



**Planning Committee  
Electronic Meeting**

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

**Wednesday, September 13, 2023  
4:00 p.m.**

Pg. #      ITEM

**MINUTES**

*Motion to adopt the minutes of the meeting of the Planning Committee held on September 6, 2023 (to be distributed separately).*



**NEXT COMMITTEE MEETING DATE**

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

**PLANNING AND DEVELOPMENT DIVISION**

1. **APPLICATION BY LUNG DESIGNS LTD. FOR REZONING AT 7560 ASH STREET FROM “SINGLE FAMILY (RS1/F)” ZONE TO “SINGLE FAMILY (RS2/E)” ZONE**  
(File Ref. No. RZ 22-021110) (REDMS No. 7065366)

**PLN-4**

**See Page PLN-4 for full report**

*Designated Speakers: Wayne Craig and Laurel Eyton*

STAFF RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10491, for the rezoning of 7560 Ash Street from the “Single Family (RS1/F)” zone to the “Single Family (RS2/E)” zone, be introduced and given first reading.*



2. **APPLICATION BY GURJIT POONI FOR REZONING AT 9371 DOLPHIN AVENUE FROM “SINGLE DETACHED RS1/B” ZONE TO “SINGLE DETACHED (RS2/K)” ZONE**

(File Ref. No. RZ 23-014545) (REDMS No. 7278914)

PLN-19

See Page PLN-19 for full report

*Designated Speakers: Wayne Craig and Alexander Costin*

STAFF RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10485, for the rezoning of 9371 Dolphin Avenue from “Single Detached (RS1/B)” zone to “Single Detached (RS2/K)” zone, be introduced and given first reading.*



3. **CHILD CARE STRATEGY GUIDING PRINCIPLES**

(File Ref. No. 07-3070-04) (REDMS No. 7250888)

PLN-37

See Page PLN-37 for full report

*Designated Speaker: Chris Duggan*

STAFF RECOMMENDATION

- (1) *That the guiding principles detailed in the staff report titled “Child Care Strategy Guiding Principles”, dated August 28, 2023, from the Director, Community Social Development, be endorsed; and*
- (2) *That the guiding principles be used to inform the strategic directions and actions of the draft Child Care Strategy.*



## Planning Committee Agenda – Wednesday, September 13, 2023

Pg. #      ITEM

4.      **HOMELESSNESS STRATEGY 2019–2029: 2022 UPDATE**  
(File Ref. No. 08-4057-11-03) (REDMS No. 7178822)

PLN-42

[See Page PLN-42 for full report](#)

*Designated Speaker: Kim Somerville*

### STAFF RECOMMENDATION

- (1)    *That the Homelessness Strategy 2019–2029: 2022 Update, as outlined in the staff report titled “Homelessness Strategy 2019–2029: 2022 Update”, dated August 28, 2023, from the Director, Community Social Development, be received for information; and*
- (2)    *That the Homelessness Strategy 2019–2029: 2022 Update be distributed to key partners and organizations, local Members of Parliament, local Members of the Legislative Assembly and posted on the City’s website.*

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5.      **MANAGER’S REPORT**

### ADJOURNMENT

☐



# City of Richmond

## Report to Committee

**To:** Planning Committee

**Date:** August 28, 2023

**From:** Wayne Craig  
Director, Development

**File:** RZ 22-021110

**Re:** Application by Lung Designs Ltd. for Rezoning at 7560 Ash Street from "Single Family (RS1/F)" Zone to "Single Family (RS2/E)" Zone

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10491, for the rezoning of 7560 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		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Affordable Housing	<input checked="" type="checkbox"/>	

## Staff Report

### Origin

Danny Lung of Lung Designs Ltd. has applied on behalf of the owners, Frederico Collaco and Nancy Collaco, to the City of Richmond for permission to rezone 7560 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 (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. The proposed subdivision plan is 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 owner-occupied and does not contain a secondary suite.

### Surrounding Development

Development immediately surrounding the site is as follows:

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

To the South: Two single-family lots, one zoned “Single Detached (RS2/E)” fronting onto Ash Street and one zoned “Single Detached (ZS14) – South McLennan (City Centre)” fronting onto Armstrong Street, which were rezoned and subdivided (RZ 16-732500 and SD 16-732501).

