordable Housing Special Development Circumstance projects (e.g. Kiwanis, Storeys and Cressey Cadence) where the rents and incomes are secured at a "subsidized" level, but no government subsidies are provided. In these projects, the units are located in one building and have dedicated programming/amenity space to serve a particular client group.
- Affordable rental units secured in private developments where the rents and incomes are secured at a "subsidized" rent level, but no government subsidies are provided. These units are targeted towards low-income artists and feature a live/work space.

SUCSESSES:

- The development of innovative partnerships between senior governments, the private and non-profit housing sectors and the City.
- Provides secure and affordable housing for specific priority groups with access to supportive services (i.e. employment training).
- Highlights of successful projects:
 - ▶ Kiwanis Towers: The City contributed \$24.1 million towards the Kiwanis Tower's redevelopment. The redevelopment provides long-term benefits for Richmond low-income seniors by providing additional 296 affordable rental units (122 replacement units and 174 additional units) that support aging-in-place and is located within walking distance to amenities, transit and health services.
 - ▶ Storeys: The City contributed \$19.1 million and lease of City-owned land to the Storeys development. Six (6) non-profit organizations will own and manage the 196 affordable rental



units and additional programming space for Richmond's vulnerable residents, including those who are or are at-risk of homelessness.

- ▶ Cadence: Through the 2007 Affordable Housing Strategy, the City secured 15 units of affordable rental housing at shelter rates for lone-parent families. These units will be owned and managed by Atira Women's Resource Society and parents will have access to affordable child-care at the adjacent City-owned child care centre.

CHALLENGES:

- The term "subsidized rental" may be confusing to the public and other stakeholders, as units are not necessarily subsidized by senior government.
- The City acknowledges that the shelter rate set by the Province remains at \$375/month for an individual. It is challenging for individuals on incomes assistance to find rent at these rates.
- The City's role is not clearly defined with securing subsidized rental units.
- The Affordable Housing Special Development Circumstance (AHSDC) has led to successful projects (477 units). This policy, however, is not integrated into the broader AHS policy.

LOW-END MARKET RENTAL (LEMR)

In Richmond, the City's inclusionary housing policy offers a density bonus at time of rezoning for multi-family and mixed use developments containing more than 80 residential units in exchange for building at least 5% of total residential floor area as low-end-market-rental (LEMR) units. These units are secured in perpetuity with a Housing Agreement registered on title. For apartments less than 80 units and townhouse developments, the City accepts cash contributions in-lieu of built units, which are used to support larger scale affordable housing projects involving partnerships (i.e. Kiwanis Towers).

SUCSESSES

- Since adoption of the inclusionary housing and density bonus approach in 2007, 388 LEMR units have been secured (as of February 2017). Of these units, 131 units have been built and are tenanted to date.
- These units are integrated into market developments and therefore led to the creation of mix-income communities.

CHALLENGES:

- Occupancy management: The LEMR program was originally intended to be targeted to low and moderate income households. Ongoing monitoring of these units and consultation with non-profit organizations suggests that the target population may not necessarily be served. This policy review provides an opportunity to ensure that the conditions and obligations (i.e. tenant selection, maximum rents, addition charges including parking) that are set out in legal agreements are fully met by the property managers and owners. During consultation, both the public and non-profit organizations also expressed the need for better communication and

awareness of available LEMR units, as there is currently no centralized waitlist for qualified households.

- **Location of Units within a Development:** Previously, the City's practice has been to secure LEMR units dispersed throughout a larger market development. Developers have expressed that they do not typically have the expertise to provide adequate property management services to the targeted tenants of the LEMR program (i.e. low income households and households with other barriers). Non-profit organizations have expressed the desire to manage and potentially own LEMR units that are clustered in order to improve operational efficiencies (i.e. ongoing maintenance of units). Under the current practice, non-profits would not have control over the operating costs associated with the larger building, which is one of the various reasons that non-profit organizations to date have not purchased any LEMR units.
- **Income Thresholds and Maximum Rents:** This policy review provides an opportunity to review and refine income thresholds and maximum rents of the LEMR units to ensure consistency between developments that include LEMR units and to ensure rents remain affordable to priority groups in need.
- **Unit Size:** Developers have expressed concern that the current minimum square footage requirement of the LEMR units, originally established in 2007, are now greater than what is currently produced in the market.

ENTRY-LEVEL HOMEOWNERSHIP

Entry level homeownership is a term that often refers to modest housing units that are affordable for first-time homebuyers. In many jurisdictions, these programs are usually referred to as "affordable homeownership" and often help to create housing stock that is affordable in perpetuity through resale restrictions. Richmond identified entry level homeownership as Priority #3 in the 2007 AHS. To respond to this priority, the City has encouraged:

- The construction of smaller units to make homeownership more affordable; and,
- Developers, on their own initiative, to build entry level homeownership units for households with an annual income of less than \$60,000.

SUCCESSSES:

The City of Richmond provided \$134,538 of financial support towards the development cost charges for a Habitat for Humanity Project, which included six units of affordable homeownership for low-income families.

Other than this initiative, this priority has had limited success in securing entry level homeownership units. Since 2007, the City in partnership with the private sector has secured only 19 units for entry level homeownership. In this circumstance, the developer built smaller, more modest units to increase affordability. These units were not subject to a housing agreement and did not have restrictions on the resale price, and therefore were not necessarily sold to households below the identified income thresholds. As such, these units did not secure homeownership affordability for future owners.

The priority of the 2007 AHS was to focus on securing LEMR and subsidized rental units. To date, the City has not had the resources to explore the merits of a comprehensive affordable homeownership program.

CHALLENGES:

- No mechanism to secure affordability for future owners;
- Currently, no established program to secure affordable home ownership units in developments; and,
- Income thresholds have not been updated and are therefore not relative to current market conditions.

SPECIAL DEVELOPMENT CIRCUMSTANCES AND VALUE TRANSFERS

The City's typical approach is to disperse affordable housing throughout a development or multiple sites. However, the City's Affordable Housing Special Circumstance (AHSDC) policy allows the clustering of groups of affordable housing units if a sound business case and social programming approach is identified to address the needs of target populations.

AHSDC proposals are reviewed by the City on a project specific basis, and require rents to be secured below low-end market rental unit maximum permitted rents.

SUCSESSES:

- The policy contributed to the successful development of affordable housing projects in Richmond, including the Kiwanis, Storeys and Cressey Cadence projects.
- Other municipalities refer to Richmond's value transfer approach as a model to replicate.

CHALLENGES:

- Many non-profit housing providers prefer to manage clustered units on one site for operational efficiency. The current AHSDC does not provide clarity for this flexibility.
- Value transfers require available land contributions in order to make affordable housing projects viable.

AFFORDABLE HOUSING RESERVE FUND

The City secures cash-in-lieu contributions from rezoning applications with density bonuses for the Affordable Housing Reserve Fund (AHRF). The fund assists the City in partnering senior levels of government and non-profit

housing societies to deliver affordable housing. The AHRF is comprised of two divisions:

- 70% of the fund is dedicated to capital costs used towards site acquisition for affordable housing projects. The AHRF can also be used to provide municipal fiscal relief to affordable housing developments (including development cost charges, capital costs to service land, development



application and permit fees), and fund other costs typically associated with construction of affordable housing projects (such as design costs).

- 30% of the fund is dedicated to operating costs to support City-initiated research, information sharing, administration, consulting, legal fees associated with housing agreements, policy work including economic analysis, and other operating expenses the City incurs to implement various components of the AHS.

SUCCESSES:

- Since 2007, the City has collected over \$40,000,000 in developer cash (including cash-in-lieu and value transfer) contributions towards affordable housing).
- Since 2007, the City has supported subsidized housing projects, such as the Kiwanis Towers, Storeys Project, and the Habitat for Humanity project.

CHALLENGES:

- The AHRF does not accumulate developer contributions at a rate necessary to support several projects with land costs within the multi-million dollar range.
- Prioritization of potential housing projects has not been established.

SECONDARY SUITES

The City's Zoning Bylaw permits secondary suites in single detached dwellings. The City requires all new single-detached lots being rezoned or subdivided to either include secondary suites on 50% of new lots or provide a cash-in-lieu contribution to the AHRF.

The City of Richmond also permits coach houses (detached secondary dwelling) on single-detached lots subject to lot size and other regulatory requirements.

SUCCESSES:

- May provide mortgage helpers to homeowners to make their monthly mortgages affordable.
- Providing additional rental housing supply through the secondary rental market (204 secondary suites and coach houses as of December 31, 2016).
- Incorporates new rental units within the existing urban fabric of Richmond.

CHALLENGES:

- No way to ensure that units are being rented out at affordable rents.
- Monitoring and maintaining data on illegal secondary suites may be difficult as it is complaint driven.
- Accommodating parking onsite or on-street and responding to public inquiries related to suite parking and tenants.
- Limited uptake on coach house development through single-family rezonings.



RENTAL HOUSING

To ensure no net loss of rental housing, current City policy encourages a one-to-one replacement when existing rental housing in multi-unit developments are converted to strata-title or where existing sites are rezoned for new development projects. The City strives to secure replacement units as low-end market rental through housing agreements.

SUCCESSIONS:

- The City strives to support redevelopment where appropriate while maintaining existing rental housing units and encouraging the development of new rental housing.

CHALLENGES:

- Not all purpose-built rental projects can be retained over time as they age and are in need of repair.
- Some existing rental projects are located on under-utilized land that could achieve higher and better use including accommodating more affordable housing units.
- In other jurisdictions, replacement units tend to be smaller and more expensive for renters than older existing purpose-built rental housing units.

BASIC UNIVERSAL HOUSING

The City currently provides a Floor Area Ratio (FAR) exemption for residential units that incorporate “Basic Universal Housing Features.” Municipal staff have been successful in securing universal design features in most built affordable housing units.

SUCCESSIONS:

- Provides clear expectations and standards to developers and builders on creating accessible housing.
- Aligns with the requirement of the BC Building Code.
- Provides more accessible units for individuals with physical disabilities.

CHALLENGES:

- These features focus on mobility accessibility and does not include standards for other types of accessible housing needs, including individuals with mental health barriers.

USE OF CITY OWNED LAND FOR AFFORDABLE HOUSING

Richmond has a long history of leasing City-owned property to non-profit housing providers and in these cases, the City has provided land at below market rates (usually at a nominal cost) to help facilitate affordable housing projects in partnership with non-profit housing providers. Currently, however, the City does not have the available land to support all innovative housing projects being proposed by non-profit providers and other partnerships.



SUCCESSIONS:

- The City currently leases eight City-owned properties to non-profit housing providers, which provide 438 units of affordable housing.
- The use of City-owned land positions the City to capitalize on partnership opportunities with senior levels of government and non-profit housing providers to create more units with lower rents than what would be possible without partnerships (i.e. Kiwanis Towers).

CHALLENGES:

- Currently, there are no sites specifically identified affordable housing purposes. It is beneficial to have identified and available sites, which better positions the City to capitalize on partnership opportunities with senior governments and non-profit housing providers. Building on the success of the use of City-owned land to date, this review provides an opportunity to guide the acquisition of potential sites for affordable housing in the context of other Civic priorities.



III. POLICY DIRECTIONS AND OPTIONS

EVALUATING POTENTIAL POLICIES + PRACTICES

Research and analysis has been undertaken to identify potential policy options to be considered for the AHS Update. Specifically, policies and practices have been selected and evaluated on their potential to meet the needs of priority groups identified as challenged to afford housing in Richmond.

This section includes potential new directions for current policies being used by the City of Richmond as part of the AHS. Proposed revisions to these policies are intended to increase effectiveness. Also included in this section are potential new policies that the City of Richmond can consider for its updated AHS. The new policy options include an overview, applicability to the Richmond context, role of the City and other key stakeholders and implementation.

EASE OF IMPLEMENTATION SCALE

Each proposed policy and practice include an ease of implementation scale. The scale represents the ability to implement the select policy or practice, ranging from complex to relatively simple, as illustrated below.

Figure 4: Ease of Implementation Scale



The ease of implementation scale is meant to provide a holistic qualitative measure that accounts for factors such as the cost of implementation, municipal resources required, legal authority, community acceptance, timeframe required for implementation, and the need for partnerships with external stakeholders.

Policies and practices marked towards the simple side of the scale are ones that are considered to be a commonly used practice supported by legislation (i.e., Local Government Act), are known or familiar to housing sector stakeholders including developers and non-profit housing providers, and are appropriate to the Richmond context including alignment with other municipal

initiatives and potential fit within already established development patterns or future development plans.

Policies and practices marked towards the complex side of the scale require significant resources that may be beyond municipal capacity and are considered to not be standard practice, or considered innovative and not yet widely applied in Metro Vancouver. Complex policies and practices may be less familiar or not a common practice used by the housing sector, such as developers and non-profit housing providers, and would require refinement with stakeholder consultation. Policies and practices may be considered challenging to implement if the municipality is unfamiliar or has a limited role and would depend on other agencies or stakeholders to lead the implementation. Policies and practices may also be considered challenging if they do not completely align with other municipal initiatives or regional housing objectives.

POLICY + PRACTICE OPTIONS

Several policy options and practices are proposed in this report for the City's consideration. These policies were identified based on feedback received through the consultation process, in response to challenges and opportunities within the current framework, to align with regional AHS objectives, and to respond to key priority groups and housing gaps identified in the housing affordability profile.

New directions for current AHS policies include:

1. Affordable Housing ('built') - Low End Market Rental Unit Contribution;
2. Affordable Housing ('cash-in lieu') Contribution;
3. Affordable Housing Reserve Fund;
4. Special Development Circumstances and Value Transfers;
5. Secondary Suites;
6. Rental Housing; and,
7. Basic Universal Housing.

New policies and practices have been selected and evaluated on their potential to meet the needs of identified priority groups which may experience challenges or barriers to finding affordable housing. Each policy has been evaluated from a Richmond community context and perspective. Each policy option responds to a target housing gap and target priority group. These options include:

8. Co-Location of Non-Market + Community Assets;
9. Public-Private Partnerships;
10. Non-Profit Housing Development;
11. Family-Friendly Housing Policy;



12. Policy for the Use of City Land for Affordable Housing;
13. Municipal Financing Tools;
14. Affordable Homeownership Program;
15. Municipal Housing Authority;
16. Transit-Oriented Affordable Housing Development Guidelines;
17. Micro-Unit Rental Housing;
18. Encouraging Accessible Housing for Person with Disabilities;
19. Community Land Trust; and,
20. Rent Bank Program.



CURRENT POLICIES

1. AFFORDABLE HOUSING (“BUILT”) LOW-END MARKET RENTAL UNIT (LEMR) CONTRIBUTION

Since the adoption of the AHS in 2007, the City has secured 388 LEMR units (131 units built to date) through development, targeted to low and moderate income households earning between \$34,000 and \$57,500 per year. The City utilizes an “inclusionary housing” approach, where a density bonus is granted in exchange for “built” LEMR units which are secured through a Housing Agreement registered on title. As part of the City’s Arterial Road Policy (adopted in 2016), there are also provisions to provide additional density for “built” LEMR units in townhouse developments.

The policy review presents an opportunity to analyze research and stakeholder feedback, and explore various options to further refine the LEMR policy with respect to:

- Testing the economic viability of increasing the “built” unit contribution above the current 5% and associated development threshold of 80 units;
- The merits of clustering vs. dispersal of units;
- LEMR unit size requirements;
- Management of units to ensure units are targeted to intended households; and,
- Ensuring that rents remain affordable relative to household incomes.

A comprehensive economic analysis was undertaken on various aspects of the LEMR Policy. Feedback from stakeholder consultations, public engagement and findings from the statutory declaration process (owners of units declaring information about the tenants living in the units) have also been taken into consideration.

ECONOMIC ANALYSIS OF “BUILT” CONTRIBUTION

Currently, developers are required to contribute 5% of the total residential floor area for developments over 80 units as LEMR units in exchange for a density bonus. Developers of projects with less than 80 units are currently required to make a cash-in-lieu contribution. To evaluate the density bonusing and “built” unit percentage requirements, the economic analysis tested the financial viability of increasing the “built” requirement to 7.5%, 10%, and 15% and the viability of decreasing the threshold from 80 to 70 or 60 units. The economic analysis reviewed 15 sites across Richmond in various neighbourhoods and tested various development and density scenarios.

Key findings of the analysis:

- The current high land values in Richmond, possible market uncertainty in the near to midterm, and recent increases in development cost charges and levies at the municipal and regional level (i.e. Metro Vancouver and TransLink) suggest that increases in the built LEMR requirement to 15%



would adversely affect development in Richmond. Instead, a modest increase could be considered.

- Decreasing the development threshold below 80 units (to 70 and 60 units) would result in small numbers of LEMR units in each development (e.g. 1-3 per units per development). This requirement may place onerous expectations on smaller projects that may not have sufficient staffing resources to effectively manage these units. Second, it may exacerbate known management and occupancy challenges with the current LEMR units. Decreasing the threshold to 70 or 60 units will not however affect the capital costs of development.

ANALYSIS OF CLUSTERING AND DISPERSAL OF UNITS

While there have been recent projects that have resulted in clustered units, the City's typical practice to date has been to disperse LEMR units throughout market developments rather than cluster in one building or floor. The rationale for this approach was to help foster mixed income communities and to prevent the potential stigmatization of low to moderate income households within a development.

Through the consultation process, most non-profit housing providers expressed the desire to manage a larger number of clustered LEMR units (e.g. greater than 10 units) than what has been typically secured in market developments in Richmond. Non-profit housing providers also expressed the desire to own the units but are concerned that owning a small number of dispersed units (e.g. less than 10 units) within a larger development may limit their control over ongoing maintenance and operating costs. The dispersal of LEMR units may also create operational inefficiencies and could therefore be a barrier for non-profits to provide wrap around services to priority groups in need.

Table 1: Benefits and Challenges of Clustering and Dispersing LEMR

	Benefits	Challenges
Clustering LEMR Units	<ul style="list-style-type: none"> • Opportunity for enhanced design to meet the specific needs of the priority groups in need • Creates mixed income communities (within the same neighbourhood) • Improved operational efficiencies for non-profit housing providers • Encourages non-profits, that may have the expertise to select qualified tenants, to manage the units • May increase non-profit capacity by providing opportunities to purchase and manage units 	<ul style="list-style-type: none"> • Potential concentration may lead to stigmatization
Dispersing LEMR Units	<ul style="list-style-type: none"> • Creates mixed income communities within buildings • May reduce the potential for stigmatization 	<ul style="list-style-type: none"> • Operational inefficiencies • Administrative and management challenges • Disincentives for non-profit housing providers to manage • May result in disincentives for non-profit housing ownership and management of units



An example of a successful integration of clustered affordable housing units within a larger market development is the recent Cadence project. In this specific instance, the developer was permitted to cluster the LEMR contribution into one stand-alone building within the larger development in exchange for securing the rents at a non-market (subsidized) level (e.g. \$850/month for all unit types), on the condition that a non-profit operator would be jointly selected by the City and the developer. The units are specifically targeted for lone-parent family households. The City facilitated a Request for Proposal process to select a qualified non-profit housing provider to manage the affordable housing building and provide additional programming to support the priority group in need (e.g. single women with children). Going forward, the City could consider this model as a preferred practice.

The City may also consider facilitating more opportunities to provide affordable housing off-site through the value transfer mechanism to develop larger-scale affordable housing projects for specific priority groups in need (i.e. Kiwanis Towers for low-income seniors). This mechanism allows developers to convert their project's built unit requirement into a dollar amount (calculated based on construction costs), and transfer it to a specific site to support a larger-scale affordable housing project.

ANALYSIS OF MINIMUM UNIT SIZE REQUIREMENTS

The 2007 AHS established minimum size requirements for LEMR units based on the unit type (i.e. number of bedrooms) to ensure livability and functionality. Concerns have been raised through the consultation process with the development community that the current minimum size requirements may be too large compared to those being delivered in the market locally and in Metro Vancouver, making it difficult to incorporate affordable housing units into their projects.

Table 2: Comparison of Affordable Housing Size Requirement and Size of Smallest Unit in Recent Market Housing Projects

Unit Type	Richmond LEMR Minimum Size	BC Housing Target for Affordable Housing	Vancouver Secured Market Rental Maximum Unit Size	Range of Smallest Unit Size by Type in Sample of 8 New Market Multi-Unit Residential Buildings in Richmond		
				Smallest	Median	Largest
Bachelor/ Studio	37 m ² (400 ft ²)	33 m ² (350 ft ²)	42 m ² (450 ft ²)	N/A	N/A	N/A
1 Bedroom	50 m ² (535 ft ²)	54 m ² (585 ft ²)	56 m ² (600 ft ²)	47 m ² (503 ft ²)	51 m ² (553 ft ²)	61 m ² (659 ft ²)
2 Bedroom	80 m ² (860 ft ²)	74 m ² (795 ft ²)	77 m ² (830 ft ²)	59 m ² (636 ft ²)	69 m ² (741 ft ²)	84 m ² (901 ft ²)
3 Bedroom	91 m ² (980 ft ²)	93 m ² (1,000 ft ²)	97 m ² (1,044 ft ²)	91 m ² (980 ft ²)	100m ² (1,076 ft ²)	110 m ² (1,183 ft ²)



The table above compares LEMR unit sizes provided through the City's AHS with units provided through BC Housing's affordable housing programs, the City of Vancouver's Secured Market Rental Housing Policy and eight recently constructed market multi-family residential buildings in central Richmond.

The comparison highlights that:

- Richmond's minimum LEMR unit size requirements are larger than BC Housing targets for bachelor/studio and 2-bedroom units while BC Housing targets are larger than the minimum size requirements for 1-bedroom and 3-bedroom units;
- Richmond's minimum size of LEMR 2-bedroom units is larger than the maximum size of 2-bedroom units in Vancouver's Secured Market Rental Program. (Note: In order for rental housing projects in Vancouver to qualify for a Development Cost Levy waiver, the average size of units in the project must be below a maximum size by unit type); and
- Market units in Richmond can be significantly smaller than the City's LEMR minimum required size. This is most pronounced with the Richmond LEMR minimum size requirement for 2 bedroom units, for which the minimum size requirement was larger than both the BC Housing target and the Vancouver Secured Market Rental Program maximum size, and was larger than many of the smallest market 2 bedroom units.

OCCUPANCY MANAGEMENT

While the City has been successful in securing LEMR units since 2007, concerns have been raised suggesting that in many cases, these units may not be targeted to or occupied by the intended households (e.g. annual household incomes between \$34,000 and \$57,500)

Currently, there is no standardized methodology with respect to ongoing property management including tenant screening. This can lead to inconsistencies in how tenants are selected, and a lack of assurance that the intended tenant groups are renting the units. It is difficult for the City to track and enforce instances of non-compliance, as the process is largely complaint-driven.

Under the current policy approach, the primary responsibility for tenant selection and ongoing property management of the LEMR units falls onto the private developer or their designated property management firm which may not possess the experience in administering affordable housing. There is no one entity that owns or manages the affordable housing units. As such, there is no centralized waitlist or application process for eligible households which can lead to confusion from interested tenants regarding availability of the units and application procedures. In cases where there are a small number of units (e.g. 3-4 units) secured in a development, there are challenges in securing appropriate property management services for the intended tenant households.



ANALYSIS OF INCOME THRESHOLDS AND MAXIMUM RENTS

The City establishes income and maximum rent thresholds for LEMR units to ensure that they remain affordable relative to household income. Income thresholds also provide guidelines for evaluating affordable housing development opportunities and can assist in prioritizing housing for priority groups in need based on income ranges.

The City's current income and maximum rent thresholds are determined by BC Housing's Housing Income Limits.

Table 3: Income and Maximum rent thresholds are determined by BC Housing's Housing Income Limits

Unit Type	Minimum Size	Minimum Monthly Rent	Total Household Annual Income
Bachelor/Studio	37 m ² (400 ft ²)	\$850	\$34,000 or less
1 Bedroom	50 m ² (535 ft ²)	\$950	\$38,000 or less
2 Bedroom	80 m ² (860 ft ²)	\$1,162	\$46,000 or less
3 Bedroom	91 m ² (980 ft ²)	\$1,437	\$57,000 or less

The City's current approach however has presented some challenges:

- The Housing Income Limits are not updated annually, so there may not be a consistent benchmark to increase or decrease thresholds;
- Richmond falls under the "Vancouver" category of the Housing Income Limits, so the amounts may not accurately reflect local context;
- Allowable, annual rent increases (e.g. under the Residential Tenancy Act's allowable increase) may push the rents to exceed CMHC's market rental average for Richmond; and
- Local service providers have expressed that the LEMR rents are above what clients can afford.

Several options were considered for revising the methodology of calculating income and rent thresholds:

- CMHC's market rental data;
- Housing Income Limits;
- Greater Vancouver Real Estate Board's benchmark prices; and
- Canada Revenue Agency's Tax Filer data.

The first three approaches are more simple and reflect existing market rents and prices. The Tax Filer approach may be more accurate, but is more complex. Data may not be readily available and is only updated every Census (e.g. every four years).



PROPOSED DIRECTIONS

- **Contribution Rates and Thresholds:**

- ▶ Consider, if any, a very cautious and phased increase to a maximum of 10% of the total residential floor area to be built as LEMR units;
- ▶ Consider decreasing the current threshold (multi-residential units greater than 80 units) for the built requirement;
- ▶ Continue to accept cash-in-lieu for townhouse developments;
- ▶ Consider accepting cash-in-lieu instead of secondary suites for all single family rezonings; and,
- ▶ Continue to evaluate density bonusing and inclusionary housing rates to account for changing market conditions.

- **Clustering vs. dispersal:**

- ▶ Allow for flexibility to cluster units throughout developments to incentivize non-profit management and possible ownership of the units.

- **Occupancy Management:**

- ▶ Facilitate non-profit management and potential ownership of LEMR and other affordable housing units secured in market developments; and
- ▶ Consider creating information bulletins for property managers currently managing built LEMR units, to inform them of the intent and responsibilities of the program.

- **LEMR Minimum Unit Size Requirements:**

- ▶ For all projects, consider requiring the following recommended minimum unit size targets:

Unit Type	Recommended LEMR Minimum Size Targets	Existing LEMR Minimum Size Requirements
Bachelor/Studio	37 m ² (400 ft ²)	37 m ² (400 ft ²)
1 Bedroom	50 m ² (535 ft ²)	50 m ² (535 ft ²)
2 Bedroom	69 m ² (741 ft ²)	80 m ² (860 ft ²)
3 Bedroom	91 m ² (980 ft ²)	91 m ² (980 ft ²)

- **Income Thresholds and Maximum Permitted Rents:**

- ▶ For low-end market rental units secured through development, consider calculating rent thresholds based on 10% below the



CMHC annual average market rents and income thresholds based on 10% below the Housing Income Limits (HILs):

Low-End Market Rental (LEMR) Unit Thresholds		
Unit Type	Total Annual Household Income	Maximum Monthly Rent
Bachelor/Studio	\$34,650 or less	\$759
1 Bedroom	\$38,250 or less	\$923
2 Bedroom	\$46,800 or less	\$1,166
3 Bedroom	\$58,050 or less	\$1,436

- For non-market rental units secured through development or as part of an affordable housing project, consider calculating rent thresholds based on 25% below the CMHC annual average market rents and income thresholds based on 25% below the Housing Income Limits (HILs):

Non-Market Rental Unit Thresholds		
Unit Type	Total Annual Household Income	Maximum Monthly Rent
Bachelor/Studio	\$28,875 or less	\$632
1 Bedroom	\$31,875 or less	\$769
2 Bedroom	\$39,000 or less	\$972
3 Bedroom	\$48,375 or less	\$1,197

2. AFFORDABLE HOUSING ('CASH-IN-LIEU') CONTRIBUTION

Cash in Lieu (CIL) contributions to the Affordable Housing Reserve Fund (AHRF) are currently accepted in multi-family developments less than 80 units, all townhouse developments and single family rezonings in exchange for a density bonus. Contributions have been used to support innovative affordable housing projects and have helped the City capitalize on partnerships and funding opportunities with senior government and the non-profit sectors (e.g. Storeys and the Kiwanis Towers). The AHRF provides capital funding (70% of contributions secured) for site acquisition and municipal fee off-sets. The remaining 30% of contributions secured are used to implement the various components of the Affordable Housing Strategy (e.g. policy development and research).



The following table highlights current CIL contribution rates adopted by Council on September 14, 2015:

Table 4: Richmond Cash-In-Lieu Contribution Rates

Housing Type	Current Rates (\$ per build able sq. ft.)
Single Family	\$2
Townhouse	\$4
Multi-Family Apartment	\$6

As of December 31, 2016, the total cash contributions secured through the Affordable Housing Strategy since 2007 amount to \$7,913,160. This figure does not include contributions secured through the affordable housing value transfer mechanism, which were collected to use towards specific projects (e.g. Storeys and the Kiwanis Towers).

The economic analysis also examined existing CIL contribution rates with respect to maintaining or increasing the rates based on current market conditions. The analysis found that the City's current 5% total residential floor area contribution rate is higher than the equivalent of cash in lieu contribution rates in terms of overall value of affordable housing produced. To create a more equitable approach, the following contribution rate increases are recommended to match the "built" unit contribution rate:

Table 5: Recommended Cash-In-Lieu Contribution Rates

Housing Type	Current Rates (\$ per buildable sq. ft.)
Single Family	\$4
Townhouse	\$8.50
Multi-Family Apartment	\$14 (concrete construction) \$10 (wood frame construction)

The proposed increase in CIL rates will help sustain a healthy balance in the AHRF in the coming years which is key to the City's ability to continue its support for the innovative projects, which are providing affordable housing for some of Richmond's priority groups in need. Ensuring sufficient funds are collected (e.g. \$1.5 million annually) will help the City take advantage of strategic land acquisition opportunities as they arise and will put Richmond in an excellent position to initiate and respond to partnership opportunities with senior levels of government, non-profit organizations and private developers.



PROPOSED DIRECTIONS

- ▶ Increase the CIL contributions to be equivalent to the built unit contribution and continue to monitor housing market conditions and local land values, and revisit CIL contribution requirements as conditions change.

3. SPECIAL DEVELOPMENT CIRCUMSTANCES AND VALUE TRANSFERS

The economic analysis also explored the feasibility of allowing clustering (e.g. in a stand-alone building or section of a building) of LEMR units versus dispersal of LEMR units throughout a development. Although the City has historically favoured dispersal of units, there could be economic and programming reasons for clustering units. Most importantly, clustering units would facilitate non-profit ownership and management of affordable housing and low-end market rental units. The clustering of affordable housing units could take a number of different forms, including:

- Clustering units in a large development into a single building in the development rather than having units dispersed throughout all buildings;
- Clustering units from a number of developments in a relatively close geographic area into a single donor building/site in close proximity to the other projects; or,
- Clustering units from a development or a number of developments into a single donor building/site that is not geographically proximate to the other projects but is in a site appropriate for affordable housing.

Economic analysis indicates that for the first two options, the only economic benefit that would be anticipated is if the donor building was constructed of wood rather than concrete.

The cost of construction varies substantially inside and outside the City Centre. If the third option were permitted and the required LEMR units were moved outside of City Centre, where land is nearly half the price of City Centre land, there could be additional savings on the cost of these LEMR units, possibly leading to the development of additional LEMR units.

PROPOSED DIRECTIONS

- ▶ Integrate the Special Development Circumstances and Value Transfers into the AHS, rather than a stand alone policy.
- ▶ Update select sections of the policy to reflect the proposed changes to the AHS Update, such as priority groups, housing gaps, income thresholds, and specific references to existing and proposed policy and practice options.
- ▶ Provide additional clarity on how the City defines demonstrated “social innovation” (i.e. standalone affordable rental buildings, additional supportive programming, projects involving partnerships). Alternatively, the City could consider revising language to give preference to projects that co-locate with community facilities.



- ▶ Consider revising the selection of non-profit housing providers to own, manage and operate the units to include an option for units to be leased.
- ▶ Clarify evaluation criteria to ease application process for non-profit housing providers and developers, such as eliminating the requirements to provide case studies if projects are innovative with limited or no examples to reference.
- ▶ Develop shortlist of non-profit housing providers through a Request for Qualifications process to ease the housing partner selection process.

4. AFFORDABLE HOUSING RESERVE FUND

The Affordable Housing Reserve Fund (AHRF) is an important tool that has been used strategically in partnership with the non-profit sector to secure units in innovative affordable housing projects such as Kiwanis Towers, Storeys and a recent Habitat for Humanity affordable homeownership project. While it has been instrumental in the success of these projects, the AHRF does not currently have enough funds to be able to support future projects that can address the City's priority groups in need and identified housing gaps. With sufficient funds, the AHRF can be used strategically as leverage to secure larger contributions from senior levels of government and other partners to contribute to affordable housing development in Richmond.

PROPOSED DIRECTIONS

- ▶ Ensure sufficient cash contributions are collected to support affordable housing projects and to position the City to leverage funding opportunities through partnerships with senior government and private and non-profit sectors.
- ▶ Retain the current funding division between City-initiated operating costs.
- ▶ For capital funding contributions, the City may want to ensure funding is dedicated to projects that are geared towards target priority groups and target housing gaps.
- ▶ For capital funding contributions, continue to support projects that have other sources of funding such as grants and loans provided by senior levels of government. However, at the discretion of Council, consider supporting projects that may not have other sources of funding but ones that are still viable. This approach intends to avoid unintentionally excluding potential projects.
- ▶ Consider reviewing staff resources dedicated to managing and implementing the AHS and, if warranted, consider utilizing city-wide staffing budget for additional professional and support staff instead of sourcing from the Reserve Fund.



