



**Planning Committee
Electronic Meeting**

**Council Chambers, City Hall
6911 No. 3 Road**

**Tuesday, June 20, 2023
4:00 p.m.**

Pg. # ITEM

MINUTES

PLN-4 *Motion to adopt the **minutes** of the meeting of the Planning Committee held on June 6, 2023.*



NEXT COMMITTEE MEETING DATE

July 5, 2023, (tentative date) at 4:00 p.m. in the Council Chambers.

PLANNING AND DEVELOPMENT DIVISION

- 1. APPLICATION BY BENITO KHO AND VERNEY KHO FOR REZONING AT 7520 ASH STREET FROM “SINGLE DETACHED (RS1/F)” ZONE TO “SINGLE DETACHED (RS2/E)” ZONE**
(File Ref. No. RZ 21-945951) (REDMS No. 7227004)

PLN-10

See Page PLN-10 for full report

Designated Speaker: Wayne Craig, Joshua Reis and Laurel Eyton

STAFF RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10472, for the rezoning of 7520 Ash Street from the “Single Family (RS1/F)” zone to the “Single Family (RS2/E)” zone, be introduced and given first reading.



2. **REVISED REZONING CONSIDERATIONS FOR THE APPLICATION BY SIAN GROUP INVESTMENTS INC. FOR REZONING AT 7100 AND 7120 ASH STREET FROM THE “SINGLE DETACHED(RS1/F)” ZONE TO THE “TOWN HOUSING (ZT16) - SOUTH MCLENNAN AND ST. ALBANS SUB-AREA (CITY CENTRE)”ZONE**

(File Ref. No. RZ 18-843479) (REDMS No. 7215969)

PLN-33

[See Page PLN-33 for full report](#)

Designated Speaker: Wayne Craig, Joshua Reis and Cynthia Lussier

STAFF RECOMMENDATION

- (1) *That third reading of Richmond Zoning Bylaw 8500, Amendment Bylaw 10163, for the rezoning of 7100 and 7120 Ash Street, be rescinded and the associated Rezoning Considerations be revised to reflect changes to tree retention and replacement, as per Attachment D to this report; and*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10163, for the rezoning of 7100 and 7120 Ash Street from the “Single Detached (RS1/F)” zone to the “Town Housing (ZT16) - South McLennan and St. Albans Sub-Area (City Centre)” zone, be granted third reading.*



3. **PROPOSED UPDATES TO THE RICHMOND COMMUNITY SERVICES ADVISORY COMMITTEE CHARTER**

(File Ref. No. 01-0100-30-RCSA1-01) (REDMS No. 7202810)

PLN-91

[See Page PLN-91 for full report](#)

Designated Speaker: Dorothy Jo

STAFF RECOMMENDATION

- (1) *That the proposed updates to the Richmond Community Services Advisory Committee Charter as outlined in the staff report titled “Proposed Updates to the Richmond Community Services Advisory Committee Charter”, dated May 17, 2023, from the Director, Community Social Development, be endorsed; and*
- (2) *That the Richmond Community Services Advisory Committee Charter be renamed the Richmond Community Services Advisory Committee Terms of Reference.*

☐

4. **RESPONSE TO METRO VANCOUVER’S REFERRAL: LAND USE DESIGNATION AMENDMENT TO THE METRO 2050 REGIONAL GROWTH STRATEGY PROPOSED BY THE TOWNSHIP OF LANGLEY**

(File Ref. No. 01-0157-30-RGST1) (REDMS No. 7245335)

PLN-128

See Page PLN-128 for full report

Designated Speaker: John Hopkins and Kevin Eng

STAFF RECOMMENDATION

That staff be directed to communicate to the Metro Vancouver Regional District Board the City of Richmond’s opposition and comments, as outlined in the staff report titled “Response to Metro Vancouver’s Referral: Land Use Designation Amendment to the Metro 2050 Regional Growth Strategy Proposed by the Township of Langley”, dated May 30, 2023 from the Director, Policy Planning.

☐

5. **MANAGER’S REPORT**

ADJOURNMENT

☐



Planning Committee

Date: Tuesday, June 6, 2023

Place: Council Chambers
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Alexa Loo
Councillor Chak Au
Councillor Carol Day
Councillor Andy Hobbs

Also Present: Councillor Kash Heed
Councillor Laura Gillanders
Councillor Michael Wolfe

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on May 16, 2023, be adopted as circulated.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

1. **APPLICATION BY INTER LUCK TRADING CORP FOR REZONING AT 3560 MONCTON STREET FROM “STEVESTON COMMERCIAL (CS2)” ZONE TO “COMMERCIAL MIXED USE (ZMU43) – (STEVESTON VILLAGE)” ZONE**
(File Ref. No. RZ 18-817742) (REDMS No. 7236314)

Planning Committee
Tuesday, June 6, 2023

Staff provided an overview of the report highlighting that (i) the subject site is located within the Steveston Area Plan and is within the Steveston Village Heritage Conservation Area, (ii) the site does not contain a protected heritage resource, (iii) since Planning Committee last reviewed this application in March 2021 there has been approval of an enhanced development review process for new development proposals in Steveston, (iv) a new rezoning proposal on the subject site under a new project architect has been brought forward, as well as an addition of a heritage consultant to the applicant's project team, (vi) the revised proposal is consistent with the land use policies in the Steveston Area Plan which permit mixed use development, (vii) the project includes at grade commercial units along Moncton St and 2nd Avenue frontage and residential units on the second level, (viii) vehicle access to the on-site parking area is provided by the existing lane to the west, and (xi) the Richmond Heritage commission reviewed and endorsed the Rezoning proposal at their May 10, 2023 meeting.

In response to queries from Committee, staff advised that (i) there is a smaller commercial unit along the west portion of the building, and another commercial unit form the corner of Moncton Street and 2nd Avenue, (ii) the façade on Moncton Street is consistent with the heritage guidelines for the area, (iii) the setback of the proposed development is consistent with the other properties in the area, (iv) the applicant will be required to provide secured bike storage for the commercial component of the project, (v) the proposed application was evaluated against the existing policies of the area plan which allows for residential mixed use provided that there is commercial at grade.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10075, to create the "Commercial Mixed Use (ZMU43) – Steveston Village" zone, and to rezone 3560 Moncton Street from "Steveston Commercial (CS2)" zone to "Commercial Mixed Use (ZMU43) – Steveston Village" zone, be introduced and given first reading.

CARRIED

Opposed: Cllr. Day

Planning Committee
Tuesday, June 6, 2023

2. **APPLICATION BY DAVA DEVELOPMENTS LTD. FOR REZONING AT 8911, 8931, 8951, 8991 PATTERSON ROAD FROM “RESIDENTIAL SINGLE FAMILY (RS1/F)” ZONE TO “RESIDENTIAL/ LIMITED COMMERCIAL (ZMU54)” ZONE AND “SCHOOL & INSTITUTIONAL USE (SI)” ZONE**
(File Ref. No. RZ 20-919113) (REDMS No. 7205757)

Staff provided an overview of the report highlighting that (i) the application is for a consolidation of four lots located in Capstan Village, (ii) the proposed development complies with the Official Community Plan (OCP) and the City Centre Area Plan (CCAP), (iii) a 829 m² parcel of land adjacent to Sea Island Way, will be transferred to the City for the purpose of public open space, (iv) approximately 927m² of land will be transferred to the city for transportation related infrastructure, (v) the proposed form of the building is L-shaped with a seven- storey hotel and 14-storey residential building over a shared two-level below grade parkade, (vi) the residential component is comprised of 163 units, including 27 low end market rental units (LEMR), the units will be secured with a housing agreement and residential tenure zoning, (vii) the developer has entered into a memorandum of understanding with SUCCESS, a non profit housing operative to manage the LEMR units, (viii) 84 existing trees were assessed on the site, the two large trees currently identified for removal, will be subject to further review through the development permit process, (ix) the proposal includes a comprehensive transportation demand management plan, (x) the design and construction of the proposal meet Step 2 of Richmond’s BC Energy Step Code, and (xi) off-site works will be subject to a servicing agreement.

Discussion ensued with respect to (i) the proposed unit mix, (ii) more options of acceptable housing providers to manage the LEMR units, and (iii) priority being given to Richmond residents to rent LEMR units.

3.

Planning Committee
Tuesday, June 6, 2023

In response to queries from Committee, staff advised that (i) staff maintain and update a list of qualified housing providers which consists of about 20 different organizations that is circulated to developers when they are seeking a partnership to manage LEMR units, (ii) the LEMR units are secured through rental tenure zoning and there is a housing agreement registered on title of these units, (iii) a housing agreement gives the city the ability to acquire statutory regulation declaration from the tenants to confirm that they are meeting the income thresholds and that they are being charged rent in keeping with the provisions of the housing agreement, (iv) staff will be conducting a statutory declaration process in the summer that is intended to ensure that the units are being tenanted appropriately, (v) staff regularly correspond with property managers and continue to educate them and create awareness of the LEMR program, (vi) staff encourage that priority be given to Richmond residents when tenanting LEMR units, (vii) a firm agreement with the developer and housing provider is required prior to the housing agreement being brought forward for consideration, (viii) a 10 m wide greenway will be provided along the north edge of the site that will include active transportation infrastructure, (ix) the ability to retain trees in the area will be further assessed at the development permit and servicing agreement stage, and (x) there is a requirement for indoor and outdoor space for the residents.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10464 to create the “Residential/Limited Commercial (ZMU54)” zone and to rezone 8911, 8931, 8951, 8991 Patterson Road from “Residential Single Family (RS1/F)” zone to “Residential/Limited Commercial (ZMU54)” zone and “School & Institutional Use (SI)” zone be introduced and given first reading.

CARRIED

3. APPLICATION BY INTERFACE ARCHITECTURE INC. FOR REZONING AT 5800, 5840, 5860 GRANVILLE AVENUE FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE “LOW-DENSITY TOWNHOUSES (RTL4)” ZONE

(File Ref. No. RZ 21-922202) (REDMS No. 7216004)

Staff provided a brief overview of the report highlighting that (i) the proposal is to permit the development of 18 townhouse units with vehicle access to and from Granville Avenue, (ii) two units are proposed to be convertible units, (iii) the proposal complies with the OCP, (iv) the site layout is consistent with the arterial road townhouse guidelines, and (v) the applicant is required to enter into a Servicing Agreement for the design and construction of drainage upgrades.

4.

Planning Committee
Tuesday, June 6, 2023

In response to queries from committee, staff advised that (i) the applicant is proposing to remove the hedge, but will plant a new hedge and privacy fencing, and (ii) through the development permit process, staff will look at additional options for plant materials.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10470, for the rezoning of 5800, 5840, 5860 Granville Avenue from the “Single Detached (RS1/E)” zone to the “Low-Density Townhouses (RTL4)” zone, be introduced and given first reading.

CARRIED

4. MANAGER’S REPORT

(i) Public Information Meeting

Staff noted that there will be a public information meeting on June 15th for a proposed commercial self storage facility in the London Landing area. Staff will provide Council more information about the meeting through a memorandum.

(ii) Housing Supply Act

Staff provided Committee with an update on the Housing Supply Act which was recently announced by the Provincial Government. Ten municipalities are required to meet the future housing targets as part of the act. Richmond is not one of these municipalities. The targets have not yet been established and more information is forthcoming.

(iii) Enduring Planning Performance Award

Staff advised that the Planning Institute of BC has awarded the City of Richmond the Enduring Planning Performance Award for the City Centre Area Plan.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:55 p.m.).

CARRIED

Planning Committee
Tuesday, June 6, 2023

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, June 6, 2023.

Councillor Bill McNulty
Chair

Raman Grewal
Legislative Services Associate



City of Richmond

Report to Committee

To: Planning Committee
From: Wayne Craig
Director, Development

Date: June 5, 2023
File: RZ 21-945951

Re: **Application by Benito Kho and Verney Kho for Rezoning at 7520 Ash Street from
"Single Detached (RS1/F)" Zone to "Single Detached (RS2/E)" Zone**

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10472, for the rezoning of 7520 Ash Street from the "Single Family (RS1/F)" zone to the "Single Family (RS2/E)" zone, be introduced and given first reading.

Wayne Craig
Director, Development
(604-247-4625)

WC:le

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

Staff Report

Origin

The owners, Benito Kho and Verney Kho has applied to the City of Richmond for permission to rezone 7520 Ash Street from the “Single Detached (RS1/F)” zone to the “Single Detached (RS2/E)” zone, to allow the property to be subdivided into two single-family lots (Attachment 1). Vehicle access to the west lot (proposed Lot 1) is proposed from Ash Street. Vehicle access to the eastern lot (Lot 2) is proposed from a new extension of Armstrong Street. The site is currently occupied by an existing single-family dwelling on the western portion of the lot, which will remain on proposed Lot 1. A site survey showing the proposed subdivision plan is included in Attachment 2.

Findings of Fact

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

Subject Site Existing Housing Profile

The existing single detached house is currently rented and does not contain a secondary suite. The applicant has confirmed that the existing tenants will remain in the dwelling following the rezoning and subdivision application.

Surrounding Development

Development immediately surrounding the site is as follows:

To the North: A single-family dwelling zoned “Single Detached (RS1/F)” fronting onto Ash Street.

To the South: Two single-family lots zoned “Single Detached (RS2/E)” one lot fronts onto Ash Street while the other lot fronts onto Armstrong Street, (RZ 09-500671 and SD 09-500672).

To the East: Across Armstrong Street, a single-family dwelling zoned “Single Detached (ZS14) – South McLennan (City Centre)” fronting onto Breden Avenue.

To the West: Across Ash Street, the City-owned Paulik Park.

Related Policies & Studies

Official Community Plan/City Centre Area Plan

The Official Community Plan (OCP) land use designations for the subject property is “Neighbourhood Residential” (NRES). The City Centre Area – McLennan South Sub-Area Plan land use designation for the subject property is “Residential, Historic Single Family” (Attachment 4). The Plan identifies minimum lot sizes along Ash Street (minimum 18 m [59 ft.] frontage and 550 m² [5,920 ft²] area) and along Armstrong Street (minimum 11.3 m [37 ft.] frontage and 320 m² [3,444ft²] area.)

The proposed lot along Ash Street (Lot 1) will be approximately 19.2 m (63 ft.) wide and 799 m² (8,600 ft²) in area. The proposed lot along Armstrong Street (Lot 2) will be approximately 19.2 m (63 ft.) wide and 799 m² (8,600 ft²) in area. The proposed rezoning and subdivision complies with these designations and lot configuration requirements.

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 properties. The applicant has contacted the adjacent property owner to the north at 7600 Ash Street to make them aware of the application and to determine if they were interested in rezoning at this time. The applicant advised staff in writing that the property owner is aware of the proposed rezoning and has no specific objections to the rezoning application as proposed (Attachment 5).

Should the Planning Committee endorse this application and Council grant first reading to Richmond Zoning Bylaw 8500, Amendment Bylaw 10472 (the “Rezoning Bylaw”), the Rezoning Bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the Local Government Act.

Analysis

Proposed Rezoning and Subdivision

This redevelopment proposes to rezone and subdivide the subject site into two single-family lots, to retain the existing single-family dwelling on the western portion of the site (proposed Lot 1), and to construct a new single detached house with a secondary suite on the eastern portion of the site (proposed Lot 2). The applicant has provided a review by a qualified professional confirming that the existing dwelling meets all of the requirements of the proposed zone upon rezoning and subdivision. This development proposal is consistent with the redevelopment along this block of Ash Street, including the adjacent property to the south, 7540 Ash Street (RZ 09-500671).

Transportation and Site Access

Vehicle access to the western lot (Lot 1) is proposed to be from Ash Street via the existing driveway location and vehicle access to the eastern lot (Lot 2) is proposed to be from the new Armstrong Street.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report; which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses a total of 21 trees on the subject property 18 of which are bylaw-sized, and two street trees on City property. Of the 18 bylaw-sized trees on the subject property, seven trees are located within the required City road dedication for Armstrong Street (Attachment 6).

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

- Two trees (tags #1 & 2) located on City property along the Ash Street frontage are in good condition and are identified to be retained and protected in the Arborist report. The applicant is required to provide tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.
- Two trees (tags #3 & 4) located on the development site in the rear yard of the proposed lot fronting Armstrong Street are in good condition and are identified to be retained and protected in the Arborist report.
- Nine trees (tags #6, 7, 8, 11, 15, 19, 21, 22, and 23) on the development site are in poor condition (sparse canopy, previously topped, Bronze Birch Borer infestation) and are proposed to be removed and replaced.
- Seven trees (tags #9, 10, 12, 14, 16, 18, and 20) are located within the future City Road (Armstrong Street). The 2:1 ratio as per the O.C.P. for replacement trees does not apply to the trees identified within a planned future neighbourhood roadway.
- Replacement trees should be at the 2:1 ratio specified in the OCP.

Tree Replacement

The applicant wishes to remove nine on-site trees (Trees #6, 7, 8, 11, 15, 19, 21, 22 and 23.) The 2:1 replacement ratio would require a total of 18 replacement trees. In addition to the two trees (Tag #3 & 4) to be retained on-site, the applicant has agreed to plant five trees on proposed Lot 1 and three trees on proposed Lot 2 for a total of eight replacement trees. Accordingly, after redevelopment, Lot 1 would contain five trees, and proposed Lot 2 would contain five trees. 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
8	8 cm	4.0 m

To satisfy the 2:1 replacement ratio established in the OCP, the applicant will contribute \$7500.00 (\$750/per tree) to the City's Tree Compensation Fund in lieu of the remaining 10 trees that cannot be accommodated on the subject property after redevelopment.

Tree Protection

Two trees (tag #1 & 2) on City property and two trees on the subject property (tag #3 & 4) are to be retained and protected. The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 6). 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, the applicant must submit Tree Retention Security in the amounts of: \$20,000.00 for the retention of two on-site trees, and \$20,000.00 for the retention of two trees on City property.
- 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 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 are completed.

Affordable Housing Strategy

The City's Affordable Housing Strategy for single-family rezoning applications requires a secondary suite or coach house on 100 per cent of new lots created through single-family rezoning and subdivision applications; a secondary suite or coach house on 50 per cent of new lots created including a cash-in-lieu contribution towards the City's Affordable Housing Reserve Fund of the total buildable area of the remaining lots; or a cash-in-lieu contribution on the total buildable area of all lots where a secondary suite cannot be accommodated in the development.

The existing single detached dwelling which will be retained on the proposed western lot (Lot 1), does not contain a secondary suite. Consistent with the Affordable Housing Strategy, the applicant has agreed to the registration of a covenant on Title that stipulates that any future development on Lot 1 must include a minimum one-bedroom secondary suite. Registration of this legal agreement will be required prior to final adoption of the rezoning bylaw.

On the proposed eastern lot (Lot 2), the applicant proposes to provide a minimum one-bedroom secondary suite of 93 m² (1,000 ft²). To ensure that the secondary suite is built to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title, stating that no final Building Permit inspection will be granted until a minimum one-bedroom secondary suite of 93 m² is constructed to the satisfaction of the City in accordance with the BC Building Code and Richmond Zoning Bylaw 8500. Registration of this legal agreement is required prior to final adoption of the rezoning bylaw.

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the developer is required to provide a 9.0 m wide road dedication along the entire east property line of the subject property for the extension of Armstrong Street.

At Subdivision stage, the applicant must enter into a Servicing Agreement for the design and construction of engineering infrastructure and frontage improvements, as described in Attachment 7. Frontage improvements include, but are not limited to, the following:

- Install a new storm service connection, complete with inspection chambers near the Armstrong Street frontage to service proposed Lot 2.
- Armstrong Street: pavement widening, new 1.5 m wide concrete sidewalk at the new property line, 1.5 m wide treed/grassed boulevard and 0.15 m wide curb and gutter.
- Ash Street: road widening, new 1.75 m wide concrete sidewalk at the property line, 3.1 m wide treed/grassed boulevard and 0.15 m wide curb and gutter.

Also at Subdivision stage, the applicant is required to pay Property Taxes, Development Cost Charges, School Site Acquisition Charge, Address Assignment Fees and the costs associated with the completion of the design and construction of engineering infrastructure and frontage improvements as described in Attachment 7.

Financial Impact or Economic Impact

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

Conclusion

The purpose of this rezoning application is to rezone the property at 7520 Ash Street from the “Single Detached (RS1/F)” zone to the “Single Detached (RS2/E)” zone to permit the property to be subdivided into two single-family lots.

This rezoning application complies with the land use designations and applicable policies contained within the OCP and Area Plan for the subject site.

The list of rezoning considerations is included in Attachment 7 which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10472 be introduced and given first reading.



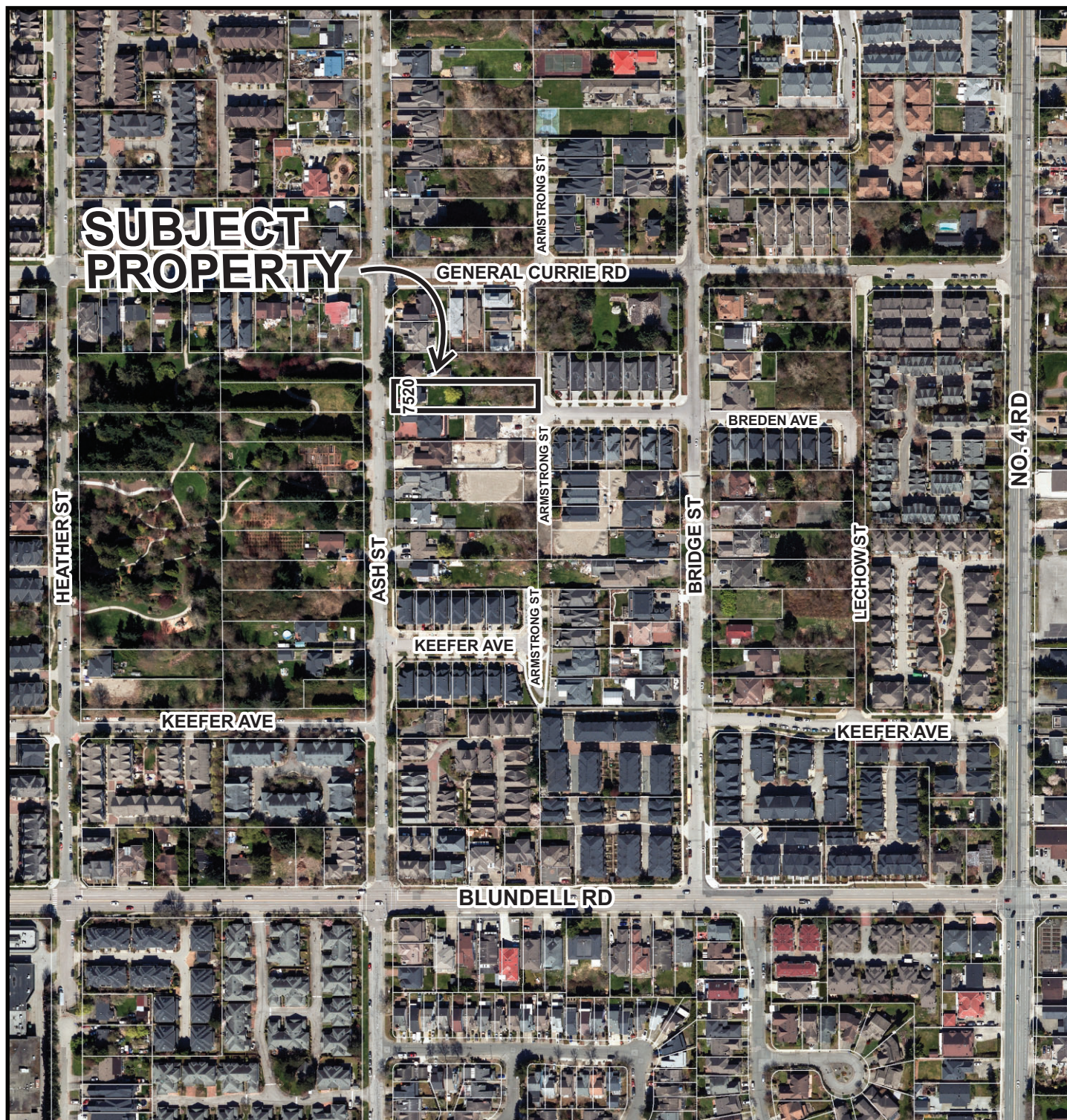
Laurel Eyton
Planning Technician
(604-276-4262)

LE:he

- Att.
- 1: Location Map
 - 2: Conceptual Development Plans
 - 3: Development Application Data Sheet
 - 4: South McLennan Sub Area Plan
 - 5: 7600 Ash St – Neighbour Letter regarding Development
 - 6: Tree Management Plan
 - 7: Rezoning Considerations



City of
Richmond



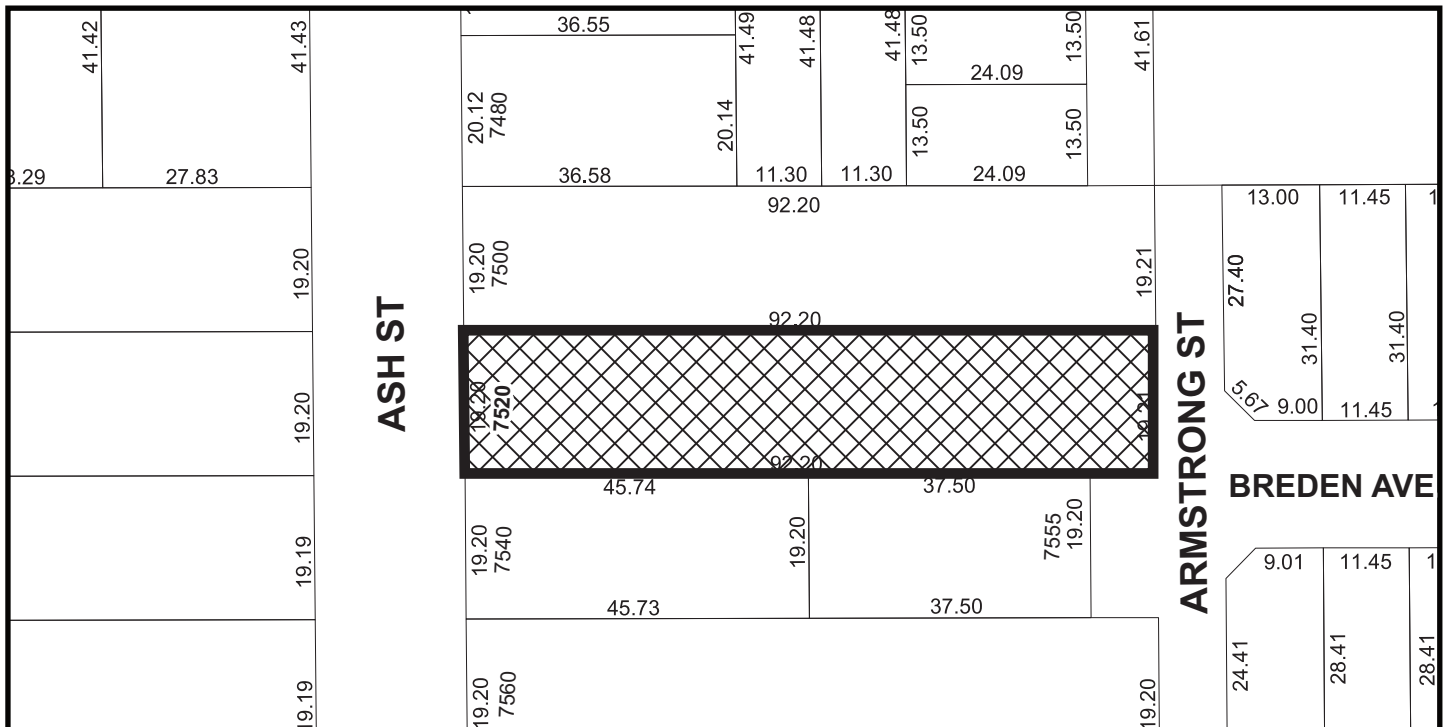
RZ 21-945951

PLN - 17

Original Date: 01/25/22

Revision Date:

Note: Dimensions are in METRES

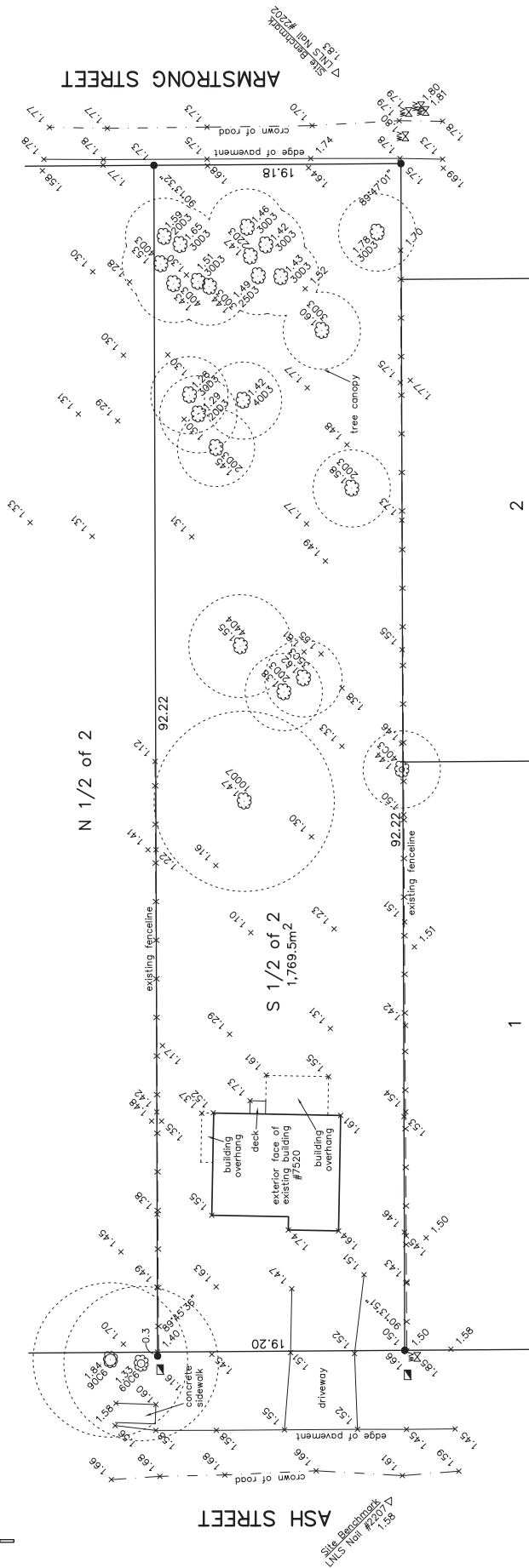
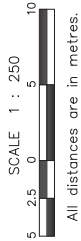


Original Date: 01/25/22

Revision Date:

Note: Dimensions are in METRES

SURVEY PLAN OF THE SOUTH HALF OF LOT 2
BLOCK "F", SECTION 15, BLOCK 4 NORTH, RANGE 6 WEST
NEW WESTMINSTER DISTRICT, PLAN 1207



NOTES:

- Lot dimensions are derived from field survey.
- Elevations are based on the Geodetic Datum of Richmond and are derived from control monument 94H624 situated at the intersection of No. 5 Road and Granville Avenue.
- For elevation control, use site benchmarks only.
- Elevation control must be checked against second source.
- Contractor assumes all responsibilities and risk when carrying out work using elevation control.
- Building envelope shown is just an approximate interpretation of City Zoning Bylaws. Consult Planning Department for final building envelope prior to design.
- All dimensions along curb lines are gutter levels.
- All dimensions are for exterior faces unless otherwise noted.
- Symbols plotted are for illustrative purposes and are not representative of their true size.

● denotes standard iron post (IP).

■ denotes catch basin

⊗ denotes water valve

⊙ denotes tree.

BC10

○ curb line radius (m)

○ deciduous

○ diameter (cm)

CIVIC ADDRESS
7520 ASH STREET
RICHMOND, B.C.

ZONING: RS1/F

CERTIFIED CORRECT.
DATED THIS 4TH DAY OF OCT., 2021

IVAN NGAN B.C.L.S.