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 designation 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 m<sup>2</sup> [5,920 ft<sup>2</sup>] area) and along Armstrong Street (minimum 11.3 m [37 ft.] frontage and 320 m<sup>2</sup> [3,444 ft<sup>2</sup>] area).

The proposed lot along Ash Street (Lot 1) will be approximately 19.2 m (63 ft.) wide and 1,031.2 m<sup>2</sup> (11,099.7 ft<sup>2</sup>) in area. The proposed lot along Armstrong Street will be approximately 19.2 m (63 ft.) wide and 566.9 m<sup>2</sup> (6,102.1 ft<sup>2</sup>) in area. The proposed rezoning and subdivision would comply 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.

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* and the City's *Zoning Bylaw 8500*.

#### **Analysis**

##### Proposed Rezoning and Subdivision

The applicant is proposing to rezone the subject site and subdivide 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. There is an existing unauthorized carport in the front yard of proposed Lot 1, which the applicant must remove prior to final adoption of the rezoning bylaw.

This development proposal is consistent with the redevelopment along this block of Ash Street, including the adjacent properties, 7540 Ash Street to the north (RZ 09-500671) and 7580 Ash Street to the south (RZ 16-732500).

##### Transportation and Site Access

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

##### Tree Retention and Replacement

There are no bylaw-sized trees on the subject property or on adjacent City property. Any existing bylaw-sized trees on neighbouring properties are to be retained and protected. The applicant has agreed to plant a minimum of two trees in the front yard and two trees in the back yard of each of the proposed lots (for a total of eight trees). The proposed trees are to meet the minimum size requirements of a minimum 8 cm deciduous caliper or 4 m high conifers.

The current landscaping on proposed Lot 1 does not meet the proposed zone's requirements for live landscaping. To ensure that the future landscaping on Lot 1 meets the City's Zoning Bylaw requirements, the applicant must:

- 1) Submit a Landscape Plan for the subject site that includes: the proposed landscaping on Lot 1 and the eight trees to be planted on the subject site, an associated cost estimate and deposit of a Landscaping Security based on 100 per cent of the cost estimate (including hard and soft landscaping, installation costs and a 10 per cent contingency) and;
- 2) Enter into a legal agreement with the City that sets the terms for use and release of the Landscaping Security (e.g. the release of 90 per cent of the security after landscape inspection and the release of the remaining 10 per cent of the security after a one-year maintenance period).

#### 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 and a cash-in-lieu contribution towards the City's Affordable Housing Reserve Fund based on the total buildable area of the remaining lots; or a cash-in-lieu contribution based 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 construction of a new dwelling unit 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 two-bedroom 46 m<sup>2</sup> [500 ft<sup>2</sup>] secondary suite. 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 two-bedroom 46 m<sup>2</sup> [500 ft<sup>2</sup>] secondary suite 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 widening of Armstrong Street.

At Subdivision stage, the developer is required to enter into a Servicing Agreement for the design and construction of engineering infrastructure and frontage improvements, as described in Attachment 5. 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: pavement 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 developer 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 5.

### **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 rezoning application is to rezone the property at 7560 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 5, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10491 be introduced and given first reading.



Laurel Eyton Planning  
Technician  
(604-276-4262)

LE:js

- Att.
- 1: Location Maps
  - 2: Subdivision Plan
  - 3: Development Application Data Sheet
  - 4: South McLennan Sub Area Plan
  - 5: Rezoning Considerations