5. SECONDARY SUITES

Permitting secondary suites in single-detached dwellings helps to provide new rental supply within the existing fabric of Richmond. Recent development data suggests that the market will likely continue to deliver secondary suites regardless of the City's requirement for "built" suites on 50% of new lots and an additional cash in lieu contribution on the remaining lots.

Given these trends, the City could consider amending the existing policy and only require cash in lieu contributions in single family rezoning instead of "built" secondary suites. These contributions would help build up the AHRF so that it can be used to support additional affordable housing projects.

PROPOSED DIRECTIONS

- ▶ Consider policy and regulatory amendments that remove the requirement for single family rezonings to provide a secondary suite on 50% of new lots created, requiring instead a cash-in-lieu contribution.
- ▶ Continue to add flexibility permitting accessory dwelling units on single detached lots (i.e. secondary suite within primary dwelling and coach house at the rear of the property). Consider preparing illustrations to visually communicate flexible configurations.

6. RENTAL HOUSING

Market rental housing is an important component of Richmond's housing mix. Low vacancy rates, high average rents and the limited supply of rental housing make it difficult for many renters to find accommodation in the City and therefore maintaining and encouraging new rental stock is vital to the ongoing liveability of many residents. The City is currently developing a Market Rental Policy and in coordination with the Affordable Housing Strategy, will help to ensure that a range of housing options are available for Richmond residents.

PROPOSED DIRECTIONS

- ▶ Align with Metro Vancouver's Updated Regional Affordable Housing Strategy (RAHS) by providing clear expectations and policies for increasing and retaining the purpose-built market rental housing supply (see proposed policy and practice option Co-Location of Non-Market + Community Assets).
- ▶ Consider offering incentives such as reduced parking requirements and increased density for infill development or underdeveloped sites as appropriate, to preserve existing rental stock and to encourage new purpose-built market rental housing
- ▶ Consider best practices from other jurisdictions when developing a tenant relocation policy and tenant relocation plan template to support developer and non-profit provider with rental redevelopment projects.



7. BASIC UNIVERSAL HOUSING

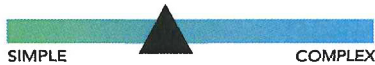
Incentives for developers to incorporate “Basic Universal Housing Requirements” lead to increased housing options that help to ensure persons with disabilities are able to find appropriate accommodations to suit their needs.

PROPOSED DIRECTIONS

- ▶ Consider enhancing these standards with a broader lens of accessibility (i.e. housing standards for persons with mental barriers requiring accessibility features).
- ▶ Continue to secure affordable housing units with Basic Universal Housing design features.



EASE OF IMPLEMENTATION:



MUNICIPAL ROLE:

- ▶ Build and maintain relationships
- ▶ Partner

OTHER ROLES:

- ▶ BC Housing - partner
- ▶ Developers - partner
- ▶ Non-profit housing societies - partner
- ▶ Non-profit social services organizations - partner



Co-location of municipal fire hall and affordable housing in Vancouver

POTENTIAL NEW POLICIES + PRACTICE

8. CO-LOCATION OF NON-MARKET + COMMUNITY ASSETS

Target Priority Group in Need

Low and moderate income earners, including families, seniors, singles, couples, students, persons with disabilities, and vulnerable populations.

Target Housing Gap

Non-market rental, low-end market rental, and purpose-built rental for low and moderate income households. Shelters and transitional housing could be targeted, where appropriate.

CONTEXT

A key challenge to developing affordable housing in Richmond is the high cost and limited availability of land.

At the same time, there are numerous sites across the City occupied by community assets such as places of worship, community centres, and non-profit social service agencies. Many of these organizations do not have a housing mandate, but many own or lease and occupy potentially under-utilized land. Some of their buildings and structures are aging, and may be prime for redevelopment or repurposing. There may be opportunity to leverage these community assets with redevelopment potential including for co-locating with affordable housing projects.

OVERVIEW OF REDEVELOPMENT OF EXISTING NON-MARKET + COMMUNITY ASSETS

The development of co-location projects that combine affordable housing with community amenity facilities is increasingly common. The benefits of co-locating, rather than building stand-alone purpose-built facilities, include:

- Shared capital and operating costs;
- Achieves maximum public benefits in the delivery of community assets;
- Efficient use of land and servicing; and,
- Creates complete communities.

Co-locating affordable housing with community facilities is usually the result of opportunistic situations, facilitated by partnerships.

APPROACH AND ACTIONS

Analysis to Richmond Context

The City of Richmond could identify public and community facilities that are under-utilized and/or aging and prime for redevelopment with the potential to accommodate additional density and affordable housing, subject to the



The City of Vancouver increased their capital cost for upgrading the aging Fire Hall No. 5 to incorporate the construction of affordable housing units for low-income women and children. Partnerships with the YWCA covered pre-construction costs including consultant fees and project management. The YWCA is also co-locating affordable family housing with a new library branch in East Vancouver that is currently under construction.

necessary planning processes. This policy acknowledges that park land is not underutilized, but provides an important community benefit as green space. The City could also engage with private facilities operators and land holders to explore opportunities for partnership and co-location development.

Proposed Approach and Actions

1. Formulate a policy that encourages the co-location of affordable housing with community assets.
2. Consider updating regulatory requirements to permit co-location of affordable housing and community facility uses.
3. Evaluate currently proposed community projects, that are early in the planning stage, and determine if the site(s) could support the inclusion of affordable housing.
4. Create an inventory of existing community facilities. Identify facilities that have potential for redevelopment or repurposing.
5. Facilitate discussions with faith groups, non-profit organizations and community associations, to explore opportunities for partnership and co-location development opportunities.

Implementation Roles

Municipality:

- Formulate policy on co-location of affordable housing with community assets.
- Undertake inventory of existing community asset facilities.
- Communicate information to senior levels of government, non-profit housing providers, non-profit social service organizations, and developers on the co-location policy.

Development Community:

- Partner, where appropriate, with the City, non-profit housing societies, and non-profit social service organizations on delivering affordable housing units and community facilities through co-location opportunities.

Non-profit Housing Providers:

- Partner, where appropriate, with the City, non-profit social service organizations, and developers on delivering affordable housing units and community asset amenities through co-location opportunities.
- Operate units secured through co-location projects.

Non-profit Social Service Organizations:

- Partner, where appropriate, with the City of Richmond, non-profit housing providers, and developers on delivering affordable housing units and community amenities through co-location opportunities.



EASE OF IMPLEMENTATION:



MUNICIPAL ROLE:

- ▶ Facilitator
- ▶ Establish criteria
- ▶ Communications

OTHER ROLES:

- ▶ **BC Housing** - partner and provide funding and finance options
- ▶ **Developers** - partner and deliver units
- ▶ **Non-profit housing societies** - Secure and operate dedicated units
- ▶ **Non-profit social services organizations** - partner and contribute land

9. PUBLIC-PRIVATE PARTNERSHIPS

Target Priority Group in Need

Low and moderate income earners, including families, seniors, singles, couples, students, persons with disabilities, and vulnerable populations.

Target Housing Gap

Non-market rental, low end market rental, purpose-built rental, and affordable homeownership for low and moderate income households. Shelters and transitional housing could be targeted, where appropriate.

CONTEXT

Building and operating affordable housing in communities is not undertaken in isolation by one organization or group, but rather requires contributions from many in order to be successful. Most affordable housing developments have some combination of government, private sector, and non-profit partnerships. Continuing this type of partnership will help allow the City to capitalize on opportunities with senior government and non-profit housing providers for affordable housing projects.

OVERVIEW OF PUBLIC-PRIVATE PARTNERSHIPS

Public-private partnerships are a deliberate and formalized approach to cross-sector collaboration.

- **Partnerships with Senior Levels of Government:** There is new momentum at both the provincial and federal levels with capital and operating investment opportunities for affordable housing.
- BC Housing uses a public-private partnership model to create new non-market housing. Developments are designed and built by the private sector and owned and managed by private, non-profit or co-op housing providers. Upon project completion, BC Housing may provide opportunity funding to make units affordable.
- The Federal Government, through CMHC, can make one-time capital contributions to provide support for the feasibility or initial project costs. Municipal governments can provide land, capital, or in-kind support, for example, waiving municipal fees. There has been indications from the Federal Government that more funding may become available; however, the most significant cost subsidies will come from Provincial sources.
- **Private Sector Partnerships:** Developers have the ability to build affordable housing units, but typically require an experienced operator to manage secured affordable housing units. Municipalities can facilitate partnerships between developers and non-profit housing societies to match secured affordable housing units with a suitable administrator.
- **Non-Profit and Service Providers Partnerships:** Non-profit and service providers have the potential to partner and support affordable housing





Kiwanis Towers, Richmond

projects such as contributing under-utilized land and/or through redeveloping or repurposing aging community facilities.

Successful partnerships require joint investment of resources, shared liability, shared benefit, shared authority, and shared responsibility.

APPROACH AND ACTIONS

Analysis to Richmond Context

The City of Richmond has been a leader in facilitating affordable housing partnerships, and has shown by example of how partnerships can successfully address priority groups and housing gaps. The Kiwanis Towers, for example, is a project where the City partnered with a non-profit housing society, private developer and senior level of government (BC Housing) to help redevelop an existing site with non-market rental housing for low-income seniors.

Building on the experience that the City of Richmond already has in facilitating and implementing partnerships, this policy option aims to help prepare the City for relationships required to initiate projects well in advance of evident opportunities.

Proposed Approach and Actions

1. Consider creating a list of pre-qualified non-profit housing operators well in advance of affordable housing development opportunities.
2. Continue to maintain regular communication with current organizations in the private, public, and non-market sectors to ensure that relationships are established so that potential development opportunities can be advanced quickly when presented.
3. Consider reaching out to qualified non-market housing providers who may have expertise in serving the identified priority groups in need.
4. Explore and facilitate partnerships with government, quasi-government, non-profit, and private organizations.
5. Support non-profit housing providers pursuing funding opportunities offered by senior levels of government by contributing information and data, where appropriate, in support of proposal submissions; officially establish partnerships and consider committing contributions to potential projects.

Implementation Roles

Municipality:

- Foster regular regular and ongoing relationship building and maintaining with cross sector organizations.
- Partner, where appropriate and as opportunities arise, with public, private, and non-profit social service sector organization to support and contribute to affordable housing projects.
- Facilitate partnerships between developers and non-profit housing societies to potentially secure units generated through other housing policies (including low-end market rental units).



Development Community:

- Partner, where appropriate and as opportunities arise, with public and non-profit social service organizations to support and contribute to affordable housing projects.

Non-profit Housing Providers:

- Partner, where appropriate and as opportunities arise, with public, private, and non-profit social service sector organization to support and contribute to affordable housing projects (including the possible purchase and management of low-end market rental units).

Non-profit Social Service Organizations:

- Partner, where appropriate and as opportunities arise, with public, private, and other non-profit social service sector organization to support and contribute to affordable housing projects.



EASE OF IMPLEMENTATION:



MUNICIPAL ROLE:

- ▶ Formulate policy
- ▶ Enable regulation
- ▶ Prepare inventory
- ▶ Communicate information
- ▶ Facilitate partnerships

OTHER ROLES:

- ▶ **Developers** - Partner and deliver units
- ▶ **Non-Profit Housing Providers** - Secure and operate dedicated units
- ▶ **Non-Profit Social Service Organizations** - Partner and contribute land

10. NON-PROFIT HOUSING DEVELOPMENT

Target Priority Group in Need

Low and moderate income households, including families, seniors, singles, couples, students, persons with disabilities, and vulnerable populations.

Target Housing Gap

Non-profit rental housing development, including non-market rental, low-end market rental and purpose-built rental for low and moderate income households. Shelters and transitional housing could be incorporated, where appropriate.

CONTEXT

Non-profit housing providers play an essential role in creating access to affordable housing for priority groups in Richmond. They are the key sector that manages affordable housing units for low and moderate income earners in Richmond, including managing tenant selection and intake, operations management, and project maintenance. They also advocate on behalf of their sector and vulnerable populations, liaise with municipalities and senior levels of government, participate in broader strategic initiatives and conversations at the community and regional level, and provide valuable insights into what works and the supports they need in order to be successful.

There are opportunities to expand the non-profit housing sector in Richmond and continue to build capacity. Many non-profit housing societies in Richmond currently provide housing for specific client groups, and provide appropriate supports as necessary. However, non-profit housing providers currently operating in Richmond are faced with increasing demands while resources and funding remain competitive. By expanding the non-profit housing sector in Richmond, there may be increased capacity to provide housing to more household types. With a more robust sector, there may be opportunities to leverage larger portfolios to access funding and financing.

In addition to the ability to meet increasing housing needs, an expanded non-profit housing sector could lead to partnership opportunities and increased capacity to respond to funding opportunities.

OVERVIEW OF NON-PROFIT HOUSING DEVELOPMENT

The City of Richmond strives to create a supportive environment for non-profit housing providers to thrive. Progressive policy, financial contributions, research and advocacy, and relationship building are all valuable attributes required for the non-profit housing sector to be successful in communities and providing much-needed quality affordable housing.

The City should establish a clear set of criteria to determine which projects should be prioritized.



In addition, non-profit housing projects are increasingly exploring ways to incorporate non-housing uses within their housing project to generate revenue to offset the costs of subsidizing non-market and low-end market rental units. Typically leased, these spaces can include commercial and retail uses, community facilities such as libraries and childcare, and social enterprises. There is an opportunity for the City of Richmond to create an even more supportive environment by exploring innovative and flexible policy and regulatory requirements that support mixed-use non-profit housing projects.

APPROACH AND ACTIONS

Analysis to Richmond Context

The City of Richmond can establish a set of criteria for staff and Council to review and prioritize municipal contributions to support potential non-profit led affordable housing projects. This criteria can be directly related to the identified priority groups and housing gaps for Richmond.

To complement the criteria, the City could consider proactively building relationships with other well-established non-profit housing providers to help address the gaps in service delivery for priority groups and housing. Specific strategies could include issuing RFPs to select pre-qualified non-profit housing providers for City-supported initiatives.

Proposed Approach and Actions

1. Adopt criteria for reviewing and prioritizing City-supported non-profit housing projects, as per Table 6.
2. Support revenue generating activities in non-profit housing development projects.
3. Expand opportunities to develop more non-profit housing projects by continuing to build relationships with qualified non-profit housing providers throughout Metro Vancouver. Align selection towards non-profit housing providers that could bring necessary skills, experience, resources, and capacity that could address Richmond's priority groups and housing gaps.
4. Consider updating regulatory requirements to permit social enterprise and other uses with non-profit housing projects. This includes updating the Zoning Bylaw to identify appropriate zones for permitted use, updated language under definitions, and standards under general regulations.
5. Informed by the adopted criteria, consider supporting non-profit housing providers with their proposal preparation and submissions to funders and senior levels of government.
6. Leverage the annual BC Non-Profit Housing Association (BCHPHA) Conference, and other opportunities, to showcase Richmond's affordable housing development projects to date.



Table 6: Proposed Criteria for City-supported Non-Profit Housing Development

Criteria for City-Supported Non-Profit Housing Development Projects
<p>1. Meets one or more of Richmond's priority groups: low to moderate income families, singles, couples, students, persons with disabilities, and vulnerable populations such as persons experiencing homelessness.</p> <p>2. Addresses one or more of Richmond's housing gaps: family-friendly, market rental, and non-market housing; accessible, adaptable, and visitable homeownership, market rental, and non-market housing; purpose-built rental housing; low-barrier rental housing; low-end market rental housing for singles, couples, students, families, seniors, and persons with disabilities; non-market housing for singles, couples, students, families, seniors, persons with disabilities, persons with mental health issues, and substance users; and, emergency shelter for women and children. Affordable homeownership projects may be considered at the discretion of Council.</p> <p>3. Demonstrates project viability: financial sustainability; livability; and flexibility to potentially adapt with changing and emerging housing needs in Richmond.</p> <p>4. Secured: designated affordable units (non-market and low-end of market rental units) are secured through housing agreements.</p> <p>5. Affordable: are affordable for the priority groups (LEMR=less 10% of CMHC rents; Non-Market Rents = less 25% CMHC rents).</p>

Implementation Roles

Municipality:

- Adopt criteria to assess City-supported non-profit housing development projects.
- Communicate criteria internally to various municipal departments and Council, and externally to non-profit housing providers, funding agencies and senior levels of government.
- Undertake review and amendments to regulations, where applicable, to support flexibility in design to allow revenue generating uses in non-profit housing projects such as social enterprise.
- Continue to build relationships with qualified non-profit housing providers throughout Metro Vancouver.
- Prepare and participate in the annual BCNPHA conference to showcase affordable housing development projects in Richmond.

Development Community:

- Partner, where appropriate, with non-profit housing providers to develop and secure affordable housing units.

Non-Profit Housing Providers:

- Prepare business cases to demonstrate project criteria and viability to the City of Richmond and other potential project partners such as developers, funders and senior levels of government. This includes preparing proposals to submit to funding opportunities when available.



- Partner, where appropriate, with the City and developers to secure affordable housing units.
- Operate units secured through partnerships.
- Continually communicate with the City of Richmond on needs and opportunities for support.



EASE OF IMPLEMENTATION:

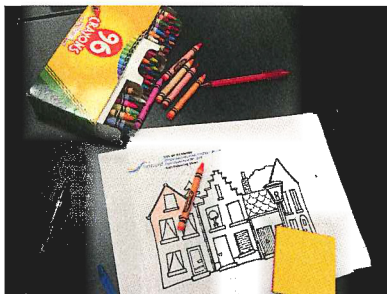


MUNICIPAL ROLE:

- ▶ Formulate policy
- ▶ Communicate information
- ▶ Review development applications with “family-friendly lens”
- ▶ Facilitate partnerships
- ▶ Monitor data

OTHER ROLES:

- ▶ **Developers** - Deliver units
- ▶ **Non-profit housing societies** - secure and operate dedicated affordable units



11. FAMILY-FRIENDLY HOUSING POLICY

Target Priority Group in Need

Families, including lone-parent families, families with children, and multi-generational families, of all income ranges.

Target Housing Gap

Family-sized affordable housing across the entire housing continuum, including homeownership, market rental, particularly ground-oriented multi-unit residential housing.

CONTEXT

High housing prices for single-detached dwellings have created limited affordable and suitable housing options for families, especially low-income and moderate-income families. More families are living in multi-unit residential housing, and concerns related to livability have been raised with families living in units with an insufficient number of bedrooms to accommodate all members of a household. Multi-unit dwellings may lack onsite amenities that are appropriate for children and youth, such as yard space, playspace, storage, and proximity to family-oriented services such as schools, community centres, parks, shopping, and transit.

Ground-oriented multi-unit dwellings (i.e., townhomes) are often identified as family friendly. Non-ground-oriented options may be less desirable due to the lack of play and outdoor space, but are another option for families if the unit is large enough. While the City already encourages family friendly units, there is an overall lack of larger (i.e. 2 and 3+ bedroom) apartments in Richmond that are affordable for families for rent and ownership suitable for housing for families.

OVERVIEW OF FAMILY FRIENDLY HOUSING POLICY

Increasingly, municipalities are exploring policies to require housing developments to include more family-friendly units in their projects. Such a policy may help low- to moderate-income family households by increasing the supply of units large enough to accommodate families. One common approach to address this challenge is to require new multi-unit residential development projects to include a certain percentage of units with 2 and 3 or more bedrooms. This requirement can be specific to rental units, ownership units, or both. Design guidelines can also be enhanced to incorporate family-friendly features into housing projects, such as providing adequate storage and outdoor space.





APPROACH AND ACTIONS

Analysis to Richmond Context

To understand the implications of a family-friendly housing policy, a high-level analysis was conducted on five multi-unit sites in the city to determine the return on investment and feasibility of incorporating 2 and 3 bedroom units. These estimates were conducted using market derived inputs and assumptions that were created through recent financial studies conducted on the City's behalf.

The analysis also reviewed examples of family-friendly housing policies from comparable jurisdictions where a minimum percentage of 2- and 3-bedroom units were required.

Proposed Richmond Approach

The analysis indicates that family friendly-housing policies will not have significant impact on developer revenue; however, it is recommended that the City take a conservative approach to these policies given the unique development constraints in the municipality.

As such, the City should consider the following minimum requirements for family-friendly units:

Multi-Unit Condominium/ Ownership Projects	Multi-Unit Low-End Market Rental Projects
Minimum 15% two bedroom units	Minimum 15% two bedroom units
Minimum 5% three bedroom units	Minimum 5% three bedroom units

Proposed Approach and Actions

1. Consider developing the necessary policy and regulatory changes requiring a minimum percentage of 2- and 3-bedroom units in all new multi-unit developments, taking into consideration stakeholder feedback.
2. Consider creating communications materials to inform developers, non-profit housing societies, and the public about the family-friendly housing policy. Inform organizations that have a role in delivering and securing the family-friendly housing units will support implementation.
3. Create design guidelines for family-friendly housing, specifying design features and amenities that are appropriate for children and youth, such as yard space, playspace, and storage. These guidelines could also include unit design with space and liveability considerations.

Implementation Roles

Municipality:

- Formulate policy that requires new multi-unit housing projects to include a minimum percentage of units that contain the specified percentage of units to be dedicate as family-friendly housing.





- Communicate information to developers, non-profit housing societies, the public and other groups about the family-friendly housing policy requirements.
- Review multi-unit housing project development applications with a “family-friendly lens”, ensuring the applications meet the requirements. This includes working closely with the development community to problem-solve design and requirement challenges and provide design flexibility, where appropriate, to meet the policy (and regulatory) requirement.
- Monitor data on absorption and occupancy and monitor the impact of the policy.
- Continue to ensure that a mix of unit types, including larger family friendly units, are secured as LEMR.

Development Community:

- In multi-unit housing projects, deliver the specified percentage of units dedicated as family-friendly housing.
- Work with the City to achieve project and unit design that meets livability criteria for families.
- Partner, where appropriate, with non-profit housing societies to secure some or all units generated through the family-friendly housing policy to be secured as affordable for low-income families.

Non-Profit Housing Societies:

- Work with the City to identify opportunities for partnership with developers to secure affordable family-friendly rental housing units for low-income families.
- Partner, where appropriate, with developers to secure units in multi-unit housing projects, secured through housing agreements.
- Operate the units secured through housing agreements, including managing tenant selection and intake process.



EASE OF IMPLEMENTATION:



MUNICIPAL ROLE:

- ▶ Strategic acquisition of land
- ▶ Repurposing existing City-owned land

OTHER ROLES:

- ▶ **Developers** - provide funds and partner with City and non-profit housing societies on new affordable housing developments
- ▶ **Non-profit Housing Providers** - partner with City

12. POLICY FOR THE USE OF CITY LAND FOR AFFORDABLE HOUSING

Target Priority Group in Need

Low and moderate income earners, including families, seniors, singles, couples, students, persons with disabilities, and vulnerable populations.

Target Housing Gap

Purpose-built rental, low end market rental, non-market rental, supportive and transitional housing and shelter accommodation.

CONTEXT

One of the most difficult challenges in increasing the supply of affordable housing is acquiring well located sites to develop. In strong housing markets, competition with market developers makes land acquisition expensive, and limiting especially when combined with challenges that non-profit housing providers experience when piecing together multiple sources to support financing for affordable housing developments.

The City has a long history of leasing land at nominal rates to support the provision of affordable housing by non-profit housing providers. The City's Real Estate Services regularly updates Richmond's Strategic Land Acquisition Plan. This provides an opportunity to include Affordable Housing as one of the priorities for acquisition.

Continuing to provide City-owned land for affordable housing can reduce the cost to develop an affordable housing project and therefore provide a greater number of units. Using City land for affordable housing purposes is also particularly effective for ensuring that affordable housing is placed in locations best suited to meet the needs of priority groups.

OVERVIEW OF USE OF CITY LAND FOR AFFORDABLE HOUSING POLICY

The use of City-owned land for affordable housing could help non-profit housing providers overcome challenges related to high land values. Such a policy could identify sites that are currently owned by the City that are not currently in use or under-utilized.

The City's Strategic Real Estate Investment Plan's purpose is to acquire land for a variety of civic initiatives. During annual reviews, City staff should take into account land needs for future affordable housing projects. Land that the City uses for other municipal services, such as fire halls and community centres, could also be evaluated for redevelopment involving the co-location of affordable housing on these properties.



APPROACH AND ACTIONS

Analysis to Richmond Context

City staff may wish to develop a set of criteria that would guide and prioritize land acquisition appropriate to potentially support affordable housing projects, as per the proposed criteria in Table 7. Such a policy could be closely linked with housing targets that will be a part of the future Affordable Housing Strategy.

Table 7: Proposed Criteria for Land Acquisition

Criteria to Guide and Prioritize Land Acquisition for Affordable Housing
1. Location: Sites should be in proximity to services and amenities used by the intended priority groups, ideally within walking distance. Sites should also provide access to public transportation.
2. Site Characteristics: Sites should be relatively easy to redevelop, and sites with potential environmental remediation or complicated soil conditions.
3. Proximity to other potential redevelopment sites: Sites that are close to other potential redevelopment sites, such as older and under-utilized rental housing developments or under-utilized community assets, so that sites can potentially be redeveloped together. Developing larger sites can create economies of scale and reduce overall construction costs.
4. Cost of land and project feasibility: Should be demonstrated, even if the site is intended to be held for later development.

A dedicated source of funding for land acquisition for affordable housing would need to be established. One funding option for Richmond would be to use the existing AHRF to fund municipal land acquisition. However, this could further deplete the AHRF of resources for other projects quickly as the AHRF does not accumulate at the rate or volume needed to support several multi-million dollar land acquisitions.

Proposed Approach and Actions

1. Review need for affordable housing land acquisition as part of the annual Strategic Real Estate Investment Plan.
2. Explore the feasibility of using existing City land for affordable housing development, by either disposing of the land or co-locating affordable housing with other municipal services.
3. Strategically acquire land for affordable housing as it becomes available and satisfies acquisition criteria.
4. Partner with non-profit housing providers to develop affordable housing, which can then be managed and operated by non-profit housing societies under long term lease agreements with the City.
5. Explore and establish dedicated sources of funding to support land acquisition for affordable housing projects.



6. Consider using City-owned land to support affordable housing projects, where appropriate, and acquire land that meets criteria for future affordable housing development.

Implementation Roles

Municipality:

- Review the affordable housing land needs annually.
- Acquire land appropriate for affordable housing development projects.
- Explore feasibility of existing City-owned land for affordable housing development projects.
- Communicate information on the use of City-owned land for affordable housing to non-profit housing providers and other potential project partners.

Development Community:

- Provide funding to the affordable Housing Reserve Fund from cash-in-leu density bonus contributions.
- Partner with the City and non-profit housing providers, as appropriate, to develop affordable housing projects.

Non-profit Housing Providers:

- Partner with the City to develop affordable housing projects using land provided by the City.
- Manage and operate affordable housing delivered through the policy under a long-term lease agreement with the City.



EASE OF IMPLEMENTATION:



MUNICIPAL ROLE:

- ▶ Formulate policy
- ▶ Enable financial tools
- ▶ Communicate information

OTHER ROLES:

- ▶ **Non-Profit Housing Providers** - Use financial incentives to develop affordable housing
- ▶ **Property Owners** - Use financial incentives to improve existing rental units

13. MUNICIPAL FINANCING TOOLS

Target Priority Group in Need

Low and moderate income households, including families, seniors, singles, couples, students, persons with disabilities, and vulnerable populations.

Target Housing Gap

Non-profit rental housing development, including non-market rental, low-end market rental and purpose-built rental for low and moderate income households.

CONTEXT

Municipal authority provides unique abilities to stimulate the creation of affordable housing. While land use planning and regulation is a critical and effective tool for promoting affordable housing, such as with Richmond's density bonusing/inclusionary housing policy and developer requirements for cash-in-lieu contributions, municipalities also have range of other financial tools that may be used to offer indirect financial incentives. These can be used to improve the financial feasibility of affordable housing development.

Many Metro Vancouver municipalities use financial incentives, including property tax exemptions and waived or reduced development cost charges. In addition to stimulating the construction of new affordable housing units, financial incentives may be used to repair and upgrade existing affordable housing to ensure minimum maintenance standards and safety measures are met in rental buildings.

OVERVIEW OF MUNICIPAL FINANCING TOOLS

Municipalities can use a number of financing tools that may facilitate the creation of affordable housing related to their authority to collect taxes and fees. Specific tools include:

- **Waiving/reducing fees and charges:** Development cost charges (DCC) and building permit fees may be waived or reduced, for projects owned by non-profit organizations. Municipalities may also delay the collection of DCCs, reducing carrying costs for non-profit housing providers and improving the economics of housing projects. Waiving DCCs require municipalities to recover the cost from other sources.
- **Property tax exemptions:** Municipalities may also offer property tax exemptions for projects that provide affordable housing. Some municipalities waive these costs outright, while other municipalities choose to allocate funds from affordable housing reserve funds to offset these fees.

Section 226 of the Community Charter allows Council to enter into agreements with property owners to exempt their property from municipal property value taxes for up to 10 years. While this power is usually used for programs such as a downtown revitalization, where properties can apply for tax exemption in



exchange for commercial improvements, there is an opportunity to explore the option of implementing a tax exemption program specific to affordable housing projects.

When a property owner of an affordable housing building wants to make improvements, the municipality can provide a tax exemption up to a certain period to offset the costs of improvements, thereby preventing the improvement costs from affecting tenants.

Analysis to Richmond Context

The ability to use these financial tools will depend on a Richmond's financial resources and local economic conditions. Although these approaches may result in a short-term loss in revenue, they may produce significant long-term social and economic benefits through promoting the supply of affordable housing. Richmond should consider the costs and benefits of these approaches.

Proposed Richmond Approach and Actions

1. Review municipal authority and financial impact of waiving and reducing DCCs and explore the terms and conditions upon which the exemptions can be granted.
2. Consider waiving the DCCs and municipal permit fees for developments that solely provide affordable housing, where affordability is secured in perpetuity through a housing agreement.
3. Consider waiving, in part, the DCCs for low-end market rental units secured in private developments, when operated by a non-profit organization.
4. Obtain legal opinion on entering into agreements with non-profit housing providers to exempt their property from municipal property taxes, for a limited duration of time, in exchange for new affordable housing.
5. Consider exempting property taxes for new affordable housing projects owned and operated by a non-market housing provider and where affordability is secured in perpetuity with a housing agreement.

Implementation Roles

Municipality:

- Review municipal authority and financial impact of waiving and reducing DCCs and municipal permit fees and tax exemptions for non-profit housing providers.

Non-Profit Housing Providers:

- Use waived or reduced DCCs, municipal permit fees, and property tax exemptions to finance the development of new affordable housing.

EASE OF IMPLEMENTATION:



MUNICIPAL ROLE:

- ▶ Facilitate partnerships
- ▶ Establish income thresholds and eligibility requirements
- ▶ Data collection
- ▶ Communicate information
- ▶ Monitor data

OTHER ROLES:

- ▶ **Non-profit organization ("The CLT"):** Agency and administrator
- ▶ **Financial Institutions:** Offer flexible mortgage arrangements and downpayment assistance programs.

14. AFFORDABLE HOMEOWNERSHIP PROGRAM

Target Priority Group in Need

Moderate income families including couples with children and single parent households, with the potential to expand to non-family households including couples and singles.

Target Housing Gap

Affordable homeownership for moderate income families, with the potential to expand to suitable to non-family couples and singles, focusing on multi-unit residential housing.

CONTEXT

Homeownership remains an important goal for many families and households, and plays a critical role in the housing continuum for a healthy community. There is, however, a growing gap between rapidly increasing property values not matched by incomes, limited land supply, and competition for units in many urban areas, including Richmond, that make this goal increasingly difficult to attain. Saving for a down payment is usually the largest barrier for first-time, moderate-income households, who could otherwise afford the ongoing homeownership costs (i.e., mortgage, property taxes, utilities, and applicable strata fees). Affordable homeownership programs are therefore being undertaken by some municipalities to ease the financial pressures of purchasing a home and transition these moderate-income households from renting to homeownership.

An affordable homeownership program is one way that municipalities may influence the supply of affordable homeownership units. Land-use and policy planning can also help to encourage a greater supply through increased density allowance and other regulatory measures such as parking reductions.

OVERVIEW OF AFFORDABLE HOMEOWNERSHIP PROGRAMS

Affordable homeownership programs may be delivered in a number of ways to address unique local circumstances. Programs can be provided directly through initiatives that reduce the cost of purchasing a home through various financing and assistance tools, or indirectly through municipal policy and regulations that encourage diverse housing forms. However, affordable homeownership programs share a number of common elements:

1. **Administrative Capacity:** In municipal cases, sufficient administrative capacity (ie. a subsidiary housing authority, third party, or dedicated staff) is necessary to help manage and oversee local programs.
2. **Restrictions on resale:** Restrictions on resale help to ensure that units will be affordable for future owners. This can be accomplished by:



- a) A price restriction model, which ties the future resale price of a unit to a common denominator (for example, the rate of inflation, core inflation, or fixed amount) that is agreed upon prior to the primary sale of the housing unit; or,
 - b) A shared equity model, which enables purchasers with the ability to acquire units at below market costs and also benefit in future market growth in relation to their initial equity contribution. In some models, municipalities access a portion of the unit's equity on resale and reinvest this amount into the affordable housing program's mandate.
3. **Owner occupancy:** Owner occupancy ensures that the unit does not become solely an income generating property, and instead an affordable unit to maintain as a principal residence.
 4. **Income or asset restrictions on participation:** This ensures that an appropriate priority group is targeted for homeownership support. These restrictions are typically as inclusive as possible given that homeownership is difficult to obtain for low and moderate income households in Richmond.
 5. **Financial Support:** In most programs reviewed, financial support in the form of down payment assistance is provided as an interest free or low-interest loan registered as a second mortgage on the property. Usually this loan is repayable after a set period of time, after the first mortgage is paid off, or if the property is sold.