L N L S
METRO VANCOUVER
LAND SURVEYORS

PID:012-032-015

FILE:11588_05TP

T: 604-371-1455
203-145 SCHOOLHOUSE
ST.
COQUITLAM, BC
V3K 4X8

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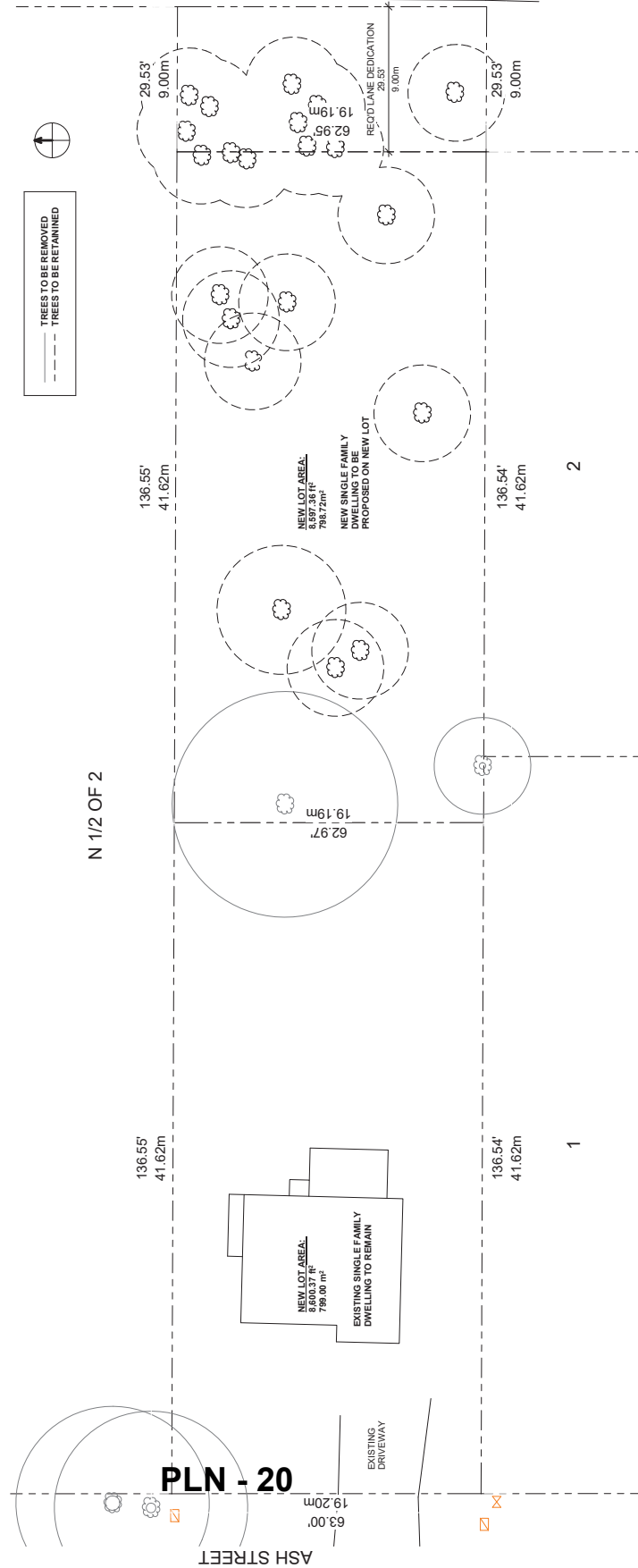
PROJECT & ADDRESS

KHO
DASH STREET
CHMOND B.C.

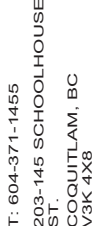
TITLE

SUBDIVISION
PLAN

DRAWN BY AC	DRAWING A0
SCALE (@ A1) 3/32" = 1'-0"	
DATE DECEMBER 1, 2021	



PLN - 20



CONTRACTOR TO VERIFY ALL DIMENSIONS AND MATERIALS ON DISCREPANCIES TO THIS OFFICE PRIOR TO COMMENCING WITH CONSTRUCTION. KENORAH DESIGN + BUILD IS NOT RESPONSIBLE FOR ANY DISCREPANCIES NOT REPORTED IN WRITING PRIOR TO CONSTRUCTION. PLANS ARE COPYRIGHTED FOR THE EXCLUSIVE USE OF KENORAH DESIGN + BUILD. ANY UNAUTHORIZED USE OR REPRODUCTION IS PROHIBITED.

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PROJECT & ADDRESS

KHO
520 ASH STREET
RICHMOND B.C.

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KEY PLAN

DRAWN BY	DRAWING
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SCALE (@A1)

DATE JAN 14 2023

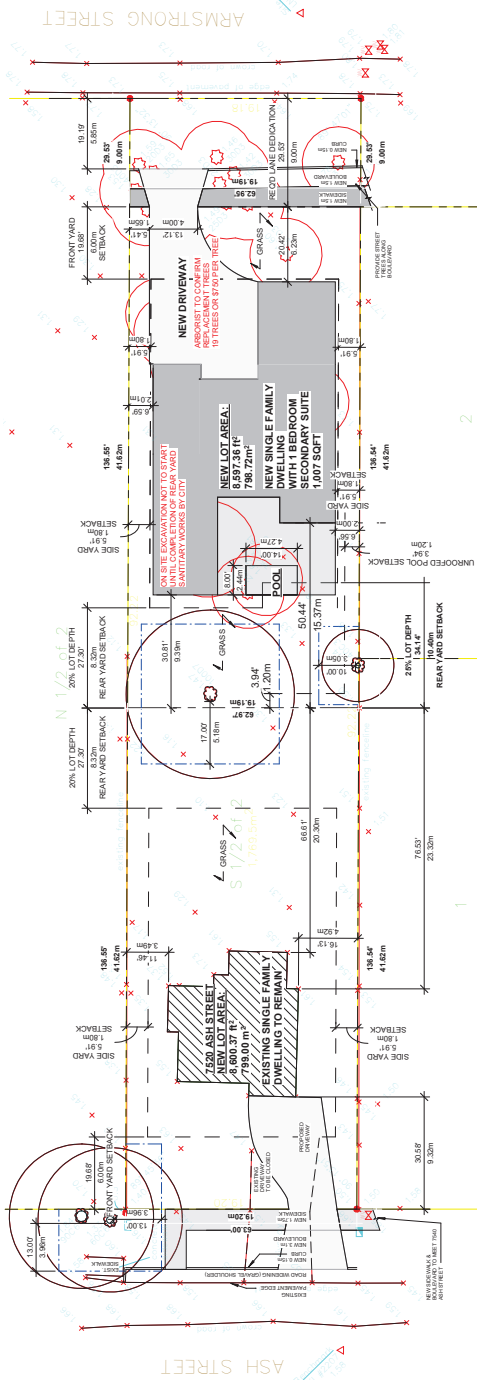
SITE PLAN LEGEND



- EXISTING CONSTRUCTION
PROPOSED CONSTRUCTION
BUILDING SETBACKS
PROPERTY LINE
TREE PROTECTION BARRIER
TREE TO BE RETAINED
TREE TO BE REMOVED
WATER
STORM
SANITARY

- [illegible]

- [illegible]





RZ 21-945951

Attachment 3

Address: 7520 Ash Street

Applicant: Benito Kho and Verney Kho

Planning Area(s): City Centre – McLennan South

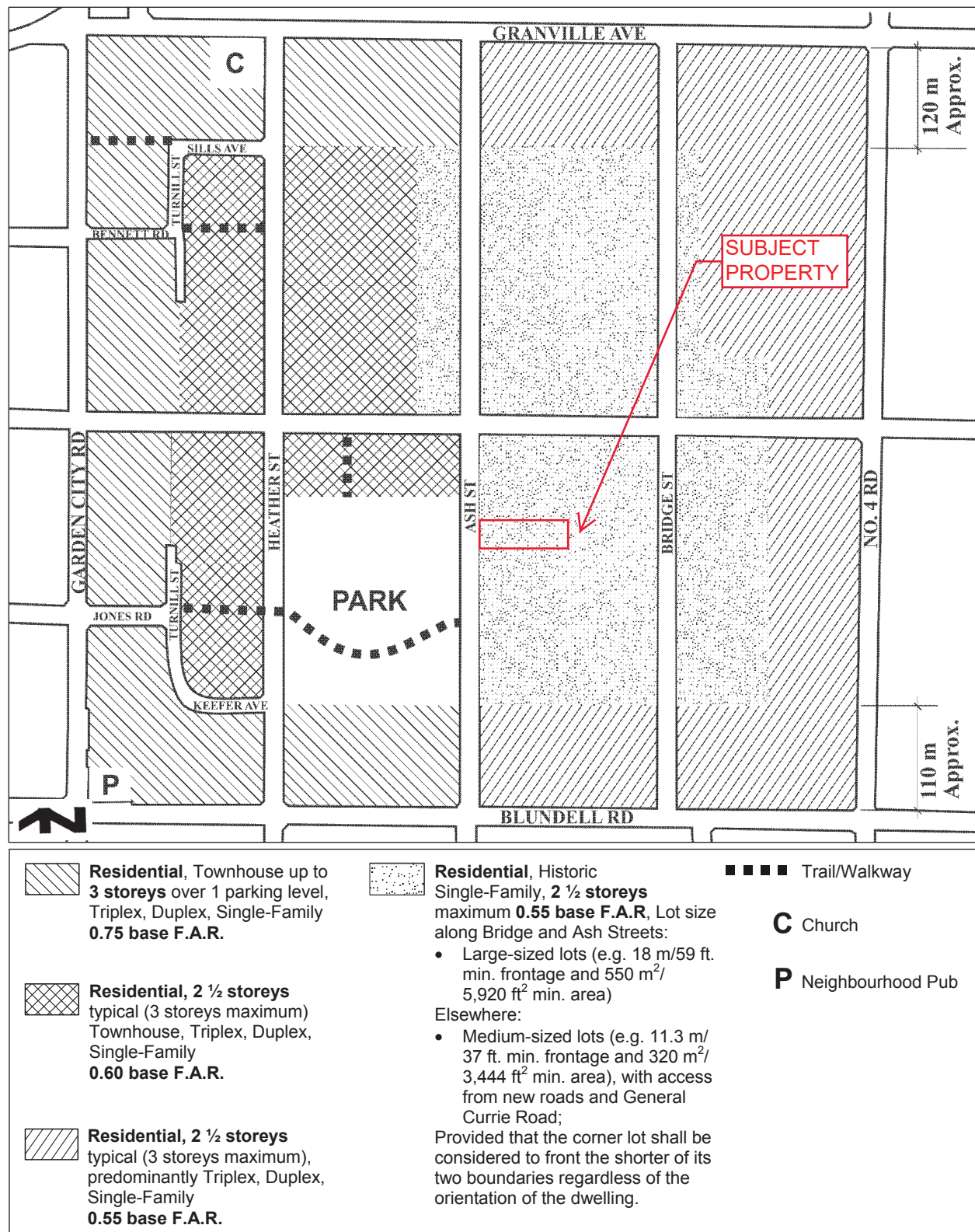
	Existing	Proposed
Owner:	Benito Kho and Verney Kho	Lot 1: No change Lot 2: To be determined
Site Size (m²):	1769.5 m ²	Lot 1: 799 m ² Lot 2: 799 m ²
Land Uses:	Single-family residential	No change
OCP Designation:	Neighbourhood Residential	No change
Area Plan Designation:	Single Family	No change
Zoning:	Single Detached (RS1/F)	Single Detached (RS2/E)
Number of Units:	One existing Single Family Dwelling	2 Single Family Dwellings

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. 360 m ² (3870 ft ²) Lot 2: Max. 360 m ² (3870 ft ²)	Lot 1: Max. 360 m ² (3870 ft ²) Lot 2: Max. 360 m ² (3870 ft ²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping: Min. 30%	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping: Min. 30%	none
Lot Size:	Min. 550 m ²	Lot 1: 799 m ² Lot 2: 799 m ²	none
Lot Dimensions (m):	Width: Min. 18.0 m Depth: Min. 24.0 m	Width: 19.2 m Depth: 41.6 m	none
Setbacks (m):	Front: Min. 6.0 m Rear: Min. 8.32 m (1 st storey) / 10.40m (2 nd storey) Side: Min. 1.8 m	Front: Min. 6.0 m Rear: Min. 8.32 m (1 st storey) / 10.40m (2 nd storey) Side: Min. 1.8 m	none
Height (m):	Max. 2 ½ storeys	Max. 2 ½ storeys	none

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

City of Richmond

Land Use Map

 Bylaw 9106
2015/09/14


Note: Sills Avenue, Le Chow Street, Keefe Avenue, and Turnill Street are commonly referred to as the “ring road”.

7500 Ash Street
Richmond, BC

May 25, 2023

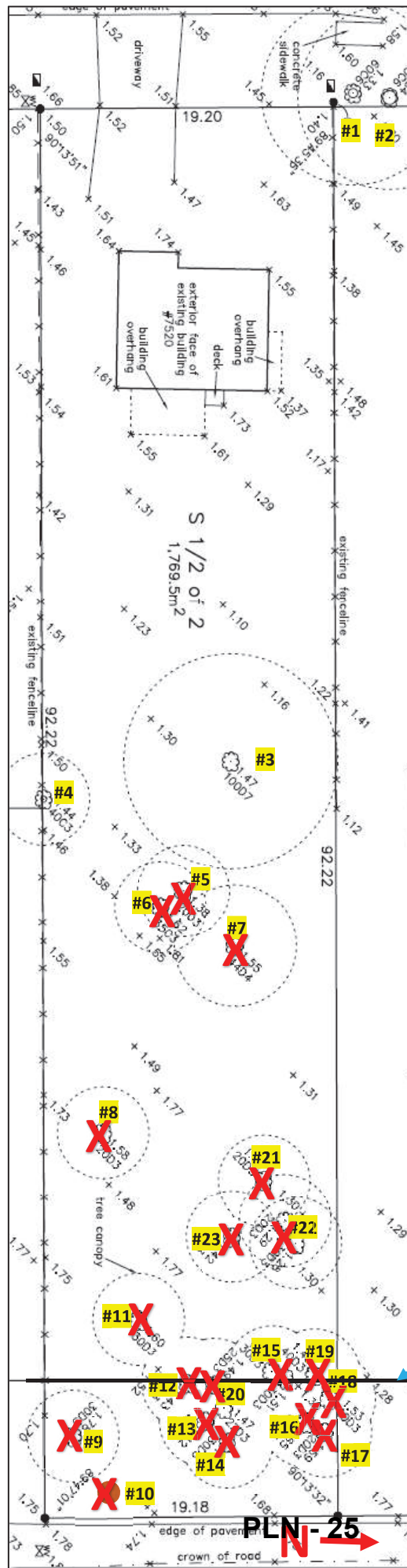
To Whom It May Concern:

I, *Sharon MacBougan*, am the owner of 7500 Ash Street Richmond.

I confirm that I am aware of the development potential of 7500 Ash Street and 7520 Ash Street together can be rezoned and subdivided into three lots fronting onto Armstrong.

I confirm that I know about the application for rezoning of 7520 Ash Street and that further development of 7520 Ash Street is going forward.

MacBougan.

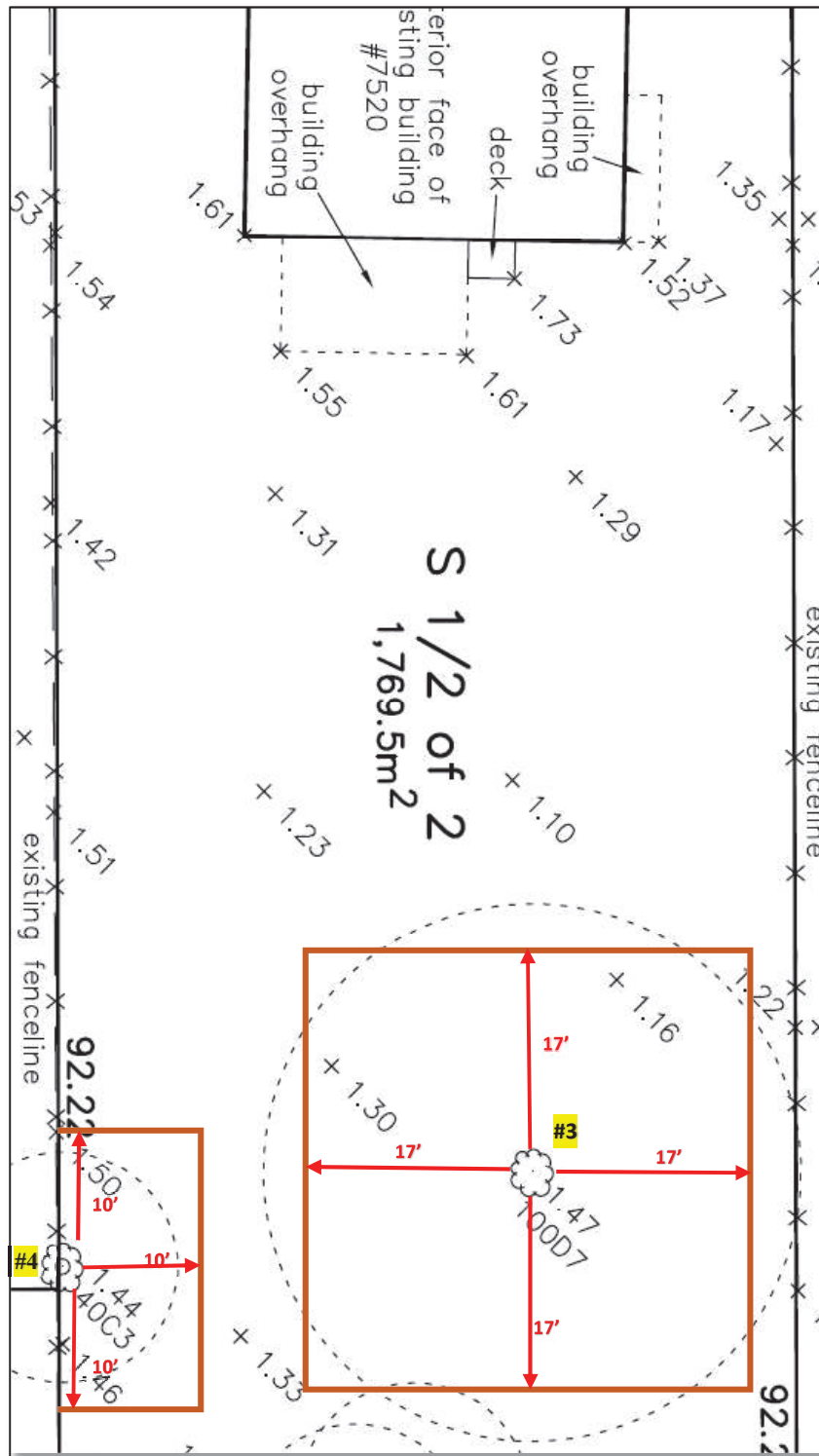


Proposed Road
right of Way

Note: Tree Tags #5, #13, and #17
are not bylaw-sized.

Site Survey - Not to Scale





Central Lot Tree Management Plan, Scale 1/16" = 1'



Address: 7520 Ash Street

File No.: RZ 21-945951

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10472, the developer is required to complete the following:

1. Road dedication along the entire east property line measuring 9.0 m wide for the extension of Armstrong Street.
2. Submission of a Landscape Security in the amount of \$6,000.00 (\$750/tree) to ensure that five replacement trees are planted and maintained on proposed Lot 1 and three replacement trees are planted and maintained on proposed Lot 2 (minimum 8 cm deciduous caliper or 4 m high conifers). NOTE: If any of the five replacement trees required to be planted on proposed Lot 1 cannot be accommodated, the applicant is required to submit a letter from a qualified professional confirming this to the satisfaction of the Director of Development, and a cash-in-lieu contribution in the amount of \$750/tree to the City's Tree Compensation Fund may be accepted.
3. City acceptance of the developer's offer to voluntarily contribute \$7500.00 to the City's Tree Compensation Fund for the planting of 10 replacement trees within the City.
4. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
5. Submission of a Tree Survival Security to the City in the amount of \$20,000.00 for the two trees to be retained on the subject property.
6. Submission of a Tree Survival Security to the City in the amount of \$20,000 for the two trees to be retained on City property.
7. 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.
8. Registration of a flood indemnity covenant on title.
9. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a minimum one-bedroom secondary suite is constructed on Lot 1, and a minimum 1 bedroom 93 m² (1000 sqft) secondary suite is constructed on Lot 2, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
10. Payment of all fees in full for the cost associated with the Public Hearing Notices, consistent with the City's Consolidated Fees Bylaw No 8636, as amended.

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

1. 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 must remain in place until construction and landscaping on-site is completed.

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

1. Payment of the current year's property taxes, Development Cost Charges, School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the design and construction of engineering infrastructure and frontage improvements.
2. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to:

a) *Water Works:*

Using the OCP Model, there is 444 L/s of water available at a 20 psi residual at the Ash Street frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.

At Developer's cost, the Developer is required to:

- b) Cut and cap the existing water service connection on Ash St and replace with a 25mm water service connection complete with water meter and water meter box, as per standard City specifications.
- c) Install a new 200mm water main extending from the existing 200mm water main located on Armstrong St and Breden Ave. Proposed water main to extend until the north PL of 7520 Ash St.
- d) Install a new water service connection complete with water meter and water meter box from the newly proposed water main extension to service the proposed east lot.
- e) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection on both frontages. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
- f) Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for the proposed land use.
- g) Provide a right-of-way for the water meter. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W20-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized during the building permit process (or via the servicing agreement process, if one is required).

At Developer's cost, the City will:

- h) Complete all tie-ins for the proposed works to existing City infrastructure.

Storm Sewer Works

At Developer's cost, the Developer is required to:

- i) Cut and cap the existing storm sewer service connection located at the North West corner of the site.
- j) Confirm the condition and capacity of the existing storm sewer service connection located at the south west corner of the site to be 100mm diameter or larger. If adequate to standard City specifications reuse to service the west lot.
- k) Install a new 600mm storm sewer main extending from the north face of the manhole located on Armstrong St and Breden Ave, to the north PL of 7520 Ash St.
- l) Install a new storm sewer service connection complete with inspection chamber from the newly proposed storm sewer main extension to service the proposed east lot.
- m) Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.

At Developer's cost, the City will:

- n) Complete all tie-ins for the proposed works to existing City infrastructure.

Sanitary Sewer Works:

At Developer's cost, the Developer is required to:

- o) Confirm the condition and capacity of the existing sanitary service connection located in the North West corner of the lot. Reuse if in good condition to service the west lot.
- p) Install a new 200mm sanitary sewer main extending from the north face of the manhole located on Armstrong St and Breden Ave, to the north PL of 7520 Ash St.

- q) Install a new sanitary sewer service connection complete with inspection chamber from the newly proposed sanitary main extension to service the proposed east lot.
- r) Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.

At Developer's cost, the City will:

- s) Complete all tie-ins for the proposed works to existing City infrastructure.

Street Lighting:

At Developer's cost, the Developer is required to:

- t) Review street lighting levels along all road and lane frontages, and upgrade as required.

Frontage Improvements:

At Developer's cost, the Developer is required to:

- u) Complete other frontage improvements as per Transportation requirements, e.g.:
 - (1) Armstrong Street: pavement widening, new 1.5 m wide concrete sidewalk at the new property line, 1.5 m wide treed/grassed boulevard and 0.15 m wide curb and gutter. The road widening is to include +/- 6.35 m wide new pavement to meet the existing edge of pavement.
 - (2) Ash Street: road widening to meet existing pavement for a total width of 8.5m, new 1.75 m wide concrete sidewalk at the property line, 3.1 m wide treed/grassed boulevard and 0.15 m wide curb and gutter. All frontage works along the Ash Street frontage are to be designed to ensure the retention and protection of is to be two trees (Tag #1 and #2).
 - (3) Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.

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

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

Note:

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

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

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

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

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10472 (RZ 21-945951)
7520 Ash Street**

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

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

P.I.D. 012-032-115

South Half of Lot 2, Block “F”, Section 15, Block 4 North, Range 6 West, New Westminster District, Plan 1207.

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10472”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER



To: Planning Committee
From: Wayne Craig
Director, Development

Date: June 5, 2023
File: RZ 18-843479

Re: **Revised Rezoning Considerations for the Application by Sian Group Investments Inc. for Rezoning at 7100 and 7120 Ash Street from the "Single Detached (RS1/F)" Zone to the "Town Housing (ZT16) - South McLennan and St. Albans Sub-Area (City Centre)" Zone**

Staff Recommendation

1. That third reading of Richmond Zoning Bylaw 8500, Amendment Bylaw 10163, for the rezoning of 7100 and 7120 Ash Street, be rescinded and the associated Rezoning Considerations be revised to reflect changes to tree retention and replacement, as per Attachment D to this report; and
2. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10163, for the rezoning of 7100 and 7120 Ash Street from the "Single Detached (RS1/F)" zone to the "Town Housing (ZT16) - South McLennan and St. Albans Sub-Area (City Centre)" zone, be granted third reading.

Wayne Craig
Director, Development
(604-247-4625)

WC:cl
Att. 4

REPORT CONCURRENCE

CONCURRENCE OF ACTING GENERAL MANAGER

Staff Report

Origin

Sian Group Investments Inc. has applied on behalf of the owner, 1199445 BC Ltd. (Sukhinder Kaur Sian), to rezone 7100 and 7120 Ash Street from the “Single Detached (RS1/F)” zone to the “Town Housing (ZT16) - South McLennan and St. Albans Sub-Area (City Centre)” zone to permit the development of 17 townhouses.

The original application by the previous owner was considered and the rezoning bylaw was granted third reading at the Public Hearing on May 19, 2020.

According to new information provided by the project arborist about the condition of on-site trees since their original assessment in 2018, the current applicant/owner wishes to request changes to the proposed tree retention and replacement (Attachment A).

For the rezoning application to proceed at this time, the existing rezoning bylaw (at third reading) must be rescinded and the Rezoning Considerations revised to reflect the proposed changes to the tree retention and replacement.

An additional Public Hearing would not be required, as there is no resulting change to land use or density. The applicant would be required to satisfy the revised Rezoning Considerations prior to final adoption of the rezoning bylaw.

Findings of Fact

Please refer to the original Staff Report dated March 23, 2020 for detailed information regarding the rezoning application (Attachment B).

The original Staff Report includes information on the site context, relevant City policies, public consultation prior to the original Planning Committee meeting, staff comments on-site planning, vehicle access, tree retention and replacement, site servicing and frontage improvements.

Analysis

Tree Retention and Replacement

Tree retention and replacement originally associated with this proposal was the result of an assessment by the project arborist and City review of 23 bylaw-sized trees on the subject site and 13 trees on neighbouring properties. The outcome of tree retention and replacement at that time was that four on-site trees (Trees # 364-367) and 13 trees on neighbouring properties (Trees #OS1-OS13) were to be retained together with an appropriate cash security and that 19 on-site trees were to be removed and replaced at a 2:1 ratio, consistent with the City’s Official Community Plan (OCP).

The current owner purchased the property in 2021 and has since made progress with several aspects of the proposal, including:

- installation of tree protection fencing around the four on-site trees and 13 neighbouring trees to be retained;
- obtaining a T3 Tree Removal Permit for the on-site trees identified for removal to facilitate site preparation following the Public Hearing, and submission of a tree replacement security in the amount of \$27,000.00;
- advancing the design of the required servicing and off-site improvements through the Servicing Agreement review process; and
- advancing the Development Permit (DP) application to the Development Permit Panel on September 14, 2022.

With the new information provided by the project arborist this year (Attachment A), it is understood that there has been an observed natural decline in the condition of the four on-site trees that were originally identified to be retained such that they are not expected to recover (Trees # 364-367). The applicant's Certified Arborist and Tree Risk Assessor has confirmed that the decline in health is the result of natural factors which could not have been predicted nor detected under means of industry standards. On this basis, the applicant is seeking to remove these four trees and plant an additional eight trees on-site, consistent with the 2:1 replacement ratio in the OCP. Each of the eight additional trees to be planted on-site are equal to or greater than the minimum replacement size specified in the City's Tree Protection Bylaw 8057. The \$40,000.00 tree survival security originally associated with retention of the four on-site trees is no longer required, and the eight additional replacement trees will be accounted for in the landscaping security associated with the Landscape Plan that forms part of the Development Permit.

A comparison between the original proposal and the revised proposal is provided as follows:

Original Proposal		Revised Proposal
# Trees to be retained	<ul style="list-style-type: none">• 4 on-site trees (# 364, 365, 366, 367) and the provision of a \$40,000 survival security• 13 trees on neighbouring properties (#OS1-OS13)	13 trees on neighbouring properties (#OS1-OS13)
# Trees identified for removal	19 on-site trees (# 358-363 and 368-380)	23 on-site trees (#358-380)
Replacement Tree Sizes		# Replacement Trees (and the provision of a Landscaping Security)
Min. Caliper Deciduous Tree	Min. Height Coniferous Tree	
6 cm	3.5 m	14
8 cm	4.0 m	14
9 cm	4.5-5.0 m	3
10 cm	5.5 m	3
11 cm	6.0 m	10
Total		44

Revised Site Plan and Landscape Plan

The proposed revisions to the Site Plan, Landscape Plan and Tree Management Plan are included in Attachment C, which shows the location of the four trees proposed to be removed (Trees # 364-367) and the additional eight replacement trees proposed to be planted throughout the site for a total of 44 replacement trees.

The proposed revised Landscape Plan illustrates that 10 trees are to be located along the north side of Buildings H and G, in the area where the four trees are proposed to be removed (i.e., two 3.5 m high Slender Serbian Spruce, two 9 cm caliper Green Pillar Pin Oak, two 8 cm caliper Pink Star Magnolia, and four 11 cm Chanticleer Pear). The proposed revised Landscape Plan is desirable as it provides some visual interest and screening along the interface with existing town housing to the north.

Revised Rezoning Considerations

The Rezoning Considerations have been revised to reflect the applicant's proposal to:

- remove Trees # 364-367 and the associated tree survival security;
- provide eight additional replacement trees, for a total of 44 replacement trees; and
- enable the Landscaping Security associated with the DP to be increased to account for the additional replacement trees (based on a cost estimate provided by the registered Landscape Architect prior to DP issuance).

Administrative revisions are also proposed to the Rezoning Considerations to remove the reference to items required to be submitted prior to advancing the DP application to the DP Panel for consideration and prior to advancing the DP application to Council for issuance, as the DP application has already been endorsed by the DP Panel on September 14, 2022, and there are updated conditions of DP issuance.

A red-lined version of the revised Rezoning Considerations is provided in Attachment D.

Public Consultation

Since there is no change in land use or density associated with the revised proposal, a Public Hearing is not required. On this basis, Staff recommend that third reading of Richmond Zoning Bylaw 8500, Amendment Bylaw 10163 for the rezoning of 7100 and 7120 Ash Street be rescinded and the associated Rezoning Considerations be revised to reflect changes to tree retention and replacement, and then the Bylaw be granted third reading together with the amended considerations.

However, should City Council desire to hold a Public Hearing on the revised proposal, the following recommendation could be used as an alternative to the current staff recommendation:

1. That third reading of Richmond Zoning Bylaw 8500, Amendment Bylaw 10163, for the rezoning of 7100 and 7120 Ash Street, be rescinded and the associated Rezoning Considerations be revised to reflect changes to tree retention and replacement, as per Attachment D to this report.

2. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10163, for the rezoning of 7100 and 7120 Ash Street from the “Single Detached (RS1/F)” zone to the “Town Housing (ZT16) - South McLennan and St. Albans Sub-Area (City Centre)” zone, be forwarded to a Public Hearing.
3. That the applicant submits payment of the fee associated with holding an additional Public Hearing (\$952.00), consistent with Consolidated Fees Bylaw 8636.

Conclusion

Sian Group Investments Inc. has requested to revise the Rezoning Considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 10163, for the rezoning of 7100 and 7120 Ash Street from the “Single Detached (RS1/F)” zone to the “Town Housing (ZT16) - South McLennan and St. Albans Sub-Area (City Centre)” zone, to reflect changes to the proposed tree retention and replacement due to an observed natural decline in the condition of Trees # 364-367 such that they are not expected to recover.

It is recommended that City Council first rescind third reading of Richmond Zoning Bylaw 8500, Amendment Bylaw 10163, and then that Bylaw 10163 be granted third reading.



Cynthia Lussier
Planner 2
(604-276-4108)

CL:he

- Att. A: Letters from the applicant and Certified Arborist
B: Original Report to Council dated March 23, 2020
C: Revised Site Plan and Landscape Plan
D: Revised Rezoning Considerations (red-lined version)

March 31, 2023

City of Richmond
Development Applications Department
6911 No. 3 Road, Richmond BC

Attn: Ms. Cynthia Lussier,

Dear Cynthia,

Re: Rezoning Application,
Townhouse proposal at 7100 / 7120 Ash Street, Richmond BC
RZ 18-843479

As the applicant of the above rezoning application, we would like to inform you that our arborist had reviewed the protected trees on site and found that the trees 364, 365, 366 and 367 as identified in the arborist report are declining and will not be expected to survive. It is a natural decline with symptoms changing over time. There was no ill intent or inappropriate action taken.

As the protected trees are not going to survive, we would like to apply to remove the tree retention (tag 364 – 367) in the rezoning consideration.

A copy of the revised architectural site plan and landscape drawing showing the removal of trees, and an arborist report are attached for your review.

Please contact me if you have any questions.

Yours truly,

S.K. Sian

S. K. Sian
Sian Group Investment Inc



May 2, 2023

To:
Cynthia Lussier
Planner
City of Richmond

**Re: Project RZ 18-843479 at 7100/7120 Ash Street
Regarding the observed decline of trees 364, 365, 366 and 367.**

This letter is a provision of notice that the observed decline of four trees tagged as numbers 364, 365, 366 and 367 have declined beyond expectation of recovery as a result of natural factors which could not have been predicted nor detected under means of industry standard arboriculture review.

If further information is required please let me know.