City of  
Richmond



RZ 22-021110

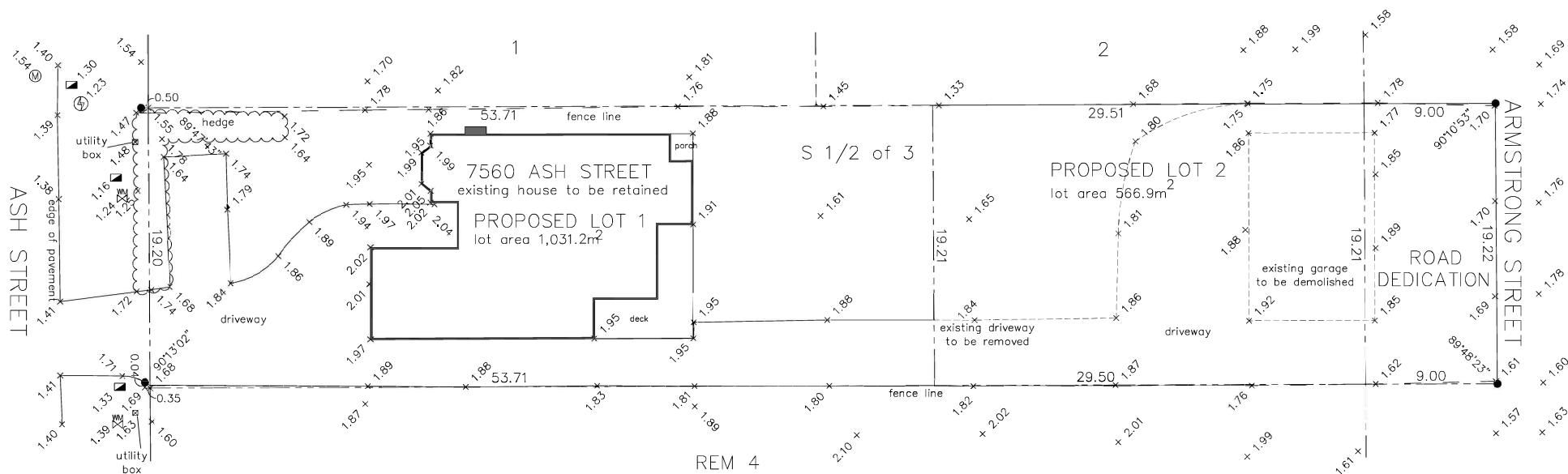
Original Date: 09/22/22

Revision Date:

Note: Dimensions are in METRES

PLN - 10

Revisions		
No.	Description	Date



**Lung Designs Group Ltd.** building design & interior  
266 - 2633 Viking Way, Richmond, B.C. V6V 3R6 Tel: 604-278-7492 E-MAIL: [LOG.DIG@TELUS.NET](mailto:LOG.DIG@TELUS.NET)



7560 ASH STREET  
RICHMOND, B.C.

Drawing Title:  
SUBDIVISION PLAN

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**RZ 22-021110**

**Attachment 3**

Address: 7560 Ash Street

Applicant: Danny Lung, Lung Designs Group Ltd.

Planning Area(s): City Centre – McLennan South

	Existing	Proposed
<b>Owners:</b>	Frederico and Nancy Collaco	Lot 1: No change Lot 2: To be determined
<b>Site Size (m<sup>2</sup>):</b>	1771.00 m <sup>2</sup>	Lot 1: 1031.2 m <sup>2</sup> Lot 2: 566.9 m <sup>2</sup>
<b>Land Uses:</b>	Single-family residential	No change
<b>OCP Designation:</b>	Neighbourhood Residential	No change
<b>Area Plan Designation:</b>	Single Family	No change
<b>Zoning:</b>	Single Detached (RS1/F)	Single Detached (RS2/E)
<b>Number of Units:</b>	One existing Single Family Dwelling	2 Single Family Dwellings