APPROACH AND ACTIONS

Analysis to Richmond Context

It is important for municipalities to undertake a comprehensive cost-benefit and risk analysis to understand the feasibility of undertaking an affordable homeownership program. This feasibility study should look at different ways in which an affordable homeownership program could be structured, as well as consider what households would be eligible for a program, thresholds for program participation, and other eligibility criteria.

Findings from a feasibility study would provide more details about the expected costs, benefits, and associated risks of the program, allowing the City to compare outcomes of an affordable homeownership program relative to outcomes from a similar investment that address other housing priorities and needs. This assessment would help the City evaluate where limited resources investments should be invested to address priority groups and identified housing gaps.

Proposed Richmond Approach and Actions

1. Undertake a comprehensive feasibility study to examine the expected costs, benefits, and associated risks of an affordable housing program.

Implementation Roles

Municipality:

- Conduct a feasibility study to provide a comprehensive, cost benefit analysis of establishing a local affordable homeownership program.
- Work with development community and non-profit housing providers to consider affordable homeownership models.



EASE OF IMPLEMENTATION:



MUNICIPAL ROLE:

- ▶ Strategic acquisition of land
- ▶ Repurposing existing City-owned land

OTHER ROLES:

- ▶ **Developers** - provide funds and partner with City and non-profit housing societies on new affordable housing developments
- ▶ **Non-profit Housing Providers** - partner with City

15. MUNICIPAL HOUSING AUTHORITY

Target Priority Group in Need

Low and moderate income households, including families, singles, couples, students, persons with disabilities, and vulnerable populations.

Target Housing Gap

Purpose-built subsidized (non-market) and low end market rental housing units for low to moderate income households. Affordable homeownership units can be considered where appropriate.

CONTEXT

Units secured through the 2007 Affordable Housing Strategy are currently managed by the owner, i.e. private developer or property manager. While the City has achieved some success with the creation of affordable housing units, ensuring units are targeted to priority groups and are managed according to the housing agreements, continues to be a challenge.

A Municipal Housing Authority may allow the City to have a more direct role in ensuring that affordable housing units are being accessed by priority groups and addressing housing gaps identified in Richmond's AHS. At a basic level, a Municipal Housing Authority could operate rental units secured through housing agreements, including managing tenant selection and intake process, perhaps in partnership with a non-profit housing provider. A housing authority may also be directly involved in the development and production of new affordable housing.

OVERVIEW OF MUNICIPAL HOUSING AUTHORITIES

Housing authorities are typically governmental bodies that govern some aspect of housing, providing access to affordable housing to eligible households. While some housing authorities are directly involved with the development, production, and administration of affordable housing units, other housing authorities have a more limited role in facilitating the development of social and affordable housing, often working with non-profit housing providers to build or manage affordable housing units. A housing authority is one option that some municipalities have used to ensure that the ongoing management of units secured through policy and programs are effective.

At the municipal level, housing authorities commonly have the following elements:

- **Legal incorporation:** Legal establishment of the agency allows the agency to own housing stocks and allows the agency to negotiate and enter into agreements.
- **Public representation:** A Board of Directors, which usually includes City councillors, provides accountability to the public and a senior-level voice in housing authority deliberations.



- **Public funding:** Funding from government sources allow housing authorities to reduce housing costs and remove competitive market pricing pressures through subsidies. The experience of jurisdictions with successful housing authorities (e.g. USA) suggest that significant levels of senior government funding is required to support capital and operating expenses.
- **Community or asset plan:** The housing authority's goals, strategies, and activities are documented to promote transparency.
- **Tenant involvement:** Feedback on housing unit management gives the tenants a say in how the corporation and its units are operated.

Municipal housing authorities and agencies are City-controlled, but legally separate, entities created to assist in implementation of the AHS. Because housing authorities are City-controlled, they can more effectively direct resources and projects to closely align with affordable housing goals and objectives. A housing authority can identify where the greatest impacts can be made, and act as a catalyst for innovative housing ideas and models. If sufficiently resourced, a municipal housing authority can deliver housing quickly, efficiently, and affordably through standardized processes, economies of scale, and clear decision making.

Municipal housing authorities can also present a number of challenges to municipalities as they often require ongoing government financial assistance that is sufficient to support the authority's ongoing operations, eg; land acquisition, asset management, necessary staff/administrative resources.

APPROACH AND ACTIONS

Analysis to Richmond Context

While a municipal housing authority may be seen to address some of Richmond's affordability challenges, establishing a local authority needs to be examined in the context of the City's other corporate real estate and asset management priorities. A narrowly scoped Municipal Housing Authority focused on administering and managing LEMR units, facilitating relationships and providing technical assistance to developers and non-profit housing providers may be one option that could potentially be supported through existing revenue from the Affordable Housing Reserve Fund. However, a more ambitious scope of activities, such as the purchasing of land and existing affordable housing, would require significantly more resources. A more comprehensive analysis that fully explores the feasibility, including costs, benefits, and associated risks of establishing a Richmond housing authority would be a critical first step.

Proposed Richmond Approach and Actions

1. Consider the establishment of a municipal housing authority through a comprehensive feasibility study, which would explore various models and assess their costs and benefit, and confirming targeted priority groups and housing gaps.

Implementation Roles

Municipality:

- Conduct a feasibility study to explore an affordable homeownership program.



EASE OF IMPLEMENTATION:



MUNICIPAL ROLE:

- ▶ Formulate policies
- ▶ Communicate information
- ▶ Participate in regional transportation discussions
- ▶ Where applicable, acquire land along frequent transit networks (through a land acquisition policy)

OTHER ROLES:

- ▶ **Developers** - deliver units
- ▶ **Non-profit housing societies** - partner; secure and operate dedicated affordable units
- ▶ **Non-profit social service organizations** - partner and co-locate
- ▶ **Translink** - deliver transit services

16. TRANSIT-ORIENTED AFFORDABLE HOUSING DEVELOPMENT GUIDELINES

Target Priority Group in Need

Low and moderate income households, including singles, couples, families, and seniors.

Target Housing Gap

Non-market rental, low-end market rental, purpose-built market rental housing for low and moderate income households. Affordable homeownership units may also be considered where appropriate.

CONTEXT

Housing and transportation costs are closely linked, and represent the two highest costs for most working households. The combined expenses of housing and transportation create particular affordability challenges for low and moderate income households in Richmond, and often take precedent over other household costs and basic necessities such as food, childcare, and recreation.

Research indicates that households living in transit-oriented areas have relatively lower transportation costs compared to households that live far from transit service. Building housing near or along the Frequent Transit Network (FTN) can help households rely less on automobiles and reduce their overall transportation costs. This can help make communities more livable and easier to move around, and improve peoples' connection to employment, educational institutions, community centres, commercial spaces and other community amenities.

Municipalities are increasingly recognizing the need to plan strategically for affordable housing along FTNs and to support affordable housing developments in transit-oriented areas through partnerships, land acquisition, municipal contributions and incentives, and other strategic mechanisms, including voluntary contributions from developers (e.g. in lieu of parking).

OVERVIEW OF TRANSIT-ORIENTED AFFORDABLE HOUSING DEVELOPMENT GUIDELINES

Metro Vancouver's recently updated Regional Affordable Housing Strategy (RAHS) includes a direct focus on increasing the supply of non-market, low end market and purpose-built market rental housing in transit-oriented areas and specifically within close proximity to FTNs. The RAHS outlines expectations for municipalities to implement the regional goals and strategies as they relate to the plan and in close linkage to regional transportation planning.





Metro Vancouver's Frequent Transit Network (FTN) is a network of corridors where transit service runs at least every 15 minutes in both directions throughout the day and into the evening, every day of the week. People traveling along FTN corridors can expect convenient, reliable, easy-to-use services that are frequent enough that they do not need to refer to a schedule. For municipalities and the development community, the FTN provides a strong organizing framework around which to focus growth and development.

Encouraging affordable housing along or near FTNs and transit-oriented areas can be approached by providing:

- **Parking Reduction:** Reduction or elimination of parking for affordable housing units in transit-oriented areas in exchange for rental units. The cost of parking is a considerable construction expense.
- **Density Bonus:** Increased density in exchange for rental units.
- **Land Acquisition:** Acquiring land near or along FTRs to contribute to affordable housing projects.
- **Partnerships:** Create partnerships between developers, non-profit housing providers, the City, and Translink on transit-oriented development projects.

Generally, a transit-oriented affordable housing development policy could provide specific incentives to increase the supply of affordable housing in transit-oriented areas, specifically along or near FTRs. Partnerships between public and private sectors could help facilitate this process.

APPROACH AND ACTIONS

Analysis to Richmond Context

The City of Richmond currently has a strong network of transit services, including rapid transit (Canada Line), with direct connection to Vancouver and networks that branch into Delta, New Westminster, Burnaby, Surrey, and White Rock. The City has already leveraged some areas by encouraging and successfully building transit-oriented hubs with mixed-use towers and podiums, especially along No. 3 Road.

There is an opportunity for the City to build on successful transit-oriented development by prioritizing affordable housing development along the Canada Line in future projects, particularly non-market, low-end market rental, purpose-built market rental housing, and potentially affordable homeownership units.

In addition, there is existing rental housing stock near FTNs, some of which are aging and under-utilized. There is an opportunity to redevelop some of these sites to replace and add to the rental stock with a transit-oriented lens, with units secured through housing agreements (this will be addressed by the City's forthcoming Market Rental Policy).

Proposed Richmond Approach and Actions

1. Prioritize, where applicable, the development of non-market, low-end market rental, purpose-built market rental and affordable homeownership units near or along FTNs.
2. Align with Metro Vancouver's Regional Affordable Housing Strategy's goal to increase the rental housing supply along FTNs. The Metro Vancouver's RHS specifies "close proximity" as within 400 metres of non-rapid FTNs (bus) and within 800 metres of rapid transit (Canada Line).



3. Encourage diverse housing forms in proximity to FTNs including medium density ground-oriented housing in close proximity to station areas, and leverage sites that are under-utilized that could include affordable housing.
4. Prioritize density bonus value transfers to transit-oriented areas.
5. Establish transit-oriented inclusionary housing targets for purpose-built rental and housing that is affordable to very low and low-income households within close proximity of transit.
6. In keeping with Metro Vancouver's RAHS, provide incentives for new purpose-built rental housing located in transit-oriented locations to enable these developments to achieve financial viability. These incentives can include parking reductions or elimination, and density bonus, density bonus value transfers.
7. Consider acquiring land located in close proximity to FTNs to contribute towards affordable housing projects (see use of City land for affordable housing).
8. Consider working with Metro Vancouver to identify opportunities for new capital funding options to increase the supply of affordable housing in transit-oriented areas.

Implementation Roles

Municipality:

- Communicate and liaise with Metro Vancouver and Translink on development opportunities along FTNs in Richmond.
- Investigate land acquisition opportunities near or along FTNs.
- Communicate information to developers and non-profit housing societies on transit-oriented affordable housing development opportunities.

Development Community:

- Work with the City of Richmond to implement the transit-oriented development objectives.
- Partner, where appropriate, with non-profit housing societies on transit-oriented development opportunities.
- Deliver affordable housing units through partnership projects.

Non-Profit Housing Providers:

- Partner, where appropriate, with developers and the City on transit-oriented development opportunities.
- Manage and operate affordable housing units delivered through transit-oriented development projects either through long-term lease agreements or stratified ownership.

EASE OF IMPLEMENTATION:



MUNICIPAL ROLE:

- ▶ Establish expectations
- ▶ Communicate information
- ▶ Support pilot project

OTHER ROLES:

- ▶ **Developers** - deliver units

17. MICRO-UNIT RENTAL HOUSING

Target Priority Group in Need

Low and moderate income singles, students, and vulnerable singles who are able to live independently including persons who formerly experienced homelessness.

Target Housing Gap

Purpose-built market rental housing and low-end of market rental housing for low and moderate income singles who are able to live independently.

CONTEXT

Renters in Richmond are experiencing increasing challenges to find available and suitable rental housing affordable to their incomes. Low vacancy rates, increasing rents, applicant competition, and limited new supply have intensified these challenges. For low and moderate income single-person households, finding an affordable rental unit that meets their needs in Richmond can be difficult. For some households, a small affordable rental unit, such as a micro-unit, could meet their housing needs.

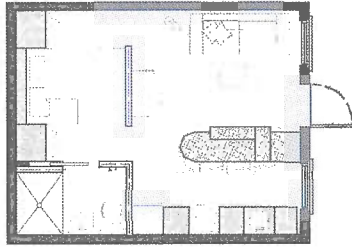
Micro-units are typically built in multi-unit residential projects and can range between 225 to 350 square feet per unit. The units can be rented or owned as apartments or condos. Micro-units rented at market rates can be a cost-saving alternative to typical studio or one-bedroom rental units. Research indicates that tenants usually live between one to two years in a micro-unit until they can afford to graduate to a larger unit. This cycle demonstrates that micro-units are a "stepping stone" for households to get into the housing market. Given their size limitation, micro-units may not be adequate for couples, families or seniors.

A multi-unit residential project comprised of micro-units may achieve higher unit density on a site without increasing height of a project, which can be a practical development alternative for Richmond given development height restrictions. Micro-units are a housing option that can increase the housing supply to a specific niche target population but are limited in their suitability and affordability.

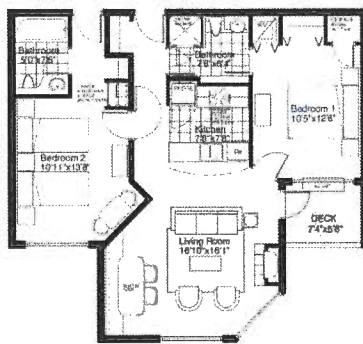
OVERVIEW OF MICRO-UNIT HOUSING POLICY

Municipalities across BC are increasingly exploring the concept of micro-unit housing as a cost-saving alternative for residents, for both market rental and condo homeownership options. Strong regulatory requirements have been utilized to implement micro-unit housing forms, such as specifying unit sizes and locations near transit and demographic demand from singles and students.

Micro-units in the City of Kelowna have a minimum 312 square foot unit size, and limited siting criteria including within urban areas, the University Village and within 400 metres of a bus stop.



Sample micro-unit layout in Kelowna project (Worman, 2016)



Sample lock-off suite

The limited square footage of micro-units can lead to tenants utilizing common and public spaces outside their respective unit to meet their livability needs. This includes onsite indoor and outdoor amenity space and public amenities. Municipalities have responded by encouraging micro-unit housing development to be located within close proximity to parks, recreation, transit, shopping and other amenities to off-set the space limitations of micro-units.

Micro-unit housing policy can also be complemented by design guidelines to improve livability of building and suite design, such as incorporating large/ corner windows and providing onsite storage facilities. Other design considerations include purpose-built flexibility so that two or more micro-units can be converted into a studio or one-bedroom unit in the future if required, providing adaptability to changing demographics and housing need in the community.

APPROACH AND ACTIONS

Analysis to Richmond Context

Micro-unit housing projects could be a specific housing form to meet the housing needs of low and moderate income singles in Richmond who are in need of rental housing.

Given their limited suitability to the target population of singles, including students, the City of Richmond could consider slowly introducing these units and monitor absorption and occupancy over time.

As a starting point, the City may wish to complete a comprehensive land use planning analysis that examines the pros and cons of micro unit housing within a Richmond context. This analysis should explore land use and community planning opportunities and challenges, necessary policy and regulatory change including location criteria.

Proposed Richmond Approach and Actions

1. Consider developing a comprehensive planning study that examines the pros and cons of micro units, including necessary policy and regulatory changes.

Implementation Roles

Municipality:

- Develop terms of reference and undertake a comprehensive planning study on micro rental units.

EASE OF IMPLEMENTATION:



MUNICIPAL ROLE:

- ▶ Facilitate partnerships
- ▶ Establish expectations
- ▶ Communicate information
- ▶ Support pilot project
- ▶ Evaluate livability

OTHER ROLES:

- ▶ **Non-profit housing providers** - partner; secure and operate dedicated affordable units

18. ENCOURAGING ACCESSIBLE HOUSING FOR PERSONS WITH DISABILITIES

Target Priority Group in Need

Low and moderate income households with a disability, including seniors, couples, and families that have one or more members of their household with a disability.

Target Housing Gap

Supportive housing, non-market rental, low-end market rental, and affordable homeownership units for persons living with a disability.

CONTEXT

Persons living with a disability were identified through the consultation as experiencing significant challenges finding suitable, accessible, and affordable housing in Richmond across the entire housing continuum. Households that have a member of their family living with a disability have limited options that are affordable, accessible, and large enough to accommodate everyone.

The City of Richmond currently has Basic Universal Housing (BUH) standards to create more inclusive and accessible housing units for persons living with a disability. These standards have informed many housing development projects in Richmond and have positively contributed to the available housing stock. However, the majority of low-end market rental units secured with BUH are not rented to persons living with disabilities, and there are concerns that these and other market units are not affordable to persons on disability assistance.

OVERVIEW OF ENCOURAGING ACCESSIBLE HOUSING

The City of Richmond has the opportunity to build on an already inclusive mobility-focused accessible housing practices and to explore ways to increase accessible units within affordable housing projects.

APPROACH AND ACTIONS

Analysis to Richmond Context

Building on existing relationships with the health authority and other non-profit organizations focused on accessibility, the City can encourage more accessible housing forms through partnerships in new affordable housing projects.

Proposed Richmond Approach and Actions

1. Continue to foster relationships with Richmond based organizations, such as the Richmond Centre for Disability, Pacific Autism Family Centre (PAFC), Society for Community Living, and the Rick Hansen Foundation, and identify opportunities to collaborate and to obtain



input into housing needs and design for short-term and long-term housing options for program participants.

2. Consider partnering with health authorities and other potential project partners where there are opportunities to incorporate units or other design features that meet accessible housing needs.

Implementation Roles

Municipality:

- Facilitate relationship building, partnerships and communications with various organizations.

Non-Profit Housing Providers:

- Work with the City of Richmond to identify opportunities for partnerships.
- Partner, where appropriate, with various agencies and the City to deliver affordable housing projects that include the accessible units.
- Operate units secured through accessible projects, including managing tenant selection and intake process.



EASE OF IMPLEMENTATION:



MUNICIPAL ROLE:

- ▶ Facilitate partnerships
- ▶ Contribute land

OTHER ROLES:

- ▶ **Non-profit organization ("The CLT"):** Agency and administrator
- ▶ **Non-profit housing providers:** Lease-holders and operators
- ▶ **BC Housing:** Project partner

CLT's anticipate that buildings, tenants, operators, funders and contracts change over time, but the land is held in perpetuity for the sole purpose of providing long-term affordable housing in a community.

19. COMMUNITY LAND TRUST

Target Priority Group in Need

Low and moderate income earners, including families, seniors, singles, couples, students, persons with disabilities, and vulnerable populations.

Target Housing Gap

Non-market rental, low end market rental, purpose-built rental, and affordable homeownership for low and moderate income households. Shelters and transitional housing could be targeted, where appropriate.

CONTEXT

As previously noted, a key challenge to making housing affordable in Richmond is the significant and increasingly high cost of land. For both developers and non-profit housing providers, the cost of land directly influences capital and operating costs, maximum rent levels, and the number and types of units that can be secured in affordable housing projects.

High land costs also limits the impact of municipal financial contributions to support potential affordable housing projects, as the Affordable Housing Reserve Fund does not accumulate at the rate and volume needed to support projects.

OVERVIEW OF COMMUNITY LAND TRUST

While land costs are fixed at market rates, there may be an opportunity to secure land through a Land Trust model that, over time, acquires and preserves land in perpetuity for affordable housing.

A Community Land Trust (CLT) is a community-based model to secure land for the future development and preservation of affordable housing. Typically, a CLT is a non-profit agency that is created with the mandate to acquire and "bank land" to be leased over the long term to non-profit housing societies for operating affordable housing projects. A CLT can receive public or private land donations or government subsidies to purchase land in which affordable housing can be built. The banked land is held in trust by the community for the purpose of building and creating access to affordable housing and is not available for other development. The CLT provides exclusive use of their land to ground-lease holders, who own the structures via ground leases. The CLT retains a long-term option to repurchase the structures/improvements on the land.

This model helps to reduce the risk and prevents the loss of the affordable housing stock, as it removes land from the market and holds it for affordable housing.



The Vancouver Community Land Trust (VCLT) established in 2014 is the first community land trust in Metro Vancouver. The Land Trust is currently developing 358 units of housing on three sites in the City of Vancouver in partnership with the City of Vancouver, BC Housing, Vancity Credit Union, and several non-profit and co-operative housing providers, with occupancy expected in late 2017 to early

APPROACH

Analysis to Richmond Context

Land made available through a land trust could be used to target all priority groups and housing gaps, from singles to families and from affordable rental housing to affordable homeownership. The City of Richmond may wish to explore various CLT models and consider their potential applicability to Richmond.

Overall, a local land trust has the potential to preserve and expand access to affordable housing in communities experiencing significant increases in land costs. A land trust initiative may be challenging, however with early investment and establishing a framework, a Land Trust model could eventually lead to a long-range reward in affordable housing stock in Richmond.

Proposed Richmond Approach and Actions

1. Explore the feasibility of establishing a community-based CLT and its potential application in Richmond by taking into account the following considerations:
 - Governance, legal and administration structure.
 - Initial and long-term funding and operating structure, including potential tax exemptions and revenue generating uses.
 - Priority groups and project eligibility.

Implementation Roles

Municipality:

- Prepare a terms of reference for preparing a comprehensive feasibility analysis of a community-based CLT.

Non-Profit Housing Societies:

- Work with the City of Richmond to identify opportunities for partnership with a potential community-based CLT to deliver and manage affordable housing projects.



Incorporated in 1984, the Champlain Housing Trust (formerly the Burlington Community Land Trust) in Vermont has 2,200 rental leases and 565 affordable homeownership units in their portfolio. (Photo above: apartment in CHT's portfolio).



EASE OF IMPLEMENTATION:



MUNICIPAL ROLE:

- ▶ Establish expectations
- ▶ Select administrator
- ▶ Engage potential funders

OTHER ROLES:

- ▶ **Non-profit social service organization** — Administer rent bank program
- ▶ **Funding Partners** - Contribute funding

20. RENT BANK PROGRAM

Target Priority Group in Need

Low income earners, including families, seniors, students, persons with disabilities, and vulnerable populations including persons at-risk of homelessness.

Target Housing Gap

Low-end market rental and purpose-built market rental housing.

CONTEXT

A rent bank is a financial assistance program that can make funds available to households who are at-risk of eviction due to inability to make rent. Funds can be used towards housing related costs such as rent and utility bills. Rent banks are typically operated by a non-profit society with financial contributions made by their respective municipality.

Temporary financial setbacks among vulnerable low-income households often result in households entering homelessness. A rent bank can help keep these households at-risk of homelessness remained housed.

OVERVIEW OF RENT BANK PROGRAM

Most rent bank programs operate by providing no-interest loans, with the intention of having loans repaid by clients. However, a contingency is typically built into the program operations in case the loans are not paid back. In essence, these funds can function either as a loan or a grant, with funds serving as a loan if a client is able to repay or a grant if a client is unable to repay. This approach offers less risk to clients in need.

Accessing rent banks is especially important for low-income households who may not have access to credit during a short-term emergency crisis.

Typically, non-profit society staff will supervise the intake and approval of loans. They may also provide assistance with personal budgeting and financial literacy. Staff will follow-up on loan repayment and, in some cases, provide housing search assistance if current housing will remain unaffordable in the long-run. Rent bank staff may also negotiate with landlords, liaise with other relevant agencies, and provide information and referrals.

The role of the municipality is typically a financial contributor.

APPROACH AND ACTIONS

Analysis to Richmond Context

A rent bank program currently exists in Richmond for low-income seniors through Chimo Community Services. Other vulnerable groups in Richmond may also benefit from a similar program.



Proposed Richmond Approach and Actions

1. The City may wish to explore options to work with non-profit organizations to further enhance and support local rent bank initiatives.

Implementation Roles

Municipality:

- Consider working with non-profit organizations to support local rent bank initiatives.

Non-Profit and Social Service Organization:

- Operate local rent bank including administration of loans, personal budgeting and financial literacy support.



V. CONCLUSION

This report, as part of Phase 2 of the City of Richmond's Affordable Housing Strategy Update, is a comprehensive policy review informed by consultation and research and outlines policy options, for consideration, to guide the future planning of affordable housing in Richmond.

IMPLEMENTATION CAPACITY

The current authority, capacity, and municipal resources are limited and the City will not necessarily be able to implement all of the proposed policy directions outlined in this report. All policy directions require ongoing administration and monitoring, while others involve feasibility studies, business plans, and special studies or projects. It is recommended that the City evaluate and identify gaps in municipal resources, primarily staffing, in order to implement the proposed policy directions.

NEXT STEPS

The proposed policy options will be reviewed by staff, and shared with select stakeholders to obtain feedback on potential challenges and opportunities for implementation. Input will be considered prior to presenting proposed recommendations to Council. Based on direction, the finalized policy options report will create a framework for updating the City's Affordable Housing Strategy document.





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Policy Review and Options Stakeholder Engagement

Consultation Objectives

The objectives of the consultation sessions are to:

- Provide information to stakeholders on priority groups, identified housing gaps and proposed strategic directions
- Seek input and discuss feasibility of proposed policy options and recommendations, including feasibility
- Refine recommended policy options for Council consideration

The consultation sessions will be scheduled for early June 2017, with final policy recommendations incorporating stakeholder feedback presented for Council consideration in July 2017.

Target Audience/Participants

The target participants of the consultation sessions will be with stakeholders involved with the development, management and programming of affordable housing in Richmond. Due to the technical nature of the policies, the consultation sessions will follow a focus group format focused on specific topic areas with the key stakeholders.

Stakeholder Group	Participants	Topic Areas
Non-profit housing providers	<ul style="list-style-type: none"> • Turning Point Recovery Society • Catalyst Community Development Society • Coast Mental Health • Tikva Housing • SUCCESS • Chimo Community Services • Atira Women's Resource Society • Richmond Society for Community Living • Pathways Clubhouse • YWCA • Co-op Housing Federation of BC • BC Non-Profit Housing Association and any other interested housing providers 	<ul style="list-style-type: none"> • Non-market and low-end market rental housing, including management, and programming • Co-location of non-market housing and community assets • Non-profit housing development • Municipal financing tools • Encouraging accessible housing • Rent Bank Program
Private/development sector	<ul style="list-style-type: none"> • Urban Development Institute 	<ul style="list-style-type: none"> • Non-market and low-end market rental

	<ul style="list-style-type: none"> • Richmond Home Builders Group • Greater Vancouver Home Builders' Association 	housing <ul style="list-style-type: none"> • Cash-in-lieu contributions • Public-private partnerships • Family-friendly Housing Policy • Transit-oriented affordable housing development • Encouraging accessible housing
Government and quasi-government organizations	<ul style="list-style-type: none"> • CMHC • BC Housing • Metro Vancouver • Vancouver Coastal Health • Richmond School Board 	<ul style="list-style-type: none"> • Non-market and low-end market rental housing • Public-private partnerships • Co-location of non-market housing and community assets • Non-profit housing development
Non-profit service providers and community groups	<ul style="list-style-type: none"> • Salvation Army • Richmond Centre for Disability • Richmond Food Bank • Richmond Addictions Services Society • Richmond Poverty Response Committee • any other interested organizations (invited through the Richmond Community Services Advisory Committee, Richmond Intercultural Advisory Committee and Richmond Seniors Advisory Committee) 	<ul style="list-style-type: none"> • Non-market and low-end market rental housing • Co-location of non-market housing and community assets • Encouraging accessible housing • Rent Bank Program

Municipal Housing Initiatives in Metro Vancouver – Comparison Charts

The following charts are a comparison of housing initiatives used in select municipalities throughout Metro Vancouver by category including, fiscal measures, planning and policies, zoning and regulatory measures, and market rental housing retention and development.

Municipal Measure	Select Metro Vancouver Municipalities										
	Burnaby	Coquitlam	Delta	Maple Ridge	New Westminster	North Vancouver	Port Moody	Richmond	Surrey	Vancouver	West Vancouver
Fiscal Measures											
Lease of City-owned sites to non-profits for Affordable Housing	X	X		X	X	X	X	X	X	X	X
Donation of City land for affordable housing development		X		X	X	X			X	X	
Property tax exemption for supportive affordable housing				X	X	X				X	
Waive/reduce DCCs for affordable housing	X	X		Exploring		X		Through AH Grants	X	X	Exploring
Waive fees for affordable housing (i.e. Building permit fees)	X	X		Exploring	X	X		Through AH Grants	X	X	Exploring
Land trust for affordable housing				Exploring		Exploring				X	
Affordable Housing Reserve Fund	X	X		Exploring	X	X	X	X	X	X	Exploring
Cash-in-lieu accepted for density bonus	X	X		X	X	X		X		X	Exploring

Municipal Measure	Select Metro Vancouver Municipalities										
Planning & Policies	Burnaby	Coquitlam	Delta	Maple Ridge	New Westminster	North Vancouver	Port Moody	Richmond	Surrey	Vancouver	West Vancouver
Affordable Housing Strategy		X	X	X	X	X	X	X		X	X
OCP policies for a range of housing types	X	X		X	X	X	X	X	X	X	X
Suitable sites identified for affordable housing	X			X	X	X		X		X	
Family Friendly Housing Policy					X	X				X	
Adaptable Housing Policy	X			X	X	X	Exploring			X	
Tenant Relocation Policy	X	X		X	X	X	Exploring			X	
Affordable Homeownership Policy										Exploring	

Municipal Measure	Select Metro Vancouver Municipalities										
	Burnaby	Coquitlam	Delta	Maple Ridge	New Westminster	North Vancouver	Port Moody	Richmond	Surrey	Vancouver	West Vancouver
Zoning & Regulatory Measures											
Density Bonus for affordable housing	X	X		X	X	X	X	X	X	X	X
Inclusionary zoning policy for affordable housing	X			X		X		X		X	
Pre-zone lands for affordable housing	X					Exploring				X	
Smaller lots permitted	X	X	X	X	X	X	X	X	X	X	X
Secondary suites/coach housing in single family zones	X	X	X	X	X	X	X	X	X	X	X
Secondary suites in other zones (i.e. lock of suites)	X	X		Exploring		X				X	
Reduced parking requirements for all residential housing			X	X	X	Exploring			X	X	Exploring
Reduced parking requirements for affordable housing	X			X	X	X		X	X	X	Exploring
Housing agreements to secure affordable housing	X	X		X	X	X	X	X	X	X	X

Municipal Measure	Select Metro Vancouver Municipalities										
	Burnaby	Coquitlam	Delta	Maple Ridge	New Westminster	North Vancouver	Port Moody	Richmond	Surrey	Vancouver	West Vancouver
Rental Housing Replacement & Development Incentives											
Replacement Policy				X		Case-by-case		X		X	Exploring
Demolition Policy				X	X	X		X		X	
Condo/Strata conversion Policies	X	X	X	X	X	X		X	X	X	X
Standards of Maintenance by-law		Exploring	X	X	X	X		X	X	X	
Density Bonus for new market rental development		X		X	X	X				X	Exploring
Parking requirements relaxed	Case-by-case	X		Exploring	X	X	Case-by-case			X	
Fees waived/reduced for new market rental development		X		Exploring	X	X				X	Exploring



To: Planning Committee
From: Wayne Craig
Director, Development

Date: May 1, 2017
File: CP 16-733600
RZ 16-732627


Re: **Application by Dava Developments Ltd. to Amend Attachment 1 to Schedule 1 of the Official Community Plan at 9560 Pendleton Road from "Park" to "Neighbourhood Residential", and for Rezoning at 9560 Pendleton Road from "School & Institutional Use (SI)" Zone to "Single Detached (ZS28)" – Pendleton Road (West Richmond) Zone**

Staff Recommendation

1. That Official Community Plan Bylaw OCP Bylaw 9000, Amendment Bylaw 9662, to re-designate 9560 Pendleton Road from "Park" to "Neighbourhood Residential" in Attachment 1 to Schedule 1 of Official Community Plan Bylaw OCP Bylaw 9000, be introduced and given first reading.
2. That Bylaw 9662, having been considered in conjunction with:
 - The City's Financial Plan and Capital Program; and
 - The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;

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

2. That Bylaw 9662, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation.
3. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9661, to create the "Single Detached (ZS28) – Pendleton Road (West Richmond)" zone, and to rezone 9560 Pendleton Road from the "School & Institutional Use (SI)" zone to the "Single Detached (ZS28) – Pendleton Road (West Richmond)" zone, be introduced and given first reading.