Terry Thrale
ISA Certified Arborist and Tree Risk Assessor PN 6766A
Woodridge Tree Consulting Arborists Ltd.
terry@woodridgetree.com



**City of
Richmond**

Report to Committee

To: Planning Committee

Date: March 23, 2020

From: Wayne Craig
Director, Development

File: RZ 18-843479

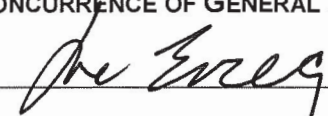
Re: Application by Fougere Architecture Inc. for Rezoning at 7100 and 7120 Ash Street from the "Single Detached (RS1/F)" Zone to the "Town Housing (ZT16) - South McLennan and St. Albans Sub-Area (City Centre)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10163, for the rezoning of 7100 and 7120 Ash Street from the "Single Detached (RS1/F)" zone to the "Town Housing (ZT16) - South McLennan and St. Albans Sub-Area (City Centre)" zone, be introduced and given first reading.


Wayne Craig
Director, Development
(604-247-4625)

WC:jr
Att. 7

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

Staff Report

Origin

Fougere Architecture Inc. has applied to the City of Richmond for permission to rezone 7100 and 7120 Ash Street from the “Single Detached (RS1/F)” zone, to the “Town Housing (ZT16) - South McLennan and St. Albans Sub-Area (City Centre)” zone, in order to develop 17 two-storey townhouse units with vehicle access from Ash Street. A location map is provided in Attachment 1.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is provided in Attachment 2.

Subject Site Existing Housing Profile

The subject site consists of two lots, each containing a single-family dwelling. The applicant has indicated that one of the dwellings was previously owner-occupied, and one was rented. Neither dwelling contains a secondary suite. Both dwellings would be demolished.

Surrounding Development

Development immediately surrounding the subject site is as follows:

- To the North: Two-storey townhouses on a property zoned “Town Housing (ZT16) - South McLennan and St. Albans Sub-Area (City Centre)”, with access from Ash Street.
- To the South: A single-family dwelling on a property zoned “Single Detached (RS1/F)”, with access from Ash Street.
- To the East: Single-family dwellings on properties zoned “Single Detached (ZS14) – South McLennan (City Centre)”, with access from Sills Avenue.
- To the West: Across Ash Street, single-family dwellings on properties zoned “Single Detached (RS1/F)”, with access from Ash Street.

Related Policies & Studies

Official Community Plan/McLennan South Sub-Area Plan

The subject site is located in the City Centre planning area, and is designated “Neighbourhood Residential” in the Official Community Plan (OCP). The proposed rezoning is consistent with this designation.

The subject site is located in the area governed by the McLennan South Sub-Area plan, and is designated “Residential, 2 ½ Storeys”, which permits development in triplex, duplex, and single-family forms (Attachment 3). Townhouses with units arranged in duplex or triplex

clusters are considered an appropriate development form in this area. The proposed rezoning is consistent with this designation.

The McLennan South Sub-Area Plan includes requirements for implementation of a new ring-road system, which would provide for greater vehicle and pedestrian circulation through the neighbourhood (Attachment 4). The northern part of this ring-road, Sills Avenue, has been partially constructed to the east and west of the subject site. A straight alignment of Sills Avenue would require dedication and construction of the new road through a portion of the subject site.

Staff propose an off-set alignment of Sills road further south. The City owns property between Ash Street and Armstrong Street which would facilitate construction of this road in coordination with the redevelopment of adjacent properties.

The McLennan South Sub-Area Plan allows new roads to deviate from the circulation map, and an amendment to the map is not required, provided the proposed deviation:

- Does not result in significant traffic impacts on or compromise access to adjacent properties.
- Does not result in a significant net increase in the amount of new road envisioned under the circulation map.
- Results in a coherent pattern that maintains the intended pedestrian scale of the area's blocks consistent with the neighbourhood's residential character.
- Provides a recognizable benefit to the area.

Transportation staff have reviewed the application and support the proposed scheme, as it supports the Sub-Area Plan objectives of breaking up large blocks and increasing pedestrian connectivity. Furthermore, the offset alignment of Sills Avenue will provide natural traffic calming and reinforce Granville Avenue and General Currie Road as the dominant east-west traffic routes.

To break up the block and provide an additional pedestrian connection, a mixed-use pathway is provided along the south property line of subject site. This pathway would be expanded through redevelopment of the properties to the south.

Affordable Housing Strategy

As per the City's Affordable Housing Strategy, townhouse rezoning applications are required to provide a cash-in-lieu contribution of \$8.50 per buildable square foot towards the City's Affordable Housing Reserve Fund. The applicant proposes to make a cash-in-lieu contribution of \$190,468, which is consistent with the Affordable Housing Strategy.

Public Art Program Policy

The applicant will be participating in the City's Public Art Program by making a voluntary contribution to the City's Public Art Reserve Fund for City-wide projects on City lands. Since

this rezoning was received in 2018, the applicable rate for the contribution is \$0.85 per buildable square foot, for a total contribution in the amount of \$19,046.80.

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*.

Analysis

Site Planning

The applicant proposes 17 two-storey townhouse units with a central drive aisle. Conceptual development plans are included in Attachment 5.

The proposed site layout consists of seven duplexes and one triplex, all of which contain two-storey units. Two convertible units are proposed, and would be located on either side of the common outdoor amenity area. Garbage and recycling is located in two enclosures in the front yard of the site, allowing for easy access by service vehicles.

Each unit has a private outdoor space at grade off of the living room, and a second storey balcony off of the master bedroom.

Amenity Space

The applicant is proposing a cash contribution in-lieu of providing indoor amenity space on-site, at a rate of \$1,769 per unit as per the OCP. The total contribution for this 17-unit townhouse development would be \$30,073.

A common outdoor amenity space is proposed on the south side of the drive aisle in the middle of the site. This location is centrally located, will enjoy good solar exposure, and provides an additional connection between the drive aisle and the proposed pedestrian pathway. The proposed design includes landscaping, a concrete pathway for universal access, picnic table, sandbox, playhouse, and stepping logs in order to provide for a variety of social and play opportunities for children and adults.

Further refinement of the site plan, architectural character, outdoor amenity space, and convertible unit features of the proposed development will occur through the Development Permit process.

Transportation and Site Access

Vehicle access to the subject site is provided from Ash Street. A small vehicle turnaround is provided after the first triplex, which would allow passenger vehicles and small vans to access the site, perform a three-point turn, and exit the site in a forward motion.

Each unit has a garage with two parking spaces in a side-by-side arrangement, which exceeds the minimum 1.4 spaces per unit required by Richmond Zoning Bylaw 8500 for multi-family developments in the City Centre planning area. Four visitor parking spaces are proposed on site, including one van accessible parking space. Level 2 EV charging is provided in each garage as per Zoning Bylaw requirements. Staff support the proposed number of resident and visitor parking spaces, as it reduces the demand for street parking.

Pedestrian access is provided from multiple locations. The two end units fronting Ash Street have direct access to the sidewalk. Units on the north side of the site have access from the drive aisle, and units on the south side of the site have access from both the drive aisle and a proposed pedestrian walkway.

The pedestrian pathway would connect Ash Street to the intersection of Sills Avenue and Armstrong Street, improving pedestrian circulation through the neighbourhood in a manner generally consistent with the McLennan South Sub-Area Plan. This pathway would be expanded through the future redevelopment of 7140 and 7160 Ash Street. In its interim condition, the proposed pathway would consist of a 2.0 m wide pathway, 0.5 m wide landscaped strip, and pedestrian-scale lighting. The ultimate condition would consist of a 2.5 m wide pathway, 0.75 m wide landscaped strip on both sides, and pedestrian-scale lighting on the north side only. Construction of the pathway would be through the Servicing Agreement.

Prior to final adoption of the rezoning bylaw, the applicant must provide a 2.5 m wide Statutory Right-of-Way (SRW) for Public Rights-of-Passage (PROP) for the proposed pedestrian pathway.

An approximately 8.1 m by 8.1 m road dedication is required at the southeast corner of the subject site for the intersection of Sills Avenue and Armstrong Street. Design and construction of the road works will be through a Servicing Agreement.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report; which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses 23 bylaw-sized trees on the subject property and 13 trees on neighbouring properties.

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

- Four Douglas Fir trees (Tag # 364, 365, 366, 367) located on the development site are in good condition and should be retained and protected if possible.
- Two Silver Maple trees (Tag # 358, 369) located on the development site are in poor condition and should be removed and replaced.
- Five Yellow Cedar trees (Tag # 359, 360, 361, 362, 363) located on the development site are in poor condition and should be removed and replaced.
- Ten Birch trees (Tag # 368, 370, 371, 373, 374, 375, 376, 377, 378, 379) located on the development site are in poor condition and should be removed and replaced.
- One Black Pine tree (Tag # 372) located on the development site is in poor condition and should be removed and replaced.
- One Black Pine tree (Tag # 380) is located within the future Armstrong Road right-of-way (ROW) and is in conflict with the required road works. Replacement is not required for trees within a required roadway.
- 13 trees (Tag # OS1-OS13) located on adjacent neighbouring properties are identified to be retained. Provide tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.
- Replacement trees should be specified at a 2:1 ratio as per the OCP.

Tree Replacement

The applicant wishes to remove 18 on-site trees (Tag # 358-363 and 368-379) and one tree within the future roadway (Tag # 380). The 2:1 replacement ratio would require a total of 36 replacement trees. 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
8	11 cm	6 m
4	10 cm	5.5 m
10	8 cm	4 m
14	6 cm	3.5 m

To satisfy the 2:1 replacement ratio established in the OCP, the applicant proposes to plant a minimum of 36 replacement trees in the development. If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$750/tree to the City's Tree Compensation Fund for off-site planting is required.

Tree Protection

Four trees (Tag # 364-367) on the subject site and 13 trees (Tag # OS1-OS13) on neighbouring properties are to be retained and protected. The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development

stage (Attachment 6). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Prior to final adoption of the rezoning bylaw, submission to the City of a \$40,000 survival security for the four on-site trees to be retained.
- Prior to demolition of the existing dwellings 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.

Variance Requested

The proposed development is generally in compliance with the "Town Housing (ZT16) - South McLennan and St. Albans Sub-Area (City Centre)" zone in Richmond Zoning Bylaw 8500, with the exception of the following variances:

1. Reduce the minimum front yard setback from 6.0 m to 1.21 m for accessory structures only.

Staff are supportive of the proposal as it allows the garbage and recycling enclosures to be located near the entrance to the site, reducing the distance required for collection vehicles to back up out of the site. The proposal is consistent with existing development to the north of the site. Review of the design and screening of the proposed enclosures would be through the Development Permit process.

2. Reduce the minimum setback to Sills Avenue/Armstrong Street from 6.0 m to 2.53 m.

The reduced setback results from road dedication for the intersection of Sills Avenue and Armstrong Street. Staff are supportive of the proposal as it is a similar setback to what is proposed between the building and the edge of the pedestrian pathway. The building would be approximately 4.03 m from the edge of the sidewalk, which is greater than the 3.6 m setback from the building to the pedestrian pathway.

Additionally, the proposed setback is similar to with what would be achieved by the future redevelopment of the properties to the south. Single-family lots with a north-south orientation would result in the corner lot having a 3.0 m exterior side yard setback to Armstrong Street.

BC Energy Step Code

On July 26, 2018, Council adopted BC Energy Step Code requirements for all new residential developments. The proposed development consists of townhouses that staff anticipates would be designed and built in accordance with Part 9 of the BC Building Code. As such, this development would be expected to achieve Step 3 of the BC Energy Step Code for Part 9 construction (Climate Zone 4).

Site Servicing and Frontage Improvements

The applicant is required to enter into a Servicing Agreement at Building Permit stage for the design and construction of the required site servicing and frontage works, as described in Attachment 7.

Frontage improvements on Ash Street include, but may not be limited to, the following:

- Road widening to a total width of 8.5 m.
- 1.75 m wide sidewalk at the property line, approx. 2.5 m wide landscaped boulevard, and 0.15 m curb and gutter.
- Removal of the two existing driveways and replacement with a new driveway crossing and frontage works as described above,
- Relocation or undergrounding of the hydro utility pole located within the proposed new driveway.

Frontage improvements on Sills Avenue include, but may not be limited to, the following:

- 1.5 m wide sidewalk, landscaped boulevard, and 0.15 m curb and gutter along the curved alignment of the intersection of Sills Avenue and Armstrong Street.

The on-site pedestrian pathway connecting Ash Street to Sills Avenue will include, but may not be limited to:

- 0.5 m landscaped strip with lighting; and
- 2.0 m wide paved surface, or other treatment as deemed appropriate in order to retain off-site trees.

Development Permit Application

A Development Permit application is required to be processed to a satisfactory level prior to final adoption of the rezoning bylaw. Further refinements to architectural, landscape, and urban design will be completed as part of the Development Permit application review process, including, but not limited to, the following:

- Compliance with the Development Permit Guidelines for multi-family developments in the OCP and McLennan South Sub-Area Plan.
- Review of the size and species of on-site trees to ensure bylaw compliance and to achieve a mix of coniferous and deciduous species.
- Review and refinement of tree retention measures to ensure the survival of the four Douglas Fir trees located on the north side of the site, as well as the trees located on the neighbouring property to the south in close proximity to the proposed pedestrian pathway.
- Design of the common outdoor amenity space, including choice of play equipment and other features to ensure a safe and vibrant environment for children's play and social interaction.
- Design of the proposed waste enclosures within the front yard setback, to ensure an attractive streetscape and adequate screening.
- Review of accessibility features, including aging-in-place features in all units, and the provision of two convertible units.
- Review of a sustainability strategy for the development proposal, including steps to achieve Step 3 of the Energy Step Code for Part 9 construction (Climate Zone 4).

Financial Impact

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

Conclusion

The purpose of this application is to rezone 7100 and 7120 Ash Street from the "Single Detached (RS1/F)" zone, to the "Town Housing (ZT16) - South McLennan and St. Albans Sub-Area (City Centre)" zone, in order to develop 17 two-storey townhouse units with vehicle access from Ash Street.

The rezoning application complies with the land use designations and applicable policies contained within the OCP for the subject site. Further review of the project design will be completed as part of the Development Permit application review process.

The list of rezoning considerations is included in Attachment 7, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10163 be introduced and given first reading.



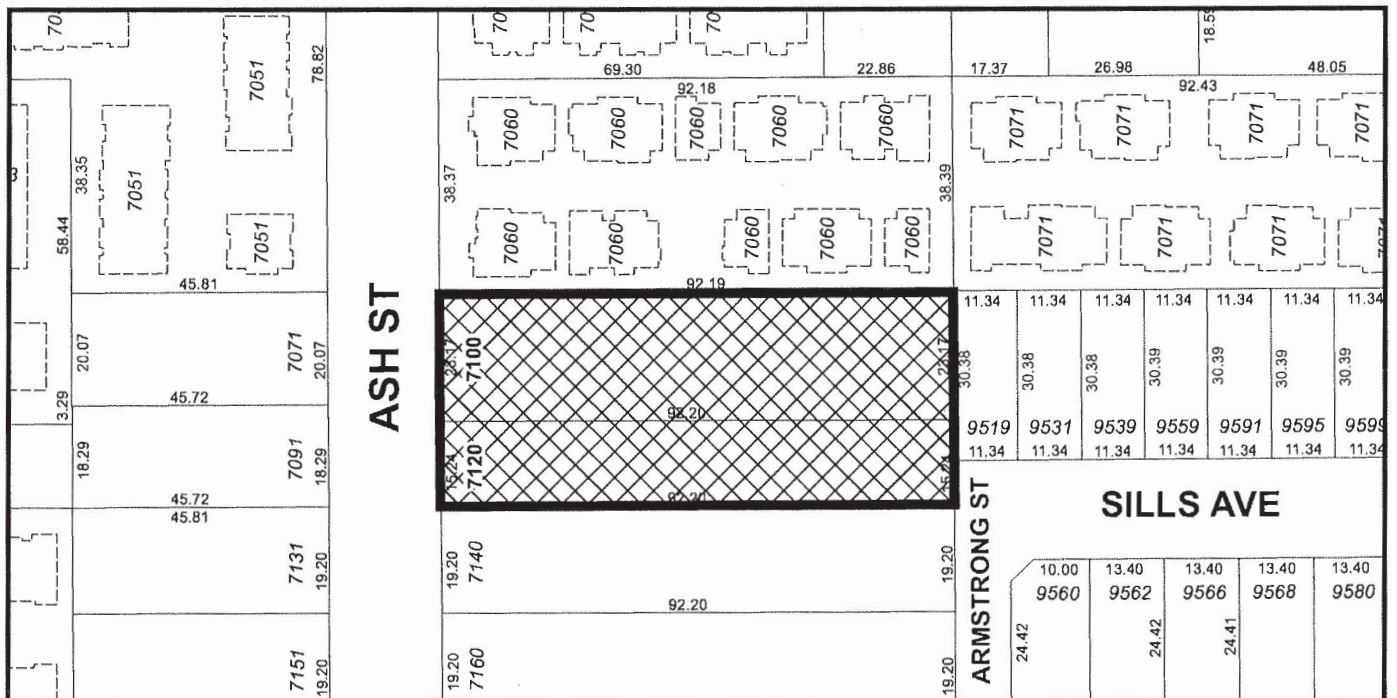
Jordan Rockerbie
Planner I
(604-276-4092)

JR:blg

- Attachment 1: Location Map and Aerial Photo
- Attachment 2: Development Application Data Sheet
- Attachment 3: McLennan South Sub-Area Plan Land Use Map
- Attachment 4: McLennan South Sub-Area Plan Circulation Map
- Attachment 5: Conceptual Development Plans
- Attachment 6: Tree Retention Plan
- Attachment 7: Rezoning Considerations

PROPOSED REZONING

The map displays a grid of streets and zoning districts. The central focus is a parcel on Ash St, between Bridge St and Sills Ave, which is highlighted with a cross-hatch pattern and labeled 'PROPOSED REZONING'. This parcel is currently zoned RS1/F. The surrounding area includes various other zoning districts such as SI, RTM1, RTM2, RTL1, RTL3, ZT50, ZT57, ZT48, ZS16, ZT70, ZR8, and AG1. The map also shows various residential and commercial zoning codes like RS1/F, RS1/A, RS1/P, RD1, RTH2, and ZS14.



RZ 18-843479

PHN-150

Note: Dimensions are in METRES



City of Richmond



RZ 18-843479

PLN-151

Original Date: 01/09/19

Revision Date:

Note: Dimensions are in METRES



RZ 18-843479

Attachment 2

Address: 7100 & 7120 Ash Street

Applicant: Fougere Architecture Inc.

Planning Area(s): City Centre – McLennan South

	Existing	Proposed
Owner:	1199445 BC LTD	To be determined
Site Size (m²):	3,535.3 m ²	3,469.7 m ²
Land Uses:	Single-family	Townhouses
OCP Designation:	Neighbourhood Residential	No change
Area Plan Designation:	Residential, 2 ½ Storeys	No change
Zoning:	Single Detached (RS1/F)	Town Housing (ZT16) - South McLennan and St. Albans Sub-Area (City Centre)
Number of Units:	Two single-family dwellings	17 townhouse dwellings

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.60	Max. 0.60	none permitted
Buildable Floor Area (m ²):*	Max. 2,081.8 m ² (22,408 ft ²)	2,081.7 m ² (22,407 ft ²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 40%	Building: Max. 40%	none
Lot Size:	No minimum	3,469.7 m ²	none
Lot Dimensions (m):	Width: No minimum Depth: No minimum	Width: 38.38 m Depth: 92.13 m	none
Setbacks (m):	Front: Min. 6.0 m Rear: Min. 3.0 m Side: Min. 3.0 m To Sills Ave: Min. 6.0 m	Front: 6.0 m for buildings, 1.21 m for accessory structures Rear: 3.02 m Side: 3.6 m To Sills Ave: 2.53 m	Front: vary by 4.79 m for accessory structures only To Sills Ave: vary by 3.47 m
Height (m):	Max. 11.0 m	Max. 11.0 m	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	1.4 (R) and 0.2 (V) per unit	2 (R) and 0.24 (V) per unit	none

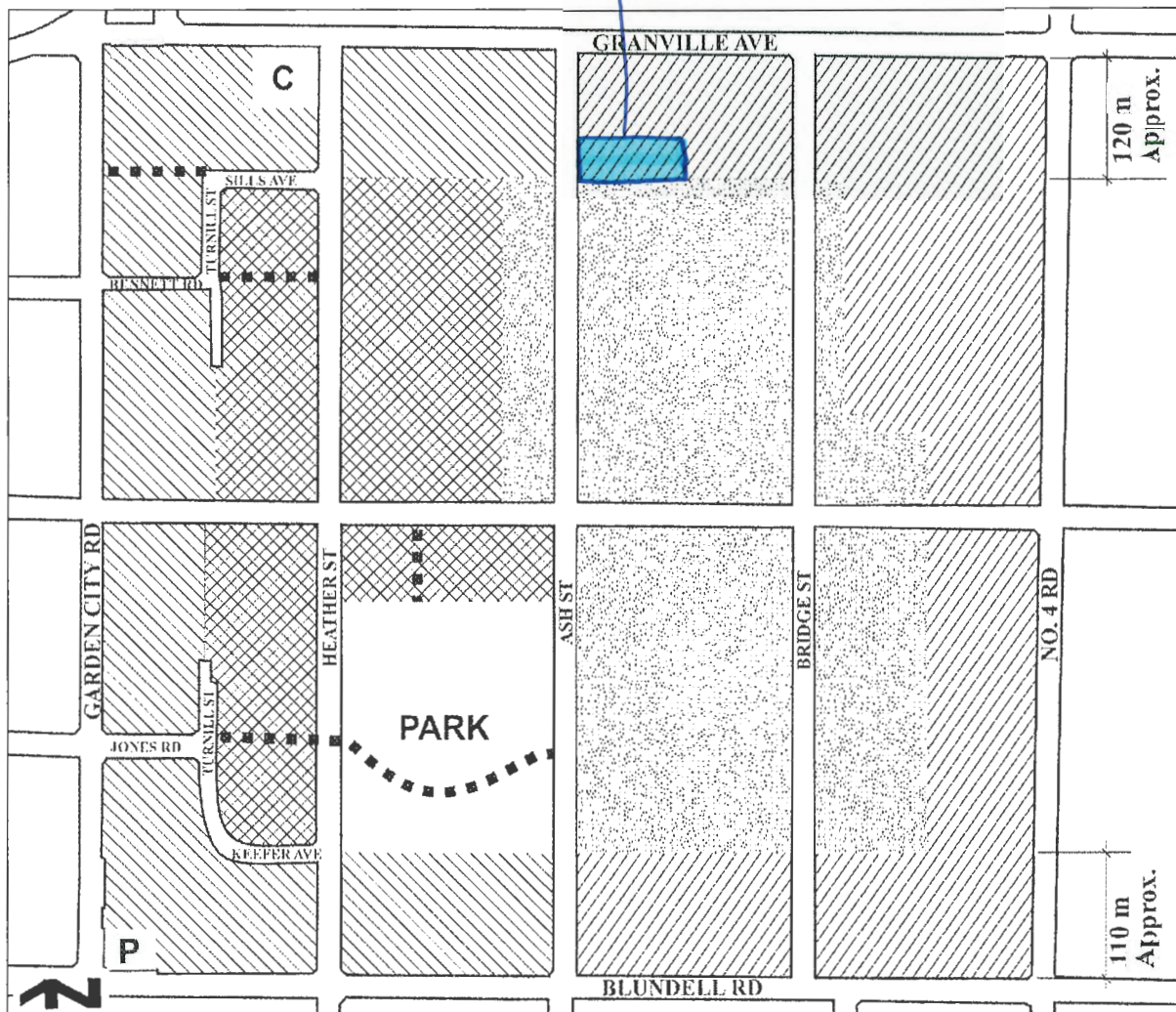
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Off-street Parking Spaces – Total:	24 (R) and 4 (V)	34 (R) and 4 (V)	none
Tandem Parking Spaces:	Permitted – Maximum of 50% of required spaces	0%	none
Small Car Parking Spaces:	Permitted – Maximum of 50% of required spaces	45% (17 spaces)	none
Accessible Parking Spaces:	1	1	none
Amenity Space – Indoor:	50 m ² or cash-in-lieu	Cash-in-lieu	none
Amenity Space – Outdoor:	6 m ² per unit (i.e. 102 m ²)	102 m ²	none


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


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


City of Richmond


Land Use Map

Bylaw 9106
2015/09/14

 **Residential, Townhouse up to 3 storeys over 1 parking level, Triplex, Duplex, Single-Family 0.75 base F.A.R.**

 **Residential, 2 ½ storeys typical (3 storeys maximum) Townhouse, Triplex, Duplex, Single-Family 0.60 base F.A.R.**

 **Residential, 2 ½ storeys typical (3 storeys maximum), predominantly Triplex, Duplex, Single-Family 0.55 base F.A.R.**

 **Residential, Historic Single-Family, 2 ½ storeys maximum 0.55 base F.A.R.** Lot size along Bridge and Ash Streets:

- Large-sized lots (e.g. 18 m/59 ft. min. frontage and 550 m²/5,920 ft² min. area)

Elsewhere:

- Medium-sized lots (e.g. 11.3 m/37 ft. min. frontage and 320 m²/3,444 ft² min. area), with access from new roads and General Currie Road;

Provided that the corner lot shall be considered to front the shorter of its two boundaries regardless of the orientation of the dwelling.

■■■■ Trail/Walkway

C Church

P Neighbourhood Pub

Note: Sills Avenue, Le Chow Street, Keefer Avenue, and Turnill Street are commonly referred to as the “ring road”.

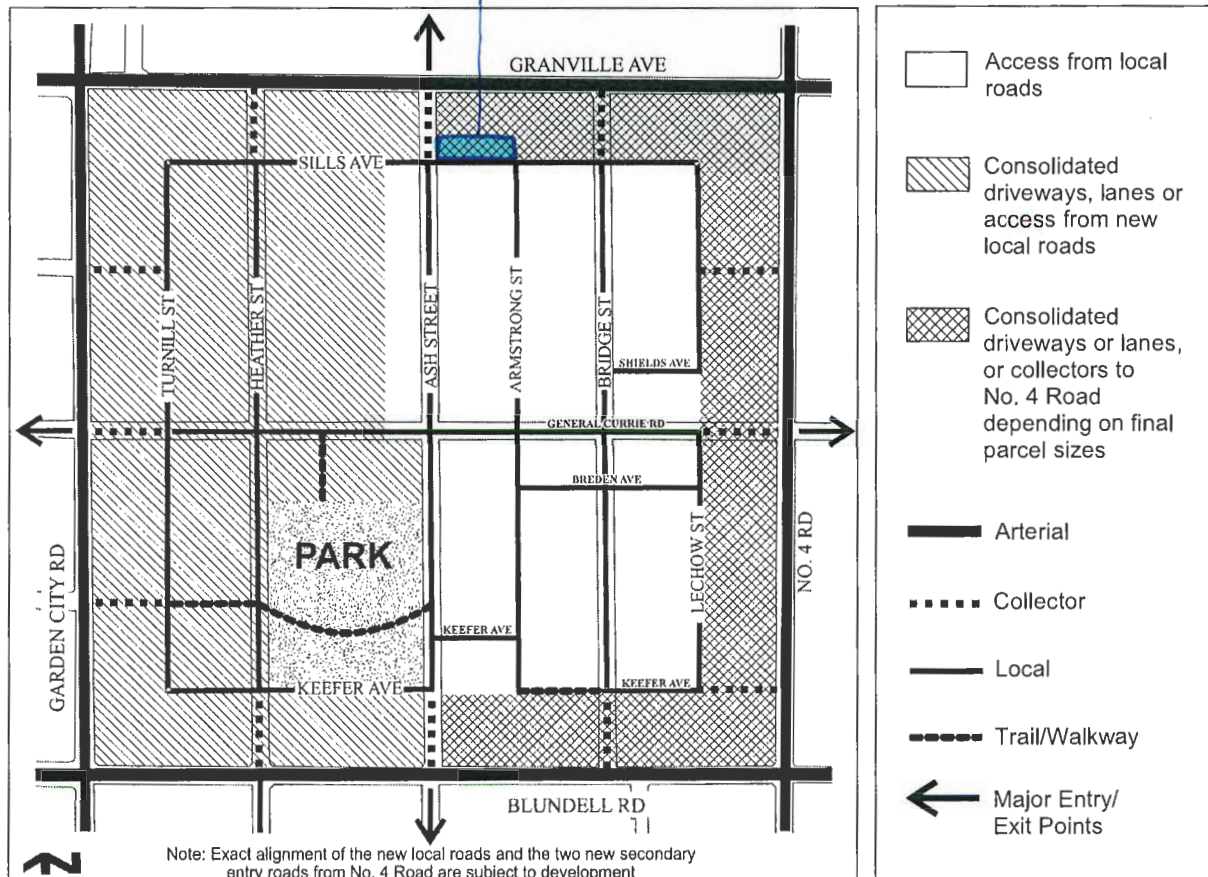
City of Richmond

- l) Encourage cycling as a means of travel by calming automobile traffic within McLennan South and supporting the City Centre policies and programs for bicycles.