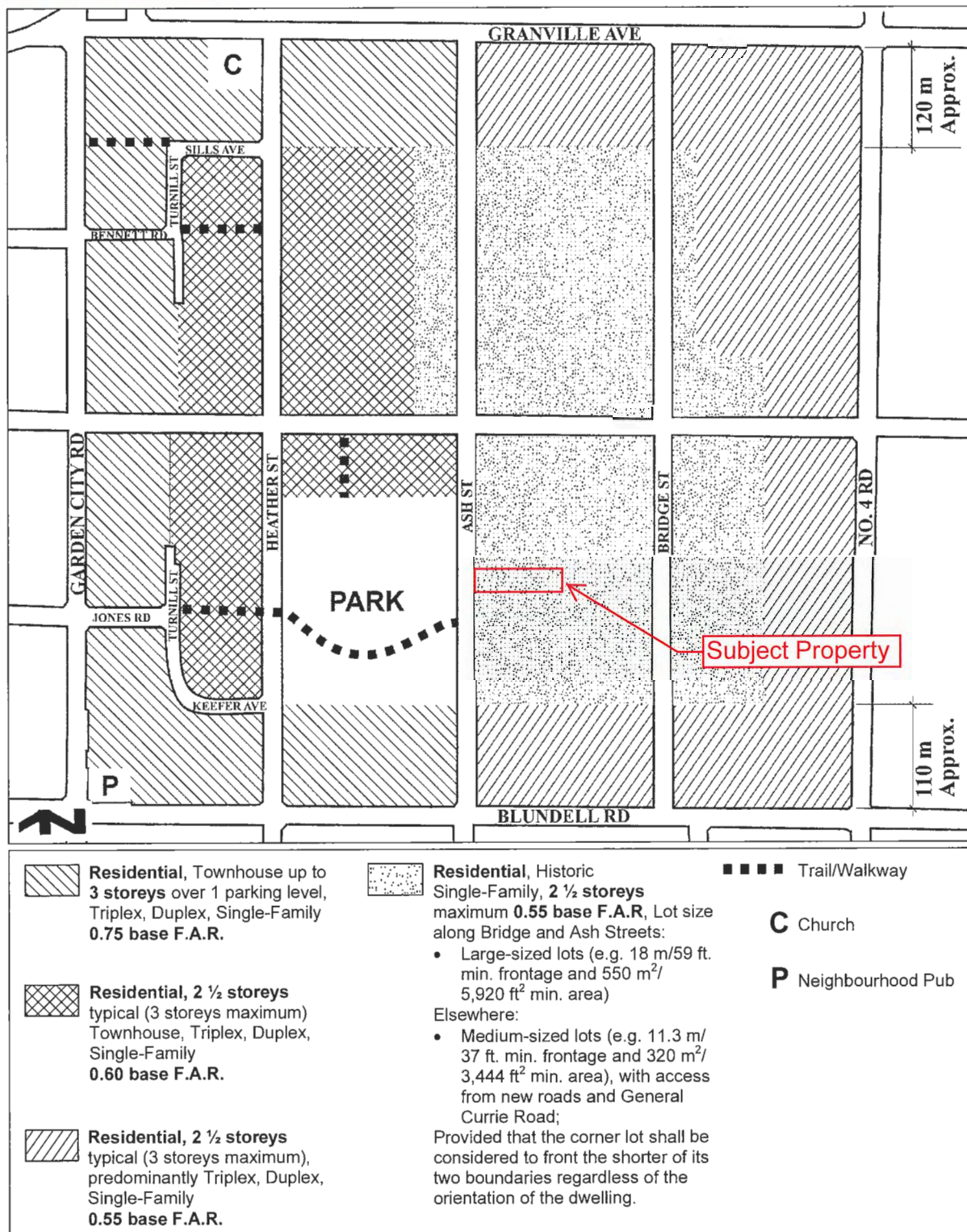
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	none permitted
Buildable Floor Area (m <sup>2</sup> ):*	Lot 1: Max. 425.5 m <sup>2</sup> (4580.0 ft <sup>2</sup> ) Lot 2: Max. 286.2 m <sup>2</sup> (3080.6 ft <sup>2</sup> )	Lot 1: Existing House 412.7 m <sup>2</sup> (4442 ft <sup>2</sup> ) Lot 2: Max. 286.2 m <sup>2</sup> (3080.6 ft <sup>2</sup> )	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 <sup>2</sup>	Lot 1: 1031.2 m <sup>2</sup> Lot 2: 566.9 m <sup>2</sup>	none
Lot Dimensions (m):	Width: Min. 18.0 m Depth: Min. 24.0 m	Lot 1 Width: 19.20 m Lot 1 Depth: 53.71 m Lot 2 Width: 19.20 m Lot 2 Depth: 29.50 m	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Setbacks (m):	Front: Min. 6.0 m Rear: Min. 8.32 m (1 <sup>st</sup> storey) /10.40m (2 <sup>nd</sup> storey) Side: Min. 1.8 m	Lot 1 Front: 15.13 m Lot 1 Rear: 16.47 m Lot 1 Side : 1.81 m (north); 3.30m (south)  Lot 2 Front: 6.04 m Lot 2 Rear: 6.09 m (60%); 7.38 m (40%) Lot 2 Side : 1.89 m (north); 1.86 m (south)	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.