Wayne Craig
Director, Development

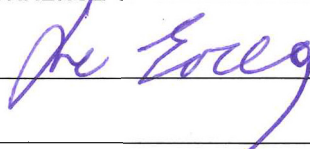
WC:jr
Att. 8

May 1, 2017

- 2 -

CP 16-733600

RZ 16-732627

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

Staff Report

Origin

Dava Developments Ltd. has applied to the City of Richmond for permission to rezone 9560 Pendleton Road from the "School & Institutional Use (SI)" zone to a new site-specific "Single Detached (ZS28) – Pendleton Road (West Richmond)" zone, to permit the property to be subdivided to create three single-family lots with vehicle access from Pendleton Road (Attachment 1). The proposed subdivision plan is shown in Attachment 2.

The proposed rezoning requires an amendment to the Official Community Plan (OCP), to redesignate the property from "Park" to "Neighbourhood Residential" in Attachment 1 to Schedule 1 of Official Community Plan Bylaw OCP Bylaw 9000. These two applications are being processed concurrently.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is provided in Attachment 3.

Surrounding Development

Development immediately surrounding the site is as follows:

- To the North and West, across Pendleton Road: Hugh Boyd Secondary School and park; on a lot zoned "School & Institutional Use (SI)."
- To the South: Three single-detached dwellings on lots zoned "Single Detached (RS1/E)"; with vehicle access from Pendleton Road and Pendlebury Road.
- To the East: One single-detached dwelling on a lot zoned "Single Detached (RS1/E)"; with vehicle access from Pendleton Road.

Related Policies & Studies

Official Community Plan

The subject property is located in the Seafair Planning Area, and has an OCP designation of "Park" (Attachment 4). This application would change the designation to "Neighbourhood Residential" to permit development of the subject property.

The proposed rezoning and subdivision is consistent with the proposed "Neighbourhood Residential" designation. Final adoption of Official Community Plan Amendment Bylaw 9662 is required prior to final adoption of the rezoning bylaw.

Floodplain Management Implementation Strategy

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

Public Consultation

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

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing; where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Staff have reviewed the proposed OCP amendment, with respect to the BC *Local Government Act* and the City's OCP Consultation Policy No. 5043 requirements, and recommend that this report does not require referral to external stakeholders.

Richmond Official Community Plan Bylaw OCP Bylaw 9000, Amendment Bylaw 9662, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found to not require further consultation.

The public will have an opportunity to comment further on the proposed amendment at the Public Hearing.

School District

This application was not referred to School District No. 38 (Richmond) because it does not have the potential to generate 50 or more school aged children. This application only involves three single-family housing units.

Site History and Council-Approved Land Sale

The property was originally acquired by the City in 1962 for municipal purposes, as a single property encompassing the current 2 lots at 9560 and 9580 Pendleton Road. The transaction was part of a larger acquisition of land for the development of the combined high school and community park (Hugh Boyd Secondary and Hugh Boyd Community Park). In the November 28th, 1961 report to Council recommending the acquisition, it was suggested that "this isolated parcel of land be subdivided by the Municipality into single family residential lots to be disposed of at some appropriate time in the future". The property was subdivided to create the two lots at 9560 and 9580 Pendleton Road in 1983.

The property at 9560 Pendleton Road has been maintained by the City as a passive park with no program elements constructed within it. Staff reviewed the property in 2015 to consider its value and function as a park and its role in the City's parks and open space system. Staff determined that the property was not required, in order to meet the City's park quantity standard of 7.66 acres/1,000 population, and it was not required to fulfill overall park needs in the area.

As the property was deemed surplus by the Parks Department, it was recommended to Council that the property be sold. The sale was approved to proceed by Council in November of 2015. Sale of the property assumed a future subdivision to create three lots.

Public notification of the City's intent to dispose of the property was advertised in the Richmond News on February 24, 2016 and March 4, 2016. The sale to River Road Investments Ltd. was completed April 29, 2016, and revenue from the sale of the property was used to fund city-wide park acquisition priorities.

Analysis

Site-specific Zone – “Single Detached (ZS28) – Pendleton Road (West Richmond)”

This rezoning application would result in the creation of a site-specific zone: “Single Detached (ZS28) – Pendleton Road (West Richmond)”. This site-specific zone would vary the requirements of the “Single Detached (RS2/E)” zoning bylaw to allow a reduced front yard setback from 6.0 m to 4.5 m and set the minimum lot size at 700.0 m². All other aspects of the proposed “Single Detached (ZS28) – Pendleton Road (West Richmond)” zoning bylaw are consistent with the “Single Detached (RS2/E)” zoning bylaw. The minimum lot size requirements contained in the zone allow no more than three lots to be created through subdivision.

The purpose of the reduced front yard is to shift the building massing toward the front lot line, to facilitate tree retention at the rear of the development site. The subject site was maintained by the City as a park, and contains 20 bylaw-sized trees. These mature trees have large canopies as a result of the open growth conditions, and most are in good health. There is a grove of trees at the rear of the proposed new lots, of which 6 will be retained through this application.

Staff have worked with the applicant to ensure that tree retention goals can be met while allowing the proposed subdivision and development to proceed. A total of 10 on-site trees will be retained through this application. Additional details on tree retention and replacement are contained in later sections of this report, and in the attached tree protection plan (Attachment 7).

Built Form and Architectural Character

As the proposed subdivision will create a new corner lot, the applicant has submitted conceptual plans showing the proposed architectural elevations of the dwelling on Proposed Lot 1 (Attachment 5). The primary access to the dwelling and attached garage is from the west side of the lot, which enables retention of two good quality, mature trees in the front yard. A porch wraps around the corner of the dwelling, and projections on the north face break up the dwelling into smaller components.

Prior to final adoption of the rezoning bylaw, the applicant is required to register a legal agreement on Title, specifying that the Building Permit application and ensuing development of the corner lot must be generally consistent with the conceptual plans included in Attachment 5 to this report. Plans submitted at Building Permit application stage must also demonstrate compliance with Richmond Zoning Bylaw 8500 and all City regulations at the time of submission.

Prior to final adoption of the rezoning bylaw, the applicant is required to submit a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, for Proposed Lot 1. The Landscape Plan must comply with the requirements for

corner lots in Richmond Zoning Bylaw 8500. A Landscape Security, including installation costs and a 10% contingency, will be held by the City to ensure the approved landscaping is installed.

Transportation and Site Access

Vehicle access is proposed to be provided from Pendleton Road to the north via separate driveways to two of the proposed new lots. Access to the corner lot will be provided from the west side of the lot to facilitate tree retention in the front yard.

Tree Retention and Replacement

The subject property is a unique situation in the city – there has not been any development on the lot to date. The property is surrounded by properties which have developed and re-developed in recent years. The majority of the existing trees on the site are in good to excellent condition, but are in locations which conflict with proposed building envelopes. As described above, the site was originally secured as a development property, and was recently sold as such. Consistent with the City's tree bylaw and development procedures, tree removal can be considered for conflict with potential building envelopes.

The applicant has submitted a Certified Arborist's Report, which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses 20 bylaw-sized trees on the subject property, six trees on neighbouring properties, one tree on City property, and one tree on a property line shared with the City. As described below, 10 of the on-site trees are being retained by shifting building envelopes in respect to the tree protection zones.

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

- Six London Plane trees (Tag # 856, 857, 858, 859, 860, and 861); ranging in size between 35 cm and 65 cm caliper, located on the development site are in excellent condition (open growth, no structural defects, and good health). Two trees (Tag # 856 and 857) are to be retained and protected. Four trees (Tag # 858, 859, 860 and 861) are to be removed.
- Three Maple trees (Tag # 850, 851, and 852); ranging in size between 29 cm and 36 cm caliper; located on the development site are in excellent condition (open growth, no structural defects, good health). Two trees (Tag # 850 and 852) are to be retained and protected. Tree # 851 is to be removed.
- Four Western Red Cedar trees (Tag # 862, 863, 864, and 865); ranging in size between 35 cm and 55 cm caliper, located on the development site are in excellent condition (good health, canopies inter-grown at the base due to proximity, no visible structural defects). All these trees are to be retained.
- Four Pin Oak trees (Tag # 866, 867, 868 and 869); ranging in size between 40 cm and 55cm caliper, located on the development site are in good condition (no visible defects, open growth, some minor limb dieback due to crowding). Three trees (Tag # 866, 867, and 869) are to be retained and protected. Tree # 868 is to be removed.

- Four Austrian Pine trees (Tag # 847, 848, 854, 855); ranging in size between 37 cm and 60 cm caliper, located on the development site in two groups are in poor condition. All four of these trees are to be removed.
- Six trees located on neighbouring property (Tag # 846, 870, 871, 872, 873, 874, and 875) are to be retained and protected.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

The City's Parks Department has assessed the City-owned trees and has the following comments:

- One Austrian Pine tree (Tag # 853) located on City property is in poor condition and will be removed.
- One Austrian Pine tree (Tag # 849) located on a shared property line with the City is in poor condition and will be removed.
- Compensation is required for the City to plant four trees at or near the development site.

Tree Protection

Ten trees on the subject property (Tag # 850, 852, 856, 857, 862, 863, 864, 865, 867, and 869) and six trees (Tag # 846 and 870-875) on neighbouring properties are to be retained and protected. The applicant has submitted a conceptual site plan (Attachment 6) and a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 7). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Prior to final adoption of the rezoning bylaw, the City's acceptance of a \$100,000 Tree Survival Security.
- Prior to final adoption of the rezoning bylaw, registration of a legal agreement on Title to ensure that the Building Permit application and ensuing development of the site is generally consistent with the preliminary site plan contained in Attachment 6 of this report.
- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

Tree Replacement

The applicant wishes to remove 10 on-site trees (Tag # 847, 848, 851, 854, 855, 858, 859, 860, 861, 866, and 868). The 2:1 replacement ratio would require a total of 20 replacement trees.

The applicant has agreed to plant four replacement trees on the development site. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

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

To satisfy the 2:1 replacement ratio established in the OCP, the applicant will contribute \$8,000 to the City's Tree Compensation Fund in lieu of the remaining 16 trees that cannot be accommodated on the subject property after redevelopment.

The applicant wishes to remove two trees within the City-owned boulevard. The applicant will contribute \$2,600 to the City's Tree Compensation Fund for the City to plant four trees at or near the development site. The total Tree Compensation Fund contribution of \$10,600 is required prior to final adoption of the rezoning bylaw.

Affordable Housing Strategy

The Affordable Housing Strategy for single-family rezoning applications requires a secondary suite or coach house on 100% of new lots created, or a suite or coach house on 50% of new lots created together with a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of \$2.00/ft² of the total buildable area of the remaining lots.

The applicant proposes to build secondary suites on two of the three proposed lots, together with a \$7,797.05 contribution to the City's Affordable Housing Reserve Fund. This proposal is consistent with the Affordable Housing Strategy.

Prior to final adoption of the rezoning bylaw, the applicant is required to register a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on two of the three future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

Site Servicing and Frontage Improvements

At a future subdivision stage, the applicant is required to complete the following:

- Payment of the current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fees.
- Enter into a Servicing Agreement for the required servicing works and off-site improvements described in Attachment 8.

Financial Impact

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

Conclusion

The purpose of this application is to amend the Official Community Plan designation of 9560 Pendleton Road from "Park" to "Neighbourhood Residential," and to rezone the property from the "School & Institutional Use (SI)" zone to a the site-specific "Single Detached (ZS28) – Pendleton Road (West Richmond)" zone, to permit the property to be subdivided to create three single-family lots with vehicle access from Pendleton Road.

The proposed rezoning and subdivision is generally consistent with the applicable plans and policies for the area.

The list of rezoning considerations is included in Attachment 8; which has been agreed to by the applicant (signed concurrence on file).

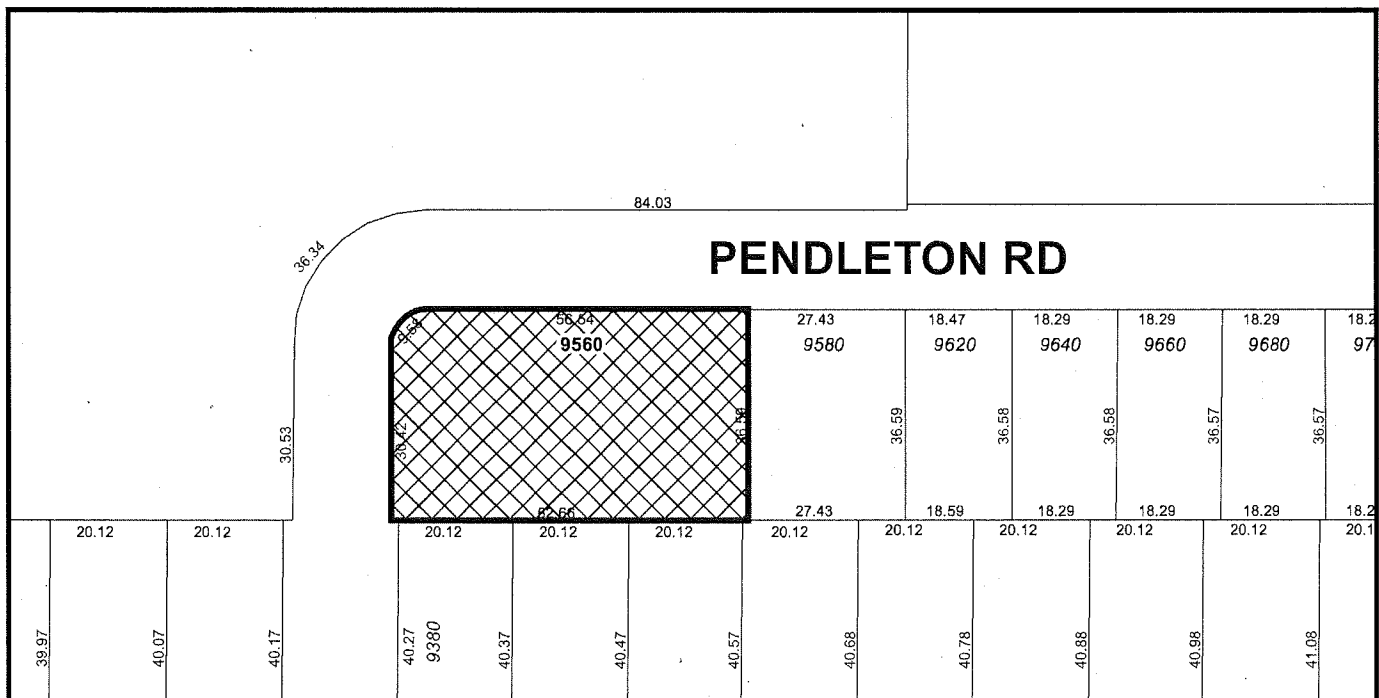
It is recommended that Official Community Plan Bylaw OCP Bylaw 9000, Amendment Bylaw 9662 and Richmond Zoning Bylaw 8500, Amendment Bylaw 9661 be introduced and given first reading.



Jordan Rockerbie
Planning Technician
(604-276-4092)

JR:blg

- Attachment 1: Location Map and Aerial Photo
- Attachment 2: Proposed Subdivision Plan
- Attachment 3: Development Application Data Sheet
- Attachment 4: Seafair Area Land Use Map
- Attachment 5: Conceptual Development Plans
- Attachment 6: Conceptual Site Plan
- Attachment 7: Tree Retention Plan
- Attachment 8: Rezoning Considerations

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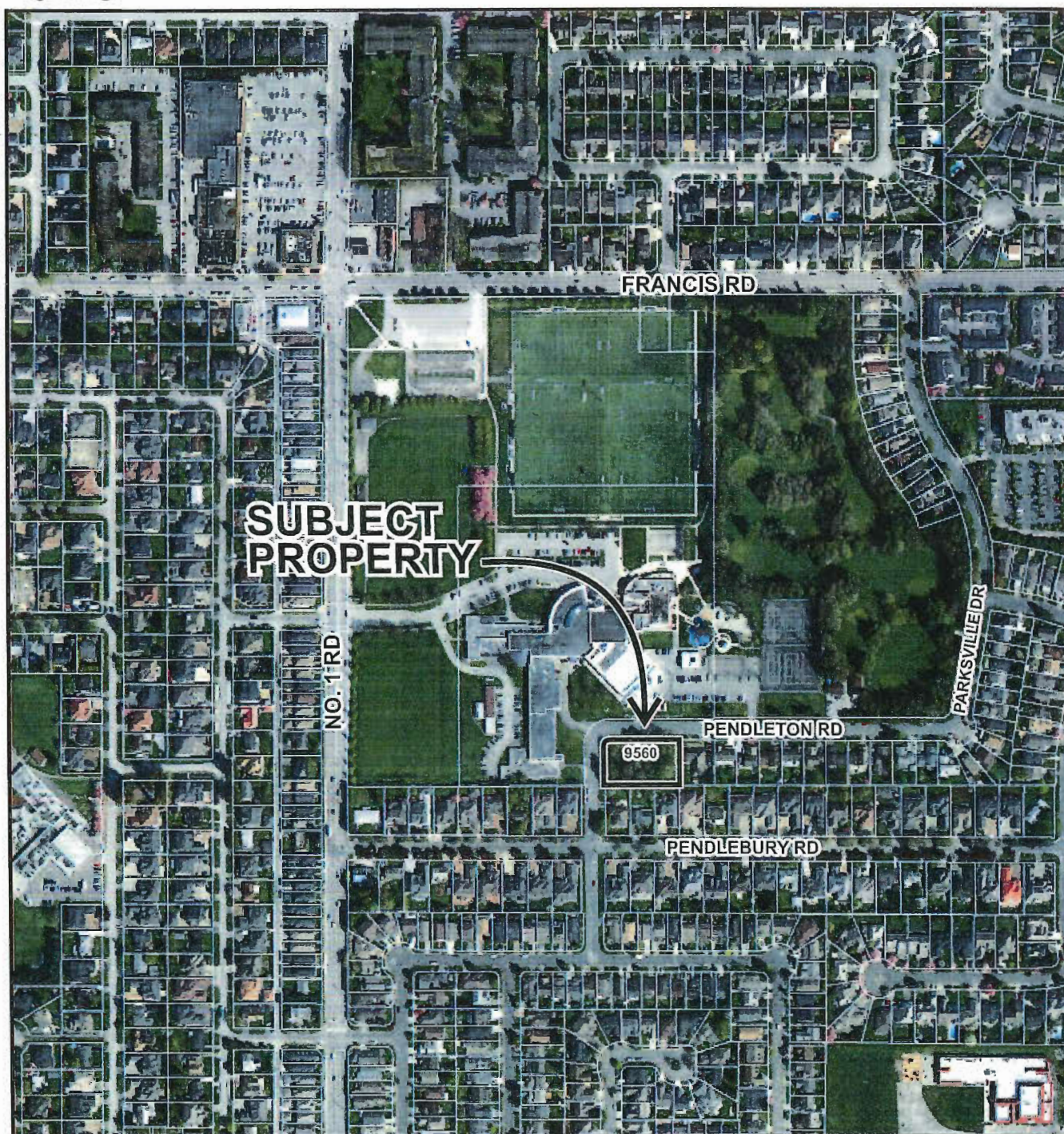
RZ 16-732627

Note: Dimensions are in METRES

~~PLN - 127~~



City of Richmond

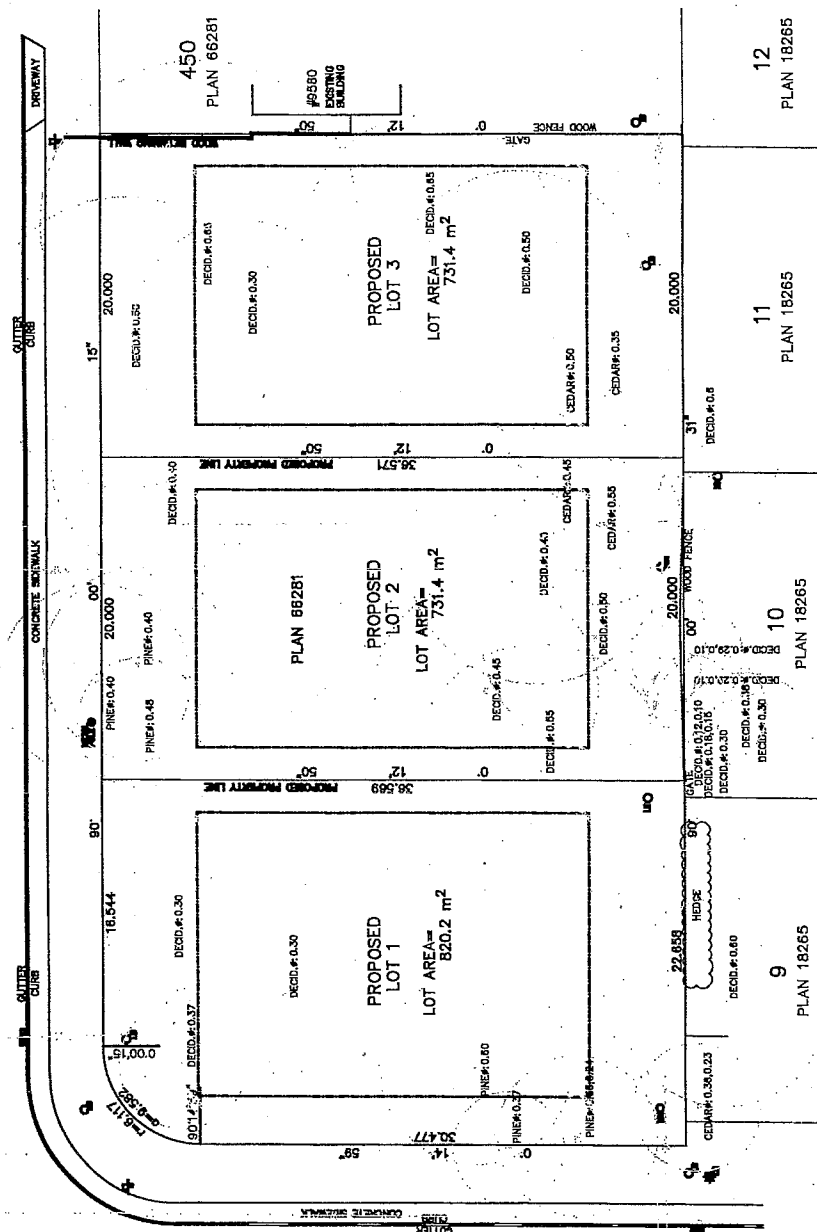


RZ 16-732627

Original Date: 06/10/16

Revision Date:

Note: Dimensions are in METRES





RZ 16-732627

Attachment 3

Address: 9560 Pendleton Road

Applicant: Dava Developments Ltd.

Planning Area(s): Seafair

	Existing	Proposed
Owner:	1068801 B.C. LTD.	To be determined
Site Size (m²):	2,283 m ²	Lot 1: 820.2 m ² Lot 2: 731.4 m ² Lot 3: 731.4 m ²
Land Uses:	Park	Three single-family dwellings
OCP Designation:	Park	Neighbourhood Residential
Zoning:	School & Institutional (SI)	Single Detached (ZS28) – Pendleton Road (West Richmond)

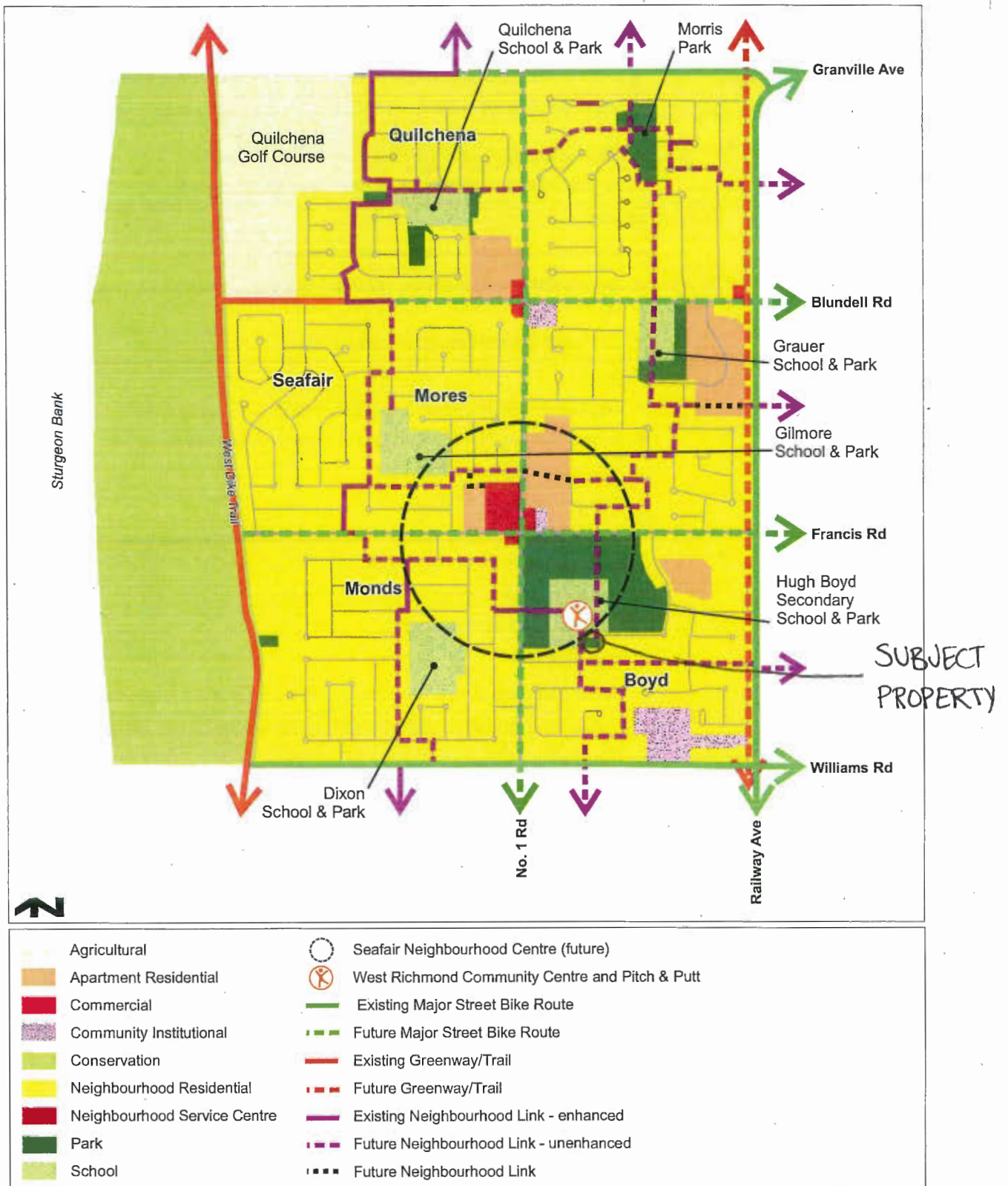
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5 m ²	Max. 0.55 for lot area up to 464.5 m ² plus 0.3 for area in excess of 464.5 m ²	none permitted
Buildable Floor Area (m ²):*	Lot 1: Max. 362.18 m ² (3,898 ft ²) Lots 2 & 3: Max. 335.55 m ² (3,611 ft ²)	Lot 1: Max. 362.18 m ² (3,898 ft ²) Lots 2 & 3: Max. 335.55 m ² (3,611 ft ²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70%	Building: Max. 45% Non-porous Surfaces: Max. 70%	none
Lot Size:	550.0 m ²	Lot 1: 820.2 m ² Lots 2 & 3: 731.4 m ²	none
Lot Dimensions (m):	Lot 1 Width: 20.0 m Lots 2 & 3 Width: 18.0 m Depth: 24.0 m	Lot 1 Width: 22.66 m Lots 2 & 3 Width: 20.00 m Depth: 36.57 m	none
Setbacks (m):	Front: Min. 4.5 m Rear: Min. 6.0 m Side: Min. 2.0 m Exterior Side: Min. 3.0 m	Front: Min. 4.5 m Rear: Min. 6.0 m Side: Min. 2.0 m Exterior Side: Min. 3.0 m	none
Height (m):	Max. 9.0 m	Max. 9.0 m	none

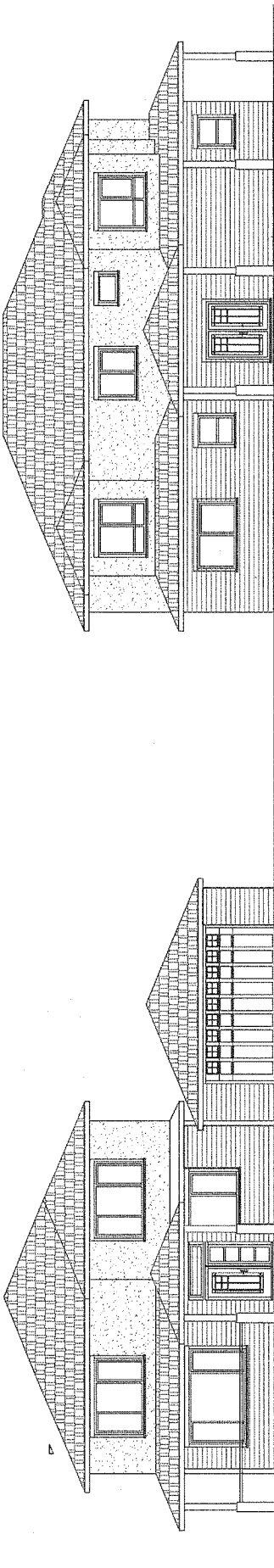
Other: Tree replacement compensation required for loss of bylaw-sized trees.

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



3. Seafair



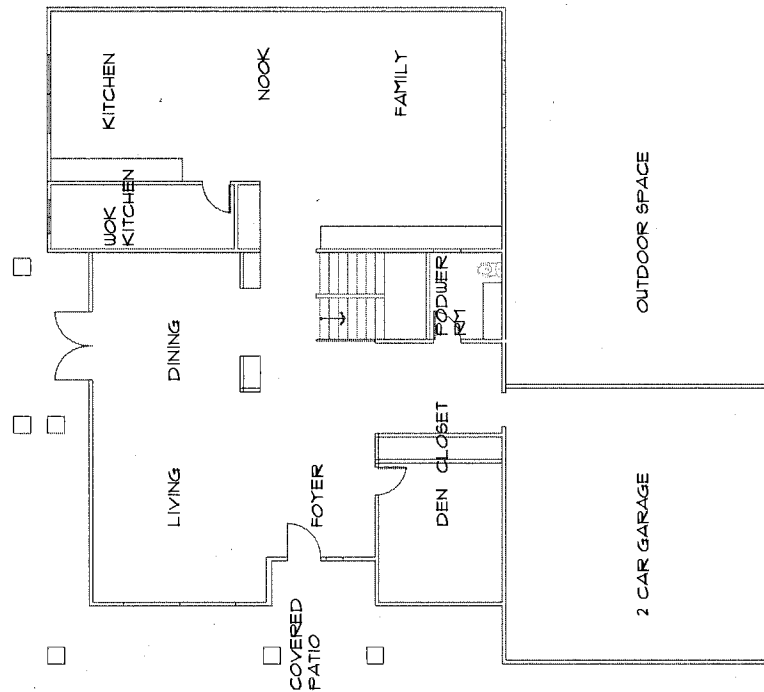


NORTH ELEVATION $\frac{3}{8}" = 1'0"$

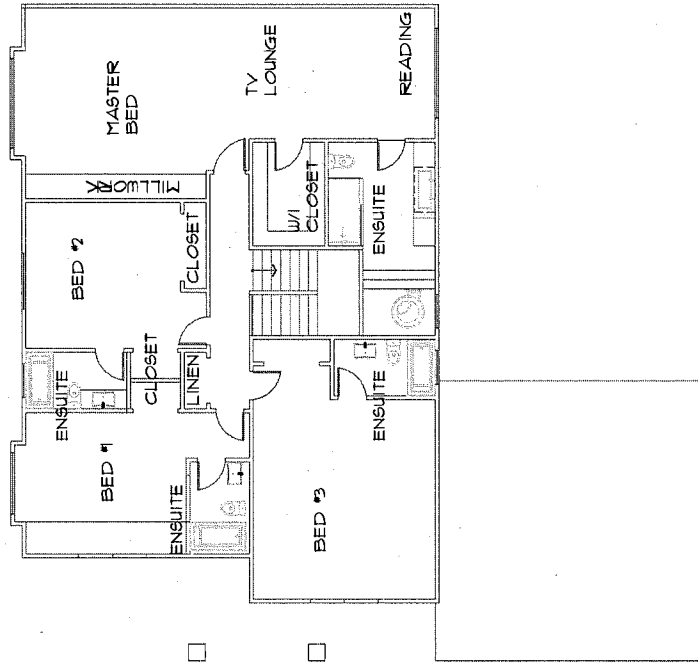
WEST ELEVATION $\frac{3}{8}" = 1'0"$

PROPOSED LOT 1
 LOT AREA 8825 SF
 PERMITTED 3898 SF

PLN - 133



MAIN FLOOR PLAN 31' x 120'



UPPER FLOOR PLAN 31' x 120'





Address: 9560 Pendleton Road

File No.: RZ 16-732627

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9661, the developer is required to complete the following:

1. Final Adoption of Official Community Plan Bylaw OCP Bylaw 9000, Amendment Bylaw 9662.
2. Submission of a Landscape Security in the amount of \$2,000 (\$500/tree) to ensure that a total of four replacement trees are planted and maintained in the development. **NOTE: minimum replacement size to be as per Tree Protection Bylaw No. 8057 Schedule A – 3.0 Replacement Trees.**
3. Submission of a Landscape Plan for Proposed Lot 1, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs and a 10% contingency. The Landscape Plan should:
 - Comply with the requirements for landscaping on corner lots contained in Richmond Zoning Bylaw 8500.
 - Include a mix of coniferous and deciduous trees.
 - Include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report.
 - Include any required replacement trees.
4. City acceptance of the developer's offer to voluntarily contribute \$10,600 to the City's Tree Compensation Fund for the planting of replacement trees within the City.
5. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
6. Submission of a Tree Survival Security to the City in the amount of \$100,000 for the 10 trees to be retained.
7. Registration of a flood indemnity covenant on Title.
8. Registration of a legal agreement on Title to ensure that the Building Permit application and ensuing development of Proposed Lot 1 is generally consistent with the preliminary conceptual plans contained in Attachment 5 of this report.
9. Registration of a legal agreement on Title to ensure that the Building Permit application and ensuing development of the site is generally consistent with the preliminary site plan contained in Attachment 6 of this report.
10. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on two of the three future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
11. The City's acceptance of the applicant's voluntary contribution of \$2.00 per buildable square foot of the single-family development on Proposed Lot 1 (i.e. \$7,797.05) to the City's Affordable Housing Reserve Fund.