Circulation Map

Bylaw 8803
2011/10/17

SUBJECT SITE





PLN-156

ATTACHMENT 5

7100 ASH STREET



[illegible]

7100
ASH STREET

SILLS AVENUE

ARMSTRONG
STREET

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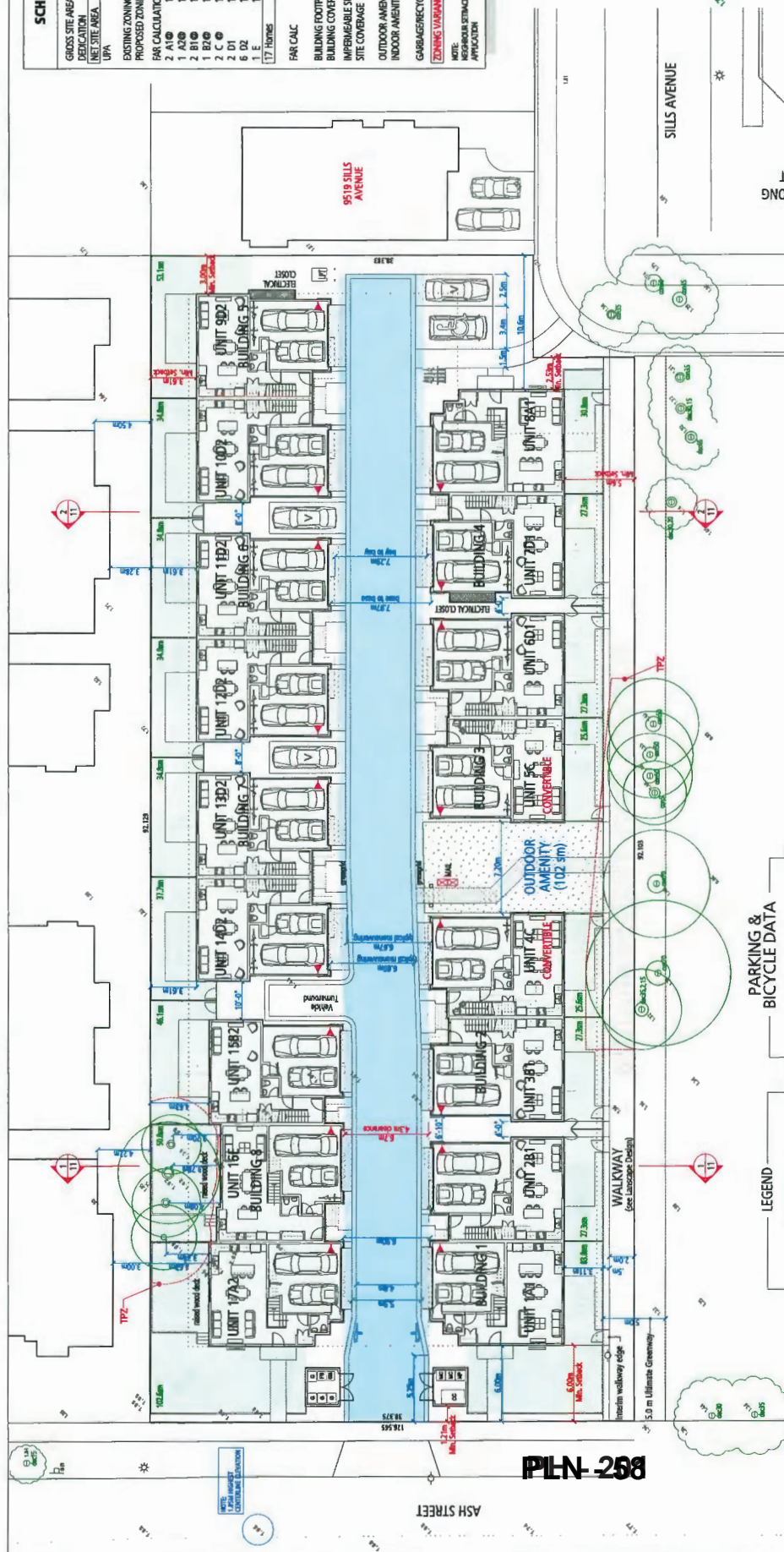
SITE PLAN

SCALE: 1:150

FEBRUARY 26, 2020



202 - 2425 Quebec Street
Montreal, QC H3T 4J6
fournisseur@bell.ca



CODE ANALYSIS - PART 9					
BCSC REF.	Division A 13.3.3(1)(e)	Applicable code	CODE INFORMATION		
	Major occupancy		British Columbia Building Code 2018		
	Building area	(Permitted 600 m ²)	Group C		
	Building height		(Proposed) 254.2 m ²		
	Shedded based		2 Storeys		
	Pearl FRC*		1 Street		
	Roof FRC		N/A		
	Interior wall FRC		N/A		
	Exterior wall FRC		N/A		
	Specialty construction type	(Permitted combustible/noncombustible)	N/A		
	Construction type		(Proposed) Combustible		
	Fire alarm required		N/A		
	Standpipe required		N/A		
	Suspension of residential suites		N/A		
	Fire separation between dwelling and garage		1 hr		
	Gas air barrier system required between unit and garage		N/A		
			Yes		
	* Fire Resistance Rating				

PARKING & BICYCLE DATA

Residential / commercial Water provided	38
Total Required	38
Filling Provided	17
Sewerage Provided	17
Water provided	4
Total Provided	38

On-site Borehole Filling Requirements	
Class 1: 1.25 subdrain	22
min 20% Vertical Soils	7
Total Class 1 Soils Required	22
Class 2: 2.12 subdrain	4
Total Class 2 Soils Required	25
Total Class 2 Soils Provided	25
Total Class 2 Soils Required	4
Total Class 2 Soils Provided	4
Horizontal Soils Provided	19
Vertical Soils Provided	6

LEGEND -



TE: 1.5m ISLE + 1.4m x 5.5m
11000 BOLLING RD UNIT 2
DALLAS, TX 75243

THE NEW YORK PUBLIC LIBRARY
ASTOR LENOX TILDEN FOUNDATION
500 5TH AVENUE
NEW YORK, N.Y. 10017

1.8m x 0.6m

1 BIKE STALL (Vertical)

1.0m x 0.5m

2 Electric Vehicle Plug-In
for each parking space

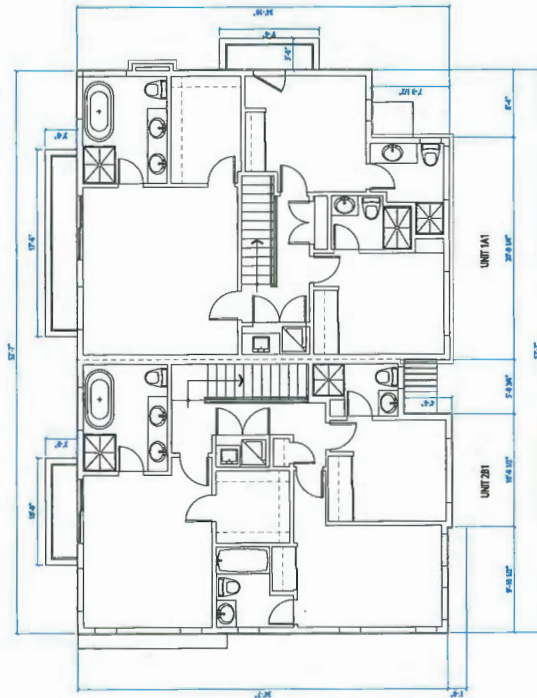
concept path width 4.3 m w

beamed drive axle & 0.35%

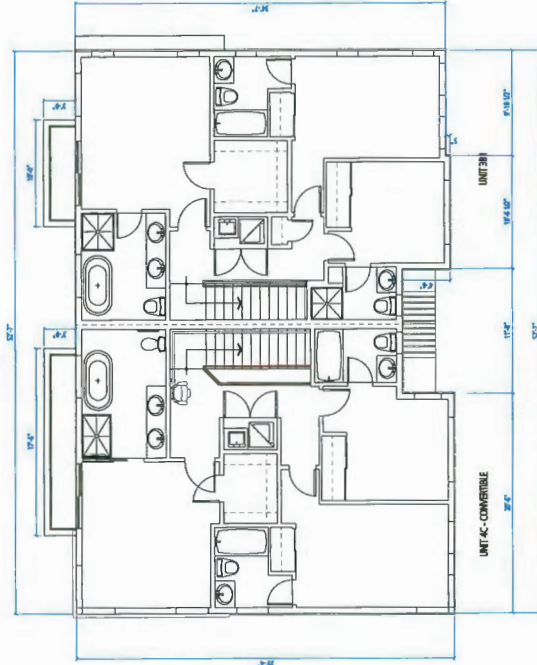
THE OPEN SPACE

1

BUILDING 2

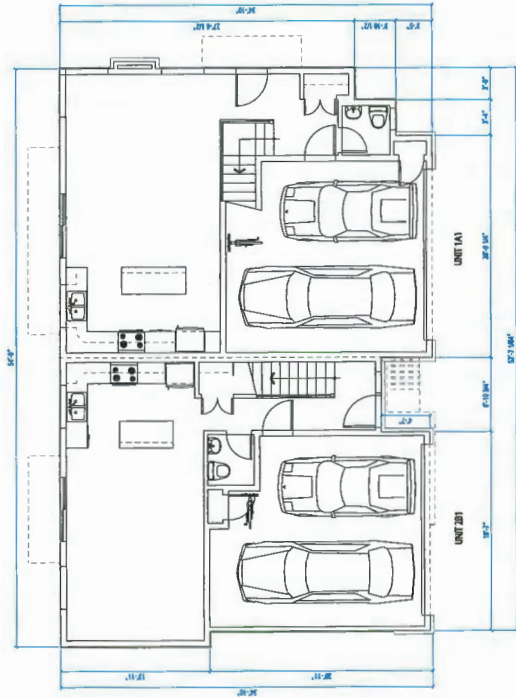


SECOND FLOOR

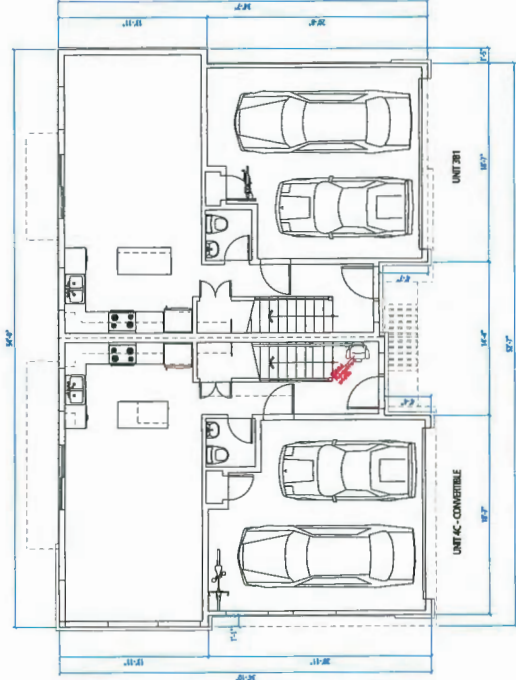


SECOND FLOOR

7100
ASH STREET



GROUND FLOOR



GROUND FLOOR

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BLOCK PLANS

BUILDINGS 1 & 2

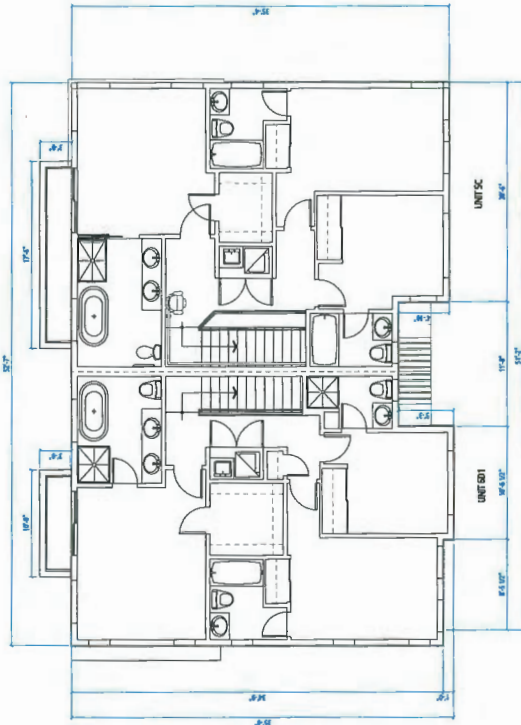
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FEBRUARY 11, 2020

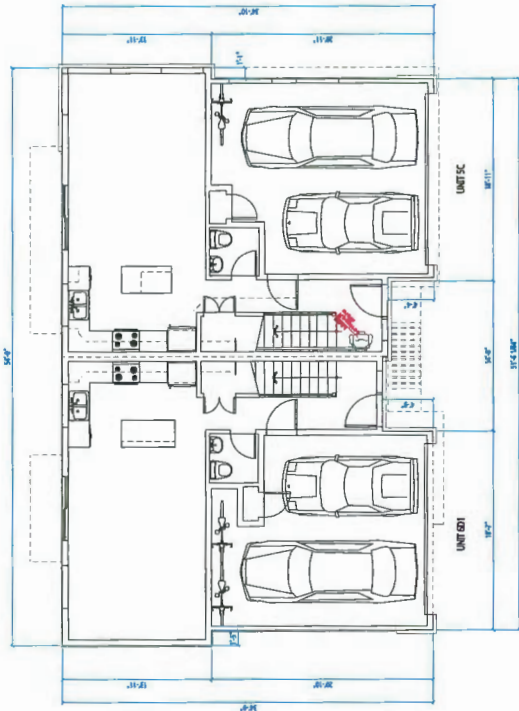


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architecture inc.
BRITISH COLUMBIA • ALBERTA • WASHINGTON
202 • 2425 Quebec Street 604.873.2987
Vancouver, BC V5T 4L6 fougerearchitecture.ca

BUILDING 3

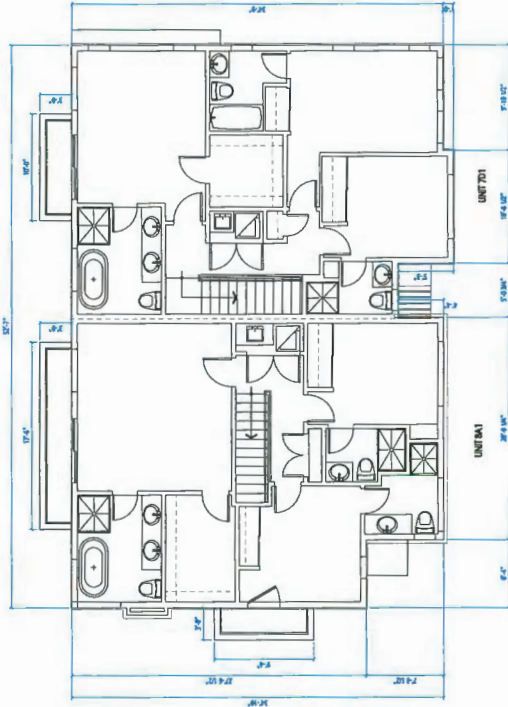


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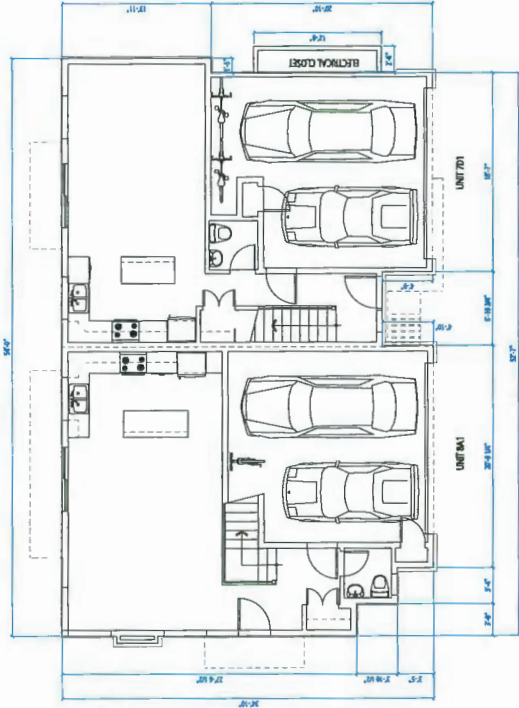


GROUND FLOOR

BUILDING 4



SECOND FLOOR



GROUND FLOOR

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ASH STREET

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BLOCK PLANS
BUILDINGS 3 & 4

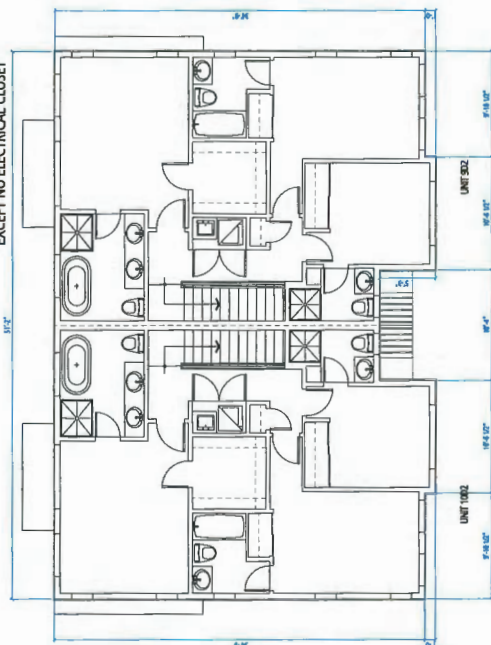
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FEBRUARY 11, 2020

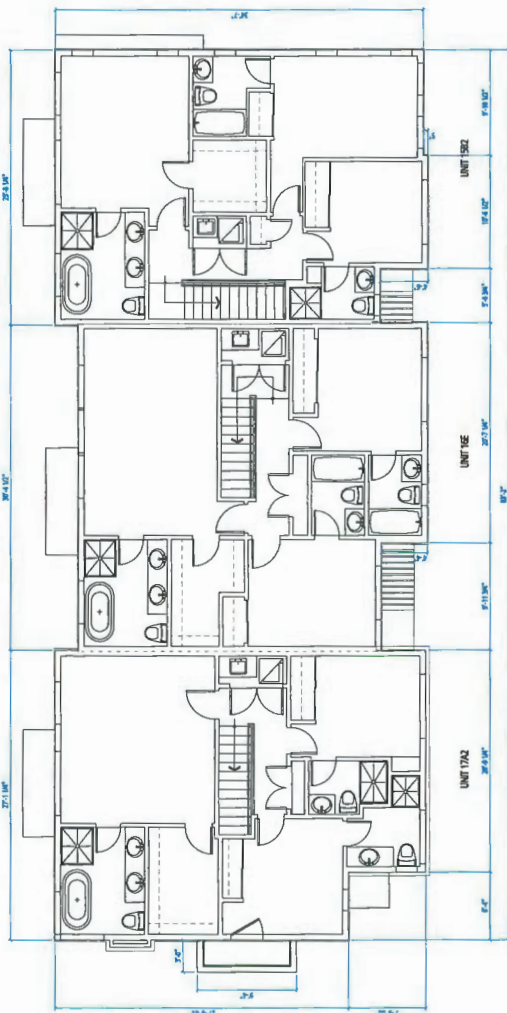
FOUGERE
architecture inc.
1000 COLUMBIA AVE. SUITE 100
FALLS CHURCH, VA 22034
703.773.2967
fougere.com

BUILDING 8

**BUILDING 6 & 7 SIMILAR
EXCEPT NO ELECTRICAL CLOSET**



SECOND FLOOR



SECOND FLOOR

7100
ASH STREET

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BLOCK PLANS
BUILDINGS 5 - 8

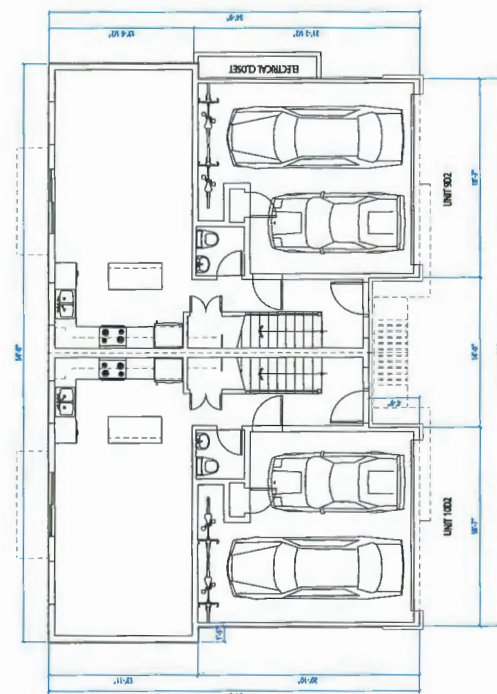
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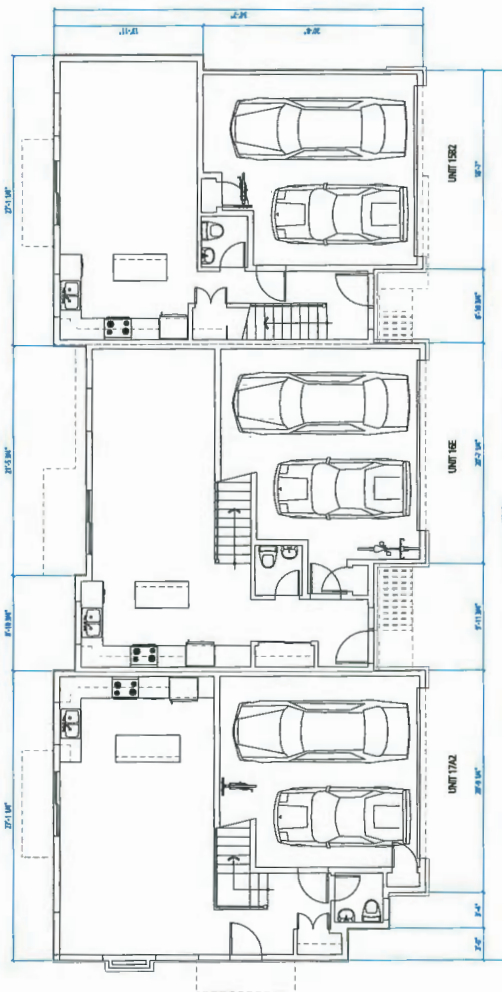


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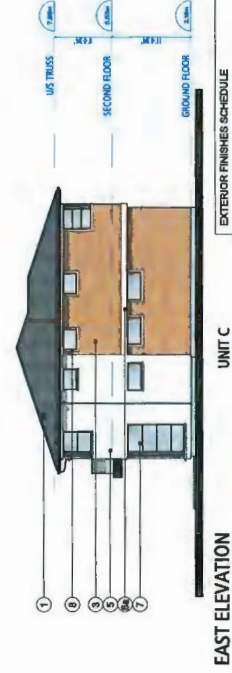
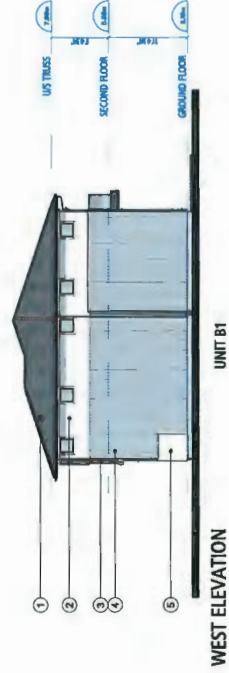
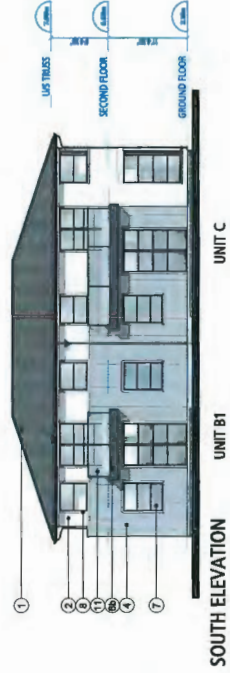
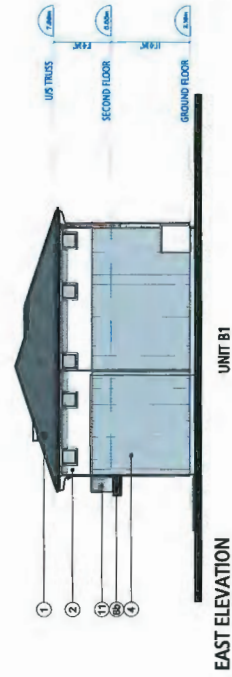
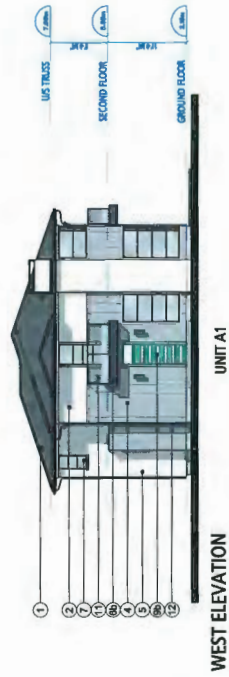


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GROUND FLOOR

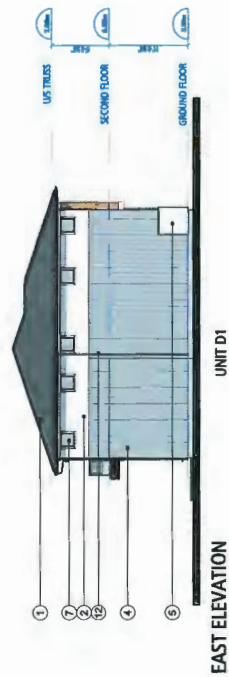
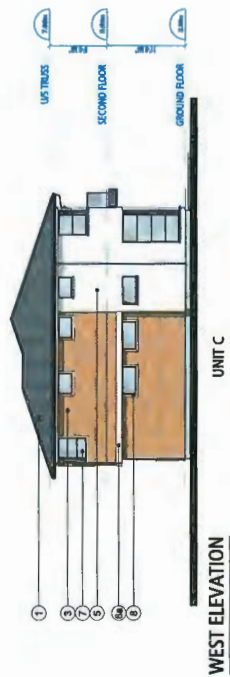
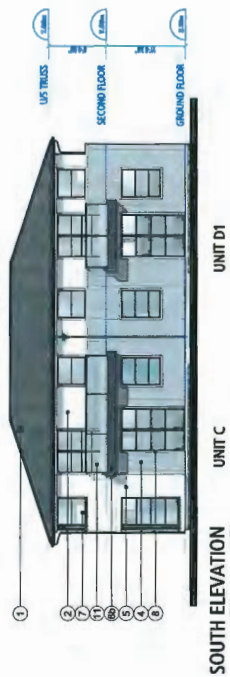
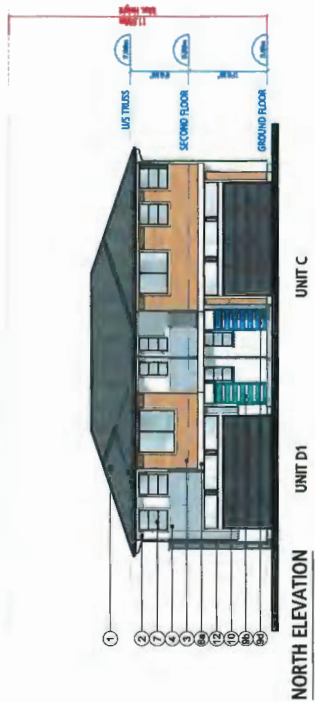
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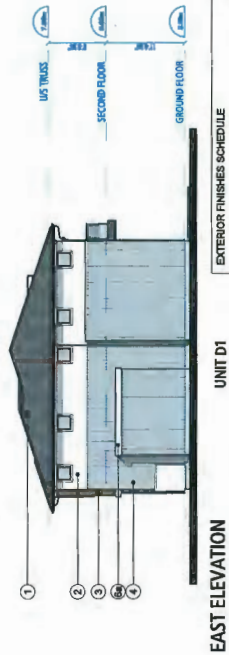
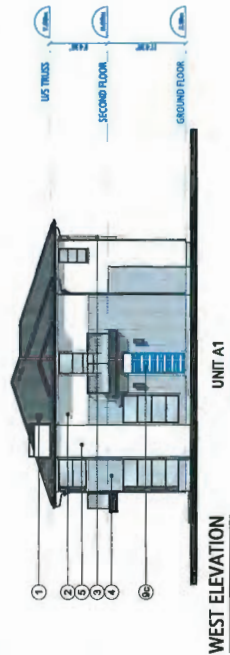
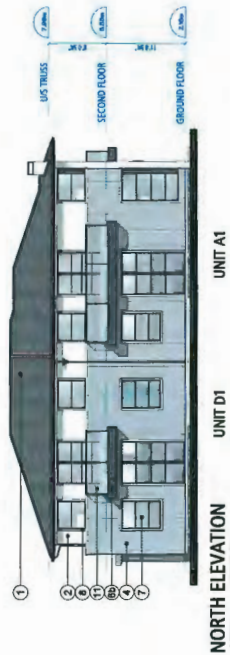
UNIT C

EXTERIOR FINISHES SCHEDULE

1	ASPHALT SHOULDER	803	Weathered Wood
2	BRICK	903	Brick
3	CONCRETE	1003	Formed Concrete - Cast-in-place
4	HARDIE PLANK LAKE MONROE	1103	Hardie Plank - Lake Monroe Gray
5	SHEDDING SHED	1203	Shedding Shed
6	SHEDDING SHED AND MATTER	1303	MATERIAL MATTER - CAST GRAY
7	SHEDDING SHED	1403	Shedding Shed
8	SHEDDING SHED	1503	Shedding Shed
9	SHEDDING SHED	1603	Shedding Shed
10	SHEDDING SHED	1703	Shedding Shed
11	SHEDDING SHED	1803	Shedding Shed
12	SHEDDING SHED	1903	Shedding Shed
13	SHEDDING SHED	2003	Shedding Shed
14	SHEDDING SHED	2103	Shedding Shed
15	SHEDDING SHED	2203	Shedding Shed
16	SHEDDING SHED	2303	Shedding Shed
17	SHEDDING SHED	2403	Shedding Shed
18	SHEDDING SHED	2503	Shedding Shed
19	SHEDDING SHED	2603	Shedding Shed
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21	SHEDDING SHED	2803	Shedding Shed
22	SHEDDING SHED	2903	Shedding Shed
23	SHEDDING SHED	3003	Shedding Shed
24	SHEDDING SHED	3103	Shedding Shed
25	SHEDDING SHED	3203	Shedding Shed
26	SHEDDING SHED	3303	Shedding Shed
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282	SHEDDING SHED	28903	Shedding Shed
283	SHEDDING SHED	29003	Shedding Shed
2			



BUILDING 3



BUILDING 4

7100
ASH STREET

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ELEVATIONS

SCALE: 1/8" = 1'-0"
0 5' 10' 15'

FEBRUARY 11, 2020

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1000 COLUMBIA AVE. SUITE 100
FALLS CHURCH, VA 22034
703.477.2707
fo@fofuge.com

EXTERIOR FINISHES SCHEDULE

- | ITEM | FINISH |
|------|------------------------------------|
| 1 | APPLY FINISHES |
| 2 | PAINT EXTERIOR WALLS - WHITE |
| 3 | PAINT EXTERIOR ROOF - GRAY |
| 4 | PAINT EXTERIOR BALCONY - GRAY |
| 5 | PAINT EXTERIOR STAIRS - GRAY |
| 6 | PAINT EXTERIOR DOOR - GRAY |
| 7 | PAINT EXTERIOR WINDOW - GRAY |
| 8 | PAINT EXTERIOR TRUSS - GRAY |
| 9 | PAINT EXTERIOR GROUND FLOOR - GRAY |
| 10 | PAINT EXTERIOR SECOND FLOOR - GRAY |
| 11 | PAINT EXTERIOR THIRD FLOOR - GRAY |
| 12 | PAINT EXTERIOR BALCONY - GRAY |
| 13 | PAINT EXTERIOR STAIRS - GRAY |

ACCENT (DOOR) COLOURS

- | ITEM | COLOUR |
|------|---|
| 1 | SWISS WILLIAM - RVT 670 Thermal Sprayed |
| 2 | SWISS WILLIAM - RVT 670 Thermal Sprayed |
| 3 | SWISS WILLIAM - RVT 670 Thermal Sprayed |
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| 13 | SWISS WILLIAM - RVT 670 Thermal Sprayed |

ACCENT DOOR COLOR



ACCENT DOOR COLOR



ACCENT DOOR COLOR

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SITE SECTIONS

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

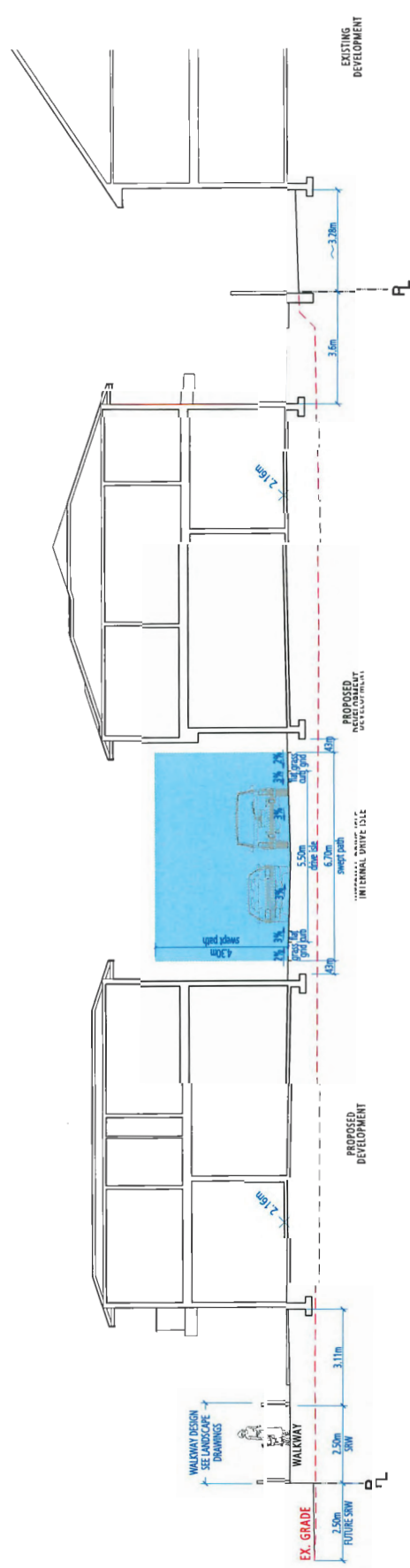
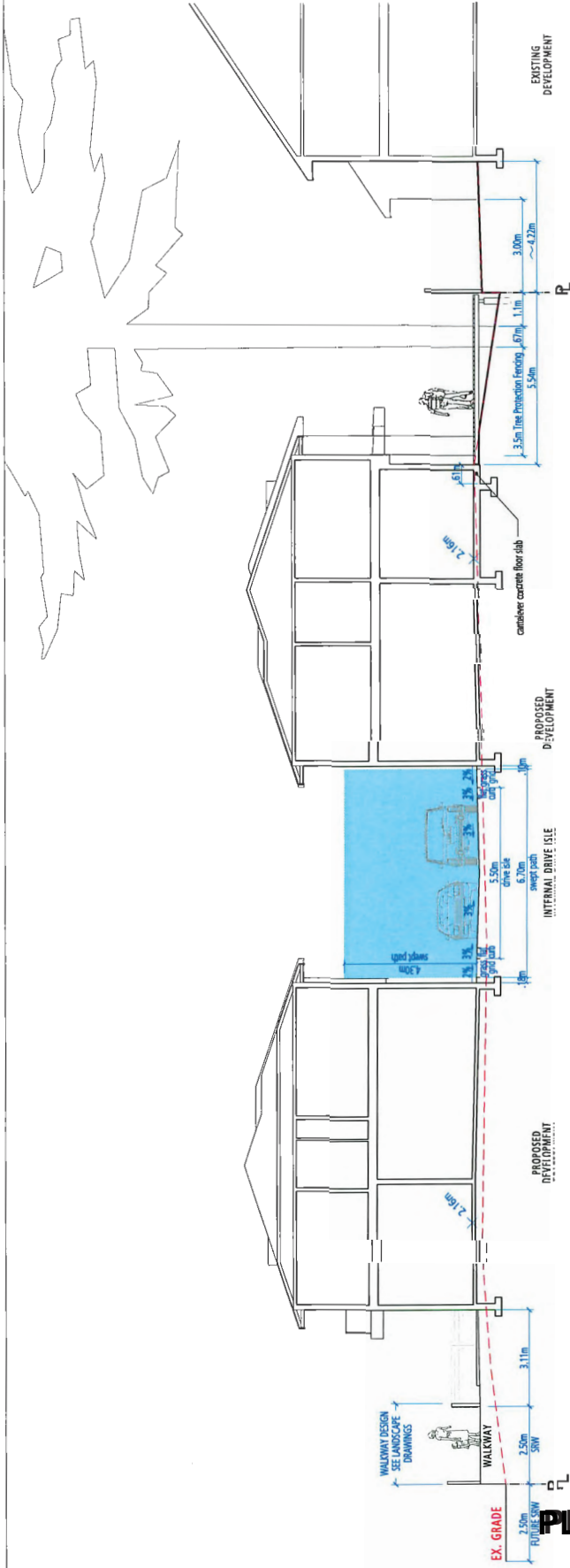


FEBRUARY 11, 2020



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91 2102-2625 Québec Street
Vancouver, B.C. V5T 4J6
604.477.2507
fougen@architectura.ca