## Land Use Map

Bylaw 9106  
2015/09/14

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



**Address:** 7560 Ash Street

**File No.:** RZ 22-021110

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10491, the developer is required to complete the following:**

1. Removal of unauthorized structure (carport) on proposed Lot 1.
2. Road dedication along the entire east property line measuring 9.0 m wide for the extension of Armstrong Street.
3. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect (including hard and soft landscaping, installation costs, and a 10% contingency). The Landscape Plan should:
  - comply with the requirements of the zone regarding lot coverage, non-porous surfaces, and live landscaping percentages.
  - include the required four trees to be planted and maintained on each proposed lot (for a total of eight trees); minimum 8 cm caliper deciduous and 4 m high conifers. A minimum security of \$6,000.00 (\$750/tree) for these new trees must be included in the Landscape Cost Estimate. **NOTE: minimum size to be as per Tree Protection Bylaw No. 8057 Schedule A – 3.0 Replacement Trees.**
4. Registration of a flood indemnity covenant on title.
5. Registration of a legal agreement on Title to ensure that no final Building Permit inspection for a new dwelling unit is granted until a minimum one-bedroom secondary suite is constructed on Lot 1, and a minimum two-bedroom 46 m<sup>2</sup> (500 ft<sup>2</sup>) 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. The legal agreements will need to be modified at the time of subdivision to ensure that each subdivided lot has the correct legal agreement attached.
6. 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 on neighbouring properties 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 400 L/s of water available at a 20 psi residual at the Ash Street frontage and 210 L/s of water available at a 20 psi residual along the Armstrong 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) 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.
- c) Inspect and retain existing water service connection near the Ash Street Frontage if in good condition to service proposed Lot 1. If damaged or no longer suitable for further use replace the water service connection via the Servicing Agreement.
- d) Install a new water service connections complete with water meters per City standards near the Armstrong Street frontage to service proposed Lot 2.
- e) 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 during the building permit process (or via the servicing agreement process, if one is required).

**At Developer's cost, the City will:**

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

*Storm Sewer Works:*

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

- g) 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.
- h) Inspect and retain existing storm service connections near the Ash Street Frontage if in good condition to service proposed Lot 1. If damaged or no longer suitable for further use replace the storm service connections via the Servicing Agreement.
- i) Install a new storm service connections complete with inspection chambers near the Armstrong Street frontage to service proposed Lot 2.

**At Developer's cost, the City will:**

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

*Sanitary Sewer Works:*

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

- j) Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
- k) Inspect and retain existing sanitary service connection near the Ash Street Frontage if in good condition to service proposed Lot 1. If damaged or no longer suitable for further use replace the sanitary service connection via the Servicing Agreement.
- l) Install a new sanitary service connections complete with inspection chambers near the Armstrong Street frontage to service proposed Lot 2.

**At Developer's cost, the City will:**

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

*Street Lighting:*

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

- n) Review street lighting levels along all road and lane frontages, and upgrade as required.
- o) Replace the Hydro lease light on Ash Street with a new City street light, and provide street lighting conduit along the development frontage.

*Frontage Improvements*

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

- p) 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.
- (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.

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Signed

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Date



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10491 (RZ 22-021110)  
7560 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. 003-936-538

The South Half Lot 3 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 10491"**.

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



# City of Richmond

## Report to Committee

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

**Date:** August 28, 2023  
**File:** RZ 23-014545

**Re:** Application by Gurjit Pooni for Rezoning at 9371 Dolphin Avenue from "Single Detached RS1/B" Zone to "Single Detached (RS2/K)" Zone

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10485, for the rezoning of 9371 Dolphin Avenue from "Single Detached (RS1/B)" zone to "Single Detached (RS2/K)" zone, be introduced and given first reading.

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

WC:ac  
Att.6

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

## **Staff Report**

### **Origin**

Gurjit Pooni has applied on behalf of the owners, Gurjit Pooni, Sahib Bath, Lakhbir Bath and Dilbag Bath, to the City of Richmond for permission to rezone 9371 Dolphin Avenue from the “Single Detached (RS1/B)” zone to the “Single Detached (RS2/K)” zone, to permit the property to be subdivided to create two single-family lots with access from Dolphin Avenue. A map and aerial photograph showing the location of the subject site is included in Attachment 1. The proposed subdivision is provided 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

There is an existing tenant-occupied single-family dwelling on the subject property with vehicular access from Dolphin Avenue, which is proposed to be demolished. The applicant has confirmed that there are no existing secondary suites in the dwelling. The applicant has notified the tenants of the proposed development.