Prior to Demolition* stage, the developer must complete the following requirements:

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

Prior to removal of Trees # 849 and 853 on City property, the developer must complete the following requirements:

1. Send notification to the City Parks Department at least four days prior to removal of the trees, to allow proper signage to be posted. Notification must be given by calling 604-244-1208 ext. 1317.

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

1. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

At Subdivision* stage, the developer must complete the following requirements:

1. Payment of the current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fees.
2. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. Works include, but may not be limited to the following:

Water Works:

- Using the OCP Model, there is 145 L/s of water available at a 20 psi residual at the Pendleton Road frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- The Developer is required to:
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for on-site fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage Building designs.
- At the Developers cost, the City is to:
 - Install three new 25 mm water service connections, off of the existing 150 mm AC watermain on Pendleton Road; each complete with meter and meter box.
 - Cut and cap at main, the existing water service connection at the northeast corner of the subject site.

Storm Sewer Works:

- The Developer is required to:
 - Install approximately 200 m of 600 mm storm sewer pipe along and beyond both of the site's frontages, centered within the roadway. New manholes are required to tie into the existing drainage pipe fronting 9580 Pendleton Road and on Pendlebury Road. Subject to funding approval, the City will fund works beyond the subject site's frontage.
 - Install a new storm service connection for the eastern most subdivided lot complete with inspection chamber.
 - Install a new storm service connection complete with inspection chamber and dual service leads for the middle and western most subdivided lots.
 - Cut, cap and remove the existing storm lateral and inspection chamber STIC57588 and STIC48597 at the subject site's frontage.

Sanitary Sewer Works:

- The existing 200 mm AC sanitary sewer inside the subject site will need to be abandoned in order to subdivide as per the submitted plans. In order to maintain the service to the north, the sewer will need to be re-routed.

- The Developer is required to:
 - Remove or abandon the existing 200 mm AC sanitary sewer within the subject site prior to building construction and re-route the sanitary sewer by installing approximately 90.0 m of sanitary sewer along Pendleton Road, complete with three new manholes.
 - Provide a 3.0 m wide utility SRW along the entire south property line of the subject site.
 - Install a new sanitary service connection complete with inspection chamber and dual service leads for the middle and western most subdivided lots off of the newly installed sanitary sewer.
 - Install a new sanitary service connection extending off of the newly installed sanitary manhole north of the subject site, complete with inspection chamber for the eastern most subdivided lot.
- At Developer's cost, the City is to:
 - Cut and cap the existing service connection at the southeast corner of the subject site.
 - Complete all tie-in works to existing City infrastructure.

Frontage Improvements:

- The Developer is required to:
 - Coordinate with BC Hydro, Telus and other private communication service providers:
 - To underground Hydro service lines.
 - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To determine if above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.). These should be located on-site.

General Items:

- The Developer is required to:
 - Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Note:

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

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

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

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9661 (RZ 16-732627)
9560 Pendleton Road**

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

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

Zone	Sum Per Buildable Square Foot of Permitted Principal Building
"ZS28	\$2.00"

- b. Inserting the following into Section 15 (Site Specific Residential (Single Detached) Zones), in numerical order:

15.28 Single Detached (ZS28) – Pendleton Road (West Richmond)

15.28.1 Purpose

The **zone** provides for **single detached housing** with a range of compatible **secondary uses**, and provides for a **density bonus** that would be used for rezoning applications in order to help achieve the **City's** affordable housing objectives.

15.28.2 Permitted Uses

- **housing, single detached**

15.28.3 Secondary Uses

- **boarding and lodging**
- **community care facility, minor**
- **home business**
- **secondary suite**
- **bed and breakfast**

15.28.4 Permitted Density

1. The maximum **density** is one **principal dwelling unit** per lot.
2. The maximum **floor area ratio** is 0.40 applied to a maximum of 464.5 m² of the **lot area**, together with 0.30 applied to the balance of the **lot area** in excess of 464.5 m².

3. Notwithstanding Section 15.28.4.2, the reference to “0.40” is increased to a higher **density** of “0.55” if:
 - a) the building contains a **secondary suite**; or
 - b) the **owner**, at the time **Council** adopts a zoning amendment bylaw to include the **owner’s lot** in the **ZS28 zone**, pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw.
4. Further to Section 15.28.4.3, the reference to “0.40” in Section 15.28.4.2 is increased to a higher **density** of “0.55” if:
 - a) an **owner** subdivides bare land to create new lots for single detached housing; and
 - b)
 - i) 100% of the **lots** contain **secondary suites**; or
 - ii) at least 50% of the **lots** contain a **secondary suite** and the **owner**, at the time **Council** adopts a zoning amendment bylaw to include the **owner’s lot** in the **ZS28 zone**, pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw for the **floor area** permitted on any **lot** not containing a **secondary suite**; or
 - iii) at the time **Council** adopts a zoning amendment bylaw to include the **owner’s lot** in the **ZS28 zone**, pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw.

15.28.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 45% for **buildings**.
2. No more than 70% of a **lot** may be occupied by **buildings, structures and non-porous surfaces**.
3. 30% of the **lot area** is restricted to **landscaping** with live plant material.

15.28.6 Yards & Setbacks

1. The minimum **front yard** is 4.5 m.
2. The minimum **interior side yard** is:
 - a) 2.0 m for **lots** of 20.0 m or more in width;
 - b) 1.8 m for **lots** of 18.0 m or more but less than 20.0 m in width; or
 - c) 1.2 m for **lots** less than 18.0 m wide.
3. The minimum **exterior side yard** is 3.0 m.
4. The minimum **rear yard** is 6.0 m. For a **corner lot** where the **exterior side yard** is 6.0 m, the **rear yard** is reduced to 1.2 m.

15.28.7 Permitted Heights

1. The maximum **height** for **principal buildings** is 2 ½ **storeys**, but it shall not exceed the **residential vertical lot width envelope** and the **residential vertical lot depth envelope**. For a **principal building** with a flat roof, the maximum **height** is 7.5 m.
2. The maximum **height** for **accessory structures** is 9.0 m.
3. The **residential vertical lot depth envelope** in Section 15.28.7.1 is:
 - a) calculated from the **finished site grade**; and
 - b) formed by a plane rising vertically 5.0 m to a point and then extending upward and away from the required **yard setback** at a rate of two units of vertical rise for each single unit of horizontal run to the point at which the plane intersects to the maximum **building height**.

15.28.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot** dimensions and areas are as follows, except that:
 - a) the minimum **lot width** for **corner lots** is 20.0 m.

Minimum frontage	Minimum lot width	Minimum lot depth	Minimum lot area
7.5 m	18.0 m	24.0 m	700.0 m ²

15.28.9 Landscaping & Screening

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

15.28.10 On-Site Parking and Loading

1. On-site **vehicle** parking shall be provided according to the standards set out in Section 7.0.
2. For the purpose of this **zone**, a driveway is defined as any **non-porous surface** of the **lot** that is used to provide space for **vehicle** parking or **vehicle access** to or from a public **road** or **lane**.

15.28.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and Specific Use Regulations in Section 5.0 apply.
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it “**SINGLE DETACHED (ZS28) – PENDLETON ROAD (WEST RICHMOND)**”.

P.I.D. 003-751-651

Lot 449 Section 26 Block 4 North Range 7 West New Westminster District Plan 66281

3. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9661”**.

FIRST READING



A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

_____	<div style="border: 1px solid black; padding: 2px;"> <p>CITY OF RICHMOND</p> <p>APPROVED by </p> <p>APPROVED by Director or Solicitor </p> </div>

MAYOR

CORPORATE OFFICER



City of Richmond

Bylaw 9662

Richmond Official Community Plan Bylaw OCP Bylaw 9000 Amendment Bylaw 9662 (CP 16-733600) 9560 Pendleton Road

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

1. Richmond Official Community Plan Bylaw OCP Bylaw 9000 is amended by repealing the existing land use designation in Attachment 1 to Schedule 1 thereof of the following area and by designating it Neighbourhood Residential.

P.I.D. 003-751-651

Lot 449 Section 26 Block 4 North Range 7 West New Westminster District Plan 66281

2. This Bylaw may be cited as **“Richmond Official Community Plan Bylaw OCP Bylaw 9000, Amendment Bylaw 9662”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER





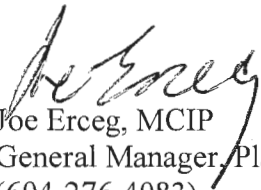
City of Richmond

Report to Committee

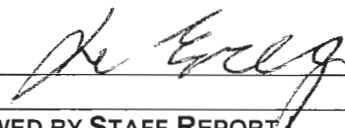

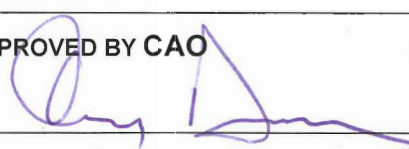
To: Planning Committee
From: Joe Erceg, MCIP
General Manager, Planning and Development
Date: May 8, 2017
File: 08-4040-01/2017-Vol 1
Re: **Richmond Response: Metro Vancouver Regional Growth Strategy Amendment Bylaw No. 1243, 2017 and RGS Performance Monitoring Guide**

Staff Recommendation

1. That the staff report titled, "Richmond Response: Metro Vancouver Regional Growth Strategy Amendment Bylaw No. 1243, 2017 and RGS Performance Monitoring Guide", dated May 8, 2017 from the General Manager, Planning and Development, be received for information; and
2. That the staff recommendation to advise the Metro Vancouver Regional Board that the City of Richmond supports the proposed Metro Vancouver Regional Growth Strategy Amendment Bylaw 1243, 2017 and RGS Performance Monitoring Guide be endorsed.


Joe Erceg, MCIP
General Manager, Planning and Development
(604-276-4083)

Att. 1

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

Staff Report

Origin

On April 27, 2017, Metro Vancouver (MV) Board invited Richmond to comment, by June 2, 2017, on a proposed Regional Growth Strategy (RGS) Amendment Bylaw No. 1243, to amend RGS Section G, Performance Measures, to enable more detailed and flexible RGS monitoring and reporting. The proposed amendment is a Type 3 Amendment (i.e., requires a 50% + 1 weighted MV Board vote). As well, MV Board is proposing a RGS Performance Monitoring Guide, to clarify the monitoring and reporting details (e.g., intent, methodology) which is proposed to be adopted by the MV Board by resolution, after the Board adopts proposed Bylaw 1243, 2017.

This report supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

5.1. Advancement of City priorities through strong intergovernmental relationships.

Findings of Fact

The current Regional Growth Strategy was adopted by the Metro Vancouver Regional Board on July 29, 2011 with the consensus of the 21 local governments in the Metro Region, including the City of Richmond.

The Strategy includes policies regarding the monitoring and reporting of the Strategy, by Metro staff in implementing the Strategy. City staff advise that the proposed RGS Amendment is acceptable, as it will:

- enable more detailed and flexible RGS monitoring and reporting which will be useful,
- reduce the number of performance measures, from 55, to 15 key measures which will best illustrate progress toward achieving the RGS strategies (e.g., climate change, growth within the Urban Containment Boundary, type of dwelling, housing affordability, employment, transportation),
- use available data which can be regularly acquired in short or medium term intervals, and
- be meaningful over the long implementation of the RGS.

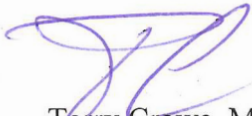
As well, City staff advise that the proposed RGS Performance Monitoring Guide is also acceptable, as it will clarify RGS monitoring and reporting details (e.g., intent, methodology).

Financial Impact

None.

Conclusion

Metro Vancouver Board has invited the City of Richmond to comment by June 6, 2017, on a proposed RGS Amendment Bylaw 1243 and RGS Performance Monitoring Guide, to improve RGS monitoring and reporting. City staff have reviewed the documents and recommend that they be supported, as they will facilitate the monitoring and reporting of Regional Growth Strategy implementation.



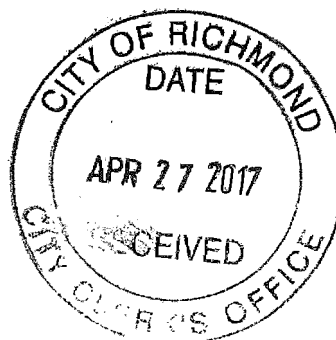
Terry Crowe, Manager,
Policy Planning
(604-276-4139)

Att. 1: Metro Vancouver letter dated March 31, 2017 received April 27, 2017

TC:cas

Board and Information Services, Legal and Legislative Services
Tel. 604 432-6250 Fax 604 451-6686

Mr. David Weber, Director of City Clerks Office
City of Richmond
6911 No. 3 Road
Richmond BC V6Y 2C1



File: CR-12-01
Ref: RD 2017 Mar 31

Dear Mr. Weber:

Re: Metro Vancouver 2040: Shaping our Future Amendment to Section G Performance Measures

At its March 31, 2017 regular meeting, the Board of Directors of the Metro Vancouver Regional District ('Metro Vancouver') adopted the following resolution:

That the MVRD Board:

- a) Initiate the Metro Vancouver 2040: Shaping our Future amendment process for a Type 3 amendment to Section G of the regional growth strategy;*
- b) Give first and second readings to "Greater Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1243, 2017"; and*
- c) Direct staff to notify affected local governments and appropriate agencies as per Metro Vancouver 2040: Shaping our Future Section 6.4.2.*

This letter provides notification to affected local governments and other agencies, in accordance with Section 437 of the *Local Government Act*, and Sections 6.4.2, 6.4.4 and 6.4.5 of *Metro Vancouver 2040: Shaping our Future (Metro 2040)*, the regional growth strategy.

Annual reporting of *Metro 2040* is required by Part 13 of the British Columbia *Local Government Act* and *Metro 2040* Section 6.13.3. Three annual reports have been produced to date, covering four years of implementation of the regional growth strategy since its adoption in 2011, including baseline and annual monitoring of the performance measures listed in *Metro 2040* Section G. Through the process of collecting and analyzing data and drafting these early annual reports, opportunities were identified to improve performance monitoring.

Following a comprehensive review of the performance measures in 2015, staff identified opportunities to update the performance monitoring program, including an Type 3 amendment to update Section G of *Metro 2040* with improved and more flexible measures based on the results of the review and further consultation with municipal and partner agency staff.

Through the proposed amendment, the existing Section G Performance Measures would be replaced via Amendment Bylaw No. 1243 (Attachment 1). The proposed amendment reduces the number of performance measures included in *Metro 2040* from 55 total measures to 15 Key Summary Measures that best illustrate progress toward *Metro 2040* strategies. The reduced number of measures facilitates simpler and more useful annual reporting. Additional performance measures are defined in a draft Performance Monitoring Guideline.


The draft Performance Monitoring Guideline (Attachment 2) provides detailed information about the intent, methodology, source, and reporting timeline for each measure, including additional technical measures to support implementation that will be reported online as data is available or useful. The Performance Monitoring Guideline is intended to be adopted by resolution of the MVRD Board following adoption of Amendment Bylaw No. 1243. The Guideline offers an added level of transparency and commitment to performance monitoring, while simplifying annual reporting.

Metro 2040 Section 6.4.2 'Notification and Request for Comments', states that for all proposed *Metro 2040* amendments, the MVRD Board will provide written notice of the proposed amendment to all affected local governments; provide a minimum of 30 days for affected local governments, and the appropriate agencies, to respond to the proposed amendment; and post notification of the proposed amendment on the Metro Vancouver website, for a minimum of 30 days.

You are invited to provide written comments on the proposed amendment to *Metro 2040*. Please provide comments in the form of a Council/Board resolution, as applicable, and submit to chris.plagnol@metrovancover.org by June 2, 2017.

If you have any questions with respect to the proposed amendment or wish to receive a presentation, please contact Heather McNell, Acting Director of Regional Planning, at 604-436-6813 or heather.mcnell@metrovancover.org. More information and a copy of *Metro Vancouver 2040: Shaping our Future* can be found on our website at www.metrovancover.org.

Yours truly,



Chris Plagnol
Corporate Officer

CP/HM/lk

CC: Terry Crowe, Manager of Policy and Planning Department

Attachments:

1. Metro Vancouver Regional Growth Strategy Amendment Bylaw No. 1243 (Doc #21326472)
2. Draft *Metro Vancouver 2040: Shaping our Future* Performance Monitoring Guideline (Doc #21323218)
3. MVRD Board Report titled, "*Metro Vancouver 2040: Shaping our Future* Amendment to Section G Performance Measures" (Doc #21325338)

**METRO VANCOUVER REGIONAL DISTRICT
REGIONAL GROWTH STRATEGY AMENDMENT BYLAW NO. 1243, 2017**

A Bylaw to Amend

Greater Vancouver Regional District Regional Growth Strategy Bylaw Number 1136, 2010.

WHEREAS:

- A. The Board of the Metro Vancouver Regional District adopted the Greater Vancouver Regional District Regional Growth Strategy Bylaw Number 1136, 2010 on July 29, 2011 (the "Regional Growth Strategy");
- B. The Board wishes to replace the performance measures set out within Section G of the Regional Growth Strategy, with consolidated, updated, and clarified performance monitoring; and
- C. In accordance with Regional Growth Strategy section 6.3.4 (h), an amendment to performance measures is a Type 3 amendment.

NOW THEREFORE, the Board of the Metro Vancouver Regional District in open meeting assembled enacts as follows:

1. The Greater Vancouver Regional District Regional Growth Strategy Bylaw Number 1136, 2010 is hereby amended as follows:

Section G, entitled 'Performance Measures', of Greater Vancouver Regional District Regional Growth Strategy Bylaw Number 1136, 2010 is deleted in its entirety and replaced with Section G 'Performance Monitoring', attached hereto as Schedule A;

2. The official citation for this bylaw is "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1243, 2017". This bylaw may be cited as "Regional Growth Strategy Amendment Bylaw No. 1243, 2017".

Read a First time this _____ day of _____, ____

Read a Second time this _____ day of _____, ____

Read a Third time this _____ day of _____, ____

Passed and Finally Adopted this _____ day of _____, ____

Chris Plagnol
Corporate Officer

Greg Moore
Chair

G Performance Monitoring

Performance monitoring allows for the informed review and update of the regional growth strategy as required. Metro Vancouver will produce annual reports on implementation of the regional growth strategy and progress towards its goals using the following measures. Some measures can be monitored in the short-term (1-2 years) while others can be monitored in the medium term (3-5 years).

Regional Land Use Designations

REGIONAL DESIGNATIONS AND OVERLAYS

As measured by:

- total and cumulative change in hectares of land in each of the six regional land use designations
- total and cumulative change in hectares of land in the Urban Containment Boundary
- total and cumulative change in number of Urban Centres
- total and cumulative change in number of Frequent Transit Development Areas

Short-term measure.

Goal 1: Create a Compact Urban Area

URBAN CONTAINMENT

As measured by:

- percent of regional dwelling unit growth located within the Urban Containment Boundary

Short-term estimate & medium-term cumulative measure.

GROWTH IN PRIORITY AREAS

As measured by:

- percent of regional dwelling unit growth located in Urban Centres
- percent of regional dwelling unit growth located in Frequent Transit Development Areas

Short-term estimate & medium-term cumulative measure.

Goal 2: Support a Sustainable Economy

EMPLOYMENT IN PRIORITY AREAS

As measured by:

- percent of regional employment growth located in Urban Centres
- percent of regional employment growth located in Frequent Transit Development Areas

Medium-term measure.

EMPLOYMENT ACCESSIBILITY

As measured by:

- average number of kilometres travelled for commute region-wide
- average number of minutes travelled for commute region-wide

Medium-term measure.

INDUSTRIAL AND MIXED EMPLOYMENT AREAS

As measured by:

- percent of land designated Industrial and Mixed Employment that is developed

Medium-term measure.

AGRICULTURAL AREAS

As measured by:

- percent of land designated Agricultural that is actively farmed

Medium-term measure.

Goal 3:
Protect the Environment
and Respond to Climate
Change Impacts

ECOSYSTEM HEALTH

As measured by:

- hectares of land inventoried as a Sensitive or Modified Ecosystem
- percent of inventoried Sensitive and Modified Ecosystems rated high quality

Medium-term measure.

CLIMATE CHANGE MITIGATION

As measured by:

- tonnes and percent of regional greenhouse gas emissions produced by building and on-road transportation sources

Medium-term measure.

CLIMATE CHANGE PREPAREDNESS

As measured by:

- climate adaptation planning efforts (proxy measure)

Short-term measure.

Goal 4:
Develop Complete Communities

HOUSING AFFORDABILITY

As measured by:

- percent of median household income spent on average housing and transportation cost

Medium-term measure.

HOUSING DIVERSITY

As measured by:

- share of estimated regional rental housing demand achieved in new supply

Short-term measure.

COMPLETE COMMUNITIES AND HEALTH

As measured by:

- walkability

Medium-term measure.

Goal 5:
Support Sustainable
Transportation Choices

TRAVEL MODE CHOICE

As measured by:

- percent of total trips that are private vehicle-based
- percent of residents within walking distance of the Frequent Transit Network

Medium-term measure.

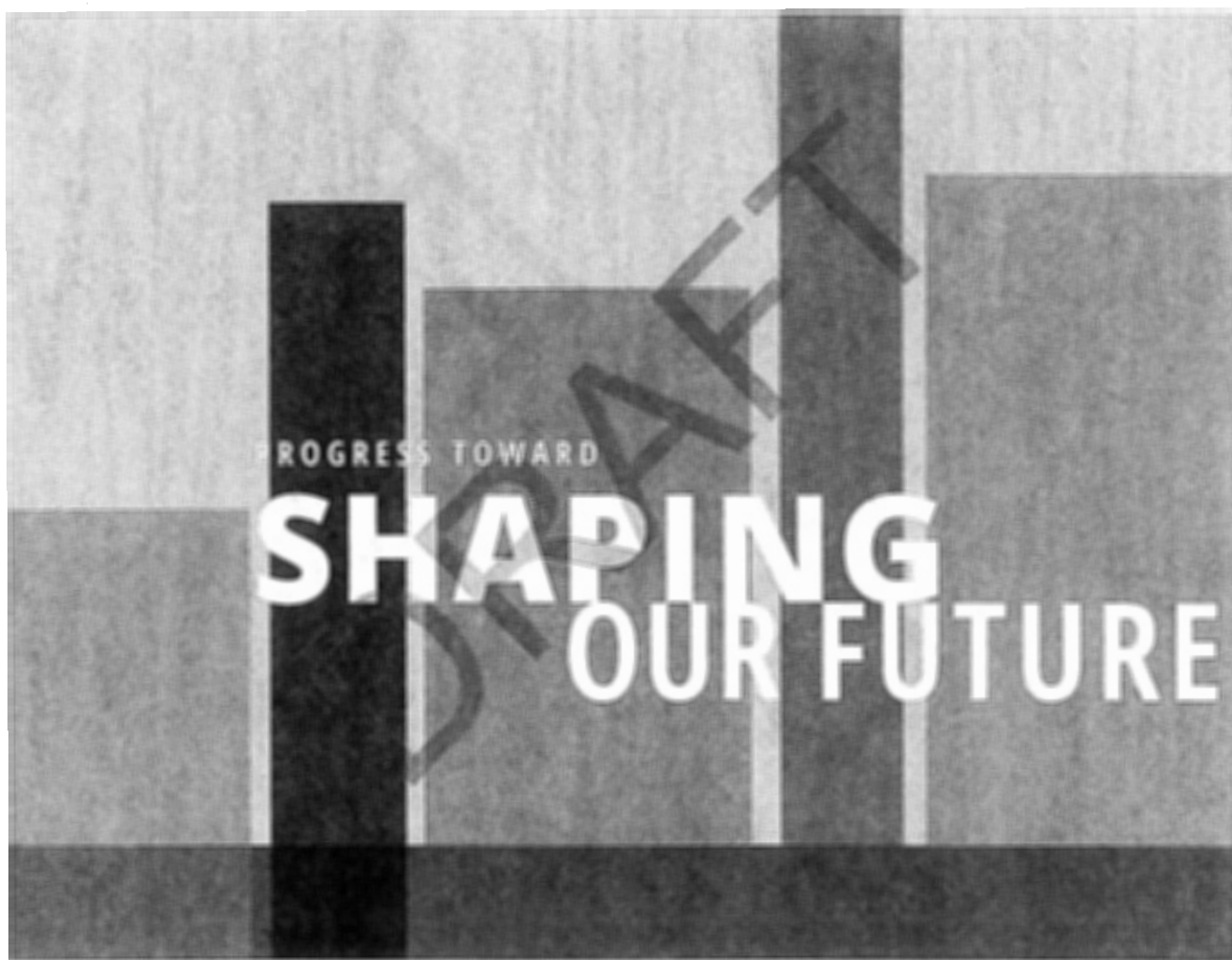
ROAD AND VEHICLE USE AND SAFETY

As measured by:

- annual per capita vehicle kilometres travelled

Medium-term measure.

METRO 2040 PERFORMANCE MONITORING GUIDELINE



DRAFT: JANUARY 10, 2017

DRAFT

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INTRODUCTION AND BACKGROUND

Metro Vancouver 2040: Shaping our Future

Metro Vancouver 2040: Shaping our Future (Metro 2040), the regional growth strategy, is the shared vision to guide urban growth in the province's largest metropolitan region.

Metro 2040 was created, adopted, and continues to be implemented by Metro Vancouver (GVRD), 21 member jurisdictions and TransLink.

The Importance of Performance Monitoring

The Progress toward Shaping Our Future annual reports monitor regional performance and provide a framework for discussions of *Metro 2040* implementation among Metro Vancouver Board members, member jurisdictions, TransLink, other regional agencies, and the general public. Metro Vancouver recognizes the important role performance monitoring plays in the implementation of the regional growth strategy and collective decision-making.

The *Metro 2040* performance measures provide the information necessary to benchmark and monitor our progress. Each year, the Greater Vancouver Regional District (GVRD) Board reviews the annual reports to evaluate the state of the region, how well we are doing and what issues may need further attention.

Performance Monitoring Requirements

Annual reporting of *Metro 2040* is required by Part 13 of the British Columbia *Local Government Act*, and by *Metro 2040* Section 6.13.3. A list of Key Summary Measures (defined in the following section, and provided on page 8 and 9 of this document) were adopted into *Metro 2040* (Section G: Performance Monitoring).

About this Guideline

The Performance Monitoring Guideline provides additional, often more detailed or technical performance measures that are not included in *Metro 2040* Section G, and includes detailed information about all performance measures, such as sources, methodologies and monitoring timelines.

The intent of the Guideline is to provide a resource to those using the performance monitoring data, including regional and municipal staff and researchers. In addition, the Guideline is intended to provide an added level of transparency and accountability in the planning process to politicians and the public. Detailing performance monitoring methodologies and intents, as they relate to the policies in *Metro 2040*, ensures progress toward goals is being tracked clearly and consistently over time.

The Guideline includes information about types of performance measures, reporting requirements, and communication mediums. The bulk of the Guideline provides detailed information about the intent, methodology, data source, and reporting timeline for each measure, including those Key Summary Measures provided in Section G of *Metro 2040*, and other detailed / technical measures.

The Guideline can be updated by the GVRD Board if new measures or data sources are identified in the future.

Reporting Formats

Performance Measures are reported online as data is available. An annual report is provided to the GVRD Board and member jurisdictions, highlighting updates to Key Summary Measures and providing additional information about implementation as necessary.

Procedural Reporting

Procedural reporting is also conducted annually and provided to the GVRD Board and member jurisdictions. The *Greater Vancouver Regional District Regional Growth Strategy Procedures Bylaw No. 1148, 2011 (RGS Procedures Bylaw)* was adopted by the GVRD Board in July 2011 at the same time as the regional growth strategy. The *RGS Procedures Bylaw* includes requirements for reporting on procedural performance associated with *Metro 2040*, such as the number of amendments processed and resources required to implement the regional growth strategy.

Procedural reporting details information about supporting work to implement *Metro 2040*, progress on the completion of, or updates to regional context statements, and *Metro 2040* amendments (including status and processing times for each amendment), as well as information about costs and staffing related to implementation of the regional growth strategy.

Measure Types and Purpose

KEY SUMMARY MEASURES

A measure of impact/outcome of Goals and Strategies.

Key Summary Measures provide an overview of how well *Metro 2040* Goals and Strategies are being achieved. Key Summary Measures are targeted to a broader, non-technical audience and are meant to quickly illustrate progress. In annual reporting, these measures will be communicated as a single number or chart that can easily depict change over time.

STRATEGY PERFORMANCE MEASURES

A measure of impact/outcome of Goals and Strategies.

Strategy Performance Measures provide more detail on achievement of specific Strategies and policy actions. These measures are meant to support implementation of *Metro 2040* and are aimed at a more technical audience. Detailed datasets will be provided online.

CONTEXT MEASURES

A description of broader trends to help make sense of other measures in the broader planning context.

These measures are helpful for all audiences and provide important contextual or background information, particularly in communications that tell the story of change or progress.

PARTICIPATION MEASURES

A measure of what's been accomplished by Metro Vancouver or member jurisdictions towards achievement of goals.

These measures are primarily for use by planners and analysts to make comparisons of the effect of different policies on a given planning challenge

Reporting Timelines

Some measures are reported in the short-term (every 1-2 years), while some are reported in medium-term intervals (every 3-5 years).

Measures that are dependent upon Census data will only be reported in 5 year intervals, following the release of Census data and the procurement of custom run data.

Measures that are dependent on Metro Vancouver inventories will be reported in 3-5 year intervals following inventory updates.

Measures that are dependent on external data collection, such as TransLink's Trip Diary will be updated following data releases, most typically at 3-5 year intervals.

Metro Vancouver will make an effort to update, or estimate change for measures on short-term basis as data and resources allow.

METRO 2040 KEY SUMMARY MEASURES

Reports on the Key Summary measures listed in this section will be provided annually. Some measures can be monitored in the short-term (1-2 years) while others can be monitored in the medium term (3-5 years). Some measures are noted as proxy measures and will be replaced in the future as improved data is available.

Regional Land Use Designations

REGIONAL DESIGNATIONS AND OVERLAYS

As measured by:

- total and cumulative change in hectares of land in each of the six regional land use designations
- total and cumulative change in hectares of land in the Urban Containment Boundary
- total and cumulative change in number of Urban Centres
- total and cumulative change in number of Frequent Transit Development Areas

Short-term measure.

Goal 1: Create a Compact Urban Area

URBAN CONTAINMENT

As measured by:

- percent of regional dwelling unit growth located within the Urban Containment Boundary

Short-term estimate & medium-term cumulative measure.

GROWTH IN PRIORITY AREAS

As measured by:

- percent of regional dwelling unit growth located in Urban Centres
- percent of regional dwelling unit growth located in Frequent Transit Development Areas

Short-term estimate & medium-term cumulative measure.

Goal 2:

Support a Sustainable Economy

EMPLOYMENT IN PRIORITY AREAS

As measured by:

- percent of regional employment growth located in Urban Centres
- percent of regional employment growth located in Frequent Transit Development Areas

Medium-term measure.

EMPLOYMENT ACCESSIBILITY

As measured by:

- average number of kilometres travelled for commute region-wide
- average number of minutes travelled for commute region-wide

Medium-term measure.

INDUSTRIAL AND MIXED EMPLOYMENT AREAS

As measured by:

- percent of land designated Industrial and Mixed Employment that is developed

Medium-term measure.

AGRICULTURAL AREAS

As measured by:

- percent of land designated Agricultural that is actively farmed

Medium-term measure.

Goal 3: Protect the Environment and Respond to Climate Change Impacts

ECOSYSTEM HEALTH

As measured by:

- hectares of land inventoried as a Sensitive or Modified Ecosystem
- percent of inventoried Sensitive and Modified Ecosystems rated high quality

Medium-term measure.

CLIMATE CHANGE MITIGATION

As measured by:

- tonnes and percent of regional greenhouse gas emissions produced by building and on-road transportation sources

Medium-term measure.

CLIMATE CHANGE PREPAREDNESS

As measured by:

- climate adaptation planning efforts (proxy measure)

Short-term measure.

Goal 4: Develop Complete Communities

HOUSING AFFORDABILITY

As measured by:

- percent of median household income spent on average housing and transportation cost

Medium-term measure.

HOUSING DIVERSITY

As measured by:

- share of estimated regional rental housing demand achieved in new supply

Short-term measure.