PERSPECTIVES

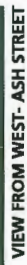
FEBRUARY 26, 2020

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14





INTERIOR VIEW FROM EAST



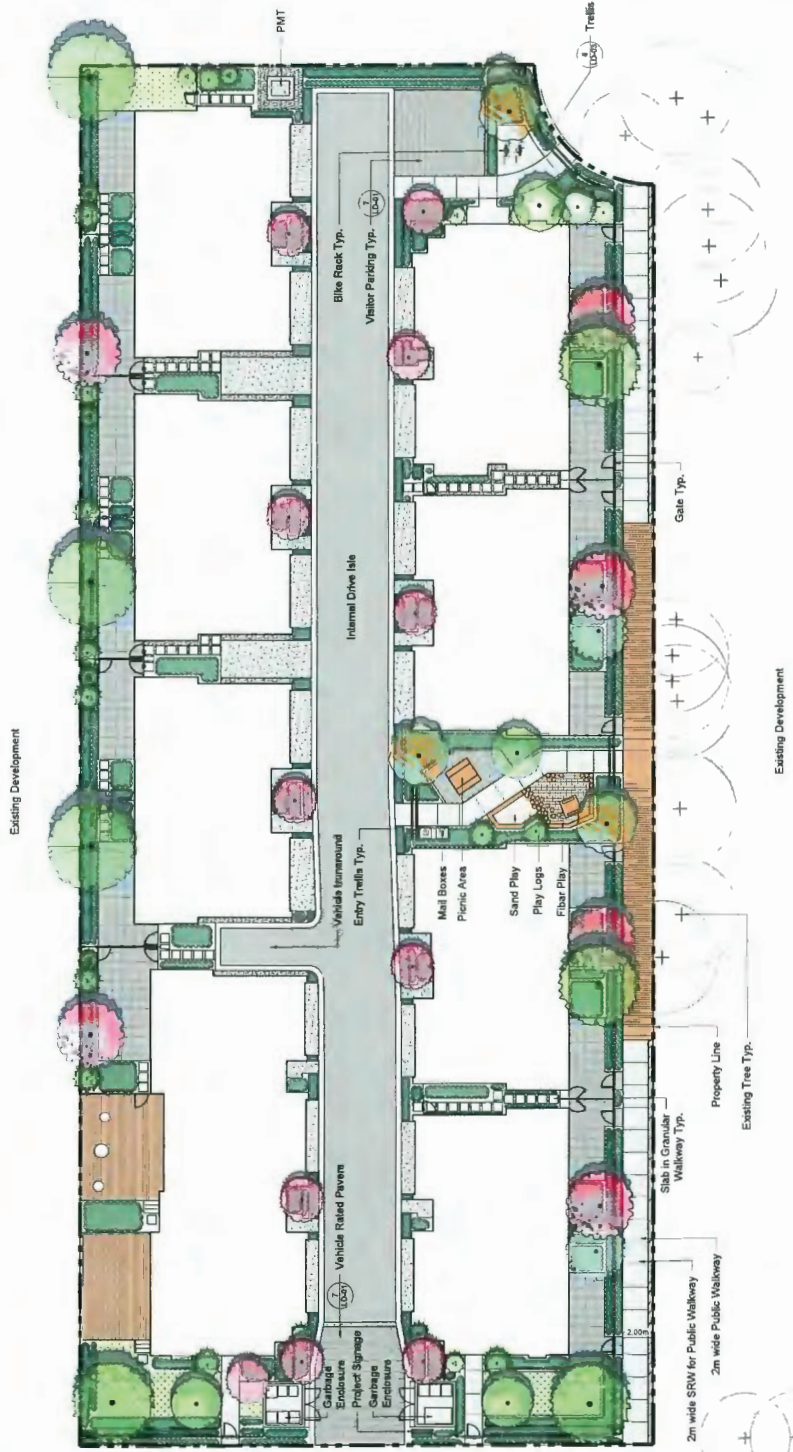
VIEW FROM SOUTH EAST

7100
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PERSPECTIVES



PLANT SCHEDULE						
TREES	SYMBOL	COMMON NAME	CONT.	CAL.	SIZE	QTY
		Fraxinus / Paperbark Maple	16B	6m		3
		Kousa japonica / Sango Maple / Cord Red Maple	16B	6m		4
		Amelanchier canadensis / Canadian Serviceberry	16B	5m		2
		Cornus florida / Flowering Dogwood	16B	6m		4
		Chamaecyparis stricta / Canadian Hemlock	16B	1.2m	11	
		Cornus florida / Flowering Dogwood	16B	6m		6
		Magnolia bicolor / Kousa Magnolia	16B	6m		3
		Malus x 'Fusca' / Prairie Crab Apple	16B	6m		11
		Prunella laevis / Weeping White Spruce	2.0m	1L		2

LEGEND

KEY	REF.	DESCRIPTION
1	LD-01	CONCRETE SLAB
2	LD-02	CONCRETE & SCREEDING
3	LD-03	HYDRAUNIC SLAB
4	LD-04	SLAB IN GRANULAR PAVING
5	LD-05	VEHICLE RATED PAVES
6	LD-06	GRAVEL
7	LD-07	GRASS PAVE
8	LD-08	WOOD
9	LD-09	SHRUB / HEDGE PLANTING

REVISIONS TABLE FOR SHEET

No.	By	Description	Date
1	VDZ+A	Initial Design	Feb. 20, 2020
2	VDZ+A	Revised for Planning	Mar. 10, 2020
3	VDZ+A	Revised for Planning	Mar. 22, 2020
4	VDZ+A	Revised for Planning	Mar. 22, 2020

Key Map (N/S)



LEGEND

KEY	REF.	DESCRIPTION
CONCRETE SLAB	REFER TO OTHERS	CONCRETE SLAB
CONCRETE & SCORING LINE (PEDESTAL)	5 (LD-01)	CONCRETE & SCORING LINE (PEDESTAL)
HYDRA-RECESSED SLAB	4 (LD-02)	HYDRA-RECESSED SLAB
PAVING	6 (LD-01)	PAVING
VEHICLE BAYED PARKING	7 (LD-01)	VEHICLE BAYED PARKING
GRAVEL	2 (LD-03)	GRAVEL
GRASS PAVE	3 (LD-01)	GRASS PAVE
SHRUB / HEDGE PLANTING	2 (LD-02)	SHRUB / HEDGE PLANTING
SAND	8 (LD-01)	SAND
ENGINEERED WOOD FLOOR	1 (LD-03)	ENGINEERED WOOD FLOOR
CEDAR PRIVACY FENCE	3 (LD-02)	CEDAR PRIVACY FENCE
OFF POCKET FENCE	5 (LD-03)	OFF POCKET FENCE
PICNIC TABLE	6 (LD-03)	PICNIC TABLE
BENT BACK	2 (LD-03)	BENT BACK
PROPOSED TREE	REFER TO TREE SCHEDULE	PROPOSED TREE



Picnic Table

Shrubs

Pavers

Concrete path

Sandbox



300mm wide timber edger

Unit Screen Fence

Trails



Mail box, typ.

300mm wide timber edger



Timber steps

Floor

Playhouse

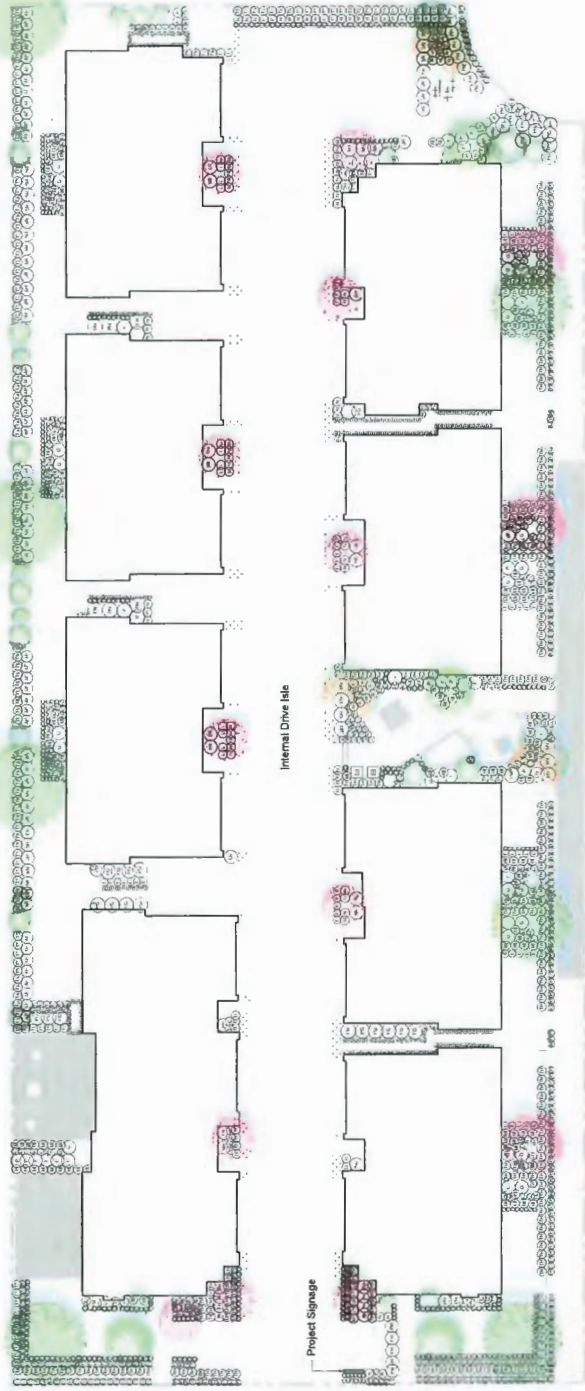


1 AMENITY SPACE - PLAN
 Scale 1:50



PLANT SCHEDULE			
TREES	BOTANICAL / COMMON NAME	CONT.	QTY
	Acacia gum / Paperbark Maple	BAB	3
	Acacia gum / Paperbark Maple	BAB	4
	Acacia gum / Paperbark Maple	BAB	4
	Acacia gum / Paperbark Maple	BAB	2
	Acacia gum / Paperbark Maple	BAB	4
	Acacia gum / Paperbark Maple	BAB	11
	Acacia gum / Paperbark Maple	BAB	8
	Acacia gum / Paperbark Maple	BAB	3
	Acacia gum / Paperbark Maple	BAB	11
	Acacia gum / Paperbark Maple	BAB	2
	Acacia gum / Paperbark Maple	BAB	14
	Acacia gum / Paperbark Maple	BAB	2

Existing Development



Ash Street

PLANT SCHEDULE

SHRUBS	BOTANICAL / COMMON NAME	COMT	SPACING	QTY	SHRUBS	BOTANICAL / COMMON NAME	COMT	SPACING	QTY
AC	Asarum canadense / Wild Columbian Mfg. Caper	#2	0.50m	108	N	Nerita oleander / Gulf Stream™ / Heavy Buds	#2	0.50m	56
AP	Aster divaricatus / Wood's Pink / Wood's Pink Aster	#2	0.50m	35	N	Phytolacca americana / Green Capers / Japanese Spurge	#2	1m	21
BS	Berberis nervosa / Laurel Bayberry	#3	1m	19	N	Potentilla alpestris / Hardscaping / Hardscaping	#2	0.50m	27
BI	Blechnum spicatum / Deer Fern	#2	0.50m	120	N	Pink japonica / Mountain Pine / Mountain Pine	#3	1m	4
BS	Buxus sempervirens / American Boxwood	#2	0.40m	206	N	Polygala maritima / Western Sweet Fern	#2	0.50m	21
C	Cardinalis maritima / Thrasher Cardinaline	#1	0.30m	143	N	Polygala communis / New Cap Moss	#1	0.30m	295
K	Coronilla varia / Valley Dogwood	#2	0.50m	6	R	Rhododendron / Rhododendron	#2	0.50m	62
L	Daphne x Lemniscata / Lemniscata Dogwood	#2	0.50m	18	S	Sarcocolla nuttalliana / Sweet Box	#2	0.40m	31
D	Dieris spectabilis / Queen of Hearts / Mandarin Heart	#1	0.35m	203	N	Sorbus japonica / Shrub / Sorbus	#2	0.50m	63
DE	Dryopteris erythrosperma / Autumn Fern	#2	0.50m	18	TH	Taxus canadensis / Eastern White Pine	#2	0.50m	216
E	Elaeagnus argentea / Silver Spiny Heath	#2	0.50m	78	TS	Thuja occidentalis / Emerald Green Arborvitae	#2	0.50m	146
EO	Erythronium americanum / Flower Lily	bulb	0.50m	16		Vaccinium corymbosum / Evergreen Huckleberry	#3	1m	13
G	Gaultheria procumbens / Salal	#2	0.50m	28					
LH	Lonicera sempervirens / Huckleberry / Huckleberry	#2	0.50m	12					

1:150 0 1.5m 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23

1 DECIDUOUS TREE

Scale 1:25

2 CONIFEROUS TREE

Scale 1:25

3 SHRUB PLANTING

Scale 1:25

4 GROUND COVER PLANTING

Scale 1:10

5 CONCRETE SLAB

Scale 1:10

6 SLABS IN GRANULAR PAVING

Scale 1:10

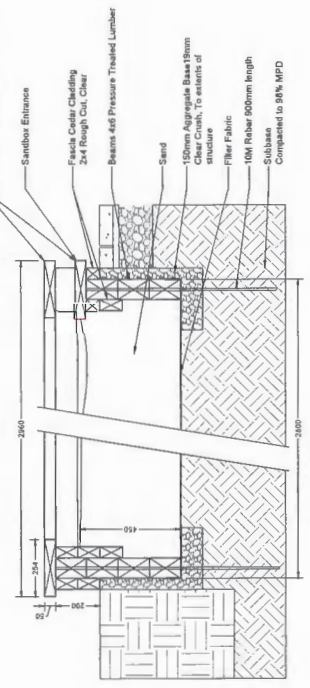
7 VEHICULAR UNIT PAVERS

Scale 1:10

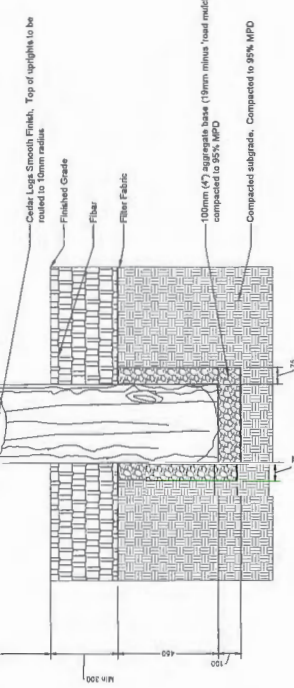
8 PLAY AREA FIBER AND EDGER

Scale 1:10

Notes:
 1. All proposed decking and fascia to be installed smooth.
 2. Apply Silbren Cauld SRD to all Cedar elements. Colour: Oak.
 3. All members to be finished with hot dipped galvanized hardware.



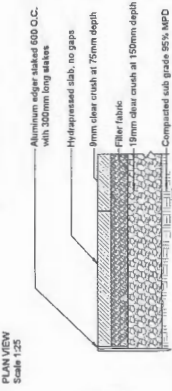
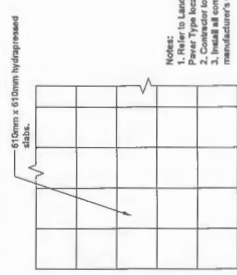
2 SANDBOX AND EDGER
 Scale 1:10



1 STEPPING STONE STUMPS
 Scale 1:10



3 Picket Fence



Notes:
 1. Refer to Landscape Drawings for details of installation.
 2. Compacted to provide subgrade.
 3. Install all components as per manufacturer's specifications.

Hydropressed Slab Details:
 Type: Texada
 Size: 610mm x 610mm x 50mm
 Finish: Smooth
 Pattern: Stacked Stone
 Manufacturer: Abbotford Concrete Products
 www.abbotfordconcrete.com 1-800-663-4091

4 PERMEABLE HYDOPRESSED SLAB AT GRADE
 Scale 1:10



Square Trex deck with trees

5 SQUARE TREX DECK BUILT AROUND EXISTING TREES
 NTS



Tree boardwalk with kick plate

6 SQUARE BOARDWALK WITH KICK PLATE
 NTS

No.	Rev.	Description	Date
1.	1	Issued for Planning	Feb. 20, 2020
2.	2	Issued for Review	Mar. 22, 2019
3.	3	Issued for Construction	May 22, 2019

Project:
 7100 & 7120 Ash Street
Location:
 7100 & 7120 Ash Street, Richmond BC

Drawn	Checked	Approved	Scale
TS	TM	DJ	AS SHOWN

Drawn	Checked	Approved	Scale
TS	TM	DJ	AS SHOWN

Drawn	Checked	Approved	Scale
TS	TM	DJ	AS SHOWN

Drawn	Checked	Approved	Scale
TS	TM	DJ	AS SHOWN

Drawn	Checked	Approved	Scale
TS	TM	DJ	AS SHOWN

Drawn	Checked	Approved	Scale
TS	TM	DJ	AS SHOWN

Drawn	Checked	Approved	Scale
TS	TM	DJ	AS SHOWN

NOTES:

1. Ecoraster E50 Permeable Paving System is a geotextile fabric with a grid of square openings.
2. The grid openings are designed to allow water to pass through the system.
3. The system is used for permeable paving applications.
4. The system is used for permeable paving applications.
5. The system is used for permeable paving applications.
6. The system is used for permeable paving applications.
7. The system is used for permeable paving applications.
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9. The system is used for permeable paving applications.
10. The system is used for permeable paving applications.

ECORASTER E50 PERMEABLE PAVING SYSTEM
 GENERAL, GRASSED

DATE: 04/25/2024
 SCALE: 1/4\"/>

NOTES:

1. The system is used for permeable paving applications.
2. The system is used for permeable paving applications.
3. The system is used for permeable paving applications.
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9. The system is used for permeable paving applications.
10. The system is used for permeable paving applications.

GRASS PAVE (WITHIN FIRE ACCESS PATH)

DATE: 04/25/2024
 SCALE: 1/4\"/>

1 PRIVACY FENCE
 Scale 1:20

Notes:

1. All lumber to be Western Red Cedar - Standard and Bunker 642.
2. All components are per manufacturer's specifications.
3. All components are per manufacturer's specifications.
4. All components are per manufacturer's specifications.
5. All components are per manufacturer's specifications.
6. All components are per manufacturer's specifications.
7. All components are per manufacturer's specifications.
8. All components are per manufacturer's specifications.
9. All components are per manufacturer's specifications.
10. All components are per manufacturer's specifications.

2 GRASS PAVE (WITHIN FIRE ACCESS PATH)
 NTS

3 TRELLIS
 NTS

Material: To match rail fence

4 PLAY HOUSE
 NTS

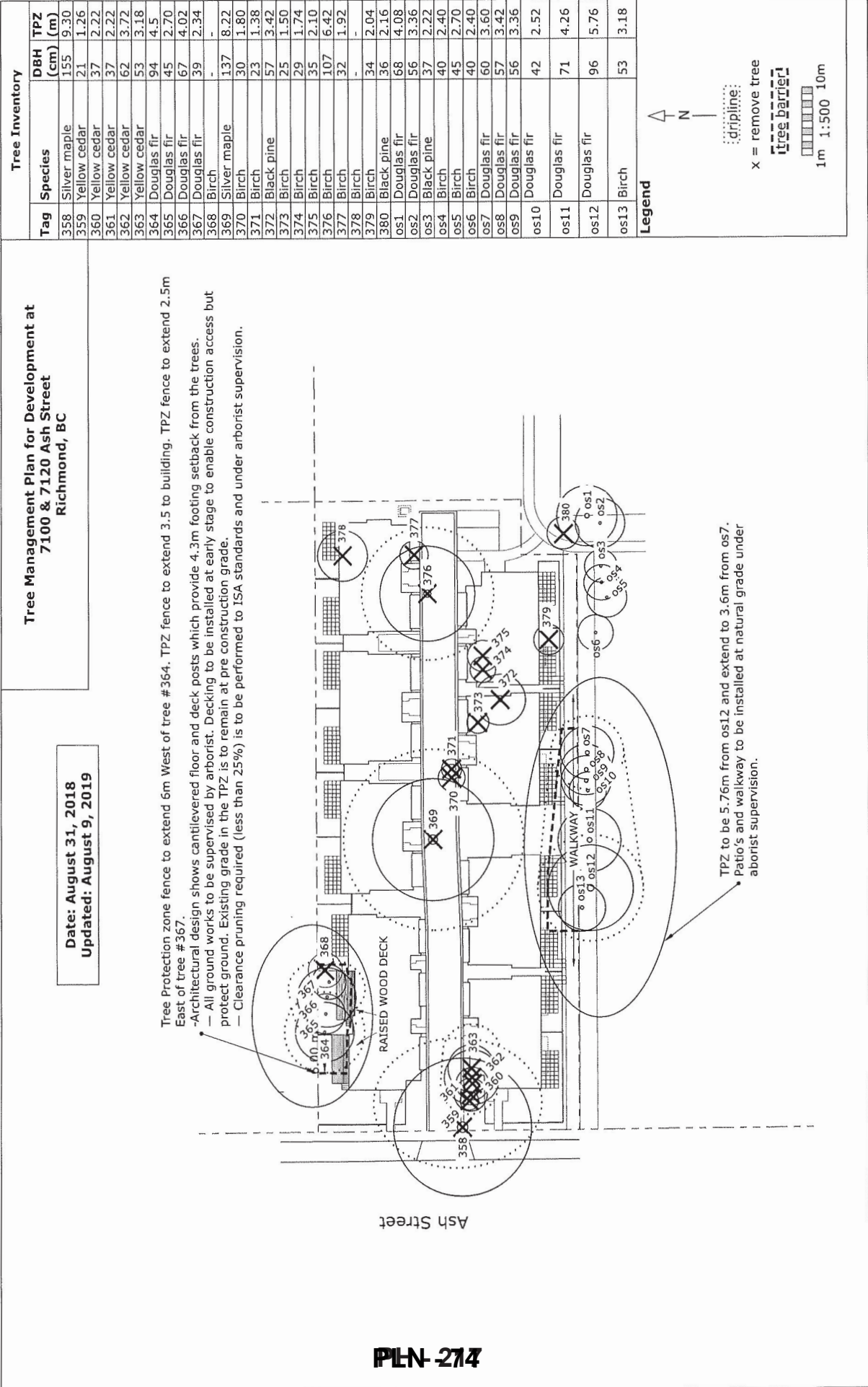
Supplier: Habitat Systems
 Model name: Playhouse
 Material: Yellow cedar
 Contact: Habitat Systems, habitat-systems.com/products/playhouse-2/

5 PICNIC TABLE
 NTS

Supplier: Magle Site Furniture
 Model name: Picnic Table
 Material: Black powder coat (fin textured multi finish)
 Mount: Surface mount

6 BIKE RACK
 NTS

Supplier: Magle Site Furniture
 Model name: Bike Rack
 Material: Black powder coat (fin textured multi finish)
 Mount: Surface mount





Address: 7100 & 7120 Ash Street

File No.: RZ 18-843479

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10163, the developer is required to complete the following:

1. 8.1 m by 8.1 m road dedication at the southeast corner of the site, for the extension of Sills Avenue.
2. Consolidation of all the lots into one development parcel (which will require the demolition of the existing dwellings).
3. 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.
4. Submission of a Tree Survival Security to the City in the amount of \$40,000 for the four on-site trees to be retained (Tag # 364-367).
5. 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.
6. Granting of an approximately 2.5 m wide statutory right-of-way for public rights-of-passage across the entire south property line for the construction of a pedestrian pathway. Design is to include 2.0 m wide pathway and 0.5 m wide landscaped shoulder with pedestrian-scale lighting.

Any works essential for public access within the required statutory right-of-way (SRW) are to be included in the Servicing Agreement (SA) and the maintenance & liability responsibility is to be clearly noted. The design must be prepared in accordance with good engineering practice with the objective to optimize public safety and after completion of the works, the Owner is required to provide a certificate of inspection for the works, prepared and sealed by the Owner's Engineer in a form and content acceptable to the City, certifying that the works have been constructed and completed in accordance with the accepted design. Works to be secured via DP (for multi-family, commercial or industrial (only those industrial sites within the City Centre Area Plan or otherwise required by the OCP DP Guidelines), or via Rezoning for single-family sites.

7. Registration of a flood indemnity covenant on title.
8. City acceptance of the developer's offer to voluntarily contribute \$\$0.85 per buildable square foot (e.g. \$19,046.80) to the City's Public Art Fund.
9. Contribution of \$1,769 per dwelling unit (e.g. \$30,073) in-lieu of on-site indoor amenity space to go towards development of City facilities.
10. City acceptance of the developer's offer to voluntarily contribute \$8.50 per buildable square foot (e.g. \$190,468) to the City's Affordable Housing Fund.
11. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.

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

1. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development. The Landscape Plan should:
 - comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line;
 - include a mix of coniferous and deciduous trees;
 - include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report; and

PLN-278

Initial: _____

- include the 36 required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
8	11 cm	6 m
4	10 cm	5.5 m
10	8 cm	4 m
14	6 cm	3.5 m

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$750/tree to the City's Tree Compensation Fund for off-site planting is required.

2. Complete a proposed townhouse energy efficiency report and recommendations prepared by a Certified Energy Advisor which demonstrates how the proposed construction will meet or exceed the required townhouse energy efficiency standards (BC Energy Step Code Step 3 or better).

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

1. Submission of a Landscape Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs.

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

1. Installation of appropriate tree protection fencing around all trees to be maintained as part of the development prior to any construction activities, including building demolition, occurring on-site. Should the developer wish to begin site preparation work after third reading of the rezoning bylaw, but prior to final adoption of the rezoning bylaw and issuance of the Development Permit, the applicant will be required to obtain a Tree Removal Permit (Rezoning in Process – T3).

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Incorporation of energy efficiency and accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
3. 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.
4. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to, the following:

Water Works:

- a) Using the OCP Model, there is 452 L/s of water available at a 20 psi residual at the Ash Street frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- b) At Developer's cost, the Developer is required to:
 - i) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
 - ii) Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for the proposed land use.
 - iii) Provide a right-of-way for the water meter. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplemental specifications) + any appurtenances (for example, the bypass on

W2o-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized via the servicing agreement process.

- c) At Developer's cost, the City will:
- i) Cut, cap, and remove all existing water connections and meters serving the development site.
 - ii) Install one new water connection to serve the proposed development. The water meter and meter box shall be located onsite in a right-of-way, as described above.

Storm Sewer Works:

- a) At Developer's cost, the Developer is required to:
- i) Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.
 - ii) Upgrade approximately 40 m of storm sewer along the Ash Street frontage to minimum 600 mm diameter, from the north property line to the south property line, complete with new manholes at the tie-in points.
 - iii) Reconnect all existing services to the proposed storm sewer.
 - iv) Perform a capacity analysis to size the proposed storm sewer. The analysis shall be included in the servicing agreement drawing set.
 - v) Confirm the locations of inspection chambers STIC 43549 and STIC 43554. If the inspection chambers are located within the development site, the developer shall provide rights-of-ways to accommodate the inspection chambers. Alternatively, the developer can obtain written consent from the adjacent property owners for access to their properties to re-align the storm connections so that the inspection chambers can be relocated out of the development site. Prior to seeking consent from the adjacent property owners, the developer is required to coordinate with the City to ensure the form and content of the communication will satisfy the City's requirements.
- b) At Developer's cost, the City will:
- i) Cut, cap, and remove all existing storm connections serving the development site. The connections at the north and south property lines of the development site shall be capped at the inspection chamber and the inspection chambers retained, to keep service to the adjacent properties as described above.
 - ii) Complete all tie-ins for the proposed works to existing City infrastructure.

Sanitary Sewer Works:

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

Frontage Improvements:

- d) At Developer's cost, the Developer is required to:
- i) Coordinate with BC Hydro, Telus and other private communication service providers:
 - (1) To relocate or underground the hydro pole at the common property line of 7100 & 7120 Ash Street, as required to facilitate construction of the proposed driveway and sidewalk.
 - (2) To pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - (3) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - (4) To underground overhead service lines.
 - ii) Locate/relocate all above ground utility cabinets and kiosks required to service the proposed development, and all above ground utility cabinets and kiosks located along the development's frontages, within the developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development design review process. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., statutory right-of-way dimensions) and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter

Initial: _____

to be submitted to the City. The following are examples of statutory right-of-ways that shall be shown on the architectural plans/functional plan, the servicing agreement drawings, and registered prior to SA design approval:

- (1) BC Hydro PMT – 4.0 x 5.0 m
 - (2) BC Hydro LPT – 3.5 x 3.5 m
 - (3) Street light kiosk – 1.5 x 1.5 m
 - (4) Traffic signal kiosk – 2.0 x 1.5 m
 - (5) Traffic signal UPS – 1.0 x 1.0 m
 - (6) Shaw cable kiosk – 1.0 x 1.0 m
 - (7) Telus FDH cabinet – 1.1 x 1.0 m
- iii) Provide street lighting along Ash Street.
- iv) Complete frontage improvements on Ash Street including:
- (1) Road widening to a total width of 8.5 m, which will require shifting the crown of the road east to match the existing road cross-section north of the subject site;
 - (2) New 1.75 m wide concrete sidewalk next to the property line; and
 - (3) New 2.5 m wide boulevard, including grass, trees, and road lighting;
- v) Complete frontage improvements on Sills Avenue including:
- (1) Construct new curb and gutter along the curved alignment of the intersection of Sills Avenue and Armstrong Street;
 - (2) Construct a new 1.5 m wide concrete sidewalk along the curved alignment of the intersection of Sills Avenue and Armstrong Street, within the new road dedication at the southeast of the subject site;
 - (3) Construct a new grass/tree boulevard of varying width between the new sidewalk and new north curb line of Sills Avenue, and infill the area between the new sidewalk and the property lines of the subject site and 9515 Sills Avenue with a new grass/tree boulevard; and
 - (4) Reconstruct the existing driveway to 9515 Sills Avenue to City design standards to suit the new curb and sidewalk alignment described above.
- vi) Construct a pedestrian pathway along the south property line, to include:
- (1) 0.5 m landscaped shoulder with lighting; and
 - (2) 2.0 m paved pathway, or other surface treatment to the satisfaction of the City

General Items:

- e) At Developer's cost, the Developer is required to:
- i) Provide, prior to start of site preparation works or within the first servicing agreement submission, whichever comes first, a preload plan and geotechnical assessment of preload, dewatering, and soil preparation impacts on the existing utilities fronting the development site and provide mitigation recommendations. Based on the City's review of the geotechnical report, at the City's discretion, some or all of the following may be required:
 - (1) Provide a video inspection report of the existing storm and sanitary sewers fronting the development site prior to start of site preparation works or within the first servicing agreement submission, whichever comes first. A follow-up video inspection, complete with a civil engineer's signed and sealed recommendation letter, is required after site preparation works are complete (i.e. pre-load removal, completion of dewatering, etc.) to assess the condition of the existing utilities and provide recommendations to retain, replace, or repair. Any utilities damaged by the pre-load, de-watering, or other ground preparation shall be replaced or repaired at the Developer's cost.
 - (2) Conduct pre- and post-preload elevation surveys of all surrounding roads, utilities, and structures. Any damage, nuisance, or other impact to be repaired at the developer's cost. The post-preload elevation survey shall be incorporated within the servicing agreement design.
 - (3) Monitor the settlement at the adjacent utilities and structures during pre-loading, dewatering, and soil preparation works per a geotechnical engineer's recommendations, and report the settlement amounts to the City for approval.
 - ii) Coordinate the servicing agreement design for this development with the servicing agreement(s) for the adjacent development(s), both existing and in-stream. The developer's civil engineer shall submit a signed and sealed letter with each servicing agreement submission confirming that they have coordinated with civil engineer(s) of the adjacent project(s) and that the servicing agreement designs are consistent. The City will

not accept the 1st submission if it is not coordinated with the adjacent developments. The coordination letter should cover, but not be limited to, the following:

- (1) Corridors for City utilities (existing and proposed water, storm sewer, sanitary and DEU) and private utilities.
 - (2) Pipe sizes, material and slopes.
 - (3) Location of manholes and fire hydrants.
 - (4) Road grades, high points and low points.
 - (5) Alignment of ultimate and interim curbs.
 - (6) Proposed street lights design.
- iii) 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.