### **Surrounding Development**

Development immediately surrounding the subject site is as follows:

To the North: A single-family dwelling on a property zoned “Single Detached (RS1/B)”, accessed from Boyd Court.

To the South: Across Dolphin Avenue, single-family dwellings on lots zoned “Single Detached (RS1/B)” and “Single Detached (RS1/K)”.

To the East: A single-family dwelling on a property zoned “Single Detached (RS1/B)”, accessed from Dolphin Avenue.

To the West: A single-family dwelling on a property zoned “Single Detached (RS1/B)”, accessed from Dolphin Avenue.

### **Related Policies & Studies**

#### Official Community Plan/Broadmoor Planning Area – Ash Street Sub Area Plan

The subject property is designated as “Neighbourhood Residential” in the Official Community Plan (OCP) and is located in the Broadmoor Planning Area and is designated for “Low-Density Residential” in the Broadmoor Area – Ash Street Sub-Area Plan (Attachment 4). The proposed rezoning and subdivision is consistent with this designation.

### 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**

In accordance with the City's Early Public Notification Policy No. 1316, notice of the development proposal was provided to residents within 100 metres of the subject site. In addition, 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 early public notification or 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* and the City's *Zoning Bylaw 8500*.

### **Analysis**

This redevelopment proposes to rezone and subdivide an existing single-family lot into two new single-family lots with vehicular access for both new lots off Dolphin Avenue. This rezoning and subdivision is consistent with the emerging lot fabric and vehicular access along Dolphin Avenue. The potential exists to continue this lot fabric on the adjacent lot to the west along Dolphin Avenue. Similar applications to rezone and subdivide properties in close proximity to the site have been approved in recent years along both Dolphin Avenue and Heather Street.

### Existing Legal Encumbrances

None.

### Transportation and Site Access

The subject site currently has vehicular access from a driveway letdown along Dolphin Avenue. In accordance with the Residential Lot (Vehicular) Access Regulation Bylaw 7222, vehicle access to proposed Lot A and proposed Lot B will be from Dolphin Avenue. The existing driveway to the site from Dolphin Avenue is to be closed permanently. The applicant will be responsible for the removal of the existing driveway letdown and the replacement with barrier curb, gutter and boulevard. Two new driveway crossings are to be constructed to meet the requirements of the City of Richmond's Engineering Design Specifications. This work is to be designed and constructed as part of the required Servicing Agreement to be entered into prior to subdivision.

### 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. There are no bylaw sized trees on the site. The Arborist Report assesses two (2) trees on neighbouring property to the east (8595 Ash Street).

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

- One tree tag#472 (Lodgepole pine, 55 cm caliper) located on the adjacent property has been aggressively topped and pruned leading to an altered structure. This tree is recommended for removal with replacement at a 2:1 ratio.
- The applicant has been unable to make contact and obtain authorization to remove tree 472 from the neighbouring property owner. As a result, prior to rezoning the owner of the subject property shall:
  - Enter into an agreement to modify the building setback on Lot 2 and/or use appropriate building construction methods to accommodate the required Tree protection zone for Tree #472 as identified by a qualified arborist to the satisfaction of the Director of Development, in consultation with the City's Tree Preservation Officer; or,
  - Where the neighbouring property owner has provided the City with written authorization for the removal of the tree, the neighbouring property owner shall submit a tree removal permit for Tree 472 and the applicant for the subject rezoning shall plant two trees on the neighbouring property or pay the sum of \$1,500.00 to the City's Tree Fund.
- One tree tag#OS-1 (Western Red cedar, 39 cm caliper) located on the adjacent property is identified as being in good condition and will be retained and protected.

While there are no bylaw sized trees on the site, there are cedar hedges present along the west property line that are proposed to be removed to allow for site development.

The City's Tree Preservation Coordinator conducted a site visit of the as part of the application review process and noted that two bylaw sized trees on the subject property (a 14" fruit tree and multi-stemmed hazel nut tree) had recently been removed without City authorization. An \$8,000.00 fine was issued and paid by the property owners on April 23, 2023. The applicant is required to plant replacement trees at a ratio of 2:1 as per the Official Community Plan (OCP). The applicant has voluntarily agreed to plant at a ratio of 4:1 to further compensate for the trees removed without authorization.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
8	8 cm	4 m

The applicant will submit a Landscape Security of \$6,000.00 (\$750.00/tree) to ensure that a total of eight (8) trees (four on each lot) are planted and maintained.