COMPLETE COMMUNITIES AND HEALTH

As measured by:

- walkability

Medium-term measure.

Goal 5: Support Sustainable Transportation Choices

TRAVEL MODE CHOICE

As measured by:

- percent of total trips that are private vehicle-based
- percent of residents within walking distance of the Frequent Transit Network

Medium-term measure.

ROAD AND VEHICLE USE AND SAFETY

As measured by:

- annual per capita vehicle kilometres travelled


Medium-term measure.

REGIONAL LAND USE MEASURES

Regional Land Use Designations and Overlays

Key Summary Measures

The following Key Summary Measures are listed in *Metro 2040* Section G: Performance Monitoring. These measures will be reported out regularly as data becomes available to illustrate progress.

Regional Land Use Designations CHANGE IN REGIONAL LAND USE DESIGNATIONS Key Summary Measure	
AS MEASURED BY <ul style="list-style-type: none">• Total and cumulative change in hectares of land in each of the six regional land use designations.• Total and cumulative change in hectares of land within the Urban Containment Boundary.	
REPORTING & TIMELINE Annual and cumulative measure. Reported online and in annual reports as data is available.	
SOURCE Metro Vancouver Regional Planning geodata for the <i>Metro 2040</i> regional land use designations.	
METHODOLOGY Changes to the regional land use designations occur only through GVRD Board adopted amendments or generally consistent amendments within Regional Context Statements adopted by municipal Councils and accepted by the GVRD Board. Cumulative change is tracked from the adoption of the plan. Major amendments are noted.	
INTENT Regional land use designations and overlays are key tools in achieving the five goals of <i>Metro 2040</i> . This measure monitors annual and cumulative change in the designations over time.	

Regional Land Use Designations

CHANGE IN REGIONAL LAND USE OVERLAYS

Key Summary Measure



AS MEASURED BY

- Total and cumulative change in number and hectares of Urban Centres.
- Total and cumulative change in number and hectares of Frequent Transit Development Areas.

REPORTING & TIMELINE

Annual and cumulative measure.

Reported online and in annual reports as data is available.

SOURCE

Metro Vancouver Regional Planning geodata for *Metro 2040* Urban Centre / Frequent Transit Development Area (FTDA) boundaries.

METHODOLOGY

Urban Centres and FTDA's, and their boundaries, are identified Regional Context Statements adopted by municipal Councils and accepted by the GVRD Board. FTDA's are created in consultation with the member jurisdiction, Metro Vancouver and TransLink. Cumulative change is tracked from the adoption of the plan. Major amendments are noted.

INTENT

Regional land use designations and overlays are key tools in achieving the five goals of *Metro 2040*. This measure monitors annual and cumulative change in the overlays over time.

GOAL 1 MEASURES

Create a Compact Urban Area

Key Summary Measures

The following Key Summary Measures are listed in *Metro 2040* Section G: Performance Monitoring. These measures will be reported out regularly as data becomes available to illustrate progress.

Urban Containment

GROWTH WITHIN THE URBAN CONTAINMENT BOUNDARY

Key Summary Measure

short
term

AS MEASURED BY

- Percent of regional dwelling unit growth located within the Urban Containment Boundary.

REPORTING & TIMELINE

Annual estimate (mid-year to mid-year). Five-year cumulative measure reported following Census data release.

Reported online and in annual reports as data is available.

SOURCE

Metro Vancouver Regional Planning geodata for the *Metro 2040* General Urban Containment Boundary.

Five-year intervals: Statistics Canada, Census.

Annually (mid-year to mid-year): BC Statistics, CMHC Completions and Demolitions, Municipal Building Permits (for estimated residential growth).

METHODOLOGY

Residential growth is estimated by Metro Vancouver and reported annually. Employment growth is reported at 5-year intervals following the release of Census data.

Changes to the UCB occur only through GVRD Board adopted amendments or regionally consistent amendments within adopted and accepted RCSs. Growth is tracked based on the 2011 Urban Containment Boundary.

INTENT

Metro 2040 targets 98% of dwelling unit growth to areas within the Urban Containment Boundary. This measure illustrates the performance of the Urban Containment Boundary as a tool to contain growth.

Growth in Priority Areas

RESIDENTIAL DEVELOPMENT IN PRIORITY AREAS

Key Summary Measure



AS MEASURED BY

- Percent of regional dwelling unit growth located in Urban Centres.
- Percent of regional dwelling unit growth located in Frequent Transit Development Areas.

REPORTING & TIMELINE

Annual estimate (mid-year to mid-year). Five-year cumulative measure reported following Census data release.

Combined percentage of regional growth to Urban Centres and FTDA provided in annual reports as data is available. Breakdown by individual Urban Centres and FTDA reported online as data is available.

SOURCE

Metro Vancouver Regional Planning geodata for *Metro 2040* Urban Centre / Frequent Transit Development Area (FTDA) boundaries.

Five-year intervals: Statistics Canada, custom Census runs.

Annually (mid-year to mid-year): Residential growth shares estimated based on BC Statistics, CMHC Completions and Demolitions, Municipal Building Permits.

METHODOLOGY

Share of residential growth by Urban Centre type and for areas in close proximity to transit is estimated by Metro Vancouver and reported annually. Detailed figures for Urban Centres and FTDA are reported at 5-year intervals following the release of Census data.

Metro Vancouver maintains geodata for Urban Centre and FTDA boundaries and submits the geographies to Statistics Canada for custom Census data. Boundaries are established and adjusted through regional context statements adopted by municipal Councils and accepted by the GVRD Board.

INTENT

Metro 2040 targets 40% of dwelling unit growth to Urban Centres, for a total of 31% of dwelling units to be located in Urban Centres by 2041. *Metro 2040* also targets 28% of dwelling unit growth, for a total of 27% of dwelling units to be located in FTDA by 2041.

Supplementary Measures

The following Strategy Performance, Context, and Participation Measures are supplementary to the Key Summary Measures. These measures may be reported out online as data and resources are available. The intent of supplementary measures is to illustrate progress, serve as a resource to member jurisdictions, and inform implementation.

Contain Development

REMAINING URBAN DEVELOPMENT

Strategy Performance Measure



AS MEASURED BY

- Percent of regional dwelling unit growth occurring in remaining General Urban areas.
- Net change in number of hectares of remaining General Urban areas.

REPORTING & TIMELINE

Annual estimate (mid-year to mid-year).

Reported online annually.

SOURCE

Metro Vancouver Regional Planning geodata for remaining areas in the *Metro 2040* General Urban designation.

BC Statistics, CMHC Completions and Demolitions and Municipal Building Permits.

METHODOLOGY

Remaining urban areas are lands that have a General Urban designation, but are not yet substantially developed. These areas have been identified through aerial photos and assessment of municipal plans. Absorption estimates are based on analysis of the above residential development statistics sources.

INTENT

Metro Vancouver estimates that 75% to 80% of growth will occur through infill or redevelopment in established General Urban areas. The remaining 20-25% will occur through new development in remaining General Urban areas.

Contain Development

ANNUAL GROWTH

Context Measure



AS MEASURED BY

- Annual regional and municipal population growth.
- Annual regional and municipal dwelling unit growth.
- Annual regional and municipal employment growth.

REPORTING & TIMELINE

Annual estimate (mid-year to mid-year). Five-year cumulative measure reported following Census data release.

Reported online annually.

SOURCE

Five-year intervals: Statistics Canada, Census.

Annually (mid-year to mid-year): BC Statistics, CMHC Completions and Demolitions, Municipal Building Permits (for population and dwelling units). Annual regional employment estimated as a percentage of total population.

REPORTING METHODOLOGY & TIMELINE

Total and growth in population and dwelling units reported annually for Metro Vancouver and member jurisdictions based on Metro Vancouver analysis; 5-year reporting from Census, including estimated Census undercount.

Total and growth in employment reported annually for Metro Vancouver (estimated as a percentage of the total population) and on 5-year basis for the region and member jurisdictions from Census, including estimated Census undercount.

INTENT

Growth projections are generated by a regional growth model and confirmed with member jurisdictions. The projections are not targets. Growth that vastly and consistently differs from the projections may trigger an update to the growth model, and potential policy considerations.

Growth in Priority Areas

DENSITY IN PRIORITY AREAS

Strategy Performance Measure



AS MEASURED BY

- Average number of dwelling units per hectare of land with a General Urban designation within Urban Centres.
- Average number of dwelling units per hectare of land with a General Urban designation within Frequent Development Areas.
- Average number of dwelling units per hectare of land with a General Urban designation outside of Urban Centres and Frequent Development Areas within the Urban Containment Boundary.

REPORTING & TIMELINE

Five-year estimate.

Reported online every five-years.

SOURCE

Metro Vancouver Regional Planning geodata for lands with a *Metro 2040* General Urban designation and Urban Centre / Frequent Transit Development Area (FTDA) boundaries.

Metro Vancouver Growth Model (traffic zone analysis); Statistics Canada custom Census runs; BC Statistics, CMHC Completions and Demolitions, Municipal Building Permits.

METHODOLOGY

Density is measured as a ratio of dwelling units to *Metro 2040* General Urban area (hectares) and Urban Centre / FTDA geographies. The measure is best illustrated graphically with Urban Centre and FTDA boundaries, and the Frequent Transit Network overlaid.

This measure is not monitored annually as changes would not accurately depict long-term trends.

INTENT

Higher density growth is anticipated to occur in Urban Centres, particularly Regional City Centres, and in areas along the Frequent Transit Network.

Protect Other Lands
SEWER SERVICE CONNECTIONS
Strategy Performance Measure



AS MEASURED BY

- Number and status of new regional sewerage service connection applications made for areas outside of the Urban Containment Boundary (UCB) to lands with an Agricultural, Rural, or Conservation and Recreation regional designation.

REPORTING & TIMELINE

Annual measure (January to December).

Reported online annually.

SOURCE

Metro Vancouver Liquid Waste Services and Regional Planning Departments.

METHODOLOGY

Status of Metro Vancouver applications (submitted, approved, denied, or under consideration) by designation area outside of the UCB, and percent of total applications outside of the UCB for the calendar year (January to December).

INTENT

While sewerage extensions beyond the Urban Containment Boundary are generally not expected, *Metro 2040* and associated guidelines allow for such extensions under certain exceptions. Sewerage extension applications may be approved without resulting in a net increase in sewerage connections outside of the UCB.

Protect Other Lands
RURAL DEVELOPMENT
Strategy Performance Measure



AS MEASURED BY

- Number of new residential developments by type and municipality on land designated Rural.

REPORTING & TIMELINE

Annual estimate (mid-year to mid-year).

Reported online annually.

SOURCE

Metro Vancouver Regional Planning geodata of lands with a Rural regional designation.

BC Statistics, CMHC Completions and Demolitions and Municipal Building Permits.

METHODOLOGY

Total residential growth estimated annually and categorized broadly as follows:

- Large lot single family (one acre or more)
- Small lot single family (less than one acre)
- Cluster development (lot with more than one unit where the undeveloped portion of the lot is greater than the developed portion of the lot).

INTENT

About 1% of residential growth is anticipated to occur on lands designated Rural by 2040 and the form of this growth has implications for regional planning. The intent of *Metro 2040* is to maintain the rural character of lands with the Rural designation, however, there is no prescribed density for this lands.


DRAFT

GOAL 2 MEASURES

Support a Sustainable Economy

Key Summary Measures

The following Key Summary Measures are listed in *Metro 2040* Section G: Performance Monitoring. These measures will be reported out regularly as data becomes available to illustrate progress.

Employment in Priority Areas JOB GROWTH IN PRIORITY AREAS Key Summary Measure	
AS MEASURED BY <ul style="list-style-type: none">Percent of regional employment growth located in Urban Centres.Percent of regional employment growth located in Frequent Transit Development Areas.	
REPORTING & TIMELINE <p>Five-year measure reported following Census data release.</p> <p>Combined percentage of regional growth to Urban Centres and FTDA's provided in annual reports as data is available. Breakdown by individual Urban Centres and FTDA's reported online as data is available.</p>	
SOURCE <p>Metro Vancouver Regional Planning geodata for <i>Metro 2040</i> Urban Centre / Frequent Transit Development Area (FTDA) boundaries.</p> <p>Statistics Canada custom data runs for geographic areas above, Census / NHS Place of Work data.</p>	
METHODOLOGY <p>Urban Centre and FTDA boundaries are established and adjusted through regional context statements adopted by municipal councils and accepted by the GVRD Board.</p> <p>Statistics Canada classifies jobs as having a usual / fixed place of work, working at home, or having no fixed workplace. This measure includes the total employed population aged 15 years and over with jobs with a usual / fixed place of work, or working at home.</p>	
INTENT <p><i>Metro 2040</i> targets 50% of employment growth to Urban Centres, for a total 43% of employment to be located in Urban Centres by 2041. <i>Metro 2040</i> also targets 27% of employment growth to FTDA's, 24% of employment to be located in FTDA's by 2041.</p>	

Employment Accessibility

COMMUTE TIME AND DISTANCE

Key Summary Measure



AS MEASURED BY

- Average number of kilometres travelled for commute region-wide.
- Average number of minutes travelled for commute region-wide.

REPORTING & TIMELINE

Five-year measure reported following Census and Trip Diary data release.

Regional averages provided in annual reports as data is available. Breakdown by mode and subregion reported online as data is available.

SOURCE

Statistics Canada Census / NHS median commuting durations and custom data runs for cross tabs and geographic areas.

TransLink Regional Trip Diary Data or Analysis Report, trip length by trip purpose.

METHODOLOGY

Statistics Canada classifies jobs as having a usual / fixed place of work, working at home, or having no fixed workplace. This measure includes the total employed population aged 15 years and over with a usual place of work or no fixed workplace address.

TransLink's Trip Diary estimates trip data on a typical fall weekday. Each trip is allocated to a trip purpose, one of which is Work / Post Secondary (including return trips home from those locations). Trip lengths are estimated for each reported trip based on the geocoded locations of trip start and end points.

INTENT

Metro 2040 aims to support more employment close to where people live. Average commute length and duration serve as indicators of employment accessibility. While an overall reduction in commute length and duration is a positive, analysis of this measure should be carefully balanced with analysis of Employment in Priority Areas measures, as commute length and duration could increase as use of transit increases, indicating jobs and dwelling units are locating in close proximity to transit, but jobs are not being filled by local residents.

Industrial and Mixed Employment Areas

INDUSTRIAL AND MIXED EMPLOYMENT LAND USE

Key Summary Measure



AS MEASURED BY

- Percent of land designated Industrial or Mixed Employment in *Metro 2040* that is 'developed'.

REPORTING & TIMELINE

Five-year (anticipated) measure reported following each update of the Metro Vancouver Industrial Lands Inventory.

SOURCE

Metro Vancouver Industrial Lands Inventory (ILI).

Metro Vancouver Regional Planning geodata for the *Metro 2040* Industrial and Mixed Employment designation.

METHODOLOGY

The ILI inventories parcels that are regionally or municipally designated or zoned for industrial uses. Some areas, including the Vancouver International Airport, and road and utility rights-of-way, though designated Industrial or Mixed Employment in *Metro 2040*, are not captured in the inventory.

For the purposes of annual reporting, 'developed' lands are those with industrial and quasi-industrial uses. 'Developed' lands may also include lands with some non-industrial uses that are building intensive and not likely to redevelop to industrial uses. 'Vacant' lands are those lands that are anticipated to redevelop to industrial uses. Specifically, these include lands that are municipally designated industrial, but currently are used for agriculture, residential, or resource extraction.

INTENT

Metro 2040 aims to ensure there is sufficient industrial capacity to meet the needs of the regional economy. Estimated absorption rates are provided in the Metro Vancouver 2015 Industrial Lands Inventory - Summary Report. Further information about supply and demand will be made available through the Industrial Lands Initiative.

Agricultural Areas

AGRICULTURAL LAND USE

Key Summary Measure



AS MEASURED BY

- Percent of land designated Agricultural in *Metro 2040* that is 'actively farmed'.

REPORTING & TIMELINE

Five-year (anticipated) measure reported following each update of the Regional Agricultural Land Use Inventory for Metro Vancouver.

SOURCE

Ministry of Agriculture (MoA), Regional Agricultural Land Use Inventory (ALUI), The Metro Vancouver Regional Report and data made available by the MoA.

Metro Vancouver Regional Planning geodata for the *Metro 2040* Agricultural designation.

Agricultural Land Commission geodata for the Agricultural Land Reserve (ALR) boundaries.

METHODOLOGY

The ALUI inventories all parcels that are within the ALR, have a *Metro 2040* Agricultural designation, or have farm class status.

For the purposes of annual reporting, actively farmed includes land that was farmed at the time of the inventory, as well as areas that support farming, such as farm buildings and roads. Land with potential for farming includes lands that do not have any significant topographical, physical, or existing land use constraints (natural, semi-natural, managed vegetation, or non-built/bare areas). Land that is unavailable for farming is land that has an existing incompatible use (e.g. parks, golf courses, residences), land with site limitations (drainage or topography), or rights-of-way.

INTENT

Metro 2040 aims to increase actively farmed land.

Supplementary Measures

The following Strategy Performance, Context, and Participation Measures are supplementary to the Key Summary Measures. These measures may be reported out online as data and resources are available. The intent of supplementary measures is to illustrate progress, serve as a resource to member jurisdictions, and inform implementation.

Employment in Priority Areas OFFICE DEVELOPMENT IN PRIORITY AREAS Strategy Performance Measure <div data-bbox="1312 447 1401 535" style="float: right; border: 1px solid black; padding: 2px; text-align: center;">short term</div>
AS MEASURED BY <ul style="list-style-type: none"> Percent of office space development locating in Urban Centres by Urban Centre Type. Percent of office space development locating in FTDAs. Percent of office space development locating within 400 metres of the Frequent Transit Network or within 800 metres of a rapid transit station.
REPORTING & TIMELINE Online as data is available.
SOURCE Metro Vancouver Regional Planning geodata for <i>Metro 2040</i> Urban Centre / Frequent Transit Development Area (FTDA) boundaries. Metro Vancouver Office Inventory (geodata). Frequent Transit Network (FTN) and rapid transit station geodata is provided by TransLink; latest versions are available upon request.
METHODOLOGY The inventory includes all offices in region 10,000 square feet or larger and is based on commercial real estate brokers data and municipal data. The FTN is a network where transit service runs at least every 15 minutes in both directions throughout the day and into the evening, every day of the week. A 400 metre buffer around the FTN is used to identify a walk catchment (approximately 5 minutes) to frequent transit service, and an 800 metre buffer around rapid transit stations is used to identify a walk catchment (approximately 10 minutes) to rapid transit service. Rapid transit includes SkyTrain and Canada Line stations, as well as Sea Bus if frequent service is provided, not West Coast Express stations.
INTENT <i>Metro 2040</i> encourages locating office and retail development in Urban Centres to support employment growth in these locations and to support the development of complete communities with access to a range of services and amenities.

Employment in Priority Areas

RETAIL DEVELOPMENT IN PRIORITY AREAS

Strategy Performance Measure



AS MEASURED BY

- Estimated percent of businesses in the retail trade sector located in Urban Centres and Frequent Transit Development Areas.
- Employed Labour Force in Urban Centres and Frequent Transit Development Areas in the retail trade sector.

REPORTING & TIMELINE

Online as data is available.

SOURCE

Metro Vancouver Regional Planning geodata for *Metro 2040* Urban Centre / Frequent Transit Development Area (FTDA) boundaries.

Metro Vancouver Dun and Bradstreet Business Database (geodata), purchased by Metro Vancouver. Some use limitations apply.

Statistics Canada Census Place of Work data.

METHODOLOGY

Businesses identified with a primary North American Industry Classification System (NAICS) code beginning in 44 or 45 are classified as Retail Trade. The Retail Trade sector comprises establishments engaged in retailing merchandise, generally without transformation, and rendering services incidental to the sale of merchandise. The category includes both store and non-store retails. Retail establishments include office supply stores, computer and software stores, building materials dealers, plumbing supply stores, and electrical supply stores. Catalog showrooms, gasoline stations, automotive dealers and mobile home dealers are also treated as store retailers.

INTENT

Metro 2040 encourages locating office and retail development in Urban Centres to support employment growth in these locations and to support the development of complete communities with access to a range of services and amenities.

Employment Accessibility

EMPLOYMENT LEVELS

Context Measure



AS MEASURED BY

- Jobs to labour force ratio for each subregion.

REPORTING & TIMELINE

Online as data is available.

SOURCE

Metro Vancouver established subregions based on jurisdictional boundaries for the purpose of *Metro 2040* monitoring

The subregions are:

- North Shore (North Vancouver City, North Vancouver District, West Vancouver, and Lions Bay)
- Vancouver - UBC/UEL
- Richmond - Delta - Tsawwassen First Nation
- Burnaby - New Westminster
- Surrey - White Rock
- Northeast Sector (Coquitlam, Port Coquitlam, Port Moody, Anmore and Belcarra)
- Ridge - Meadows (Maple Ridge and Pitt Meadows)
- Langleys (Langley City and Langley Township)

Statistics Canada Census / National Household Survey, including estimated Census undercount;
Statistics Canada Labour Force Survey.

METHODOLOGY

Statistics Canada classifies jobs as having a usual / fixed place of work, working at home, or having no fixed workplace. This measure includes the total employed population aged 15 years and over with jobs with a usual / fixed place of work, or working at home.

INTENT

Metro 2040 aims to support more employment close to where people live. This measure tracks employment growth and distribution as context for economic activity and employment across the region.

Employment Accessibility

EMPLOYMENT TYPES AND LOCATIONS

Context Measure



AS MEASURED BY

- Total number and growth of employment by sector for each subregion.

REPORTING & TIMELINE

Online as data is available.

SOURCE

Metro Vancouver established subregions based on municipal boundaries for the purpose of *Metro 2040* monitoring.

The subregions are:

- North Shore (North Vancouver City, North Vancouver District, West Vancouver, and Lions Bay)
- Vancouver - UBC/UEL
- Richmond - Delta - Tsawwassen First Nation
- Burnaby - New Westminster
- Surrey - White Rock
- Northeast Sector (Coquitlam, Port Coquitlam, Port Moody, Anmore and Belcarra)
- Ridge - Meadows (Maple Ridge and Pitt Meadows)
- Langleys (Langley City and Langley Township)

Statistics Canada Census / National Household Survey (place of work), including estimated Census undercount; Statistics Canada Labour Force Survey.

METHODOLOGY

Statistics Canada classifies jobs as having a usual / fixed place of work, working at home, or having no fixed work location. This measure includes the total employed population aged 15 years and over with jobs with a usual / fixed place of work, or working at home.

Employment is measured by industry sector and industries may employ workers with a variety of occupations, such as a mining company with an accountant on staff.

INTENT

Metro 2040 aims to support a diverse regional economy. This measure tracks employment growth and distribution as context for economic activity and employment across the region.

Agricultural Areas

ACTIVE FOOD PRODUCING LANDS

Strategy Performance Measure



AS MEASURED BY

- Percent of lands designated Agricultural with active food production.

REPORTING & TIMELINE

Online as data is available.

SOURCE

Ministry of Agriculture (MoA), Regional Agricultural Land Use Inventory (ALUI), The Metro Vancouver Regional Report and data made available by the MoA.

Metro Vancouver Regional Planning geodata for the *Metro 2040* Agricultural designation.

Agricultural Land Commission geodata for the Agricultural Land Reserve (ALR) boundaries.

METHODOLOGY

The ALUI inventories all parcels that are within the ALR, have a *Metro 2040* Agricultural designation, or have farm class status.

For the purposes of annual reporting, lands under active food production are based on those lands captured within the ALUI as actively farmed cultivated land and greenhouse area. Food producing lands include lands actively farmed with berry, vegetable, cereal, vine fruit and nut tree, specialty crop, mushroom crop barn activities, as well as greenhouses with vegetable activities. Actively farmed forage and pasture land used for livestock activities are included, but those with primary horse activities are excluded. Bare and fallow lands and lands in transition are excluded. Although some nursery operations produce fruit trees, berry bushes and vegetable transplants, they are excluded as they are not the primary activity. Floriculture activities and greenhouses with floriculture and nursery activities are also excluded.

INTENT

Metro 2040 aims to increase actively farmed land with an emphasis food production.


DRAFT

GOAL 3 MEASURES

Protect the Environment and Respond to Climate Change Impacts

Key Summary Measures

The following Key Summary Measures are listed in *Metro 2040* Section G: Performance Monitoring. These measures will be reported out regularly as data becomes available to illustrate progress.

Ecosystem Health SENSITIVE ECOSYSTEMS QUALITY AND QUANTITY Key Summary Measure	
AS MEASURED BY <ul style="list-style-type: none">• Hectares of land inventoried as a Sensitive or Modified Ecosystem.• Percent of inventoried Sensitive and Modified Ecosystems rated high quality.	
REPORTING & TIMELINE <p>Five-year (anticipated) measure reported following each update of the Metro Vancouver Sensitive Ecosystem Inventory.</p> <p>Regional totals and averages provided in annual reports as data is available. Breakdown by quality and subregion reported online as data is available.</p>	
SOURCE <p>Metro Vancouver Sensitive Ecosystem Inventory (geodata).</p>	
METHODOLOGY <p>The Sensitive Ecosystem Inventory (SEI) tracks ecosystems throughout the region as a means of monitoring ecological health. The SEI was developed using provincial standards and identifies and map ecologically significant and relatively unmodified 'Sensitive Ecosystems', including wetlands, older forests and woodlands as well as some 'Modified Ecosystems' which are human modified but still have ecological value and importance to biodiversity (such as young forests).</p> <p>The 'quality' of a Sensitive or Modified Ecosystem is determined through evaluation of condition, landscape context and size. Condition is an assessment of disturbance factors within and immediately adjacent to a the area. Landscape context is an assessment of the land cover around an area and is a measure of the degree of fragmentation. Size is also considered because larger sites are generally better able to function more naturally than smaller sites of the same ecosystem.</p>	
INTENT <p><i>Metro 2040</i> aims to protect and enhance natural features and their connectivity. The SEI provides information about change over time and can help to focus ecosystem protection and enhancement efforts.</p>	

Climate Change Mitigation

GREENHOUSE GAS EMISSIONS

Key Summary Measure



AS MEASURED BY

- Tonnes and percent of regional greenhouse gas emissions produced by building and on-road transportation sources.

REPORTING & TIMELINE

Five-year (anticipated) measure reported following each update of the Lower Fraser Valley Emissions Inventory.

SOURCE

The Lower Fraser Valley Emissions Inventory and Forecast and Backcast is developed approximately every five years.

METHODOLOGY

The 2010 emissions inventory provides information on the types of air emission sources in the Lower Fraser Valley, their location and the amount of air contaminants emitted, for the year 2010. Greenhouse gases included in the emissions inventory are, Carbon dioxide (CO₂), Methane (CH₄), and Nitrous oxide (N₂O). Of the greenhouse gases, CO₂ is the primary contributor and has the most relevant implications for climate change. Building emission sources include commercial, institutional and residential buildings, and on-road transportation sources include light-duty and heavy-duty vehicles.

INTENT

Metro 2040 targets a 33% reduction in GHG emissions below 2007 levels by 2020, and an 80% reduction below 2007 levels by 2050.

Climate Change Preparedness

CLIMATE ADAPTATION PLANNING EFFORTS

Proxy Key Summary Measure / Participation Measure



AS MEASURED BY

- Climate adaptation planning efforts (proxy measure).

REPORTING & TIMELINE

Online and in annual reports as new information is available.

SOURCE

Baseline information derived from The Climate Adaptation Scan and Gap Analysis Report (2015). Updates requested from Regional Planning Advisory Committee as appropriate (approximately every 2-3 years).

METHODOLOGY

Climate change adaptation efforts are often embedded in other policy documents or management plans, such as Official Community Plans, development plans, detailed environmental management plans, general climate change plans, or emergency management plans. This measures specifically tracks natural hazard risk assessments, natural hazard management plans, or climate change adaptation plans by municipality.

INTENT


Metro 2040 aims to improve the ability to withstand climate change and natural hazard risks (e.g. earthquake, flooding, erosion, subsidence, mudslides, interface fires).

DRAFT

Supplementary Measures

The following Strategy Performance, Context, and Participation Measures are supplementary to the Key Summary Measures. These measures may be reported out online as data and resources are available. The intent of supplementary measures is to illustrate progress, serve as a resource to member jurisdictions, and inform implementation.

Ecosystem Health ENVIRONMENTAL PROTECTION EFFORTS Participation Measure	
AS MEASURED BY <ul style="list-style-type: none"> Count of tools / mechanisms used by member jurisdictions to protect environmental areas. 	
REPORTING & TIMELINE Online as new information is available.	
SOURCE Compiled by Metro Vancouver staff. Confirmed, and updates requested from Regional Planning Advisory Committee Environmental Subcommittee as appropriate (approximately every 2-3 years).	
METHODOLOGY Tools and mechanisms to protect important environmental areas may include: <ul style="list-style-type: none"> Environmental Management Plans (EMPs) Environmental Development Permit Areas (EDPAs) Designated Environmentally Sensitive Areas (ESAs) Watercourse protection bylaws Tree protection bylaws Conservation covenants Land trusts Tax exemptions 	
INTENT <i>Metro 2040</i> aims to protect, enhance, and restore ecologically important systems and features.	

<p>Ecosystem Health</p> <p>AIR POLLUTANTS</p> <p>Strategy Performance Measure</p>	
<p>AS MEASURED BY</p> <ul style="list-style-type: none"> Number of pollutant exceedances of regional and national objectives and standards. 	
<p>REPORTING & TIMELINE</p> <p>Online as data is available.</p>	
<p>SOURCE</p> <p>Pollutant exceedances are tracked in the annual Integrated Air Quality and Greenhouse Gas Management Plan Progress Report produced by Metro Vancouver Air Quality.</p>	
<p>METHODOLOGY</p> <p>Exceedances of ambient objectives and standards are presented using the data from the Lower Fraser Valley Air Quality Monitoring Network, 28 air quality monitoring stations located from Horseshoe Bay to Hope. Metro Vancouver operates 22 of these stations in Metro Vancouver and 6 stations in the Fraser Valley in partnership with the Fraser Valley Regional District. Exceedances are reported for the following pollutants:</p> <ul style="list-style-type: none"> Nitrogen dioxide Sulphur dioxide Ground-level ozone Fine particulate matter Other air contaminants 	
<p>INTENT</p> <p><i>Metro 2040</i> aims to reduce energy consumption and greenhouse gas emissions, and improve air quality.</p>	

Climate Change Preparedness

CLIMATE CHANGE PROJECTIONS

Context Measure



AS MEASURED BY

- Regional baseline and change projections for relevant climate variables.

REPORTING & TIMELINE

Online as data is available.

SOURCE

Climate Projections for Metro Vancouver (2015 report), supported by the Pacific Climate Impacts Consortium.

METHODOLOGY

The 2015 Metro Vancouver report provides an improved understanding of projected local climate change trends in temperature, precipitation, and related indices of extremes. The report is intended to describe a probable future and enable the region's planners, engineers, and policy makers to make better-informed decisions on how to plan and adapt to changes ahead. The full report is available online and www.metrovancouver.org. Key indicators for the years 2050 and 2080 are provided online for monitoring, including:

- Daytime High Temperature
- Nighttime Low Temperature
- Precipitation (seasonal total, mm)
- Extreme Precipitation Intensity (1-in-20-year 1-day event, mm)
- Snowpack depth (April 1st watershed average)

INTENT

Metro 2040 aims to improve the ability to withstand climate change. This measure provides regional climate change projections as context for anticipated impacts across the region.


DRAFT

GOAL 4 MEASURES

Create Complete Communities

Key Summary Measures

The following Key Summary Measures are listed in *Metro 2040* Section G: Performance Monitoring. These measures will be reported out regularly as data becomes available to illustrate progress.

Housing Affordability HOUSING + TRANSPORTATION COST BURDEN Key Summary Measure	
AS MEASURED BY <ul style="list-style-type: none"> Percent of median household income spent on average housing + transportation costs. 	
REPORTING & TIMELINE Five-year (anticipated) measure reported following the release of Census and Trip Diary data. Regional cost burden provided in annual reports as data is available. Detailed housing and transportation costs, and a breakdown by subregion and median income level reported online as data is available.	
SOURCE Statistics Canada Census / National Household Survey. Average annual housing costs for working households, including rent/mortgage, services, taxes, and fees. TransLink Trip Diary. Average annual transit and auto costs for working households (includes transit fares and cost of owning and operating a personal vehicle).	
METHODOLOGY Cost burden refers to the combined household expenditures on housing and transportation relative to gross household income. Methodology is detailed in the The Metro Vancouver Housing and Transportation Cost Burden Study (2015). Typically, if a household spends less than 30% of pre-tax on housing costs, then housing is considered affordable. However, housing and transportation choices are closely linked and represent the two largest expenditures for many working households.	
INTENT <i>Metro 2040</i> aims to provide diverse and affordable housing choices. This measure provides a comprehensive picture of affordability in the region.	

Housing Diversity

ESTIMATED RENTAL HOUSING DEMAND ACHIEVED IN NEW SUPPLY

Key Summary Measure



AS MEASURED BY

- Share of estimated regional rental housing demand achieved in new supply.

REPORTING & TIMELINE

Five-year (anticipated) measure reported following the release of Census data.

Regional average provided in annual reports as data is available. Breakdown by household type and income level reported online as data is available.

SOURCE

Statistics Canada Census / National Household Survey.