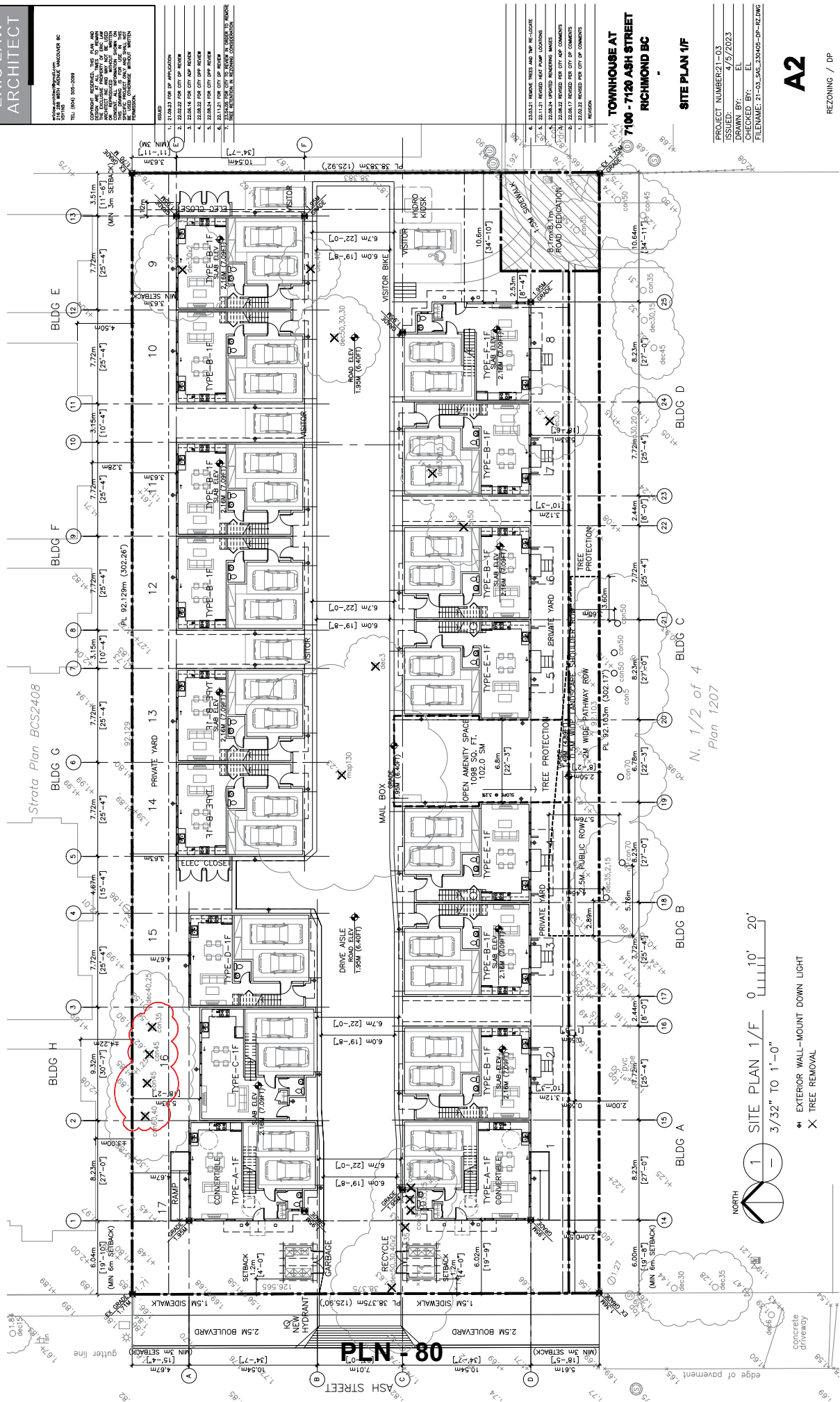
The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director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

Signed

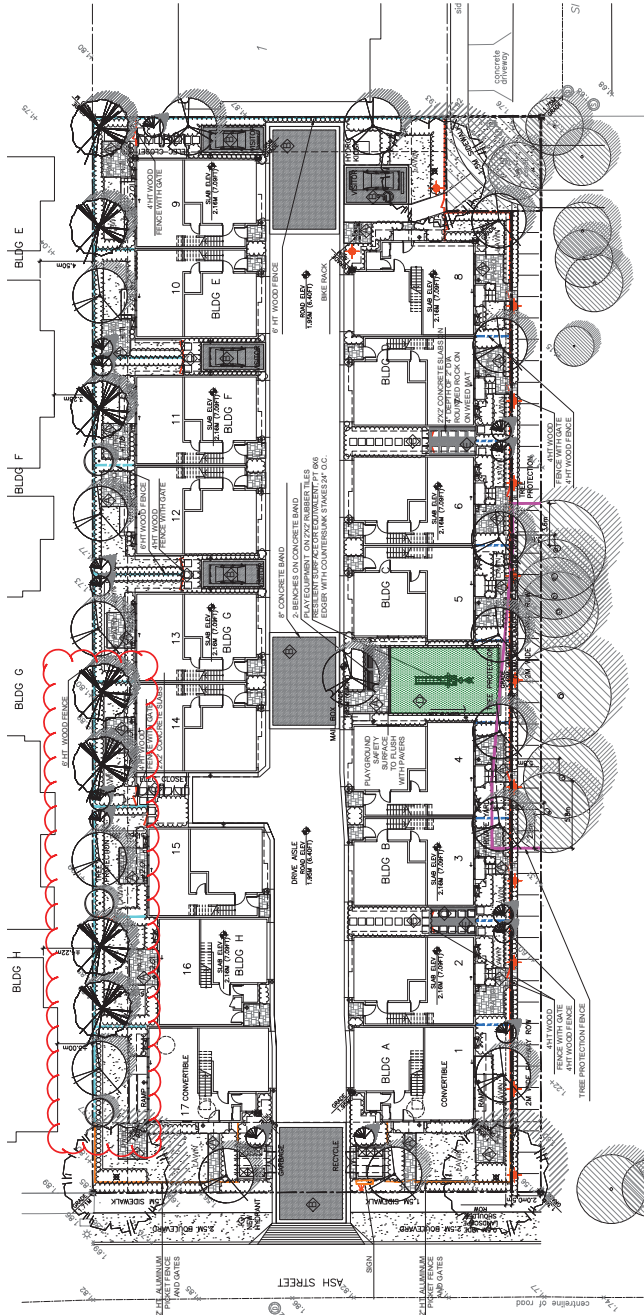
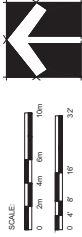
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pmg8
LANDSCAPE ARCHITECTS
Suite C100 - 4185 58th Street Drive
Richmond, BC V6X 2C6
P: 604 294-0011 F: 604 294-0022

SEAL:



MATERIALS KEY

HARDSCAPE LEGEND	
	HOLLAND PAVING
	HOLLAND COMBINATIONS PATTERN
	1500x750mm REINFORCED CONCRETE
	1500x750mm REINFORCED CONCRETE WITH 6" WIDE CONCRETE BAND
	1500x750mm REINFORCED CONCRETE WITH 6" WIDE CONCRETE BAND AND 1500x750mm REINFORCED CONCRETE
	24x24 RUBBER TILES REINFORCED
	MATERIAL
	1500x750mm REINFORCED CONCRETE
	1500x750mm REINFORCED CONCRETE

FENCE LEGEND	
	42" FT. ALUMINUM FENCE WITH GATE
	42" FT. WOOD FENCE
	42" FT. WOOD FENCE WITH GATE

LIGHTING LEGEND	
	LIGHT
	LIGHT
	LIGHT

PLANT SCHEDULE			PMG PROJECT NUMBER: 21-153	
ITEM	QTY	COMMON NAME	PLANTED SIZE / REMARKS	
1	1	RED SUNSET MAPLE	11CM CAL. 2M STD. BAB	
2	1	DAWG'S PURPLE BEECH	10CM CAL. 1.8M STD. BAB	
3	1	PINK STAR MAGNOLIA (LIGHT PINK)	8CM CAL. 1.8M STD. BAB	
4	1	CHERRY BLOSSOM	11CM CAL. 1.8M STD. BAB	
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NOTE: - All soft landscape areas to be irrigated with automatically installed 1/2" AB.C. Standard, latest edition.

PROJECT
17 UNIT TOWNHOUSE
DEVELOPMENT

7100 Ash Street,
RICHMOND

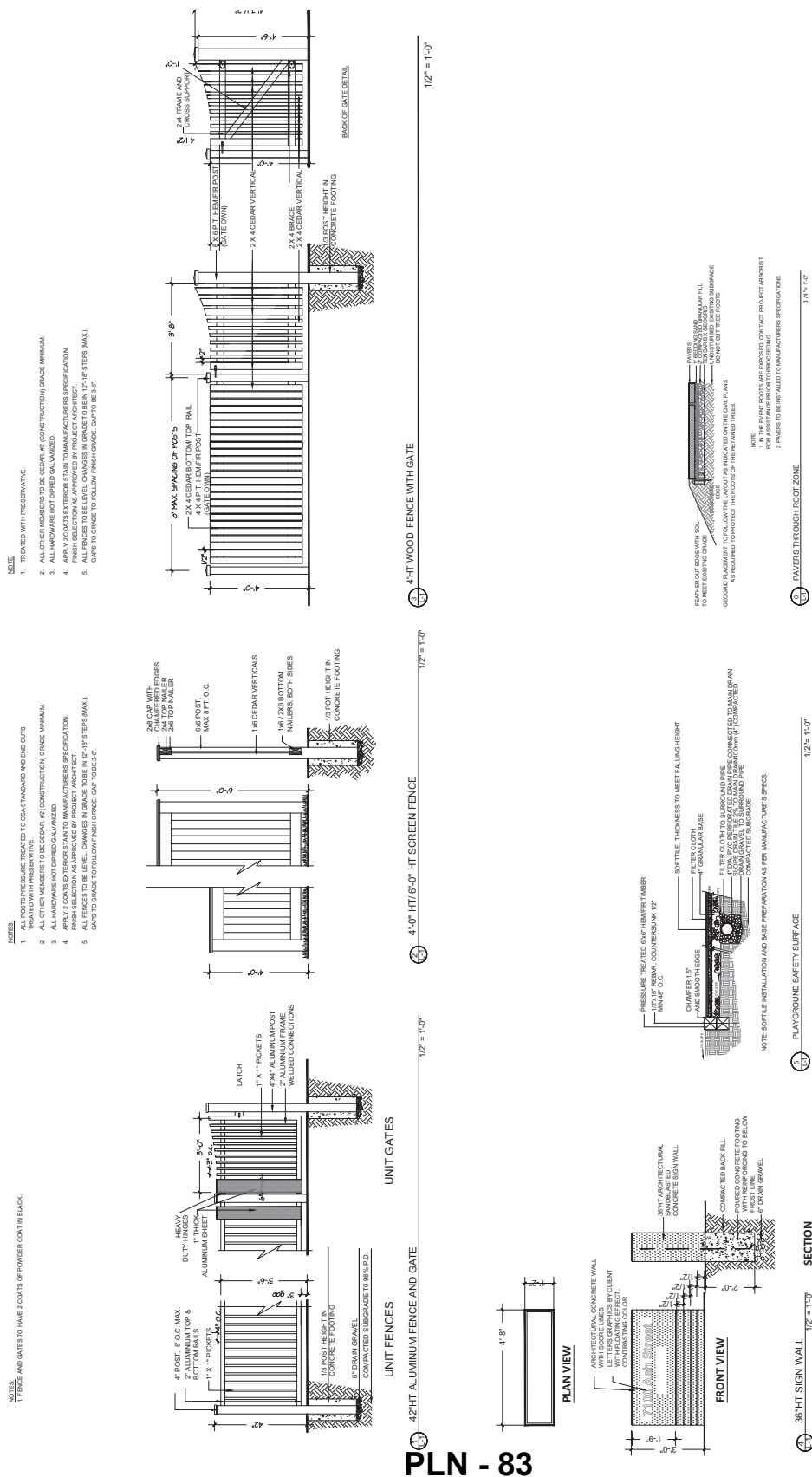
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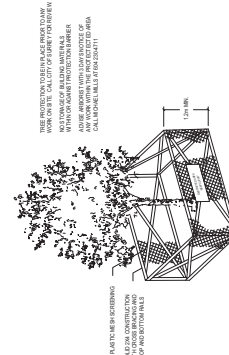
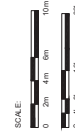
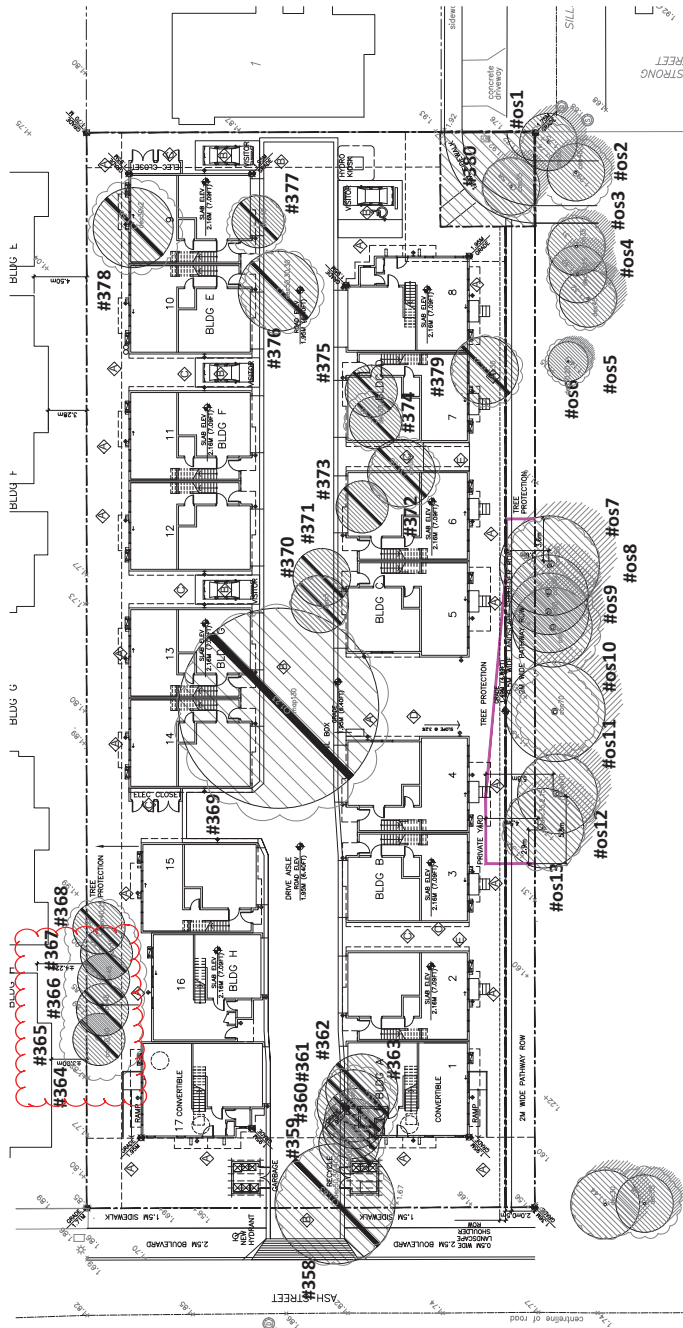
DATE: August 01, 2021
SCALE: 1/8"=1'-0"

DRAWN: DD
DESIGN: DD
CHECK: PCM

PMG PROJECT NUMBER: 21-153

21-153-789-2P







Address: 7100, 7120 Ash Street

File No.: RZ 18-843479

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10163, the applicant is required to complete the following:

1. 8.1 m by 8.1 m road dedication at the southeast corner of the site, for the extension of Sills Avenue.
2. Consolidation of all the lots into one development parcel (which will require the demolition of the existing dwellings).
3. 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.
- ~~4. Submission of a Tree Survival Security to the City in the amount of \$40,000 for the four on-site trees to be retained (Tag # 364-367).~~
4. 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.
5. ~~Submit a final Landscape Plan that provides for a total of 44 replacement trees on the subject site with the understanding that the Landscaping Security associated with the DP is to be increased to account for the additional replacement trees (based on a cost estimate provided by the registered Landscape Architect prior to DP issuance).~~
6. Granting of an approximately 2.5 m wide statutory right-of-way for public rights-of-passage across the entire south property line for the construction of a pedestrian pathway. Design is to include 2.0 m wide pathway and 0.5 m wide landscaped shoulder with pedestrian-scale lighting.

Any works essential for public access within the required statutory right-of-way (SRW) are to be included in the Servicing Agreement (SA) and the maintenance & liability responsibility is to be clearly noted. The design must be prepared in accordance with good engineering practice with the objective to optimize public safety and after completion of the works, the Owner is required to provide a certificate of inspection for the works, prepared and sealed by the Owner's Engineer in a form and content acceptable to the City, certifying that the works have been constructed and completed in accordance with the accepted design. Works to be secured via DP (for multi-family, commercial or industrial (only those industrial sites within the City Centre Area Plan or otherwise required by the OCP DP Guidelines), or via Rezoning for single-family sites.
7. Registration of a flood indemnity covenant on title.
8. City acceptance of the developer's offer to voluntarily contribute \$0.85 per buildable square foot (e.g. \$19,046.80) to the City's Public Art Fund.
9. Contribution of \$1,769 per dwelling unit (e.g. \$30,073) in-lieu of on-site indoor amenity space to go towards development of City facilities.
10. City acceptance of the developer's offer to voluntarily contribute \$8.50 per buildable square foot (e.g. \$190,468) to the City's Affordable Housing Fund.
11. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.

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

- ~~1. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development. The Landscape Plan should:~~

- ~~• comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line;~~
- ~~• include a mix of coniferous and deciduous trees;~~
- ~~• include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report; and~~
- ~~• include the 36 required replacement trees with the following minimum sizes:~~

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
8	41 cm	6 m
4	40 cm	5.5 m
40	8 cm	4 m
44	6 cm	3.5 m

~~If required replacement trees cannot be accommodated on site, a cash-in-lieu contribution in the amount of \$750/tree to the City's Tree Compensation Fund for off-site planting is required.~~

- ~~2. Complete a proposed townhouse energy efficiency report and recommendations prepared by a Certified Energy Advisor which demonstrates how the proposed construction will meet or exceed the required townhouse energy efficiency standards (BC Energy Step Code Step 3 or better).~~

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

- ~~1. Submission of a Landscape Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs.~~

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

1. Installation of appropriate tree protection fencing around all trees to be maintained as part of the development prior to any construction activities, including building demolition, occurring on-site. Should the developer wish to begin site preparation work after third reading of the rezoning bylaw, but prior to final adoption of the rezoning bylaw and issuance of the Development Permit, the applicant will be required to obtain a Tree Removal Permit (Rezoning in Process – T3).

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Incorporation of energy efficiency and accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
3. 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.
4. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to, the following:

Water Works:

- a) Using the OCP Model, there is 452 L/s of water available at a 20 psi residual at the Ash Street frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- b) At Developer's cost, the Developer is required to:
 - i) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.

- ii) Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for the proposed land use.
- iii) Provide a right-of-way for the water meter. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W2o-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized via the servicing agreement process.
- c) At Developer's cost, the City will:
 - i) Cut, cap, and remove all existing water connections and meters serving the development site.
 - ii) Install one new water connection to serve the proposed development. The water meter and meter box shall be located onsite in a right-of-way, as described above.

Storm Sewer Works:

- a) At Developer's cost, the Developer is required to:
 - i) Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.
 - ii) Upgrade approximately 40 m of storm sewer along the Ash Street frontage to minimum 600 mm diameter, from the north property line to the south property line, complete with new manholes at the tie-in points.
 - iii) Reconnect all existing services to the proposed storm sewer.
 - iv) Perform a capacity analysis to size the proposed storm sewer. The analysis shall be included in the servicing agreement drawing set.
 - v) Confirm the locations of inspection chambers STIC 43549 and STIC 43554. If the inspection chambers are located within the development site, the developer shall provide rights-of-ways to accommodate the inspection chambers. Alternatively, the developer can obtain written consent from the adjacent property owners for access to their properties to re-align the storm connections so that the inspection chambers can be relocated out of the development site. Prior to seeking consent from the adjacent property owners, the developer is required to coordinate with the City to ensure the form and content of the communication will satisfy the City's requirements.
- b) At Developer's cost, the City will:
 - i) Cut, cap, and remove all existing storm connections serving the development site. The connections at the north and south property lines of the development site shall be capped at the inspection chamber and the inspection chambers retained, to keep service to the adjacent properties as described above.
 - ii) Complete all tie-ins for the proposed works to existing City infrastructure.

Sanitary Sewer Works:

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

Frontage Improvements:

- d) At Developer's cost, the Developer is required to:
 - i) Coordinate with BC Hydro, Telus and other private communication service providers:
 - (1) To relocate or underground the hydro pole at the common property line of 7100 & 7120 Ash Street, as required to facilitate construction of the proposed driveway and sidewalk.
 - (2) To pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - (3) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - (4) To underground overhead service lines.
 - ii) Locate/relocate all above ground utility cabinets and kiosks required to service the proposed development, and all above ground utility cabinets and kiosks located along the development's frontages, within the developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development design review process. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., statutory right-of-way dimensions) and the locations for the aboveground structures. If a

private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of statutory right-of-ways that shall be shown on the architectural plans/functional plan, the servicing agreement drawings, and registered prior to SA design approval:

- (1) BC Hydro PMT – 4.0 x 5.0 m
 - (2) BC Hydro LPT – 3.5 x 3.5 m
 - (3) Street light kiosk – 1.5 x 1.5 m
 - (4) Traffic signal kiosk – 2.0 x 1.5 m
 - (5) Traffic signal UPS – 1.0 x 1.0 m
 - (6) Shaw cable kiosk – 1.0 x 1.0 m
 - (7) Telus FDH cabinet – 1.1 x 1.0 m
- iii) Provide street lighting along Ash Street.
- iv) Complete frontage improvements on Ash Street including:
- (1) Road widening to a total width of 8.5 m, which will require shifting the crown of the road east to match the existing road cross-section north of the subject site;
 - (2) New 1.75 m wide concrete sidewalk next to the property line; and
 - (3) New 2.5 m wide boulevard, including grass, trees, and road lighting;
- v) Complete frontage improvements on Sills Avenue including:
- (1) Construct new curb and gutter along the curved alignment of the intersection of Sills Avenue and Armstrong Street;
 - (2) Construct a new 1.5 m wide concrete sidewalk along the curved alignment of the intersection of Sills Avenue and Armstrong Street, within the new road dedication at the southeast of the subject site;
 - (3) Construct a new grass/tree boulevard of varying width between the new sidewalk and new north curb line of Sills Avenue, and infill the area between the new sidewalk and the property lines of the subject site and 9515 Sills Avenue with a new grass/tree boulevard; and
 - (4) Reconstruct the existing driveway to 9515 Sills Avenue to City design standards to suit the new curb and sidewalk alignment described above.
- vi) Construct a pedestrian pathway along the south property line, to include:
- (1) 0.5 m landscaped shoulder with lighting; and
 - (2) 2.0 m paved pathway, or other surface treatment to the satisfaction of the City

General Items:

- e) At Developer's cost, the Developer is required to:
- i) Provide, prior to start of site preparation works or within the first servicing agreement submission, whichever comes first, a preload plan and geotechnical assessment of preload, dewatering, and soil preparation impacts on the existing utilities fronting the development site and provide mitigation recommendations. Based on the City's review of the geotechnical report, at the City's discretion, some or all of the following may be required:
 - (1) Provide a video inspection report of the existing storm and sanitary sewers fronting the development site prior to start of site preparation works or within the first servicing agreement submission, whichever comes first. A follow-up video inspection, complete with a civil engineer's signed and sealed recommendation letter, is required after site preparation works are complete (i.e. pre-load removal, completion of dewatering, etc.) to assess the condition of the existing utilities and provide recommendations to retain, replace, or repair. Any utilities damaged by the pre-load, de-watering, or other ground preparation shall be replaced or repaired at the Developer's cost.
 - (2) Conduct pre- and post-preload elevation surveys of all surrounding roads, utilities, and structures. Any damage, nuisance, or other impact to be repaired at the developer's cost. The post-preload elevation survey shall be incorporated within the servicing agreement design.
 - (3) Monitor the settlement at the adjacent utilities and structures during pre-loading, dewatering, and soil preparation works per a geotechnical engineer's recommendations, and report the settlement amounts to the City for approval.
 - ii) Coordinate the servicing agreement design for this development with the servicing agreement(s) for the adjacent development(s), both existing and in-stream. The developer's civil engineer shall submit a signed and sealed letter with each servicing agreement submission confirming that they have coordinated with civil engineer(s) of the adjacent project(s) and that the servicing agreement designs are consistent. The City will

not accept the 1st submission if it is not coordinated with the adjacent developments. The coordination letter should cover, but not be limited to, the following:

- (1) Corridors for City utilities (existing and proposed water, storm sewer, sanitary and DEU) and private utilities.
 - (2) Pipe sizes, material and slopes.
 - (3) Location of manholes and fire hydrants.
 - (4) Road grades, high points and low points.
 - (5) Alignment of ultimate and interim curbs.
 - (6) Proposed street lights design.
- iii) 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 concurrence on file)

Signed _____

Date _____



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10163 (RZ 18-843479)
7100 & 7120 Ash Street**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"TOWN HOUSING (ZT16) - SOUTH MCLENNAN AND ST. ALBANS SUB-AREA (CITY CENTRE)"**.

P.I.D. 000-788-597

The North 76 Feet of Lot 3 Block "C" of Section 15 Block 4 North Range 6 West New Westminster District Plan 1207

P.I.D. 000-751-359

Lot 3 Except: the North 76 Feet; Block "C" Section 15 Block 4 North Range 6 West New Westminster District Plan 1207

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10163"**.

FIRST READING

APR 14 2020

A PUBLIC HEARING WAS HELD ON

MAY 19 2020

SECOND READING

MAY 19 2020

THIRD READING

MAY 19 2020

OTHER CONDITIONS SATISFIED

ADOPTED



MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee




To: Planning Committee
From: Kim Somerville
Director, Community Social Development
Date: May 17, 2023
File: 01-0100-30-RCSA1-01/2023-Vol
01
Re: **Proposed Updates to the Richmond Community Services Advisory Committee Charter**

Staff Recommendations

1. That the proposed updates to the Richmond Community Services Advisory Committee Charter as outlined in the staff report titled "Proposed Updates to the Richmond Community Services Advisory Committee Charter", dated May 17, 2023, from the Director, Community Social Development, be endorsed; and
2. That the Richmond Community Services Advisory Committee Charter be renamed the Richmond Community Services Advisory Committee Terms of Reference.

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

Att. 3

REPORT CONCURRENCE	
CONCURRENCE OF ACTING GENERAL MANAGER 	
SENIOR STAFF REPORT REVIEW	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

The Richmond Community Services Advisory Committee (RCSAC) provides advice to City Council regarding social policies and community services that contribute to the general health, welfare and quality of life of Richmond residents. The purpose of this report is to present proposed updates to the current RCSAC Charter and to rename it the RCSAC Terms of Reference in order to align it with other City advisory committees.

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

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

This report also supports City Council's Strategic Plan 2022–2026 Strategic #6 A Vibrant, Resilient and Active Community:

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

Analysis

The RCSAC was established in 1987 to encourage and promote social policies and community services that contribute to the well-being of Richmond residents and to develop the capacity of the community service sector. While the RCSAC is an advisory committee to City Council, only two citizen representatives are Council-appointed. The majority of RCSAC members are representatives of non-profit social service agencies supporting Richmond residents, appointed by their own organizations. The City supports the RCSAC by providing an annual operating budget, a Council Liaison and a Staff Liaison.

The RCSAC Charter was approved by City Council in 2009 and has not been updated since. The current RCSAC Charter (Attachment 1) outlines the committee's mission statement, history, roles and responsibilities, mandate, the City liaisons assigned to the committee and includes an overview of the 40 Developmental Assets, which acts as a framework to support the development of youth.

Based on a review of the City's 19 advisory committees, all of the City's advisory committees have a Terms of Reference except the RCSAC which has a Charter. The Terms of Reference defines the purpose and structure of a committee, including the roles and responsibilities of those involved, and provides guidance on how the work will be undertaken and reported. Terms of Reference for advisory committees typically includes the following: purpose, mandate, composition, recruitment, selection and appointment, term, membership responsibilities, operation and process, code of conduct and resources.

Proposed RCSAC Terms of Reference

Proposed updates are being recommended to the RCSAC Charter to improve the clarity of the RCSAC's role and to align the proposed RCSAC Terms of Reference with the Terms of Reference of other advisory committees. Staff completed a review of other advisory committees to ensure that the proposed revisions reflect current practices and standards. The proposed updates to the RCSAC Charter in regards to the roles, mandate and composition are presented in Table 1.

Table 1: Proposed Updates to the RCSAC Charter

Current (Charter)	Proposed (Terms of Reference)
<p><u>Mandate</u></p> <p>The RCSAC shall advise Richmond City Council and may, in consultation with City Council, make representations to other policy-making bodies on the following:</p> <p>Section A:</p> <ol style="list-style-type: none"> 1. Policies that encourage cooperative planning and delivery of community services to ensure optimum efficiency and effectiveness; 2. Social issues/concerns that have an impact on community services, special needs groups and the quality of life in the community; 3. Community impact of governmental changes to policies and/or programs affecting Richmond's community services; and 4. Any other matters that may be referred by Richmond City Council, RCSAC member groups and the community at large. <p>Section B:</p> <ol style="list-style-type: none"> 1. Coordination of activities and information sharing between the voluntary and public sector. 	<p><u>Mandate</u></p> <p>The Richmond Community Services Advisory Committee acts as a resource and provides advice to Council regarding social policies and community services which contribute to the general health, well-being and quality of life of Richmond's community members. It also provides a forum to facilitate inter-agency networking and collaboration in order to enhance community capacity.</p>

Current (Charter)	Proposed (Terms of Reference)
<p><u>Roles</u></p> <ol style="list-style-type: none"> 1. The Richmond Community Services Advisory Committee (RCSAC) is a forum for community service agencies to meet on a regular basis in order to share information and ideas about issues of common interest, and to identify emerging needs. 2. The RCSAC will foster the development of services, through an asset building approach, to meet those needs. 3. The RCSAC will establish and monitor Task Forces to undertake activities deemed by the RCSAC to be necessary and consistent with the objectives of the RCSAC. All Task Forces will be time limited with both start and end dates, and will produce a written report. 4. The RCSAC may employ and hire such staff as deemed necessary to assist in the operation of the RCSAC, including all Task Forces. All employees will report directly to the Co-Chairs of the Executive Committee. 5. The RCSAC will provide a leadership and educational role in social issues affecting community services. 6. The RCSAC strives to work cooperatively and in a complementary manner with other City advisory committees. 	<p><u>Roles</u></p> <ol style="list-style-type: none"> 1. Act as a resource and provide advice to City Council regarding social issues affecting the Richmond community. 2. Participate in consultation processes for City strategies, initiatives and policies in response to staff's request for input. 3. Act as a conduit for feedback from the community on social matters. 4. Undertake work at the request of City Council, the RCSAC membership and the community at large that align with the RCSAC's mandate. 5. Provide a forum for social service and community organizations to network, collaborate and learn from one another through information sharing, educational opportunities and joint initiatives.
<p><u>Composition</u></p> <p>Liaison with the City of Richmond will be provided by:</p> <ul style="list-style-type: none"> • One (1) non-voting Richmond City Council Liaison; and • One (1) non-voting City Staff Liaison, provided by the Policy Planning Department. 	<p><u>Composition</u></p> <ol style="list-style-type: none"> 1. Council Liaison (Non-Voting) There shall be one Council Liaison appointed to the RCSAC. 2. City Staff Liaison (Non-Voting) There shall be one Staff Liaison assigned to the RCSAC. 3. Recording Secretary (Non-Voting) There shall be one Recording Secretary assigned to the RCSAC.

The following sections were removed from the proposed Terms of Reference as they are not typically included in the Terms of Reference of other advisory committees: mission statement, history, oral history and 40 Developmental Assets. The following sections were added to the proposed Terms of Reference to align with the Terms of Reference of other advisory committees: purpose, recruitment, selection and appointment, structure, term, membership responsibilities, operation and process, code of conduct and resources.

In order to meet the mandate of the RCSAC, the following have been added to the proposed Terms of Reference to clarify the membership of the RCSAC, term limits of Executive Committee members and the establishment of a quorum:

- Members of RCSAC shall have one designated representative and one designated alternate who can speak and make decisions on behalf of their organization, one of whom will attend meetings regularly.
- Members of the Executive Committee shall be elected at the Annual General Meeting for a two-year term. Members of the Executive Committee may re-apply for another term for a maximum of two consecutive terms or four consecutive years.
- A quorum is defined as a minimum of five members present.

Should City Council approve staff's recommendations, the new RCSAC Terms of Reference will take effect immediately, be circulated to RCSAC members and updated on the City's website.

The current RCSAC Charter is provided in Attachment 1 and the redline version showing track changes between the current RCSAC Charter and proposed RCSAC Terms of Reference is provided in Attachment 2. A complete version of the proposed RCSAC Terms of Reference with recommended changes is provided in Attachment 3.

Financial Impact

None.

Conclusion

The RCSAC provides advice to City Council regarding social issues affecting the Richmond community and fosters inter-agency relations and collaboration which enhance community capacity. If the proposed recommendations are approved by City Council, the new RCSAC Terms of Reference will be circulated to RCSAC members and updated on the City's website.

Dorothy Jo
Program Manager, Social Planning
(604-276-4391)

- Att. 1: Richmond Community Services Advisory Committee Charter
2: Redline Version of the Current RCSAC Charter and Proposed RCSAC Terms of Reference
3: Proposed Richmond Community Services Advisory Committee Terms of Reference



RCSAC | **Richmond Community Services
Advisory Committee**

Charter

September 11, 2008

Approved by Richmond City Council January 20, 2009

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1. Mission Statement

To encourage and promote those social policies and community services which contribute to the general health, welfare and quality of life of the residents of Richmond, and to increase inter-agency relations and cooperation in order to enhance community capacity.