#### Affordable Housing Strategy

The City of Richmond's Affordable Housing Strategy 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 on 50 per cent of new lots created and a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund based on the total buildable area of the remaining lots; or a cash-in-lieu contribution based on the total buildable area of all lots where a secondary suite cannot be accommodated in the development.

Consistent with the Affordable Housing Strategy, the applicant has proposed to construct a minimum of one one-bedroom secondary suite in each of two the new dwellings, for a total of two suites. Prior to final adoption of the rezoning bylaw, the applicant is required to register a legal agreement on Title stipulating that no final Building Permit inspection will be granted until the minimum of one one-bedroom secondary suites is constructed on each of the two future lots to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

#### Site Servicing

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

- Payment of the current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, Address Assignment Fees;
- Provide a cash-in-lieu contribution in the amount of \$21,715.20 for future upgrades to the Dolphin Avenue frontage where it abuts the subject property to the City's Engineering Design Specifications standard, as per the Subdivision and Development Bylaw No. 8751; and,
- Enter into a servicing agreement for the design and construction of the servicing works (water, sanitary and drainage), removal of the existing driveway crossing and installation of two new driveway crossings, as outlined in Attachment 6.

#### **Financial Impact or Economic Impact**

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

#### **Conclusion**

This rezoning application is to rezone the property at 9371 Dolphin Avenue from the "Single Detached (RS1/B)" zone to the "Single Detached (RS2/K)" zone, to permit the property to be subdivided to create two single-family lots with both lots to be accessed from Dolphin Avenue.

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

The list of rezoning considerations is included in Attachment 5, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10485 be introduced and given first reading.



Alexander Costin  
Planning Technician – Design  
(604-276-4200)