METHODOLOGY

Housing demand estimates are provided in *Metro 2040*. Rental supply is monitored through Metro Vancouver's Housing Data Book.

Income levels:

- Very low income (<\$30,000)
- Low income (\$30,000-\$50,000)
- Moderate income (\$50,000-\$75,000)
- Above moderate income (\$75,000-\$100,000)
- High income (\$100,000+)

Household types:

- Family Households
- Non-family households

Census family refers to a married couple and their children, if any, of either or both spouses; a couple living in common law and the children, if any, of either or both partners; or a lone parent of any marital status with at least one child living in the same dwelling and that child or those children. Non-Census families may have one or more persons.

INTENT

Metro 2040 aims to provide diverse and affordable housing choices. This measure monitors rental supply against anticipated demand as a key part of the housing continuum.

Complete Communities and Health

WALKABILITY

Key Summary Measure



AS MEASURED BY

- Walkability.

REPORTING & TIMELINE

Annual (anticipated) measure reported as data is available.

SOURCE

TBD

METHODOLOGY

TBD

INTENT


Metro 2040 aims to develop healthy and complete communities with access to a range of services and amenities.

DRAFT


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Supplementary Measures

The following Strategy Performance, Context, and Participation Measures are supplementary to the Key Summary Measures. These measures may be reported out online as data and resources are available. The intent of supplementary measures is to illustrate progress, serve as a resource to member jurisdictions, and inform implementation.

Housing Affordability AFFORDABLE HOUSING WITH ACCESS TO THE FREQUENT TRANSIT NETWORK Strategy Performance Measure	
AS MEASURED BY <ul style="list-style-type: none"> Percent and number of social housing / non-market housing with access to the Frequent Transit Network. 	
REPORTING & TIMELINE Online as data is available.	
SOURCE Metro Vancouver Regional Planning geodata for the <i>Metro 2040</i> Urban Centre / Frequent Transit Development Area (FTDA) boundaries. Frequent Transit Network (FTN) and rapid transit station geodata is provided by TransLink; latest versions are available upon request. BC Housing Homeowner Protection Office, Member jurisdictions, BC Assessment Authority.	
METHODOLOGY Housing data is geocoded and overlaid with the FTN. The FTN is a network where transit service runs at least every 15 minutes in both directions throughout the day and into the evening, every day of the week. A 400 metre buffer around the FTN is used to identify a walk catchment (5-10 minutes) to frequent transit service, and an 800 metre buffer around rapid transit stations is used to identify a walk catchment (10-15) minutes to rapid transit service.	
INTENT <i>Metro 2040</i> aims to provide diverse and affordable housing choices. This measure monitors social housing / non-market housing development in locations with transit service, a key amenity for residents in these housing types, as an important part of the housing continuum.	

Housing Diversity COMPOSITION OF HOUSING STOCK Context Measure <div>medium term</div>
AS MEASURED BY <ul style="list-style-type: none"> Composition of housing stock (type, tenure and cost).
REPORTING & TIMELINE Annual estimate and five-year (anticipated) measure reported following the release of Census data. Metro Vancouver provides annual estimates based on CMHC Completions and Demolitions.
SOURCE Statistics Canada Census, not including estimated Census undercount. CMHC Completions and Demolitions and Rental Market Activity reports. Greater Vancouver Real Estate Board (GVREB), Fraser Valley Real Estate Board (FVREB).
METHODOLOGY Type includes: <ul style="list-style-type: none"> Ground-oriented housing (single family and duplex) Row housing Apartment housing Tenure includes: <ul style="list-style-type: none"> Owner-occupied Renter-occupied Band housing Average rents are for purpose-built rental apartments with 3 units or more and are provided by CMHC Market Area. Multiple Service Listing (MLS) Housing Price Index (HPI) is the mid-year average and is broken down by GVREB and FVREB areas. Improved data sources for market rental costs are currently being explored.
INTENT <i>Metro 2040</i> aims to provide diverse and affordable housing choices. This measure monitors housing supply throughout the region as context for housing diversity.

Housing Diversity MUNICIPAL HOUSING ACTION PLANS Participation Measure	
AS MEASURED BY <ul style="list-style-type: none"> • Status of municipal housing action plans. • Count of municipal measures to support housing affordability and diversity. 	
REPORTING & TIMELINE Online as data is available (approximately every 2-3 years).	
SOURCE Metro Vancouver data.	
METHODOLOGY Metro Vancouver tracks the status of municipal housing action plans (adopted, updated, or pending), as well as measures in support of housing affordability and diversity, including: <ul style="list-style-type: none"> • Fiscal measures • Planning policies • Zoning/regulatory actions • Approval processes • Rental market incentives • Rental housing loss prevention • Education and advocacy 	
INTENT <i>Metro 2040</i> aims to provide diverse and affordable housing choices. This participation measure monitors the status and implementation of municipal housing action plans, which assess local market conditions, identify housing priorities, identify implementation measures which may encourage new rental housing, where appropriate mitigate the loss of existing rental housing, and identify opportunities to participate with other levels of government to secure additional rental units.	

Complete Communities and Health

AIR QUALITY HEALTH INDEX

Strategy Performance Measure



AS MEASURED BY

- Percent of hours with the Air Quality Health Index (AQHI) in the High and Low health risk categories.

REPORTING & TIMELINE

Online as data is available.

SOURCE


Air quality health index categories are monitored in the annual Integrated Air Quality and Greenhouse Gas Management Plan Progress Report produced by Metro Vancouver's Air Quality and Climate Change division.

METHODOLOGY

Data for this performance measure originate from the Lower Fraser Valley Air Quality Monitoring Network. The AQHI is calculated based on the relative risks to human health from exposure to ground-level ozone, fine particulate matter and nitrogen dioxide.

INTENT

Metro 2040 aims to develop healthy and complete communities with access to a range of services and amenities. This measure monitors air quality as an important element of healthy communities.

<p>Complete Communities and Health</p> <p>HEALTH IMPACTS IN PLANNING AND DEVELOPMENT</p> <p>Participation Measure</p>	
<p>AS MEASURED BY</p> <ul style="list-style-type: none"> Count of official considerations of health impacts in planning and development. 	
<p>REPORTING & TIMELINE</p> <p>Online as data is available (approximately every 2-3 years).</p>	
<p>SOURCE</p> <p>Metro Vancouver data. Updates requested from Regional Planning Advisory Committee Social Issue Subcommittee as appropriate, based on information derived from Metro Vancouver Health Impact Assessment Guidelines.</p>	
<p>METHODOLOGY</p> <p>Metro Vancouver collects information about the use of health impact assessments in municipal planning efforts.</p>	
<p>INTENT</p> <p><i>Metro 2040</i> aims to develop healthy and complete communities with access to a range of services and amenities. This participation measure tracks the the consideration of health impacts in planning and development.</p>	


DRAFT

GOAL 5 MEASURES

Support Sustainable Transportation Choices

Key Summary Measures

The following Key Summary Measures are listed in *Metro 2040* Section G: Performance Monitoring. These measures will be reported out regularly as data becomes available to illustrate progress.

Travel Mode Choice MODE SHARE Key Summary Measure	
AS MEASURED BY <ul style="list-style-type: none"> Percent of total trips that are private vehicle based. Total trips by mode, by region and municipality. 	
REPORTING & TIMELINE Five-year (anticipated) measure reported following the release of TransLink Trip Diary data. Regional share of trips that are private vehicle based reported online and in annual reports as data is available. Breakdown by mode and municipality provide online as data is available.	
SOURCE TransLink Trip Diary.	
METHODOLOGY TransLink's Trip Diary estimates trip data on a typical fall weekday. Each trip is allocated to a mode (walking, cycling, transit, auto passenger, or auto driver). Private vehicle-based trips include trips by auto driver and trips by auto passenger. Passenger trips are counted by the number of passengers in the vehicle for each trip (e.g. a single auto trip with one driver and three passengers is counted as one auto driver trip and three auto passenger trips).	
INTENT <i>Metro 2040</i> aims to encourage transit, multiple-occupancy vehicles, cycling, and walking.	

Travel Mode Choice

TRANSIT ACCESSIBILITY

Key Summary Measure



AS MEASURED BY

- Percent of population living within walking distance of Frequent Transit Network (FTN).

REPORTING & TIMELINE

Five-year (anticipated) measure reported following the release of Census data.

SOURCE

Statistics Canada Census, including estimated Census undercount.

Frequent Transit Network (FTN) and rapid transit station geodata is provided by TransLink; latest versions are available upon request.

METHODOLOGY

The FTN is a network where transit service runs at least every 15 minutes in both directions throughout the day and into the evening, every day of the week. A 400 metre buffer around the FTN is used to identify a walk catchment (5-10 minutes) to frequent transit service, and an 800 metre buffer around rapid transit stations is used to identify a walk catchment (10-15 minutes) to rapid transit service. Census Dissemination Blocks are used to estimate population within these catchments.

INTENT

Metro 2040 aims to encourage transit, multiple-occupancy vehicles, cycling, and walking.

Road and Vehicle Use and Safety

VEHICLE KILOMETRES TRAVELLED

Key Summary Measure



AS MEASURED BY

- Annual per capita Vehicle Kilometres Travelled (VKT).

REPORTING & TIMELINE

Five-year (anticipated) measure reported following the release of TransLink Trip Diary data.

Regional per capita VKT is reported online and in annual reports as data is available. Breakdown by subregion is provide online as data is available.

SOURCE

TransLink Trip Diary.

METHODOLOGY

TransLink's Trip Diary estimates trip data on a typical fall weekday. The average trip lengths of Auto Drivers is used to estimate the daily Vehicle Kilometres Travelled (VKT) of Metro Vancouver residents. These values are normalized using total population counts to further estimate weekday VKT per capita.


INTENT

Metro 2040 aims to support the safe and efficient movement of vehicles for passengers, goods and services.

DRAFT

Supplementary Measures

The following Strategy Performance, Context, and Participation Measures are supplementary to the Key Summary Measures. These measures may be reported out online as data and resources are available. The intent of supplementary measures is to illustrate progress, serve as a resource to member jurisdictions, and inform implementation.

Road and Vehicle Use INSURED VEHICLES Context Measure	
AS MEASURED BY <ul style="list-style-type: none">Number of actively insured vehicles.	
REPORTING & TIMELINE Online as data is available.	
SOURCE Insurance Corporation of British Columbia Report for Active Vehicle Count by City and Vehicle Type, Metro Vancouver.	
METHODOLOGY Reports provided monthly. Report annual average for year by municipality.	
INTENT <i>Metro 2040</i> aims to support the safe and efficient movement of vehicles for passengers, goods and services.	

Road and Vehicle Use and Safety	TBD
COLLISION STATISTICS Key Summary Measure	
AS MEASURED BY <ul style="list-style-type: none"> Collision statistics, including fatalities and injuries for the region as made available by ICBC. 	
REPORTING & TIMELINE Measure contingent on ICBC reporting.	
SOURCE Insurance Corporation of British Columbia data, as available.	
METHODOLOGY ICBC has made collision injury and fatality statistics available by region in the past, however, reporting is currently being updated.	
INTENT <i>Metro 2040</i> aims to support the safe and efficient movement of vehicles for passengers, goods and services.	

POTENTIAL FUTURE MEASURES

To Be Explored

This section includes a list of measures that would improve monitoring, but cannot yet be tracked due to data availability or resource constraints.

Growth in Priority Areas

TBD

MAJOR TRIP GENERATORS

Future Strategy Performance Measure

POTENTIAL MEASURES

- Number of new Major Trip Generators locating outside of Urban Centres and FTDA's.

INTENT

Metro 2040 aims to focus population and employment growth to Urban Centres and FTDA's and reduce the share of private vehicle trips.

LIMITATION

Requires an established definition for Major Trip Generators.

Industrial Areas

TBD

INDUSTRIAL DENSITY

Future Strategy Performance Measure

POTENTIAL MEASURES

- To be determined.

INTENT

Metro 2040 aims to protect the supply of industrial land, in part through industrial intensification.

LIMITATION

There are several forms of intensification that cannot all be accurately measured through a single measure of density (e.g. jobs per area, throughput per area, etc.). An appropriate measure may be established when resources permit, following the Regional Industrial Lands Initiative.

Ecosystem Health	TBD
ECOLOGICAL CONNECTIVITY	
Future Strategy Performance Measure	
POTENTIAL MEASURES	
<ul style="list-style-type: none"> Ecological Connectivity Index. 	
INTENT	
Metro 2040 aims to protect, enhance, and restore ecologically important systems and features.	
LIMITATION	
Index may be developed using the Sensitive Ecosystem Inventory and Land Cover Classification when resources permit.	

Ecosystem Health	TBD
STATUS OF CONSERVATION AND RECREATION AREAS	
Future Strategy Performance Measure	
POTENTIAL MEASURES	
<ul style="list-style-type: none"> Protection status of Conservation and Recreation areas. 	
INTENT	
Metro 2040 aims to protect, enhance, and restore ecologically important systems and features.	
LIMITATION	
Measure dependent on the Metro Vancouver protected areas layer, which is currently under development.	

Climate Change Mitigation	TBD
ENERGY USE Strategy Performance Measure	
POTENTIAL MEASURES <ul style="list-style-type: none"> Kilowatt-hours energy use per capita and by region. 	
INTENT <i>Metro 2040</i> aims to reduce energy consumption and greenhouse gas emissions, and improve air quality.	
SOURCE Detailed data not currently available.	

Climate Change Preparedness	TBD
PEOPLE AND INFRASTRUCTURE AT RISK Future Strategy Performance Measure	
POTENTIAL MEASURES <ul style="list-style-type: none"> Population and value of public assets in hazard areas. 	
INTENT <i>Metro 2040</i> aims to improve the ability to withstand climate change.	
LIMITATION Detailed data on specific areas at risk, and associated adaptation efforts is not yet available.	

Climate Change Preparedness	TBD
ECOLOGICAL ASSETS AT RISK	
Future Strategy Performance Measure	
POTENTIAL MEASURES	
<ul style="list-style-type: none"> Value of ecological assets at risk. 	
INTENT	
Metro 2040 aims to improve the ability to withstand climate change.	
LIMITATION	
Detailed data on specific areas at risk, and associated adaptation efforts is not yet available. Appropriate use of ecosystem valuation figures has not yet been determined.	

Complete Communities and Health	TBD
SHAPING OUR COMMUNITIES PERCEPTION MEASURES	
Future Key Summary Measure	
POTENTIAL MEASURES	
<ul style="list-style-type: none"> To be determined. 	
INTENT	
Metro 2040 aims to develop healthy and complete communities with access to a range of services and amenities.	
LIMITATION	
Shaping our Communities Survey is planned for 2016/2017. Perception data is intended to provide measures related to complete communities and quality of life.	

Road and Vehicle Use TRAVEL TIME RELIABILITY Future Key Summary Measure	TBD
POTENTIAL MEASURES <ul style="list-style-type: none"> Travel time reliability (variation in travel time from day to day, or week to week). 	
INTENT <i>Metro 2040</i> aims to support the safe and efficient movement of vehicles for passengers, goods and services.	
LIMITATION Metro Vancouver aims to work with TransLink on developing a measure related to travel time reliability or congestion.	
Road and Vehicle Use GOODS MOVEMENT MEASURE Future Key Summary Measure	TBD
POTENTIAL MEASURES <ul style="list-style-type: none"> Goods movement measure. 	
INTENT <i>Metro 2040</i> aims to support the safe and efficient movement of vehicles for passengers, goods and services.	
LIMITATION Following the completion of TransLink's Goods Movement Strategy, a goods movement measure may be included.	

DRAFT

APPENDIX I

Index of Performance Measures

Below is a complete list of Regional Planning performance measures related to *Metro 2040*. Key Summary (KS) measures are listed in Section G of *Metro 2040*. Strategy Performance (SP), Context (C), and Participation Measures (P) are listed in the Supplementary Measures sections of this document.

REGIONAL LAND USE MEASURES

Designations and Overlays

- Regional Land Use Designations (KS)
- Regional Land Use Overlays (KS)

GOAL 1: CREATE A COMPACT URBAN AREA

Contain Development

- Growth within the Urban Containment Boundary (KS)
- Remaining Urban Development (SP)
- Annual Growth (C)

Growth in Priority Areas

- Residential development in priority areas (KS)
- Density in priority areas (SP)

Protect Other Lands

- Sewer service connections (SP)
- Rural development (SP)

GOAL 2: SUPPORT A SUSTAINABLE ECONOMY

Employment in Priority Areas

- Job growth in priority areas (KS)
- Office development in priority areas (SP)
- Retail development in priority areas (SP)

Employment Accessibility

- Commute time and distance (KS)
- Employment levels (C)
- Employment types and locations (C)

Industrial and Mixed Employment Areas

- Industrial and Mixed Employment Land Use (KS)

Agricultural Areas

- Agricultural Land Use (KS)
- Active food producing lands (SP)

GOAL 3 PROTECT THE ENVIRONMENT AND RESPOND TO CLIMATE CHANGE IMPACTS

Ecosystem Health

- Sensitive Ecosystem quality and quantity (KS)
- Air pollutants (SP)
- Environmental protection efforts (P)

Climate Change Mitigation

- Greenhouse gas emissions (KS)

Climate Change Preparedness

- Climate adaptation efforts (KS)
- Climate change projections (C)

GOAL 4: DEVELOP COMPLETE COMMUNITIES

Housing Affordability

- Housing + Transportation Cost Burden (KS)
- Affordable housing with access to the Frequent Transit Network (SP)

Housing Diversity

- Rental housing demand achieved in new supply (KS)
- Composition of the housing stock (C)
- Municipal housing action plans (P)

Complete Communities and Health

- Walkability Index (KS)
- Air quality health index (SP)
- Health impacts in planning in development (P)

GOAL 5: SUPPORT SUSTAINABLE TRANSPORTATION CHOICES

Travel Mode Choice

- Transit accessibility (KS)
- Mode share (KS)

Road and Vehicle Use and Safety

- Vehicle kilometres travelled (KS)
- Collision statistics (KS)
- Insured vehicles (C)



To: Regional Planning Committee

From: Lauren Klose, Regional Planner, Parks, Planning and Environment Department

Date: January 10, 2017 Meeting Date: March 10, 2017

Subject: ***Metro Vancouver 2040: Shaping our Future* Amendment to Section G Performance Measures**

RECOMMENDATION

That the MVRD Board:

- a) Initiate the *Metro Vancouver 2040: Shaping our Future* amendment process for a Type 3 amendment to Section G of the regional growth strategy;
 - b) Give first and second readings to "Greater Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1243, 2017"; and
 - c) Direct staff to notify affected local governments and appropriate agencies as per *Metro Vancouver 2040: Shaping our Future* Section 6.4.2.
-

PURPOSE

This report provides the GVRD Board with the opportunity to consider a proposed amendment to *Metro Vancouver 2040: Shaping our Future* Section G Performance Measures and the associated *Metro Vancouver 2040: Shaping our Future* Performance Monitoring Guideline.

BACKGROUND

Annual reporting of *Metro Vancouver 2040: Shaping our Future* (*Metro 2040*), the regional growth strategy, is required by Part 13 of the British Columbia *Local Government Act* and *Metro 2040* Section 6.13.3. Three annual reports have been produced to date, covering four years of implementation, including baseline and annual monitoring of the performance measures listed in *Metro 2040* Section G. Through the process of collecting and analyzing data and drafting these early annual reports, a number of opportunities were identified to improve performance monitoring.

Metro Vancouver undertook a review of the *Metro 2040* Performance Measures in 2015. At the May 6, 2016 Regional Planning Committee meeting, members were provided with the findings of the review in a report titled "*Metro 2040* Performance Measures Review Project: Findings and Next Steps". In this report, staff also noted next steps, including developing recommendations to update *Metro 2040* performance monitoring. Staff is now proposing a Type 3 amendment to update *Metro 2040* Section G with improved and more flexible measures based on the results of the review and further consultation with municipal and partner agency staff.

PROPOSED METRO 2040 TYPE 3 AMENDMENT TO SECTION G PERFORMANCE MEASURES

Through the proposed amendment, the existing Section G Performance Measures of *Metro 2040* would be replaced with Section G: Monitoring via a bylaw amendment (Attachment 1). The proposed Section G reduces the number of performance measures included in *Metro 2040* from 55 total measures to 15 Key Summary Measures.

These 15 Key Summary Measures were chosen because:

- they best illustrate progress toward strategies identified in *Metro 2040*;
- they measures are meaningful over the implementation of a long-range strategy; and
- data is available and can be regularly acquired in short or medium term intervals.

Additional performance measures, context measures, and participation measures are included in the associated Performance Monitoring Guideline (described in further detail in the following section) and would be reported out on as data is available. Annual reporting, however, will be primarily focused on the 15 Key Summary Measures that best depict progress toward the goals of the regional growth strategy. The Key Summary Measures include a few that are interim or proxy measures, and these may be replaced when new data is available for more robust indicators in the future.

Metro 2040 Performance Monitoring Guideline

The draft Performance Monitoring Guideline (Attachment 2) includes information about types of performance measures, reporting requirements, and communication mediums (e.g. online as available, or in annual reports). It provides detailed information about the intent, methodology, source, and reporting timeline for each performance measure. In addition to providing this information for the 15 Key Summary Measures proposed to be included in *Metro 2040*, the Guideline lists and describes additional technical / detailed measures for each *Metro 2040* goal that Metro Vancouver will track and report on as data is available or useful.

The intent of the Guideline is to provide a resource to those using the performance monitoring data, including regional and municipal staff and researchers. The Guideline also provides an added level of transparency and accountability in performance monitoring to politicians and the public.

Process for Amending *Metro 2040* and Adopting the Performance Monitoring Guideline

In accordance with *Metro 2040* Section 6.3.4(h), the proposed amendment to performance measures is a Type 3 amendment requiring an amendment bylaw passed with a 50% + 1 weighted vote of the GVRD Board. In accordance with *Metro 2040* Section 6.4.2, if the GVRD Board resolves to proceed with the amendment process, it will notify all affected local governments and provide a minimum 30 day notice period for comments.

It is intended that the Performance Monitoring Guideline be adopted by the GVRD Board as an accompanying document, subject to approval of the proposed *Metro 2040* amendment. Adoption of the Guideline provides transparency to the performance monitoring program, and allows for updates to the broader performance monitoring program without triggering an amendment to *Metro 2040*.

Regional Planning Advisory Committee Review

Regional Growth Strategy Procedures Bylaw No. 1148 sets out provisions for the Regional Planning Advisory Committee (RPAC) to receive information about, and comment on, all proposed amendments to *Metro 2040*. At its November 18, 2016 meeting, RPAC reviewed the proposed amendment to Section G of *Metro 2040* and the draft *Metro Vancouver 2040: Shaping our Future Performance Monitoring Guideline*. The Committee was provided with two options for updating Section G of *Metro 2040* with the 15 Key Summary Measures. One option included more detailed measures, as provided in the attached draft bylaw, while a second option (recommended at the time) included more generalized measures, allowing for greater flexibility in monitoring.

RPAC discussed the importance of accountability and transparency in performance monitoring and supported updating Section G with the 15 Key Summary Measures provided there would continue to be GVRD Board review of any amendments to measures, whether through an amendment to *Metro 2040* or through changes to the Performance Guideline. Following the RPAC meeting, staff continued review of the two options and the Performance Monitoring Guideline and determined the more detailed option is preferred and better addresses RPAC concerns regarding accountability and transparency. The amendment as proposed provides more clarity within *Metro 2040* itself, and the Performance Monitoring Guideline further ensures accountability and transparency.

ALTERNATIVES

1. That the MVRD Board:
 - a) Initiate the *Metro Vancouver 2040: Shaping our Future* amendment process for a Type 3 amendment to Section G of the regional growth strategy;
 - b) Give first and second readings to "Greater Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1243, 2017"; and
 - c) Direct staff to notify affected local governments and appropriate agencies as per *Metro Vancouver 2040: Shaping our Future* Section 6.4.2.
2. That the MVRD Board receive for information the report dated January 10, 2017, titled "*Metro Vancouver 2040: Shaping our Future* Amendment to Section G Performance Measures".

FINANCIAL IMPLICATIONS

In accordance with *Metro 2040* Section 6.3.4(h), the proposed amendment to performance measures is a Type 3 amendment requiring an amendment bylaw passed with a 50% + 1 weighted vote of the GVRD Board. No regional public hearing is required; therefore, there are no associated costs with the proposed amendment.

Data acquisition and development for performance monitoring is a regular component of the annual Regional Planning budget. High quality performance monitoring requires regular maintenance of internal datasets and inventories, noted in long term budget planning.

SUMMARY / CONCLUSION

Following the development of three annual reports and a comprehensive review of *Metro 2040* Performance Measures, staff are proposing an update to the *Metro 2040* performance monitoring program. The update includes a proposed Type 3 amendment to *Metro 2040* to replace Section G, which currently includes 55 performance measures, with a new Section G which would include 15 Key Summary Measures.

Subject to approval of the proposed amendment to Section G, staff will advance an associated Performance Monitoring Guideline for Board consideration that, if adopted, would provide additional detailed / technical measures, as well as information about performance monitoring data sources, methodology, and intent. The Guideline also provides an added level of accountability and transparency.

Attachments (Orbit #20450535)

1. Greater Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1243, 2017

2. Draft *Metro Vancouver 2040: Shaping our Future* Performance Monitoring Guideline



City of Richmond

Report to Committee

To: Planning Committee **Date:** May 8, 2017
From: Joe Erceg, MCIP **File:** 08-4040-01/2017-Vol 1
General Manager, Planning and Development
Re: **Richmond Response: Port of Vancouver Proposed Industrial Designation of 1700 No.6 Road**

Staff Recommendation

1. That the staff recommendation in the report "Richmond Response: Port of Vancouver Proposed Industrial Designation of 1700 No. 6 Road", dated May 8, 2017 from the General Manager, Planning and Development, to advise the Port of Vancouver board that the City of Richmond supports the Port's proposed Industrial designation of 1700 No. 6 Road in the Port's Master Plan be endorsed; and
2. That the staff recommendation to request the Port of Vancouver Board to work with the City of Richmond to establish the future OCP proposed Knox Way extension , OCP Major Greenway and OCP Major Cycling Route be endorsed.

Joe Erceg, MCIP
General Manager, Planning and Development
(604-276-4083)

Att. 2

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

Staff Report

Origin

On April 3, 2017, the Port of Vancouver Board invited Richmond to comment, by June 2, 2017, on a proposal to redesignate its recently purchased 1700 No 6 Road site, in its Master Plan, from the City's Zoning Bylaw Light Industrial designation, to the Port's Master Plan Industrial designation.

This report supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

5.1. Advancement of City priorities through strong intergovernmental relationships.

Findings of Fact

1700 No. 6 Road Details

A company owned by the Port called "Port of Vancouver Holdings Ltd" recently purchased 1700 No 6 Road (3.43 ha / 8.48 ac).

The Port company's purchase is welcomed, as it helps the Port avoid developing Port uses on farmland.

Currently, the Metro Vancouver Regional Growth Strategy (RGS) designates the site Industrial, and the City's 2041 Official Community Plan (OCP) designates it Industrial and the Zoning Bylaw designates it Light Industrial.

The current use at 1700 No 6 Road is an industrial warehouse facility and the Port's consultation document indicates that the proposed use is the same.

Transportation Comments

Transportation staff advise that, the 2041 OCP proposes a "Proposed Minor Arterial Road" through the 1700 No. 6 Road property (Attachment 2). The OCP proposes that the vehicle access to/from the property should be provided via the future Knox Way and not No. 6 Road or River Road. The proposed extension of Knox Way is important, as it would provide access to all abutting industrial parcels between No. 6 Road and No. 7 Road, and would allow the City to reduce the amount of traffic, particularly industrial truck traffic, along River Road.

It is also noted that sections of River Road and No. 6 Road that abut the 1700 No. 6 Road site are identified as a planned OCP Major Greenway and an OCP Major Cycling Route. Staff advise that the Port should be asked to recognize the above OCP policies and assist the City in achieving them (e.g., as forward planning, or as part of any land use development on the 1700 No. 6 Road site).

Summary

Staff advise that, to protect the City's interests, the Port be asked to continue industrial uses on the 1700 No. 6 Road site and work with the City, to achieve the 2041 OCP Proposed Minor Arterial Road, OCP Major Greenway and OCP Major Cycling Route, to enhance vehicle, truck, cycling and pedestrian safety in the area.

Financial Impact

None.

Conclusion

The Port of Vancouver has invited the City of Richmond to comment by June 2, 2017, on a proposed Port Master plan amendment to designate 1700 No. 6 road from the City's Light Industrial Zone, to the Port's Master Plan Industrial designation. Staff advise that this proposal is acceptable as, it allows Port industrial uses to occur on urban industrial land and not on farmland. Staff also suggest that the Port work with the City to establish the future OCP proposed Knox Way extension, OCP Major Greenway and OCP Major Cycling Route, to enhance vehicle, truck, cycling and pedestrian safety in the area.



Terry Crowe, Manager,
Policy Planning
(604- 276-4139)

Att. 1: Port of Vancouver email inviting comments April 3, 2017

Att. 2: City Map: 2041 OCP Knox Way Road Extension, Major Greenway and Major Cycling Route

TTC:cas

Thanks
Terry Crowe, RPP, MCIP,
Manager, Policy Planning Department (PPD)
City of Richmond,
Richmond, BC V6Y 2C1
Office Tel: (604) 276-4139
Office Fax: (604) 276-4052
Office Cell: (788) 228-2433

From: Vancouver Fraser Port Authority [<mailto:landuseplan@portvancouver.com>]
Sent: Monday, 3 April 2017 17:02
To: Russell, Peter
Subject: Notice of Land Use Plan Amendments 2017

[Web Version](#) | [Update preferences](#) | [Unsubscribe](#)

[Forward](#)



Notice of Land Use Plan Amendments

Over the past year, the Vancouver Fraser Port Authority has purchased several industrial properties to protect trade-enabling industrial lands, ensuring the availability of these lands for future port uses. These purchases include four properties across the Lower Mainland, including Delta, District of North Vancouver, Richmond and Surrey. **Public consultation will take place from April 3 to June 2, 2017 regarding these proposed amendments.**

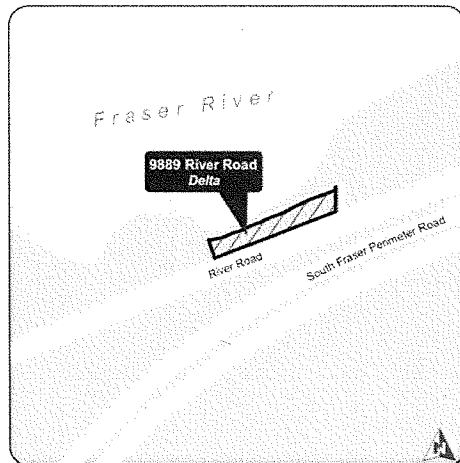
We now intend to include them in our Land Use Plan and redesignate the properties from their former municipal land use designations with a port authority land use designation. These include the following properties:

- 9889 River Road, Delta
- One consolidated parcel adjacent to the existing Lynnterm breakbulk terminal, District of North Vancouver
- 1700 No. 6 Road, Richmond
- 11715 Timberland Road, Surrey

Proposed Amendments

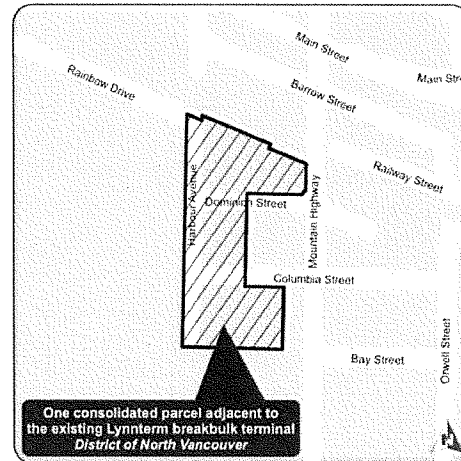
Delta

Proposed redesignation from "Industrial" to "Industrial"



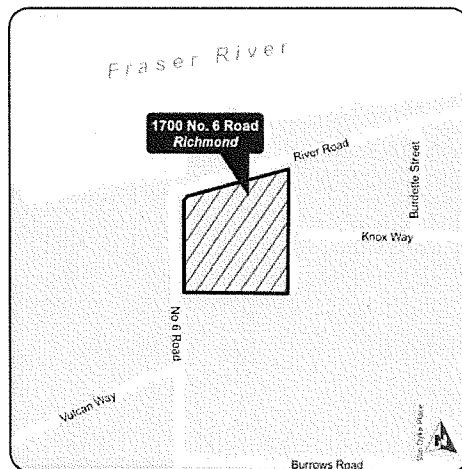
North Vancouver

Proposed redesignation from "Industrial" to "Port Terminal"



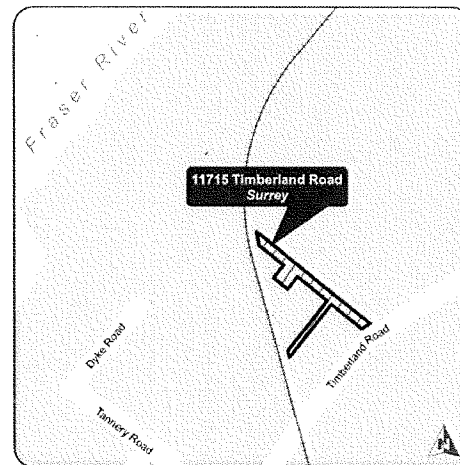
Richmond

Proposed redesignation from "Light Industrial" to "Industrial"



Surrey

Proposed redesignation from "Unzoned Road" to "Industrial"



Public Open Houses

We invite you to attend an open house and provide your feedback on the proposed amendments by Friday, June 2, 2017. All amendments will be shown at both open houses.