2. History

The Richmond Community Services Advisory Committee, hereinafter referred to as "RCSAC", received formal recognition as an advisory body to Richmond City Council and its appropriate Committees on May 25, 1987. It builds on the information gathering and sharing strengths of the Richmond Community Services Council, which served the community in a similar but less formal capacity from April, 1978 to its evolution as the RCSAC in September, 1987. During several years of Community services as a voluntary collaborative of non-profit, government and private agencies and organizations in the field of social and related community services, the Richmond Community Services Council and its member organizations were instrumental in the development and establishment of:

- The municipally funded RCMP Youth Intervention Program;
- A municipal social planner position;
- Richmond Child Protection Network;
- Richmond Family Place;
- An open referral in-the-home parenting program (lost with others during the 1983 restraint measures imposed by major government funding sources);
- Collaboration in preparation of the report Preparing for a Livable Future: Recommendations by the City Center Steering Committee;
- Improved Municipal Grant application and appeal processes;
- The Child Care Advisory Committee;
- The Inventory of Social Services in Richmond;
- The Richmond Intercultural Advisory Committee; and
- An RCSAC Poverty Response Committee was established, and reports were submitted to Council. This has now become an independent committee.

Representatives from the RCSAC:

- Participated in the Community Parks, Recreational & Cultural Working Group to assist in providing City Council with a Master Plan;
- Currently participate in the Substance Abuse Task Force; and
- The Richmond Intercultural Advisory Committee.

3. Richmond Community Services Advisory Committee (RCSAC) in brief

1. Advises Richmond City Council, and/or the appropriate Council Committee.
2. Makes representations to other policy-making bodies on social policy and community services matters.
3. Provides informed comment and advice to Richmond City Council on implications for policies and services being changed and introduced.
4. Undertakes its work at the request of Richmond City Council, the RCSAC membership, and the community at large.
5. Provides a strong and active role in overall social policy and community services decisions for community representatives and nonprofit society boards.

4. RCSAC Roles

1. The Richmond Community Services Advisory Committee (RCSAC) is a forum for community service* agencies to meet on a regular basis in order to share information and ideas about issues of common interest, and to identify emerging needs.

***Community Services:** defined as those covering the general areas of health, social services, education, and other related service where the overall intent is to improve the quality of life for Richmond residents.
2. The RCSAC will foster the development of services, through an asset building approach, to meet those needs.
3. The RCSAC will establish and monitor Task Forces to undertake activities deemed by the RCSAC to be necessary and consistent with the objectives of the RCSAC. All Task Forces will be time limited with both start and end dates, and will produce a written report.
4. The RCSAC may employ and hire such staff as deemed necessary to assist in the operation of the RCSAC, including all Task Forces. All employees will report directly to the Co-Chairs of the Executive Committee.
5. The RCSAC will provide a leadership and educational role in social issues affecting community services.
6. The RCSAC strives to work cooperatively and in a complementary manner with other City advisory committees.

5. City Liaison

Liaison with the City of Richmond will be provided by:

- One (1) non-voting Richmond City Council Liaison; and

- One (1) non-voting City Staff Liaison, provided by the Policy Planning Department.

6. Mandate

Section A

The RCSAC shall advise Richmond City Council and may, in consultation with City Council, make representations to other policy-making bodies on the following:

1. Policies that encourage cooperative planning and delivery of community services to ensure optimum efficiency and effectiveness;
2. Social issues/concerns that have an impact on community services, special needs groups and the quality of life in the community;
3. Community impact of governmental changes to policies and/or programs affecting Richmond's community services; and
4. Any other matters that may be referred by Richmond City Council, RCSAC member groups and the community at large.

Section B

1. Coordination of activities and information sharing between the voluntary and public sector.

Appendix I

An Oral History of RCSC, later to become RCSAC

(Delivered by Olive Bassett at the RCSAC General meeting of December 8, 2003)

It is ten years since I have been associated with this advisory council, some of which I speak on today could be familiar to many of you but perhaps some of you are not familiar with the early history I hope it will be of interest to you. I was a member of RCSC for many years before becoming a school trustee then I was elected as their Rep. on the PAC (Policy Advisory Council) in 1990. Back in 1978, there was very little planning for social services, something had to be done, and the United Way was invited to set up some social planning for the community. There was no Social Planner at the municipal level at that time.

The Child Services Committee, a committee of the United Way, was not representative enough; its mandate was services to children 12 & under. A newly formed Child Abuse Committee was attempting to educate the public on what was happening to children; the community health nurses and social workers were the only ones going into the homes of many abused children. But the climate of the times prevented anyone from speaking out especially about sexual abuse, this was a taboo topic, no one wanted to talk about it. And there were many turf problems, everyone was working in isolation on their own particular issues and problems, this is mine that is yours, don't mix the two! Finally the United Way placed an arm's length community person in as Chair of the Child Services Committee hoping to become more effective. Something was still needed; the committee was not representative of agencies working with families, children & youth. Palmer School had just gone up in smoke, at the hands of a teen-age girl who badly needed treatment.

There were no services of the kind youth like her needed, but it was risking a teachers or a community health nurse's job to speak out on lack of services. It was so difficult to address so many social problems in the community but at that time, the thought of washing your linen in public was not to be tolerated. The School Board refused to put a family life program into the schools. The community was polarized. Many were demanding the program, just as many were in denial it was needed, and these felt the only place to teach this subject was in the home. Which was fine but those children needing the program did not come from homes where this kind of education was taught. It was a little later I believe the Richmond Youth Services Agency came into being to focus on the issues and problems facing the over 12's. And so, it was in this type of atmosphere that a major meeting was held with many of those delivering social services to families. Through this meeting, they got the endorsement needed to be something much broader than the Richmond Children's Committee.

A Steering Committee was set up that met twice a month for a solid year and what came out of that was the framework for the Richmond Community Services Council. That was in 1978, and nine years later in '87, with the assistance of a municipal councillor, a social planner had finally been hired, RCSC was restructured and given the formal title of the Richmond Community Services Advisory Council, RCSAC, as it is known today. They would make recommendations for social service issues and report those issues & concerns directly to the Municipal Council through

the Policy Advisory Council, who were elected from the Boards of the individual agencies to serve on PAC. They were the politic alarm of the RCSAC. And Council listened. In their eyes, it was no longer just staff driven. These were elected people making the recommendations. With the new structure, there was also the IAC, Inter Agency committee, made up the staff and the 'Hands On' people who worked in the field, and the Coordinating Committee overseeing both IAC & PAC. This is all in your charter, I found it very interesting to re-read, and it would be well worth your re-reading pages 20 to 24.

In 1989, the RCSAC held a "Strategy Planning and Priority Setting Meeting". This was an extremely important meeting for RCSAC. Johnny Carline, Deputy Administrator, Strategic Planning for Richmond spoke on what Richmond could look like in the future, two questions he asked of the group:

1. "What are the priorities for service provision for all of the agencies in the next three years?"
2. "What suggestions do you have for the municipality to incorporate social issues into the growth management strategy?"

A planning committee took all the suggestions, solutions, comments and concerns and brought in a final report in January 1990. Seven (7) recommendations came out of it and were presented to council, they may help you in your deliberations on the restructure process, I will leave it with Michael. Then in 1994, RCSAC sent out an excellent questionnaire to member organizations, to see if the advisory council was meeting the needs of its membership by addressing gaps, identifying issues and resources to address them and then develop an action plan. The survey was divided into six major sections: Role & Function, Participation, Community issues, Strengths & Weaknesses, Suggestions for raising the profile of RCSAC and lastly the potential for sending out a newsletter. I will also leave a copy of this with Michael, as it may prove useful. I see you are now contemplating another re-structure, perhaps some questions that you may ask yourselves are:

"What do you want to accomplish that you are not doing now?"

"When was the last time your charter was brought up to date?"

"How many agencies out there are not aware of what you do?"

"How many agencies or groups out there doing a service for the community, are you not aware of?"

In my opinion the reason RCSAC has survived while many others have not, is because community volunteers and staff have worked together for a common goal, this way everyone wins. The effectiveness of RCSAC has always been present to a greater or lesser degree. It is a tremendously important organization and the accomplishments you have gained have not come easy. It is an organization you can be proud to belong to. However, it must be supported by each and every social service organization in order to have the greatest impact for good.

Thank you.

M. Olive Bassett

Appendix II

40 Developmental Assets

Search Institute has identified the following building blocks of healthy development that help young people grow up healthy, caring, and responsible.

External Assets

Category Asset Name and Definition

Support

1. Family Support – Family life provides high levels of love and support.
2. Positive Family Communication – Young person and her or his parent(s) communicate positively, and young person is willing to seek advice and counsel from parents.
3. Other Adult Relationships – Young person receives support from three or more non-parent adults.
4. Caring Neighborhood – Young person experiences caring neighbors.
5. Caring School Climate – School provides a caring, encouraging environment.
6. Parent Involvement in Schooling – Parent(s) are actively involved in helping young person succeed in school.

Empowerment

7. Community Values Youth – Young person perceives that adults in the community value youth.
8. Youth as Resources – Young people are given useful roles in the community.
9. Service to Others – Young person serves in the community one hour or more per week.
10. Safety – Young person feels safe at home, school, and in the neighborhood.

Boundaries and Expectations

11. Family Boundaries – Family has clear rules and consequences and monitors the young person's whereabouts.
12. School Boundaries – School provides clear rules and consequences.
13. Neighborhood Boundaries – Neighbors take responsibility for monitoring young people's behavior.
14. Adult Role Models – Parent(s) and other adults model positive, responsible behavior.
15. Positive Peer Influence – Young person's best friends model responsible behavior.
16. High Expectations – Both parent(s) and teachers encourage the young person to do well.

Constructive use of time

- 17. Creative Activities – Young person spends three or more hours per week in lessons or practice in music, theatre, or other arts.
- 18. Youth Programs – Young person spends three or more hours per week in sports, clubs, or organizations at school and/or in the community.
- 19. Religious Community – Young person spends one or more hours per week in activities in a religious institution.
- 20. Time at Home – Young person is out with friends "with nothing special to do" two or fewer nights per week.

Internal Assets

Category Asset Name and Definition

Commitment to Learning

- 21. Achievement Motivation – Young person is motivated to do well in school.
- 22. School Engagement – Young person is actively engaged in learning.
- 23. Homework – Young person reports doing at least one hour of homework every school day.
- 24. Bonding to School – Young person cares about her or his school.
- 25. Reading for Pleasure – Young person reads for pleasure three or more hours per week.

Positive Values

- 26. Caring – Young person places high value on helping other people.
- 27. Equality and Social Justice – Young person places high value on promoting equality and reducing hunger and poverty.
- 28. Integrity – Young person acts on convictions and stands up for her or his beliefs.
- 29. Honesty – Young person "tells the truth even when it is not easy."
- 30. Responsibility – Young person accepts and takes personal responsibility.
- 31. Restraint – Young person believes it is important not to be sexually active or to use alcohol or other drugs.

Social Competencies

- 32. Planning and Decision Making – Young person knows how to plan ahead and make choices.
- 33. Interpersonal Competence – Young person has empathy, sensitivity, and friendship skills.
- 34. Cultural Competence – Young person has knowledge of and comfort with people of different cultural/racial/ethnic backgrounds.

35. Resistance Skills – Young person can resist negative peer pressure and dangerous situations.

36. Peaceful Conflict Resolution – Young person seeks to resolve conflict nonviolently.

Positive Identity

37. Personal Power – Young person feels he or she has control over "things that happen to me."

38. Self-Esteem – Young person reports having a high self-esteem.

39. Sense of Purpose – Young person reports that "my life has a purpose."

40. Positive View of Personal Future – Young person is optimistic about her or his personal future.

**Redline Version of the Current RCSAC Charter
and Proposed RCSAC Terms of Reference**



RCSAC | **Richmond Community Services
Advisory Committee**

Richmond Community Services Advisory Committee Terms of Reference Charter

Terms of Reference Richmond Community Services Advisory Committee

1. ~~Mission Statement~~

~~To encourage and promote those social policies and community services which contribute to the general health, welfare and quality of life of the residents of Richmond, and to increase inter-agency relations and cooperation in order to enhance community capacity.~~

1. Purpose

These Terms of Reference shall apply to the "Richmond Community Services Advisory Committee" (RCSAC).

2. ~~History~~

~~The Richmond Community Services Advisory Committee, hereinafter referred to as "RCSAC", received formal recognition as an advisory body to Richmond City Council and its appropriate Committees on May 25, 1987. It builds on the information gathering and sharing strengths of the Richmond Community Services Council, which served the community in a similar but less formal capacity from April, 1978 to its evolution as the RCSAC in September, 1987. During several years of Community services as a voluntary collaborative of non-profit, government and private agencies and organizations in the field of social and related community services, the Richmond Community Services Council and its member organizations were instrumental in the development and establishment of:~~

~~The municipally funded RCMP Youth Intervention Program;
A municipal social planner position;
Richmond Child Protection Network;
Richmond Family Place;
An open referral in the home parenting program (lost with others during the 1983 restraint measures imposed by major government funding sources);
Collaboration in preparation of the report Preparing for a Livable Future:
Recommendations by the City Center Steering Committee;
Improved Municipal Grant application and appeal processes;
The Child Care Advisory Committee;
The Inventory of Social Services in Richmond;
The Richmond Intercultural Advisory Committee; and
An RCSAC Poverty Response Committee was established, and reports were submitted to Council. This has now become an independent committee.~~

~~Representatives from the RCSAC:
Participated in the Community Parks, Recreational & Cultural Working Group to assist in providing City Council with a Master Plan;
Currently participate in the Substance Abuse Task Force; and The Richmond Intercultural Advisory Committee.~~

3. Mandate

The Richmond Community Services Advisory Committee acts as a resource and provides advice to Council regarding social policies and community services which contribute to the general health, wellbeing and quality of life of Richmond's community

members. It also provides a forum to facilitate inter-agency networking and collaboration in order to enhance community capacity.

~~3. Richmond Community Services Advisory Committee (RCSAC) in brief~~

- ~~1. Advises Richmond City Council, and/or the appropriate Council Committee.~~
- ~~2. Makes representations to other policy-making bodies on social policy and community services matters.~~
- ~~3. Provides informed comment and advice to Richmond City Council on implications for policies and services being changed and introduced.~~
- ~~4. Undertakes its work at the request of Richmond City Council, the RCSAC membership, and the community at large.~~
- ~~5. Provides a strong and active role in overall social policy and community services decisions for community representatives and nonprofit society boards.~~

~~4. RCSAC Roles~~

- ~~1. The Richmond Community Services Advisory Committee (RCSAC) is a forum for community service* agencies to meet on a regular basis in order to share information and ideas about issues of common interest, and to identify emerging needs.~~

~~*Community Services: defined as those covering the general areas of health, social services, education, and other related service where the overall intent is to improve the quality of life for Richmond residents.~~

- ~~2. The RCSAC will foster the development of services, through an asset building approach, to meet those needs.~~
- ~~3. The RCSAC will establish and monitor Task Forces to undertake activities deemed by the RCSAC to be necessary and consistent with the objectives of the RCSAC. All Task Forces will be time limited with both start and end dates, and will produce a written report.~~
- ~~4. The RCSAC may employ and hire such staff as deemed necessary to assist in the operation of the RCSAC, including all Task Forces. All employees will report directly to the Co-Chairs of the Executive Committee.~~
- ~~5. The RCSAC will provide a leadership and educational role in social issues affecting community services.~~
- ~~6. The RCSAC strives to work cooperatively and in a complementary manner with other City advisory committees.~~

~~3. Role~~

~~The role of the RCSAC is to carry out the following functions:~~

- ~~3.1 Act as a resource and provide advice to City Council regarding social issues affecting the Richmond community.~~
- ~~3.2 Participate in consultation processes for City strategies, initiatives and policies in response to staff's request for input.~~
- ~~3.3 Act as a conduit for feedback from the community on social matters.~~
- ~~3.4 Undertake work at the request of City Council, the RCSAC membership and the community at large that align with the RCSAC's mandate.~~

- 3.5 Provide a forum for social service and community organizations to network, collaborate and learn from one another through information sharing, educational opportunities and joint initiatives.

City Liaison

Liaison with the City of Richmond will be provided by:

- ~~One (1) non-voting Richmond City Council Liaison; and~~
- ~~One (1) non-voting City Staff Liaison, provided by the Policy Planning Department.~~

4. Composition

4.1 Voting Members

RCSAC shall be comprised of representatives of:

- 4.1.1 Community service organizations
- 4.1.2 Individual members
- 4.1.3 Two (2) Citizens at Large appointed by Richmond City Council

Member organizations shall have one (1) designated voting member and one (1) designated alternate, to be identified in writing at the time of application for membership. Each member organization, individual member and Citizen at Large has one (1) vote.

4.2 Council Liaison (Non-Voting)

There shall be one Council Liaison appointed to the RCSAC.

4.3 City Staff Liaison (Non-Voting)

There shall be one Staff Liaison assigned to the RCSAC.

4.4 Recording Secretary (Non-Voting)

There shall be one Recording Secretary assigned to the RCSAC.

~~6. Mandate~~

~~Section A~~

~~The RCSAC shall advise Richmond City Council and may, in consultation with City Council, make representations to other policy-making bodies on the following:~~

~~Policies that encourage cooperative planning and delivery of community services to ensure optimum efficiency and effectiveness;
Social issues/concerns that have an impact on community services, special needs groups and the quality of life in the community;
Community impact of governmental changes to policies and/or programs affecting Richmond's community services; and
Any other matters that may be referred by Richmond City Council, RCSAC member groups and the community at large.~~

~~Section B~~

~~Coordination of activities and information sharing between the voluntary and public sector.~~

5. Recruitment, Selection, Appointment

5.1 Recruitment

- 5.1.1 Recruitment of Citizens at Large shall be according to Council policy and procedures (e.g. the City Clerk's office will place appropriate public advertisements in the media to ask for volunteers).
- 5.1.2 Interested organizations shall apply for membership to the RCSAC by submitting an application form. Organizations shall designate a representative and an alternate who can speak and make decisions on behalf of their organization at the time of application.
- 5.1.3 Interested individuals shall apply for membership to the RCSAC by submitting an application form.

5.2 Selection

Members of RCSAC shall be selected based on one or more of the following criteria:

5.2.1 Organizational Members

- 5.2.1.1.1 Represent a community service organization, community committee or a government agency, ministry or department;
- 5.2.1.1.2 Have a mandate or organizational goals and objectives consistent with those of the RCSAC;
- 5.2.1.1.3 Have one designated representative and one designated alternate who can speak and make decisions on behalf of their organization, one of whom will attend meetings regularly.
- 5.2.1.1.4 Able to pay the annual membership fees within six (6) weeks of notice

5.2.2 Individual Members

- 5.2.2.1.1 Must reside or work in Richmond and have a demonstrated interest or involvement in social policy and community service matters.

5.2.3 Citizens at Large

- 5.2.3.1.1 Must reside or work in Richmond and have a demonstrated interest or involvement in social policy and community services matters.

5.3 Appointment

Only Citizens at Large shall be appointed by Council. Organizational and individual members do not have to be appointed by Council. Final approval of all applications rests with the RCSAC as a whole, and is guided by the recommendations of the Executive Committee.

6. Structure

6.1 General Membership Committee

The General Membership Committee consists of the following:

- 6.1.1 Organizational representatives are appointed by member organizations and make up the majority of the membership. They represent a community service organization, community committee or a government agency, ministry or

department that have a mandate or organizational goals and objectives consistent with those of the RCSAC.

6.1.2 Individual members do not represent an organization and must reside or work in Richmond and have a demonstrated interest or involvement in social policy and community service matters.

6.1.3 Citizens-at-Large are appointed by Council.

6.2 Executive Committee

The Executive Committee is the administrative point of contact for the RCSAC and is responsible for the overall direction of the RCSAC. It consists of:

6.2.1 Two (2) Co-Chairs

6.2.2 One (1) Treasurer

6.2.3 Minimum of two (2) to a maximum of four (4) Members at Large

6.2.4 Council Liaison Staff Liaison

6.3 Subcommittees: Action Groups and Task Forces

6.3.1 Subcommittees are established by a resolution of the General Membership, which will define the Terms of Reference for the subcommittee. Unless otherwise determined, all subcommittees will be time-limited action groups or task forces.

6.3.2 All subcommittees of the RCSAC are chaired by a RCSAC member and may include non-member resource persons from government, private agencies and appropriate organizations serving the community. Unless otherwise directed by the Executive Committee, all subcommittees will automatically dissolve upon acceptance of final reports.

7. Term

7.1 Citizens at Large

7.1.1 Citizens at Large shall be appointed by Council for a term of two (2) years.

7.1.2 At the end of a term, Citizens at Large may re-apply to serve for a subsequent term.

7.1.3 Citizens at Large may serve for a maximum of four (4) consecutive terms or eight (8) consecutive years.

7.2 General Membership

7.2.1 Member organizations and individual members can apply for a one (1) year term which can be renewed every year for as long as the membership fee is paid and the member is in good standing.

7.3 Co-Chairs

7.3.1 Co-Chairs are elected for two (2) years, in alternating years. Terms may be extended for one (1) year in cases where an alternate has not been identified or volunteered for the position

7.4 Executive Committee

- 7.4.1 Members of the Executive Committee shall be elected at the Annual General Meeting for a two (2) year term. Members of the Executive Committee may re-apply for another term for a maximum of two (2) consecutive terms, or four (4) consecutive years.

8. Membership Responsibilities

8.1 Members shall:

- 8.1.1 Be familiar with the mandate, goals and work plan of the RCSAC.
- 8.1.2 Attend monthly meetings with regularity and punctuality.
- 8.1.3 Thoroughly familiarize themselves with all agenda materials in preparation for active participation in discussions.
- 8.1.4 Review and approve Communication Tools, Backgrounders and Reports conveying information and advice to Council.
- 8.1.5 Share information and identify gaps on social policies and services, service delivery and other related issues.
- 8.1.6 Be knowledgeable about issues under consideration and provide feedback and input within the scope of the RCSAC.
- 8.1.7 Pay membership dues within six (6) weeks of notice (or otherwise be at risk of losing their membership status).
- 8.1.8 Act in accordance with and uphold the City's Respectful Workplace Policy (Policy 6800).

8.2 The Co-Chairs shall:

- 8.2.1 Chair all meetings of the Executive and the General Membership
- 8.2.2 Prepare Executive and General Meeting agendas in consultation with the Executive Committee.
- 8.2.3 Represent the RCSAC at Council meetings and its appropriate committees when required/requested.
- 8.2.4 Ensure motions and decisions made by the RCSAC align with the RCSAC's mandate.
- 8.2.5 Assume responsibility of signing or authorizing all correspondence arising from Committee or Subcommittee activities.
- 8.2.6 Chair meetings according to Robert's Rules of Order, while demonstrating knowledge of the work at hand, facilitating inclusive discussions and ensuring that all members have a full and equal opportunity to participate in decision-making.
- 8.2.7 Represent the views and work of the RCSAC to City Council as and when required.

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- 8.3.2 Provide guidance for the sub-committees and action groups.
- 8.3.3 Review any recommendations coming to the RCSAC to ensure they align with the RCSAC's mandate.
- 8.3.4 Prepare an Annual Report and proposed Work Program.
- 8.3.5 Receive and refer requests/referrals from City Council and its appropriate committees to the appropriate Action Group/Task Force.

- 8.3.6 Monitor and report on all financial matters related to the work of the RCSAC as required.
- 8.3.7 Ensure that annual work programs are followed and monitored during the year to track progress.

8.4 The Subcommittee shall:

- 8.4.1 Draft Communication Tools, Backgrounders and Reports to City Council for approval by the General Membership.
- 8.4.2 Provide minutes, notes or appropriate records of meetings.
- 8.4.3 Provide a written summary of activities for inclusion in the RCSAC's annual report.

9. Operation and Process

9.1 Operation

- 9.1.1 General Meetings shall be held a minimum of six times a year either in person or via digital platform as called by the Co-Chairs.
- 9.1.2 An Annual General Meeting is held every year where the Co-Chairs and members of the Executive Committee will be elected.
- 9.1.3 Sub-committees may be created by the RCSAC as necessary.
- 9.1.4 The sub-committees will be chaired by a RCSAC member in accordance with Robert's Rules of Order and report to and take direction from the RCSAC.

9.2 Accountability

The RCSAC shall produce annual reports, work programs, budgets and other reports for Council approval.

9.3 Application and Fees

Interested community organizations and individuals shall fill out an application form and pay the corresponding membership fee to apply for RCSAC membership. Membership fees are set by the General Membership at the Annual General Meeting.

9.4 Communication

- 9.4.1 The RCSAC shall report to Council through the Staff Liaison to Planning Committee.
- 9.4.2 RCSAC General and Subcommittee meetings shall be open to the public in accordance with the Local Government Act.
- 9.4.3 Membership of the RCSAC does not preclude member organizations from submitting their own positions and reports directly to City Council, City staff or City Committees however, such reports must be on behalf of the organization they represent and not on behalf of the RCSAC.

9.5 Decision-Making Process

9.5.1. Members of RCSAC shall:

- 9.5.1.1 Follow Council decision-making policy and procedures;
- 9.5.1.2 Conduct business with a minimum of five members present, which constitutes a quorum;
- 9.5.1.3 Strive for consensus; and

- 9.5.1.4 In the absence of consensus, a decision shall be made based on a simple majority of members present.
- 9.5.2. Each member is entitled to one vote.

10. Code of Conduct

–10.1 Conflict of Interest:

- 10.1.1 A conflict of interest exists if a Committee member is a director, member or employee of an organization seeking to benefit from the City or if the Committee member has a direct or indirect pecuniary (financial) interest in the outcome of Committee deliberations.
- 10.1.2 Committee members who have a conflict of interest with a topic being discussed shall declare the conflict, describe the nature of the conflict, leave the room prior to any discussions and shall refrain from voting.
- 10.1.3 Committee members are not permitted to directly or indirectly benefit from their participation on the Committee during their tenure and for a period of twelve (12) months following their term(s).

10.2 Professionalism:

- 10.2.1 Committee members are expected to act in accordance with the City's Respectful Workplace Policy (Policy 6800), including being respectful towards other members.
- 10.2.2 Committee members must devote the necessary time and effort to prepare for meetings, arrive at meetings on time and provide feedback consistent with the Committee's mandate.
- 10.2.3 Any Committee member who is absent for three (3) meetings of the Committee without reason satisfactory to the Committee may be removed from the Committee.

10.3 Reporting and Social Media:

- 10.3.1 The Committee members may not represent themselves as having any authority beyond that delegated in the Terms of Reference approved by Council. Items will be presented to the Committee if referred by Council or staff and the standard process of communication is through staff to Council. Committee members may communicate directly to Council or the media, if the Committee members identify themselves as an individual, and not as representatives of the Committee.
- 10.3.2 Any use of social media must, as with all other forms of communication, meet principles of integrity, professionalism and privacy.

Should a Committee member violate the Code of Conduct or act outside the Terms of Reference, the Committee member may be removed from the Committee.

11. Resources

- 11.1 There shall be one Staff Liaison appointed to the RCSAC. The Staff Liaison's role is to: update the RCSAC on City initiatives that relate to social policies and issues; refer issues for advice and options; relay feedback from the RSCAC to City Departments

and City Council as appropriate; provide an orientation to new committee members; and provide administrative support as necessary.

11.2 RCSAC shall prepare and submit:

11.2.1 For the Year Completed;

11.2.1.1 an annual report, and

11.2.1.2 a financial statement

11.2.2. For the Upcoming Year

11.2.2.1. a proposed work program, and

11.2.2.1. a proposed budget.

11.3 Richmond City Council will review the RCSAC annual budget submission and may provide funding subject to City budgetary priorities.

11.4 RCSAC may incur expenses only for Council authorized items, and City policy and procedures shall be followed.

11.5 The City Staff Liaison and Recording Secretary shall be coordinated through the Community Social Development Department.

Appendix I

An Oral History of RCSC, later to become RCSAC

(Delivered by Olive Bassett at the RCSAC General meeting of December 8, 2003)

~~It is ten years since I have been associated with this advisory council, some of which I speak on today could be familiar to many of you but perhaps some of you are not familiar with the early history I hope it will be of interest to you. I was a member of RCSC for many years before becoming a school trustee then I was elected as their Rep. on the PAC (Policy Advisory Council) in 1990. Back in 1978, there was very little planning for social services, something had to be done, and the United Way was invited to set up some social planning for the community. There was no Social Planner at the municipal level at that time.~~

~~The Child Services Committee, a committee of the United Way, was not representative enough; its mandate was services to children 12 & under. A newly formed Child Abuse Committee was attempting to educate the public on what was happening to children; the community health nurses and social workers were the only ones going into the homes of many abused children. But the climate of the times prevented anyone from speaking out especially about sexual abuse, this was a taboo topic, no one wanted to talk about it. And there were many turf problems, everyone was working in isolation on their own particular issues and problems, this is mine that is yours, don't mix the two! Finally the United Way placed an arm's length community person in as Chair of the Child Services Committee hoping to become more effective. Something was still needed; the committee was not representative of agencies working with families, children & youth. Palmer School had just gone up in smoke, at the hands of a teen-age girl who badly needed treatment.~~

There were no services of the kind youth like her needed, but it was risking a teachers or a community health nurse's job to speak out on lack of services. It was so difficult to address so many social problems in the community but at that time, the thought of washing your linen in public was not to be tolerated. The School Board refused to put a family life program into the schools. The community was polarized. Many were demanding the program, just as many were in denial it was needed, and these felt the only place to teach this subject was in the home. Which was fine but those children needing the program did not come from homes where this kind of education was taught. It was a little later I believe the Richmond Youth Services Agency came into being to focus on the issues and problems facing the over 12's. And so, it was in this type of atmosphere that a major meeting was held with many of those delivering social services to families. Through this meeting, they got the endorsement needed to be something much broader than the Richmond Children's Committee.

A Steering Committee was set up that met twice a month for a solid year and what came out of that was the framework for the Richmond Community Services Council. That was in 1978, and nine years later in '87, with the assistance of a municipal councillor, a social planner had finally been hired, RCSC was restructured and given the formal title of the Richmond Community Services Advisory Council, RCSAC, as it is known today. They would make recommendations for social service issues and report those issues & concerns directly to the Municipal Council through the Policy Advisory Council, who were elected from the Boards of the individual agencies to serve on PAC. They were the politic alarm of the RCSAC. And Council listened. In their eyes, it was no longer just staff driven. These were elected people making the recommendations. With the new structure, there was also the IAC, Inter Agency committee, made up the staff and the 'Hands On' people who worked in the field, and the Coordinating Committee overseeing both IAC & PAC. This is all in your charter, I found it very interesting to re-read, and it would be well worth your re-reading pages 20 to 24.

In 1989, the RCSAC held a "Strategy Planning and Priority Setting Meeting". This was an extremely important meeting for RCSAC. Johnny Carline, Deputy Administrator, Strategic Planning for Richmond spoke on what Richmond could look like in the future, two questions he asked of the group:

1. "What are the priorities for service provision for all of the agencies in the next three years?"
2. "What suggestions do you have for the municipality to incorporate social issues into the growth management strategy?"

A planning committee took all the suggestions, solutions, comments and concerns and brought in a final report in January 1990. Seven (7) recommendations came out of it and were presented to council, they may help you in your deliberations on the restructure process, I will leave it with Michael. Then in 1994, RCSAC sent out an excellent questionnaire to member organizations, to see if the advisory council was meeting the needs of its membership by addressing gaps, identifying issues and resources to address them and then develop an action plan. The survey was divided into six major sections: Role & Function, Participation, Community issues, Strengths & Weaknesses, Suggestions for raising the profile of RCSAC and lastly the potential for sending out a newsletter. I will also leave a copy of this with Michael, as it may prove useful. I see you are now contemplating another re-structure, perhaps some questions that you may ask yourselves are:

"What do you want to accomplish that you are not doing now?"

"When was the last time your charter was brought up to date?"

"How many agencies out there are not aware of what you do?"

"How many agencies or groups out there doing a service for the community, are you not aware of?"

In my opinion the reason RCSAC has survived while many others have not, is because community volunteers and staff have worked together for a common goal, this way everyone wins. The effectiveness of RCSAC has always been present to a greater or lesser degree. It is a tremendously important organization and the accomplishments you have gained have not come easy. It is an organization you can be proud to belong to. However, it must be supported by each and every social service organization in order to have the greatest impact for good.

Thank you.

M. Olive Bassett

Appendix II

40 Developmental Assets

Search Institute has identified the following building blocks of healthy development that help young people grow up healthy, caring, and responsible.

External Assets

Category Asset Name and Definition

Support

1. Family Support—Family life provides high levels of love and support.
2. Positive Family Communication—Young person and her or his parent(s) communicate positively, and young person is willing to seek advice and counsel from parents.
3. Other Adult Relationships—Young person receives support from three or more non-parent adults.
4. Caring Neighborhood—Young person experiences caring neighbors.
5. Caring School Climate—School provides a caring, encouraging environment.
6. Parent Involvement in Schooling—Parent(s) are actively involved in helping young person succeed in school.