Delta | Thursday, April 20

4:00 p.m. – 7:00 p.m.

Port of Vancouver Delta Community Office

PLN - 222

5525A Ladner Trunk Road

North Vancouver | Saturday, April 22

1:30 p.m. – 4:30 p.m.

John Braithwaite Community Centre, Anchor Room

145 West 1st Street

To learn more and fill out a feedback form, visit porttalk.ca/landuseplan. For more information,

email landuseplan@portvancouver.com or call 604.665.9092



About Our Land Use Plan

The Vancouver Fraser Port Authority is responsible for the stewardship of federal port lands in and around Vancouver, British Columbia. Our mandate is to facilitate Canada's trade objectives, ensuring goods are moved safely, while protecting the environment and considering local communities.

All Canadian port authorities are required to have a Land Use Plan, which is a high level policy document and framework to guide the development of a port authority's land and waters for the next 15 to 20 years. It is similar to a municipal official community plan and identifies the types of uses that are appropriate within different areas of the port authority's jurisdiction.

The Vancouver Fraser Port Authority's most recent Land Use Plan was adopted in 2014 and was developed in consultation with more than 1,000 people, representing municipalities, Aboriginal groups, government agencies, environmental organizations, businesses, industries and members of the public.

Read more about our approach to [land use planning](#).

This message is sent by the Vancouver Fraser Port Authority to keep subscribers up-to-date on events and activities. To stop receiving these emails click 'Unsubscribe' below or anytime. Please contact us if you have any questions or concerns.

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VANCOUVER FRASER
PORT AUTHORITY
100 The Pointe
999 Canada Place
Vancouver, B.C. V6C 3T4
Telephone: 604.665.9000

What is being amended?


Property Overview	Delta	North Vancouver	Richmond	Surrey
Properties	9889 River Road	One consolidated parcel adjacent to the existing Lynnterm breakbulk terminal, District of North Vancouver	1700 No. 6 Road	11715 Timberland Road
Site area	0.1 acres/ 0.04 ha	7.89 acres/3.19 ha	8.48 acres/3.43 ha	0.5 acres/ 0.2 ha
Current use	None, currently unoccupied.	Majority of the site is unoccupied. One industrial unit at 1440 Columbia Street is still operating.	Industrial warehouse facility.	Lumber distribution facility .
Future use	The property is currently vacant. Any proposed developments will be required to receive permits from the port authority and conform to the "Industrial" uses in the Land Use Plan.	The majority of the property is currently vacant. Any proposed developments will be required to receive permits from the port authority and conform to the "Port Terminal" designated use in the Land Use Plan.	Existing use, no change.	Existing use, no change.
Former municipal land use designation	Industrial	Employment Zone: Industrial	Light Industrial	Unzoned Road
*Proposed port authority Land Use Plan designation	Industrial	Port Terminal	Industrial	Industrial

What are the properties currently being used for?

The properties in Delta, Richmond and Surrey are currently being used for existing industrial or commercial purposes. The properties in the District of North Vancouver are currently unoccupied, as the previous industrial businesses on those properties have vacated.

Preliminary Extension for Knox Way Extension



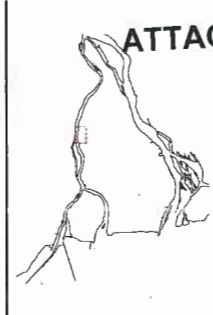
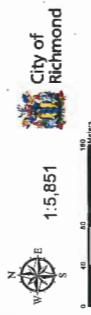
- Legend**
- Knox Way Extension
 - Planned Major Street Bike Route
 - Planned Major Greenway



PLN - 225

May 8, 2017
Prepared by Onkar Buttar

Notes:
The information shown on this map is compiled from various sources and the City makes no warranties, expressed or implied, as to the accuracy or completeness of the information. The information is provided for informational purposes only and is not intended to be used for legal purposes. This is NOT a legal document, and is published for information and convenience purposes only. The City of Richmond is not responsible for any errors or omissions or for any consequences arising from the use of this information or distributed without permission.





City of Richmond

Report to Committee

To: Planning Committee **Date:** May 8, 2017
From: Joe Erceg, MCIP **File:** 08-4040-01/2017-Vol 1
General Manager, Planning and Development
Re: **Richmond Response: YVR Proposed Phase 2 North Runway End Safety Areas (RESA) Options**

Staff Recommendation

1. That the staff report titled "Richmond Response: YVR Proposed Phase 2 North Runway Safety End Areas (RESA) Options", dated May 8, 2017 from the General Manager, Planning and Development be received for information; and
2. That the staff recommendation to advise the Vancouver International Airport Authority (YVR) that the City of Richmond supports YVR's proposed Option 2 be endorsed.

Joe Erceg, MCIP
General Manager, Planning and Development
(604-276-4083)

Att. 3

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

Staff Report

Origin

On April 5, 2017, the Vancouver International Airport Authority (YVR) invited the City to comment on its proposed two Phase 2 Runway End Safety Areas (RESA) Options for the North Runway by May 23, 2017 (Attachment 1).

This report supports Council's 2014-2018 Term Goal #5 Partnerships and Collaboration:

Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.

5.1. Advancement of City priorities through strong intergovernmental relationships.

Findings of Fact

What are Runway End Safety Areas (RESAs)?

Transport Canada recommends that YVR (and other Canadian airports), construct runway end safety areas (RESA) which are a specialized surface, located at either end of a runway, designed to protect passengers, crew and the aircraft in the unlikely event of an aircraft undershoot or overrun of the runway. RESAs are intended to reduce the severity of aircraft damage, increase passenger safety and provide an area for better access for emergency response vehicles. In response, YVR is proactively providing RESAs for its three runways (north, south and crosswind). YVR is following best practices (e.g., the length of each RESA will be a minimum length of 300 m with widened shoulders)

YVR Phase 1 RESA Project

Phase 1 of the YVR's RESA Project involves YVR providing RESAs for the South and Crosswind runways which started in 2011. YVR is currently completing the construction of the third and final year of construction of Phase 1 of its RESA project. Phase 1 included the following considerations: have low noise impacts both during and after construction, no impact on the foreshore and maintain existing runway lengths (i.e., no extension of the takeoff and landing distances). Phase 1 generated few problems (e.g., YVR addressed a few Burkeville noise and dust complaints). For information, Attachment 2 contains the September 23, 2014 memo to Council regarding Phase 1.

YVR Phase 2 RESA Project

As Phase 1 nears completion, YVR is planning for Phase 2 which will add RESAs to the North Runway by identifying two RESA options, as shown on page 7 of YVR's Runway End Safety Area (RESA) - Phase 2 - North Runway Discussion Guide (Attachment 3).

Summary of Phase 2 North Runway RESA Options

- Option 1: Proposes RESAs: for both ends (e.g., 300m x 120m) and involves:
 - No perceptible increase in noise,
 - No change when landing from the east, (due to the Arthur Laing Bridge and Casino),
 - However, as the runway departures to the west would have 150m less length, the new airplane takeoff threshold point would move eastward, to accommodate the RESA within the westerly dyke,
 - This Option negatively affects flights heading north (e.g., Asia Pacific) which may only accommodate smaller planes – and one reason why YVR favours Option 2.
- Option 2: Proposes RESAs: West end 300m x 120m, same as Option 1, but a longer East at 450m x 120m and involves:
 - No perceptible increase in noise,
 - Maintains existing runway performance,
 - Enables YVR to have 20% more capacity, as it allows a mix of arrivals and departures on the same runway,
 - Reflects public YVR 2037 Master Plan feedback, as people said that they wanted more growth (e.g., in flights), by using the existing runway capacity, and
 - Provides more options for a possible future runway extension.

Summary

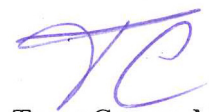
Staff advise that Option 2 is preferred, as it does not generate a perceptible increase in noise, enables YVR to have 20% more capacity and respects the public's request for more growth (e.g., in flights), while using the existing runway capacity,

Financial Impact

None.

Conclusion

On April 5, 2017, the Vancouver International Airport Authority (YVR) invited the City to comment on its proposed two Phase 2 Runway End Safety Areas (RESAs) Options for the North Runway by May 23, 2017. Staff advise that Option 2 is preferred as it has more benefits.



Terry Crowe, Manager,
Policy Planning
(604-276-4139)

Att. 1: YVR North Runway RESA Consultation

Att. 2: Council Memo Update: YVR Runway End Safety Areas (RESAs) September 30, 2014

Att. 3: YVR Runway End safety Area (RESA) - Phase 2 - North Runway Discussion Guide



As a key member of the community, we invite you to participate in a stakeholder meeting for Phase 2 of Vancouver International Airport's (YVR) Runway End Safety Area (RESA) project.

A RESA is a specialized surface, located at either end of a runway, designed to protect passengers, crew and the aircraft in the unlikely event of an aircraft undershoot or overrun of the runway. RESAs are required to improve safety. As an airport committed to excellence in safety, YVR is continuing to build RESAs which exceed the pending Canadian standard. RESA construction will be completed by 2020, in advance of the anticipated deadline for RESA implementation in Canada.

YVR is currently undertaking the third and final year of construction of Phase 1 of its RESA project, which includes building RESAs on the South and Crosswind Runways. YVR met with community members in the fall of 2014 about Phase 1.

As Phase 1 nears completion, we are now planning for Phase 2 of the RESA project which will add RESAs to the North Runway. We have developed several options for adding RESAs to our North Runway, and will be consulting with our stakeholders and community for their input on these options.

The purpose of the stakeholder meeting is to:

- Present options for the North Runway RESAs, including our preferred option
- Listen to and discuss your questions and feedback
- Get your input on RESA construction
- Discuss how you would like to be informed during Phase 2 construction
- Receive your questions and input on options for RESAs on the North Runway
- Keep you informed about major projects planned at YVR

Due to space limitations, meetings are by invitation only. Please let us know if someone else in your organization should attend or if you have colleagues who may be interested. Details for the meetings are as follows:

Date: Tuesday, April 11, 2017

Time: 9:30 to 10:30 a.m. or 3:30 to 4:30 p.m.

Location: Vancouver Airport Authority – Sea to Sky Room

Address: Vancouver International Airport, Domestic Terminal Building, Level 4

Please RSVP by Monday, April 10, 2017 to Andrea Pham at community_relations@yvr.ca or 604-276-6772.

Additionally, we will be holding a public open house on Monday, April 24, 2017, from 5:00 to 7:00 p.m. in the Graham Clarke Atrium at Vancouver International Airport, Link Building, Level 3. We will also be hosting an information booth at our Annual Public Meeting in YVR's East Concourse on May 11, 2017 at 3:00 p.m.

Thank you for your consideration. We look forward to your participation.

Sincerely,

The North Runway RESA Project Team

PLN - 229



City of Richmond

Memorandum Planning and Development Department Transportation

To: Mayor and Councillors
From: Victor Wei, P. Eng.
 Director, Transportation
 Terry Crowe
 Manager, Policy Planning
Date: September 30, 2014
File: 01-0153-01/2014-Vol 01
Re: **Update: YVR Runway End Safety Areas (RESAs)**

The purpose of this memorandum is to provide an update regarding YVR's upcoming Runway End Safety Area (RESA) initiative.

On September 23, 2014, YVR staff and consultants met with cross-divisional City staff to provide information and an update regarding YVR's planned Runway End Safety Area (RESA) construction project. Departments attending included: Transportation, Policy Planning, Emergency Programs, Engineering, and Sustainability. The RESA project is one of YVR's initiatives outlined in its 20-year Master Plan (*YVR: Your Airport 2027*), which was approved by Transport Canada in 2008.

RESA is a pending requirement from Transport Canada that would require an additional area at each end of a runway to enhance aircraft and passenger safety. These areas would reduce the severity of damage to an aircraft should one overrun or undershoot during landing thereby increasing passenger safety, as well as providing an area for better access for emergency response vehicles. There is no change to the operational length of the runway. In anticipation of the enactment of the Canadian standard within the next few years, YVR is proactively planning to construct RESAs for its three runways (north, south and crosswind) that will meet existing international safety recommendations. Following these best practices, the length of each RESA (300 m with widened shoulders) will exceed the anticipated Canadian standard of 150 m.

Option analysis for the south and crosswind runways began in 2011; construction will occur on these runways first due to relatively simpler operational, environmental and financial factors. Potential options were evaluated based on the following criteria: water and land impacts, land use, cost, construction, operational efficiency, and noise. The preferred options do not impact the foreshore, maintain existing runway lengths (i.e., there is no extension of the takeoff and landing distances) and have low noise impacts both during and after construction (see Attachment 1).

Modelling results by YVR indicate that there may be a negligible increase in noise levels for some areas of Burkeville, as a limited number of larger aircraft taking off to the west may begin their takeoff roll where the new pavement will be added for the RESA at the eastern end of the south runway, which would bring those aircraft approximately 200 m closer to the Burkeville area. The estimated increase in noise level is three decibels, which is imperceptible to humans, and operational procedures such as the use of reduced thrust will help mitigate noise exposure. This increased noise level would still be lower than what Burkeville residents currently experience for takeoffs to the east; these latter noise levels will

not change. On-going noise impacts will be monitored via YVR's network of Noise Monitoring Terminals throughout the community.

The preferred options being presented for consultation with stakeholder and the general public have already been presented to YVR's Environmental Advisory and Noise Management Committees and have been endorsed by YVR's Board of Directors. Stakeholder consultation commenced in early September 2014. Table 1 summarizes the schedule and identifies the participation or invitation of any City-related committees and organizations. A public information session will be held on September 30, 2014, from 4:00 pm to 8:00 pm, at the River Rock Resort & Hotel, Whistler "C" Ballroom (3rd Floor, East Tower, hotel side), 8811 River Road, Richmond, which staff will attend. Notices of this meeting have been placed in the Vancouver Sun, as well as local newspapers. Information is also posted on YVR's website (<http://www.yvr.ca/en/business-at-yvr/construction/projects.aspx>) including a Discussion Guide and on-line survey, which closes on October 31, 2014. A consultation summary report will be prepared and posted on YVR's website. YVR staff have offered to appear before Council to discuss the results of the survey findings. Staff will co-ordinate this meeting at a mutually convenient time.

Table 1: Schedule of RESA Public Consultation Activities			
Date	Group	Attended/Invited	
September 9	Agricultural-Goods Movement	<ul style="list-style-type: none"> Richmond Agricultural Advisory Committee: staff liaison attended Richmond Farmers' Institute: invited 	
September 18	Environmental Organizations	<ul style="list-style-type: none"> Garden City Conservation Society: member attended Richmond Advisory Committee on the Environment: 2 members attended 	
September 23	City of Richmond	<ul style="list-style-type: none"> Staff from Transportation, Policy Planning, Emergency Programs, Engineering, and Sustainability 	
September 25	Community Organizations	<ul style="list-style-type: none"> East Richmond Community Association Hamilton Community Association Sea Island Community Association Steveston Community Society Thompson Community Association West Richmond Community Association South Arm Community Association City Centre Community Association 	
September 30	Business-Tourism-Recreation	<ul style="list-style-type: none"> Tourism Richmond Richmond Economic Advisory Committee Richmond Nature Park Richmond Chamber of Commerce Steveston 20/20 Steveston Merchants Association 	
September 30	General Public	<ul style="list-style-type: none"> General public Staff will attend 	

Construction is scheduled to occur during the summer months commencing in 2015 for both ends of the crosswind runway and the west end of the south runway. The east end of the south runway will require preload from Winter 2015 to Spring 2016, with construction occurring in Summer 2016 and 2017. Staff will continue to work with YVR to manage the construction impacts on the surrounding community.

Planning for RESAs on the north runway is currently in the early stages and consultation with the public and stakeholders will occur when more information is available.

Please contact either of us, if you have any questions or would like further information.

Victor Wei, P. Eng.
Director, Transportation

Terry Crowe, RPP, MCIP
Manager, Policy Planning

September 30, 2014

- 3 -

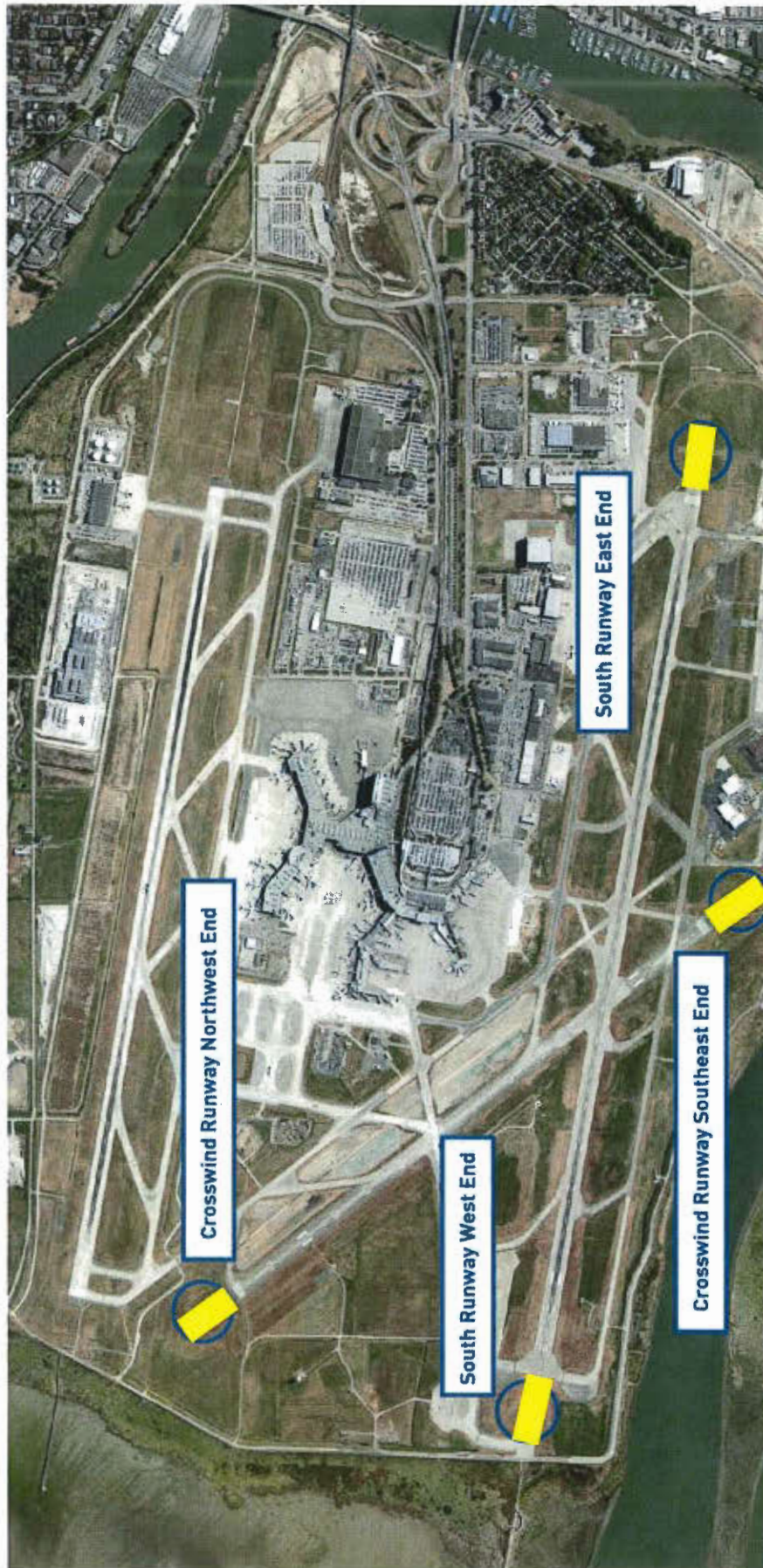
Att. 1




VW:dc

pc: SMT

Brendan McEwen, Manager, Sustainability
John Irving, Director, Engineering
Lloyd Bie, Manager, Engineering Planning

Tim Wilkinson, Deputy Fire Chief
Deborah Procter, Manager, Emergency Programs
Ted Townsend, Senior Manager, Corporate
Communications



-  RESA = 300 m in length by 120 m in width
-  South Runway = 3,500 m in length
-  Crosswind Runway = 2,200 in length



VANCOUVER
INTERNATIONAL
AIRPORT

Beyond, Every Day.

Runway End Safety Area (RESA) – Phase 2 – North Runway

DISCUSSION GUIDE



PLN - 234



YVR's RESA Consultation

ABOUT YVR

Vancouver International Airport (YVR) is Canada's second busiest airport. It is managed by Vancouver Airport Authority, a community-based, not-for-profit organization. YVR is a key hub between Asia and the Americas, connecting people and businesses to more than 120 non-stop destinations worldwide.

In 2016, YVR served a record 22.3 million passengers – a number that continues to grow, and accommodated over 319,000 aircraft movements including float planes and helicopters. More than 23,000 people work at YVR, an important economic contributor that generates \$5.3 billion in total gross domestic product and \$11.7 billion in total economic output into the Canadian economy annually.

In 2016, YVR received CAPA Centre for Aviation's prestigious Airport of the Year Award and in 2017 was voted Best Airport in North America for the eighth consecutive year in the Skytrax World Airport Awards: a global benchmark of airport excellence.

RUNWAY FACTS

→ YVR has three runways:

- South Runway
(3,505 metres long)
- Crosswind Runway
(2,225 metres long)
- North Runway
(3,030 metres long)

→ YVR also considers the Fraser River as a runway. It supports float plane activities as part of YVR's south-side operations.



YVR's RESA Consultation

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YVR's RESA Consultation

WHY RESAs?

WHAT ARE RESAs?

RESA stands for Runway End Safety Area. It is a specialized area at the end of a runway designed to protect aircraft from damage in the unlikely event of an undershoot or overrun which in turn protects passengers and crew from injury and the aircraft from extensive damage. RESAs are designed to support the weight of aircraft without risk of major structural damage to the aircraft. RESAs also provide more ease of access for emergency-response vehicles. A RESA does not extend the runway length for aircraft arriving and departing. It is similar to a shoulder on a highway, which provides additional safety to motorists.

WHY BUILD RESAs?

Excellence in safety is at the core of all decisions made at YVR. YVR is proactively adding RESAs to all its runways to meet the international standard of 300 metres, which is anticipated to exceed the pending Canadian standard.

An undershoot occurs when a landing aircraft touches down before reaching the runway.

An overrun occurs when an aircraft travels beyond the end of the runway during take off or landing.

YVR's RESA Consultation

CONSULTATION PROCESS

In 2014, YVR consulted with the public and key stakeholders on Phase 1 of the RESA project, which included the design and construction of 300 metre RESAs on both ends of the South and Crosswind Runways. Construction on the South Runway RESAs began in the summer of 2015 and will be completed by the end of 2017.

As Phase 1 of the RESA project nears completion, we are now planning for Phase 2 of the RESA project as we add RESAs to the North Runway. We want to share with you the details of this project and collect public input.

HOW TO PARTICIPATE

We recognize the value and importance of our stakeholders and community to provide input on major projects prior to construction. There are multiple ways the public can provide input on the construction of Runway End Safety Areas on YVR's North Runway. The consultation period runs from April 10 to May 23, 2017. Here's how you can participate:

- Open House – A drop-in style, informal meeting accessible to all members of the community. The Open House is scheduled to take place on April 24, 2017.
- Stakeholder Meetings – Specific stakeholder groups will be invited for facilitated discussions. Groups include the Environmental Advisory Committee, Airline Consultative Committee, Aeronautical Noise Management Committee and local government and its representatives.
- Feedback Form – The community is encouraged to complete the feedback form, available online at yvr.ca/resa or in person at one of our consultation events.
- Email – Stakeholders and community members are encouraged to email questions to community_relations@yvr.ca, and a member of the RESA team will answer your questions.

JOIN OUR OPEN HOUSE!

April 24, 2017

5:00 p.m. – 7:00 p.m.

Graham Clarke Atrium

Level 3, Domestic Terminal Building

Vancouver International Airport



YVR's RESA Consultation

RESA PHASE 2

PROJECT DETAILS

In 2016, YVR began looking at options to build Runway End Safety Areas on the North Runway. YVR is now consulting on selected options to accommodate RESAs on the North Runway. This multi-year project will see RESA Phase 2 construction take place each summer from 2018 to 2020.

Although there is limited land on both ends of the North Runway, we have eliminated options that do not allow for 300 metre RESAs. The North Runway is used by our largest aircraft and we are committed to our role as an international hub with an unwavering commitment to safety.

In Phase 1 of our RESA project, the community asked that we address long-term noise and air quality impacts for nearby residential areas as well as impacts to the foreshore and migratory birds. They also expressed concerns about building RESAs or a runway extension through our dyke system because of potential impacts to the foreshore. We used this feedback to inform early decision-making in the Phase 2 RESA planning.

FAST FACTS

- North Runway RESA option development began in 2016
- A variety of options were considered in 300m lengths
- A multi-departmental team evaluated RESA options and reached a consensus recommendation on preferred options
- The preferred options were presented to YVR's Environmental Advisory, Airline Consultative and Aeronautical Noise Management Committees.



In addition to our Phase 1 RESA consultation, in the fall of 2016 we were consulting with our communities about YVR's 2037 Master Plan Phase 2. Feedback from the community showed support for YVR to building infrastructure incrementally when needed to enhance safety and support our growth.

As part of early design work on Phase 2, we applied the community feedback and identified and analyzed several possible RESA options. We explored options that included a runway extension to the west through the dyke into the foreshore but we decided this was not an option for further consideration based on cost, current demand and community input during Phase 1.

We also explored the option to include a runway extension at the east end of the North Runway. In addition to examining options for RESAs on the North Runway, the assessment of aircraft performance included determining the benefits of whether we should extend the North Runway as part of the RESA project.

The current length of the North Runway is 3,030 metres compared to the South Runway which is 3,505 metres. Adding more length to the North Runway increases efficiency, allows for more flexibility in the use of the runway system and in turn supports sustainability goals to reduce aircraft GHG emissions. We do not recommend this extension, but will revisit this in the future if and when we see the need for longer runway length.

The final options for the North Runway best maintain YVR's strong operational, financial and environmental performance.



YVR's RESA Consultation

NORTH RUNWAY RESA OPTIONS

YVR used the following criteria to comprehensively evaluate RESA options for the North Runway.

The criteria used to evaluate the options include:

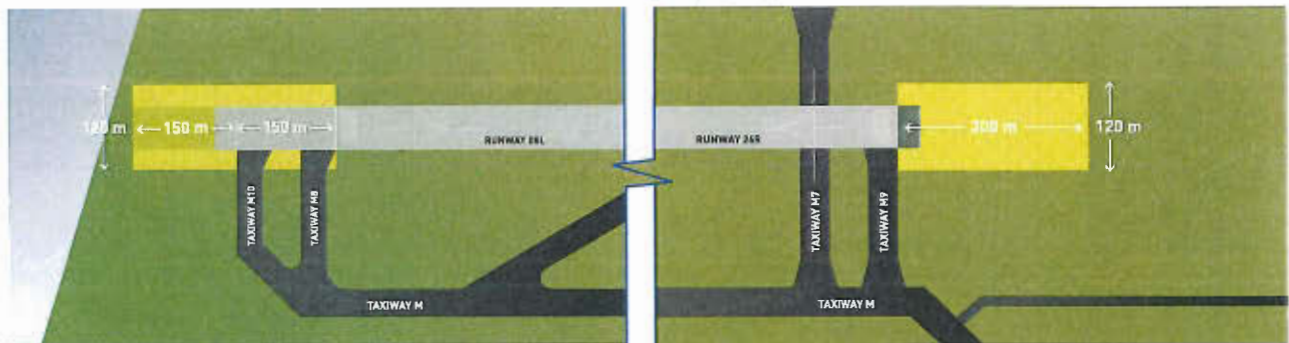
- Safety
- Sustainability
 - Land use
 - Emissions
 - Noise
 - Community Impact
- Cost
 - Construction
 - Operations
- Operational efficiency
- Runway performance



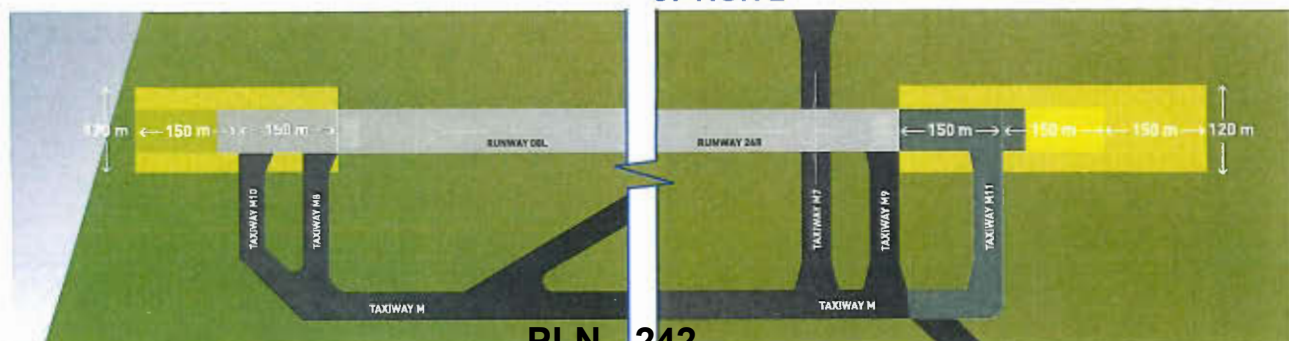
West End RESA

East End RESA

OPTION 1



OPTION 2



PREFERRED OPTION

Based on the evaluation criteria, YVR recommends Option 2 because it helps ensure we maintain runway performance for our airline partners while planning for potential future needs. This option also takes into account community and stakeholder consultation feedback from Phase 1.

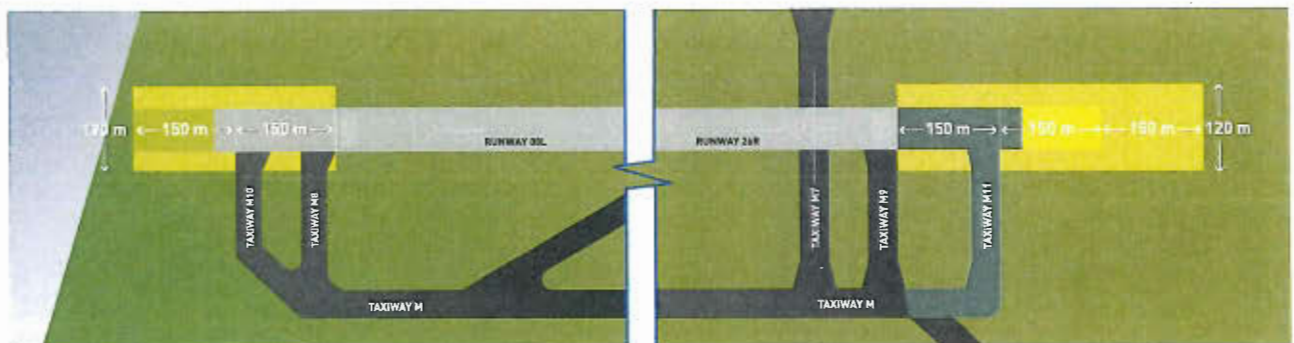
YVR recommends Option 2 for the following reasons:

- Option 2 results in no perceptible changes to noise.
- Operating and maintenance costs of Option 2 would likely be similar to today.
- Option 2 results in runway capacity similar to today.
- Option 2 provides YVR options for a future runway extension
- The existing Take-off Run Available (TORA) on Runway 08L and on 26R is maintained at 3,030 m.

TAKE-OFF RUN AVAILABLE

- The length of runway declared available and suitable for the ground run of an airplane taking off.

LEADING OPTION - OPTION 2





YVR's RESA Consultation

BEING A GOOD NEIGHBOUR

NOISE CONCERNS?

→ Email: noise@yvr.ca

→ Phone: 844 207 7077

CONSTRUCTION AND NOISE IMPACTS

YVR's commitment to its neighbouring communities includes managing airport noise to balance the community's need for safe, convenient 24-hour air travel with enjoyable urban living.

Building RESAs on the North Runway is a multi-year project. As the North Runway is typically closed in the evenings, there will be little to no change to normal runway usage at night and construction noise levels will also be minimal and is not anticipated to be significantly perceptible to local area residents.

ENVIRONMENT

YVR strives to address all environmental and social impacts associated with airport development. Environmental factors were considered during the initial evaluation of RESA options. Options with significant environmental impacts to sensitive aquatic habitats were eliminated.

All of the options are located entirely on airport property and no sensitive environmental features or habitat will be affected by any of the proposed options. A detailed environmental review of the selected option will be conducted and will address a variety of components including:

- Soil quality
- Surface water
- Vegetation
- Fish and wildlife
- Air quality
- Noise
- Traffic
- Archaeological resources



YVR's RESA Consultation

STAY INFORMED

YVR is committed to providing accurate and timely information. Please let us know how best to keep you informed about the North Runway RESA construction. Your input is a valuable part of our process.

KEEP IN TOUCH

We encourage you to get involved and ask questions.

→ Phone: 604 276 6772

→ Email:
community_relations@yvr.ca

→ Website: yvr.ca/resa



PLN - 246



PLN - 247



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Beyond, Every Day.



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