Empowerment

- 7. ~~Community Values Youth—Young person perceives that adults in the community value youth.~~
- 8. ~~Youth as Resources—Young people are given useful roles in the community.~~
- 9. ~~Service to Others—Young person serves in the community one hour or more per week.~~
- 10. ~~Safety—Young person feels safe at home, school, and in the neighborhood.~~

Boundaries and Expectations

- 11. ~~Family Boundaries—Family has clear rules and consequences and monitors the young person's whereabouts.~~
- 12. ~~School Boundaries—School provides clear rules and consequences.~~
- 13. ~~Neighborhood Boundaries—Neighbors take responsibility for monitoring young people's behavior.~~
- 14. ~~Adult Role Models—Parent(s) and other adults model positive, responsible behavior.~~
- 15. ~~Positive Peer Influence—Young person's best friends model responsible behavior.~~
- 16. ~~High Expectations—Both parent(s) and teachers encourage the young person to do well.~~

Constructive use of time

- 17. ~~Creative Activities—Young person spends three or more hours per week in lessons or practice in music, theatre, or other arts.~~
- 18. ~~Youth Programs—Young person spends three or more hours per week in sports, clubs, or organizations at school and/or in the community.~~
- 19. ~~Religious Community—Young person spends one or more hours per week in activities in a religious institution.~~
- 20. ~~Time at Home—Young person is out with friends "with nothing special to do" two or fewer nights per week.~~

Internal Assets

Category Asset Name and Definition

Commitment to Learning

- 21. ~~Achievement Motivation—Young person is motivated to do well in school.~~
- 22. ~~School Engagement—Young person is actively engaged in learning.~~
- 23. ~~Homework—Young person reports doing at least one hour of homework every school day.~~

24. Bonding to School—Young person cares about her or his school.

25. Reading for Pleasure—Young person reads for pleasure three or more hours per week.

Positive Values

26. Caring—Young person places high value on helping other people.

27. Equality and Social Justice—Young person places high value on promoting equality and reducing hunger and poverty.

28. Integrity—Young person acts on convictions and stands up for her or his beliefs.

29. Honesty—Young person "tells the truth even when it is not easy."

30. Responsibility—Young person accepts and takes personal responsibility.

31. Restraint—Young person believes it is important not to be sexually active or to use alcohol or other drugs.

Social Competencies

32. Planning and Decision Making—Young person knows how to plan ahead and make choices.

33. Interpersonal Competence—Young person has empathy, sensitivity, and friendship skills.

34. Cultural Competence—Young person has knowledge of and comfort with people of different cultural/racial/ethnic backgrounds.

35. Resistance Skills—Young person can resist negative peer pressure and dangerous situations.

36. Peaceful Conflict Resolution—Young person seeks to resolve conflict nonviolently.

Positive Identity

37. Personal Power—Young person feels he or she has control over "things that happen to me."

38. Self-Esteem—Young person reports having a high self-esteem.

39. Sense of Purpose—Young person reports that "my life has a purpose."

40. Positive View of Personal Future—Young person is optimistic about her or his personal future.

**Proposed
Richmond Community Services Advisory Committee
Terms of Reference**

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Richmond Community Services Advisory Committee
Terms of Reference**

1. Purpose

These Terms of Reference shall apply to the "Richmond Community Services Advisory Committee" (RCSAC).

2. Mandate

The Richmond Community Services Advisory Committee acts as a resource and provides advice to Council regarding social policies and community services which contribute to the general health, well-being and quality of life of Richmond's community members. It also provides a forum to facilitate inter-agency networking and collaboration in order to enhance community capacity.

3. Role

The role of the RCSAC is to carry out the following functions:

- 3.1 Act as a resource and provide advice to City Council regarding social issues affecting the Richmond community.
- 3.2 Participate in consultation processes for City strategies, initiatives and policies in response to staff's request for input.
- 3.3 Act as a conduit for feedback from the community on social matters.
- 3.4 Undertake work at the request of City Council, the RCSAC membership and the community at large that align with the RCSAC's mandate.
- 3.5 Provide a forum for social service and community organizations to network, collaborate and learn from one another through information sharing, educational opportunities and joint initiatives.

4. Composition

4.1 Voting Members

RCSAC shall be comprised of representatives of:

- 4.1.1 Community service organizations
- 4.1.2 Individual members
- 4.1.3 Two (2) Citizens at Large appointed by Richmond City Council

Member organizations shall have one (1) designated voting member and one (1) designated alternate, to be identified in writing at the time of application for membership. Each member organization, individual member and Citizen at Large has one (1) vote.

4.2 Council Liaison (Non-Voting)

There shall be one Council Liaison appointed to the RCSAC.

4.3 City Staff Liaison (Non-Voting)

There shall be one Staff Liaison assigned to the RCSAC.

4.4 Recording Secretary (Non-Voting)

There shall be one Recording Secretary assigned to the RCSAC.

5. Recruitment, Selection and Appointment

5.1 Recruitment

- 5.1.1 Recruitment of Citizens at Large shall be according to Council policy and procedures (e.g. the City Clerk's office will place appropriate public advertisements in the media to ask for volunteers).
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 - 5.2.1.1.4 Be able to pay the annual membership fees within six (6) weeks of notice.
 - 5.2.2 Individual Members
 - 5.2.2.1.1 Must reside or work in Richmond and have a demonstrated interest or involvement in social policy and community service matters.
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- 6.2.2 One (1) Treasurer
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- 6.2.4 Council Liaison
- 6.2.5 Staff Liaison

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 - 9.5.1.1 Follow Council decision-making policy and procedures;
 - 9.5.1.2 Conduct business with a minimum of five members present, which constitutes a quorum;
 - 9.5.1.3 Strive for consensus; and
 - 9.5.1.4 In the absence of consensus, a decision shall be made based on a simple majority of members present.
 - 9.5.2. Each member is entitled to one vote.
- 10. Code of Conduct**
 - 10.1 Conflict of Interest
 - 10.1.1 A conflict of interest exists if a Committee member is a director, member or employee of an organization seeking to benefit from the City or if the Committee member has a direct or indirect pecuniary (financial) interest in the outcome of Committee deliberations.
 - 10.1.2 Committee members who have a conflict of interest with a topic being discussed shall declare the conflict, describe the nature of the conflict, leave the room prior to any discussions and shall refrain from voting.
 - 10.1.3 Committee members are not permitted to directly or indirectly benefit from their participation on the Committee during their tenure and for a period of twelve (12) months following their term(s).

10.2 Professionalism

- 10.2.1 Committee members are expected to act in accordance with the City's Respectful Workplace Policy (Policy 6800), including being respectful towards other members.
- 10.2.2 Committee members must devote the necessary time and effort to prepare for meetings, arrive at meetings on time and provide feedback consistent with the Committee's mandate.
- 10.2.3 Any Committee member who is absent for three (3) meetings of the Committee without reason satisfactory to the Committee may be removed from the Committee.

10.3 Reporting and Social Media

- 10.3.1 The Committee members may not represent themselves as having any authority beyond that delegated in the Terms of Reference approved by Council. Items will be presented to the Committee if referred by Council or staff and the standard process of communication is through staff to Council. Committee members may communicate directly to Council or the media, if the Committee members identify themselves as an individual, and not as representatives of the Committee.
- 10.3.2 Any use of social media must, as with all other forms of communication, meet principles of integrity, professionalism and privacy.

Should a Committee member violate the Code of Conduct or act outside the Terms of Reference, the Committee member may be removed from the Committee.

11. Resources

- 11.1 There shall be one Staff Liaison appointed to the RCSAC. The Staff Liaison's role is to: update the RCSAC on City initiatives that relate to social policies and issues; refer issues for advice and options; relay feedback from the RCSAC to City Departments and City Council as appropriate; provide an orientation to new committee members; and provide administrative support as necessary.
- 11.2 RCSAC shall prepare and submit:
 - 11.2.1 For the Year Completed
 - 11.2.1.1 An annual report; and
 - 11.2.1.2 A financial statement
 - 11.2.2 For the Upcoming Year
 - 11.2.2.1 A proposed work program; and
 - 11.2.2.2 A proposed budget.
- 11.3 Richmond City Council will review the RCSAC annual budget submission and may provide funding subject to City budgetary priorities.
- 11.4 RCSAC may incur expenses only for Council authorized items, and City policy and procedures shall be followed.
- 11.5 The City Staff Liaison and Recording Secretary shall be coordinated through the Community Social Development Department.



City of Richmond

Report to Committee

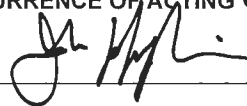


To: Planning Committee **Date:** May 30, 2023
From: John Hopkins **File:** 01-0157-30-
Director, Policy Planning RGST1/2023-Vol 01
Re: **Response to Metro Vancouver's Referral: Land Use Designation Amendment to the Metro 2050 Regional Growth Strategy Proposed by the Township of Langley**

Staff Recommendation

That staff be directed to communicate to the Metro Vancouver Regional District Board the City of Richmond's opposition and comments, as outlined in the staff report titled "Response to Metro Vancouver's Referral: Land Use Designation Amendment to the Metro 2050 Regional Growth Strategy Proposed by the Township of Langley", dated May 30, 2023 from the Director, Policy Planning.

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

Att. 1

REPORT CONCURRENCE	
CONCURRENCE OF ACTING GENERAL MANAGER 	
SENIOR STAFF REPORT REVIEW	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

The Metro Vancouver Regional District (MVRD) Board has initiated a process to amend the Metro 2050 Regional Growth Strategy (RGS), in relation to a request from the Township of Langley.

At its April 28, 2023 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 regional growth strategy amendment process for the Township of Langley's requested regional land use designation amendment from Agricultural to Industrial for the lands located at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street;*
- b) give first, second, and third readings to "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1364, 2023"; and*
- c) direct staff to notify affected local governments as per section 6.4.2 of Metro 2050.*

The Township of Langley's requested amendment to the Metro 2050 RGS involves the following:

- A regional land use designation amendment to re-designate the site from Agricultural to Industrial; and
- Move the Urban Containment Boundary to include these lands.

As part of Metro Vancouver's notification process, the City of Richmond has been invited to provide written comments on the proposed amendments to the Metro 2050 RGS by July 4, 2023 (refer to Attachment 1 for the Metro Vancouver letter and accompanying report).

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

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

1.1 Continue fostering effective and strategic relationships with other levels of government and Indigenous communities.

1.2 Advocate for the needs of Richmond in collaboration with partners and stakeholders.

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

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

Findings of Fact

The proposed amendment is a Type 3 amendment in accordance with the criteria and procedures contained in the Metro 2050 RGS, which requires that an amendment bylaw be passed by the MVRD Board by a 50% +1 weighted vote.

Analysis

Summary of the Township of Langley Requested Amendment

The proposed amendment to the Metro 2050 RGS involves 14.59 ha (36 acres) of land in the Township of Langley located north of 56 Avenue between 264th Street (to the west) and 268th Street (to the east), which is adjacent to the existing Gloucester Industrial Park located to the south and east of these lands. The proposed regional land use designation amendment is from Agricultural to Industrial and to move the Urban Containment Boundary to include these lands. Refer to *Figure 1* and *Figure 2* for maps of the subject lands and existing and proposed amendments to the RGS.

Figure 1 – Existing Regional Land Use Designation and Urban Containment Boundary



Figure 2 – Proposed Regional Land Use Designation and Urban Containment Boundary



Previously, these lands were excluded from the Agricultural Land Reserve (ALR) by the Agricultural Land Commission on March 10, 2022.

Prior to the MVRD Board resolution on April 28, 2023 to notify affected local governments, the Township of Langley Council granted third reading on March 13, 2023 to a package of land use bylaws that would amend their Official Community Plan (OCP) and applicable zoning bylaw to facilitate development of the lands for industrial purposes and expand the Gloucester Industrial Park.

A general summary of the regional land use rationale contained in the Metro Vancouver report on the proposed Metro 2050 RGS amendments is summarized as follows:

- The lands are contiguous with the Urban Containment Boundary and not within the ALR (excluded in 2022) to meet the criteria to be considered a Type 3 amendment to the Metro 2050 RGS.
- The adjacent area to the south and east are currently located in the Urban Containment Boundary and contain industrial uses that are consistent with the Industrial land use designation proposed as part of the RGS amendment.
- The proposal would expand the regional supply of industrial lands which Metro Vancouver has indicated is facing a critical shortage as documented in the Regional Industrial Lands Strategy.

City of Richmond's Regional Planning Interests and Industrial Land Initiatives

This section identifies the recommended City of Richmond comments and concerns on the proposed Metro 2050 RGS amendments for the 14.59 ha (36 acres) of land in the Township of Langley.

Urban Containment Boundary and Compact Urban Area

The proposed land use amendment is a significant expansion of the Urban Containment Boundary that will allow the additional land to be used for industrial development. A concern arises in relation to the choice to expand the Urban Containment Boundary rather than focus on intensification of existing industrial land through new construction, infill and redevelopment. This choice undermines the efforts being made by Richmond and others to intensify industrial activities as demonstrated in Richmond's approval of OCP and Zoning Bylaw amendments associated with the Industrial Lands Intensification Initiative in 2021. Alternatives should be considered to accommodate industrial expansion through intensification rather than expanding the Urban Containment Boundary.

Efficient Delivery of Services and Sustainable Transportation Choices

Expansion of the Urban Containment Boundary and re-designating these lands Industrial may result in expansion of regional service infrastructure (i.e., sanitary and water) required to accommodate industrial development in this area. Furthermore, transportation options for future industrial development will be limited to vehicles as no public transit is provided for in this part of the region. Therefore, concerns arise about how future industrial development on these lands will require additional servicing and not provide for transportation options.

Given the above noted concerns, staff recommend that the City of Richmond oppose the Metro 2050 RGS amendments requested by the Township of Langley.

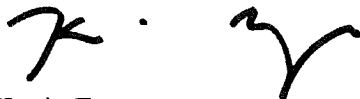
Financial Impact

None.

Conclusion

In response to the Township of Langley's request to amend the Metro 2050 RGS to change the land use designation from Agricultural to Industrial and revise the Urban Containment Boundary to include 14.59 ha (36 acres) of land, City staff have reviewed this proposal in consideration of Richmond's regional planning interests and land use policies aimed at intensifying use and development of industrial land.

Richmond's primary concerns relate to expansion of industrial land beyond the Urban Containment Boundary, which undermines efforts and supporting policy to intensify the development and usage of industrial land in Richmond and throughout the region. On this basis, it is recommended that the City of Richmond communicate its opposition to the proposed Metro 2050 RGS amendments to the MVRD Board in advance of the July 3, 2023 deadline.



Kevin Eng
Planner 3
(604-247-4626)

KE:cas

Att. 1: Metro Vancouver Letter and Accompanying Report

Office of the Chair
Tel. 604 432-6215 or via Email
CAOAdministration@metrovancouver.org

May 16, 2023

File: CR-12-01

Mayor Malcolm Brodie and Council
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1
VIA EMAIL: mbrodie@richmond.ca; cityclerk@richmond.ca

Dear Mayor Malcolm Brodie and Council:

**Land Use Designation Amendment to Metro 2050
Township of Langley – Gloucester Industrial Park**

The Township of Langley is requesting a Type 3 Amendment to *Metro 2050*, the regional growth strategy, for eight properties located at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street, totaling 14.59 hectares. The proposed regional land use designation amendment would redesignate the site from Agricultural to Industrial and move the Urban Containment Boundary to allow for the lands to be added to the Gloucester Industrial Park.

At its April 28, 2023 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 regional growth strategy amendment process for the Township of Langley's requested regional land use designation amendment from Agricultural to Industrial for the lands located at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street;*
- b) *give first, second, and third readings to "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1364, 2023"; and*
- c) *direct staff to notify affected local governments as per section 6.4.2 of Metro 2050.*

As required by both the *Local Government Act* and *Metro 2050*, the regional growth strategy amendment process requires a minimum 45-day notification period to allow all affected local governments and members of the public to provide comment on the proposed amendment. Following the comment period, the MVRD Board will review all comments received and consider adoption of the amendment bylaw.

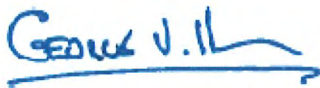
59796269

The proposed amendment is a Type 3 amendment to *Metro 2050*, which requires that an amendment bylaw be passed by the MVRD Board by a 50% +1 weighted vote. For more information on regional growth strategy amendment procedures, please refer to Sections 6.3 and 6.4 in *Metro 2050*. A Metro Vancouver staff report providing background information and an assessment of the proposed amendment regarding its consistency with *Metro 2050* is enclosed.

You are invited to provide written comments on the proposed amendment. Please provide your comments **by July 4, 2023**.

If you have any questions with respect to the proposed amendment, please contact Jonathan Cote, Deputy General Manager, Regional Planning and Housing Development, by phone at 604-432-6391 or by email at jonathan.cote@metrovanancouver.org.

Yours sincerely,



George V. Harvie
Chair, Metro Vancouver Board

GVH/JWD/hm

cc: Serena Lusk, Chief Administrative Officer, City of Richmond
John Hopkins, Director, Policy Planning, City of Richmond
Jerry W. Dobrowolny, Commissioner/Chief Administrative Officer, Metro Vancouver
Heather McNell, Deputy Chief Administrative Officer, Policy and Planning, Metro Vancouver
Jonathan Cote, Deputy General Manager, Regional Planning & Housing Development, Metro Vancouver

Encl: [Proposed Land Use Designation Amendment to Metro 2050, Township of Langley – Gloucester Industrial Park](#)

59796269

To: Regional Planning Committee

From: Victor Cheung, Senior Policy & Planning Analyst,
Regional Planning and Housing Services

Date: March 31, 2023

Meeting Date: April 14, 2023

Subject: **Land Use Designation Amendment to Metro 2050
Township of Langley – Gloucester Industrial Park**

RECOMMENDATION

That the MVRD Board:

- a) initiate the regional growth strategy amendment process for the Township of Langley's requested regional land use designation amendment from Agricultural to Industrial for the lands located at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street;
 - b) give first, second, and third readings to "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1364, 2023"; and
 - c) direct staff to notify affected local governments as per section 6.4.2 of Metro 2050.
-

EXECUTIVE SUMMARY

The Township of Langley is requesting a Type 3 Amendment to *Metro 2050* for eight properties located at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street, totalling 14.59 hectares. The proposed regional land use designation amendment would redesignate the site from Agricultural to Industrial and move the Urban Containment Boundary to allow for the lands to be added to the Gloucester Industrial Park. The Agricultural Land Commission excluded these lands from the Agricultural Land Reserve on March 10, 2022.

The proposed amendment has been considered in relation to *Metro 2050's* goals, strategies, and policies. The analysis demonstrates that on balance, this proposed amendment is supportable and is aligned with *Metro 2050's* goals and strategies. Overall, the proposed amendment allows for new industrial uses, which is consistent with the surrounding area context and provides employment generating uses in close proximity to the Regional Truck Route Network.

PURPOSE

To provide the Regional Planning Committee and the MVRD Board with the opportunity to consider the Township of Langley's request to amend *Metro 2050* to accommodate the expansion of the Gloucester Industrial Park through a Type 3 Amendment.

BACKGROUND

On March 13, 2023, the Township of Langley Council granted third reading to the Langley Official Community Plan Bylaw 1979 No. 1842 Amendment (Gloucester Industrial Park), Bylaw 1988 No. 2556 Amendment (Rural Plan), Bylaw 1993 No. 3250 Amendment (Conwest), Bylaw No. 5706 and

Township of Langley Zoning Bylaw 1987 No. 2500 Amendment (Conwest), Bylaw No. 5707 (Attachment 1). The Township's Bylaw No. 5706 would amend the Langley Official Community Plan by altering the land use designation at the interface between the Township's Rural Plan and the Gloucester Industrial Park Plan, including municipal land use amendments, and associated boundary adjustments, from Agricultural to Industrial.

Metro Vancouver received the application to amend *Metro 2050* on March 14th, 2023. The requested *Metro 2050* Type 3 Amendment requires adoption through an affirmative 50%+1 weighted vote of the MVRD Board. As the Township of Langley is a signatory to *Metro 2050*, adoption of the amended OCP Bylaw cannot occur until the MVRD Board has adopted the amending bylaw for *Metro 2050*.

SITE CONTEXT

The eight subject properties at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street total 14.59 ha (36.0 ac) and are adjacent to the northwest boundary of the Gloucester Industrial Park. The subject lands are currently zoned Rural Zone RU-1, designated Small Farms/Country Estates in the Langley Rural Plan, and accommodate rural residential uses in the Township of Langley OCP. The current regional land use designation for the lands is Agricultural and the lands are located outside of the Urban Containment Boundary (Figure 1). Formal exclusion of the subject lands from the Agricultural Land Reserve, pursuant to a decision of the Agricultural Land Commission, occurred on March 10, 2022 (Attachment 2).

Additional site information is found in the Township of Langley's staff report (Attachment 1).

PROPOSED REGIONAL LAND USE DESIGNATION AMENDMENT

The Township of Langley can only adopt the proposed Bylaw after the MVRD Board approves the corresponding regional growth strategy amendment. The proposed Bylaw would amend the Township's OCP and the Zoning Bylaw for the subject properties to accommodate future industrial development.

The subject lands were formally granted approval for exclusion from the Agricultural Land Reserve as of March 10, 2022, pursuant to Agricultural Land Commission Resolution #109/2020. Bylaw No. 5706 amends the Township's Rural Plan by removing the properties from the Rural Plan and inserting them into the Gloucester Industrial Park Plan, and further, by designating the properties as, "Service and General Industrial," in the OCP. The new designation would permit such uses as warehousing, wholesaling and distribution, light manufacturing, technical and educational uses, office and business uses, private utilities, processing and manufacturing of goods.

Figure 1 – Existing Regional Land Use Designation



Figure 2 – Proposed Regional Land Use Designation



The proposed amendment also will be accompanied by a request for an updated Regional Context Statement (RCS) that reflects the proposed regional land use designation change. It is expected that the Township will submit the updated RCS for consideration of acceptance if the Board chooses to initiate the proposed amendment process for *Metro 2050* and gives 1st, 2nd and 3rd readings to the *Metro 2050* amendment bylaw. This process is in alignment with regional growth strategy and associated implementation guidelines. Once received, Metro Vancouver has 120 days to accept or not accept the RCS.

REGIONAL PLANNING ANALYSIS

The Township of Langley's proposed amendment has been assessed in relation to applicable *Metro 2050* goals and policies. The intent of the assessment is not to duplicate that of the municipal planning process, but rather to identify any potential regional planning implications and the regional significance of the proposed land use changes in consideration of the regional growth strategy. Below is a summary of the regional planning analysis.

Goal 1: Create a Compact Urban Area

Metro Vancouver and its member jurisdictions have committed to directing 98% of growth, to the year 2050, within the Urban Containment Boundary (UCB). The UCB is intended to be a long term, stable boundary for urban growth in the Metro Vancouver region. Regional Planning projections and analysis demonstrate that there is sufficient land within the UCB to accommodate future growth in the region to the year 2050. Therefore, any expansion to the UCB must demonstrate strong benefits to the regional federation and a strong planning rationale.

Lands that are contiguous with the Urban Containment Boundary, that are not within the Agricultural Land Reserve, and that are changing from Agricultural to Industrial and associated Urban Containment Boundary adjustment are categorized as a Type 3 Amendment per Policy 6.3.4(f) in *Metro 2050*. The subject properties meet the criteria to apply for a Type 3 Amendment.

Additionally, the proposed land use designation change is supportive of the industrial land uses directly abutting the site, which are currently located within the Urban Containment Boundary.

Goal 2: Support a Sustainable Economy

The region is facing a critical shortage of industrial lands as documented in the Regional Industrial Lands Strategy. 27 percent of the region's jobs are located on industrial lands and there continues to be significant absorption of industrial lands with severely low vacancy rates across the region. Limited industrial land supply, particularly large, flat sites proximate to the goods movement network is constraining potential economic and employment growth in the region. Consolidating industrial areas and uses is an objective in the regional growth strategy and Regional Industrial Lands Strategy.

The proposed amendment, if approved, would expand the established Gloucester Estates Industrial Park to the north and east by 14.59 ha, expanding the regional supply of industrial lands, which continues to experience strong demand. The subject properties are strategically located from a goods movement perspective, as it is proximate to the Regional Truck Route Network (Highway 1, 264 Street and 56 Avenue).

Metro 2050 recognizes the importance of agricultural land in the region and the importance of the agricultural sector as a part of the region's economy. *Metro 2050* commits to supporting and protecting the agricultural land base and the viability of agricultural land. The regional Agricultural land use designation is, for the most part, aligned with the provincial Agricultural Land Reserve, and policies in *Metro 2050* recognize the primacy of the Province's role in identifying and protecting agriculturally viable lands in the region.

Policy 2.3.4 stipulates that where the Agricultural Land Commission has provided conditional approval to exclude land from the Agricultural Land Reserve, the Metro Vancouver Board may provide conditional approval of a regional land use designation amendment for the exclusion site, subject to the Agricultural Land Commission exclusion conditions being met. The subject properties have been excluded from the Agricultural Land Reserve by the Agricultural Land Commission.

Agricultural land across the region continues to experience ongoing pressure for conversion to urban uses. If approved, the proposed amendment will result in the loss of 14.59 hectares of agriculturally-designated land in the region. In addition, lands to the north, bounded by the site, 58th Avenue and 264th Street, may experience greater pressure for conversion.

The site includes wetted areas and an unclassified watercourse which require streamside protection and enhancement areas. The applicant's voluntary community amenity contribution includes the transfer of 22710 - 96 Avenue, a 2.6 hectare lot approximately 10 kilometres from the site and located within the Agricultural Land Reserve, to the Township upon securing any and all required environmental and Agricultural Land Commission approvals and associated works. 1.0 acre of that site is identified as farmable.

Goal 3: Protect the Environment and Respond to Climate Change and Natural Hazards

The subject properties are not considered a sensitive ecosystem as per Metro Vancouver's Sensitive Ecosystem Inventory. However, the soil, trees, shrubs, and waterbodies on this site are providing ecosystem services that will be impacted by a conversion to industrial lands.

The Township's Official Community Plan Development Permit Guidelines require mitigation strategies to reduce potential environmental impact including buffer setbacks to on-site natural vegetation and protection of creek and gully areas. Site specific studies are required by the Township to determine site conditions and setback dimensions. Further, the Township's report (Attachment 1) stipulates compliance with Schedule 3 in their Official Plan, *Development Permit Area: Streamside Protection and Enhancement*, which establishes further protections for wetted areas and watercourses.

The landowner's voluntary community amenity contribution at 22710 – 96 Avenue is adjacent to the Salmon River and could be enhanced to improve fish habitat if the Township permanently protects, restores, and maintains these community benefit lands. This community amenity contribution could contribute toward region-wide efforts to protect 50% of the land base for nature by 2050.

Metro 2050 encourages land use and transportation infrastructure that reduce energy consumption and greenhouse gas (GHG) emissions, and improve air quality. Specifically, *Metro 2050* outlines regional targets to reduce GHG emissions by 45% below 2010 levels by 2030 and to achieve a carbon neutral region by 2050. Some relevant climate actions that would contribute to meeting these targets include reducing vehicle kilometres travelled, encouraging efficient goods movement, and protecting farmland from conversion to higher-GHG land uses. Should the proposed regional land use designation amendment be approved by the MVRD Board, higher GHG emissions from the subject site are likely due to the nature of the proposed industrial development, in contrast to the

existing lower-emission agricultural land use. However, the proximity of the eight subject properties to the adjacent established industrial areas and transportation network would encourage efficient goods movement, which is further explored under the analysis for Goal 5.

Goal 5: Support Sustainable Transportation Choices

The strategies under this goal encourage the coordination of land use and transportation to encourage transit, multiple-occupancy vehicles, cycling and walking, and support the safe and efficient movement of vehicles for passengers, goods and services. Land use changes can influence travel patterns. As identified in the proposal, these transportation matters are to be addressed by the Township of Langley through the development plan at a future stage of design.

The subject properties are strategically located from a goods movement perspective, as it is close to the Regional Truck Route Network (Highway 1, 264 Street and 56 Avenue). However, the site is not served by public transit and is not well-connected to the Regional Cycling Network or regional pedestrian infrastructure. The majority of trips to and from this location will be made by private vehicle.

Should the proposed regional land use designation amendment be approved by the MVRD Board, the Township of Langley is encouraged to integrate active transportation facilities into the site design and adjacent neighbourhood, while working with the applicant and TransLink to develop Transportation Demand Management programs (e.g. vanpools, secure bicycle parking) for future commuters to and from the industrial park.

IMPLICATIONS FOR METRO VANCOUVER UTILITY SERVICES

Below is a summary of anticipated impacts on Metro Vancouver's utilities.

Liquid Waste Services (GVS&DD)

The part of the regional system that would receive this flow currently has compromised capacity under wet weather conditions. Attenuation would reduce the impact of peak flows, but the volume of flow would still contribute to potential Sanitary Sewer Overflows downstream. As part of the GVS&DD Board's 2008 approval to connect East Langley (including Gloucester Estates) to the GVS&DD sewer system, the Township of Langley was required to produce a rainwater management plan outlining steps to limit Inflow and Infiltration. Metro Vancouver would expect the provisions within that plan, as well as any subsequent additional requirements, would be incorporated into the development's servicing. In general, Metro Vancouver encourages the Township of Langley (and all contributors), to take the opportunity with new development to implement good water management practices, including the use of green infrastructure where practical, to reduce impacts on regional sewerage infrastructure.

If the MVRD Board resolves that the application is consistent with the provisions of *Metro 2050*, or amends *Metro 2050* accordingly, the Township of Langley will need to submit a Fraser Sewerage Area amendment request to the GVS&DD for a full and complete technical review and GVS&DD Board consideration. Subsequent to an approved Fraser Sewerage Area amendment, Langley will need to submit a Sewer Extension Application outlining the details of each sewer extension.

Water Services (GVWD)

Exact hydraulic impacts cannot be determined as a demand forecast for the proposed development has not been included. Based on the Township of Langley's Development Servicing Bylaw, the design maximum day demand for industrial lands is 1.1 lps/ha and, as a starting point, assuming the current properties are not using any water from the municipal system, rezoning this 14.59 ha would increase demand by about 1.4 ML/day.

In 2021, the Township's total demand was 17,464 ML/year; historically, 30% to 50% of this demand is serviced by their groundwater system. The rezoning would represent a 2% increase in the Township's total water use (both groundwater and from Metro Vancouver's system). However, the Township's geographic information system appears to show that the properties do have municipal drinking water connections. As such, the increase in demand from the rezoning is likely to be less than the estimated 1.4 ML/day.

The subject properties are located within the East Langley Water System of the Township of Langley, which was connected to the GVWD water system in 2016. East Langley System is supplied by the Township's Willoughby Reservoir and Pump Station, which is predominately fed from the GVWD's Barnston Main and indirectly with water transferred from the Township's Strawberry Reservoir. The closest GVWD connection point is about 15 kilometres away. At this time, the impacts of the rezoning on the Metro Vancouver drinking water system are thought to be minimal.

The Township of Langley will be requested to provide their demand forecast, and assessment of the impacts to the municipal and regional water systems, as well as their servicing plan for this development.

REGIONAL GROWTH STRATEGY AMENDMENT PROCESS AND NEXT STEPS

If the amendment bylaw receives 1st, 2nd, and 3rd readings, it will then be referred to affected local governments and relevant agencies, as well as posted on the Metro Vancouver website for a minimum of 45 days for the opportunity for the public to provide comment. Comments received will be summarized and included in a report advancing the bylaw to the MVRD Board for consideration of final adoption. An updated Regional Context Statement from the Township will be considered at the same time as final adoption of the proposed amendment.

ALTERNATIVES

1. That MVRD Board:
 - a) initiate the regional growth strategy amendment process for the Township of Langley's requested regional land use designation amendment from Agricultural to Industrial for the lands located at 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street;
 - b) give first, second, and third readings to "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1364, 2023"; and
 - c) direct staff to notify affected local governments as per section 6.4.2 of Metro 2050.

2. That the MVRD Board decline the proposed amendment for 26477, 26695, 26601, 26575, 26713 – 56 Avenue; 26500 Block of 56 Avenue; 5670 – 264 Street; and 5625 – 268 Street and notify the Township of Langley of the decision.

FINANCIAL IMPLICATIONS

If the MVRD Board chooses Alternative 1, there are no financial implications for Metro Vancouver related to the acceptance of the Township of Langley's Type 3 Amendment. If the MVRD Board chooses Alternative 2, a dispute resolution process may take place as prescribed by the *Local Government Act*. The cost of a dispute resolution process is prescribed based on the proportion of assessed land values. Metro Vancouver would be responsible for most of the associated costs.

SUMMARY/CONCLUSION

The Township of Langley has requested that the MVRD Board consider a Type 3 amendment to *Metro 2050* for eight lots totalling 14.59 hectares located immediately northwest of the Gloucester Industrial Park. The amendment to redesignate the site from a regional land use of Agricultural to Industrial will allow for new industrial uses to be developed, and for the lands to be integrated into the Township's Industrial Park Plan.

Overall, the proposed amendment allows for additional industrial uses, which is consistent with the surrounding land use context and ensures employment generating uses in close proximity to the Regional Truck Route Network. Staff recommend Alternative 1.

Attachments

1. Township of Langley Report, dated March 13, 2023 (File: 14-07-0056)
2. Agricultural Land Commission Request for Reconsideration of a Decision, dated March 10, 2020 (File: 51725)
3. Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1364, 2023

References

1. [Township of Langley Council Agenda, dated March 13, 2023 \(File: 14-07-0056\)](#)
2. [Township of Langley Council Agenda, dated March 28, 2022 \(File: 14-07-0056\)](#)