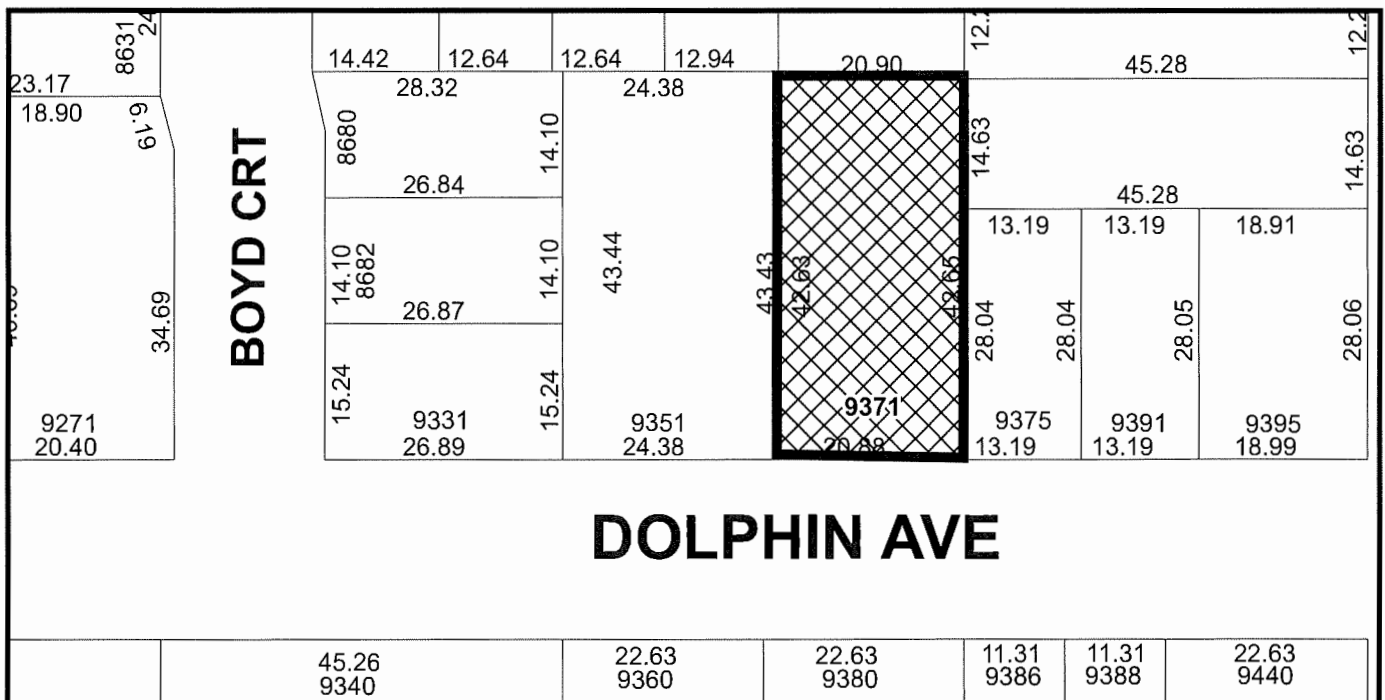
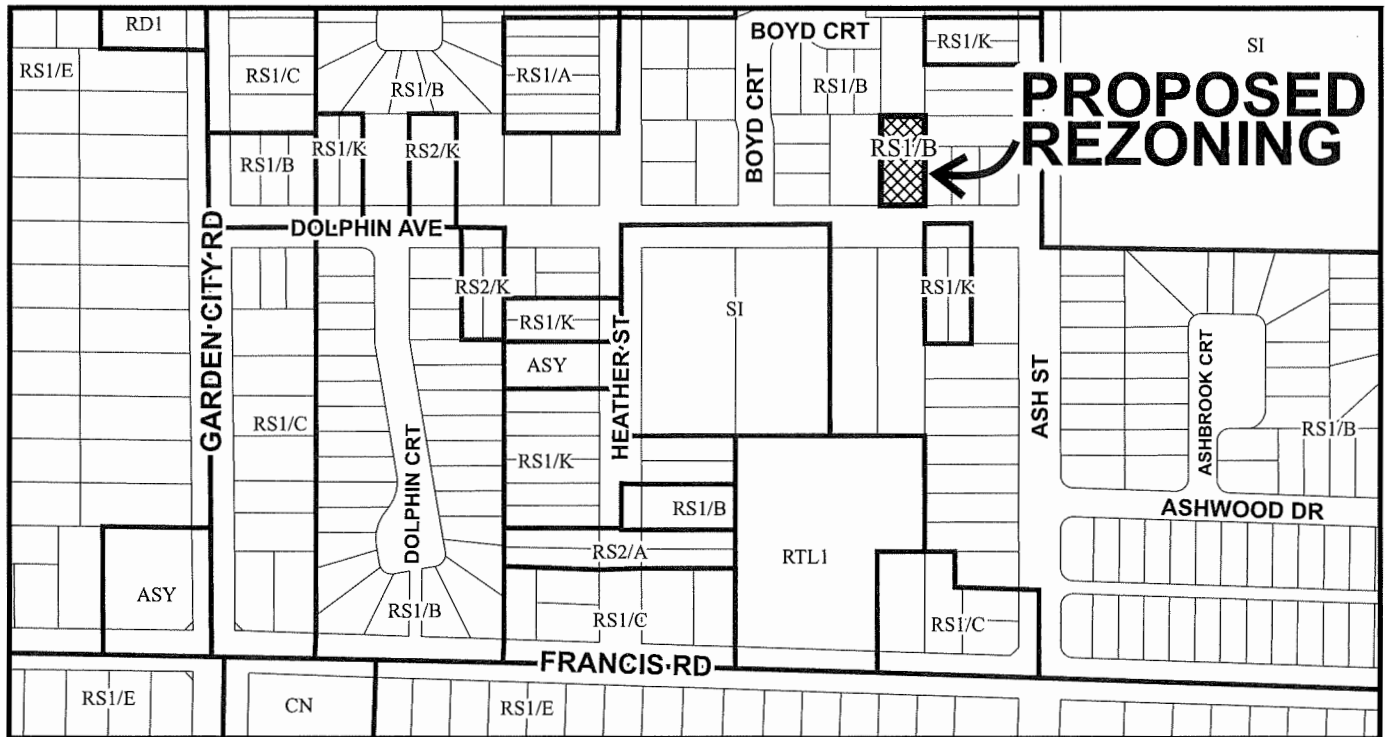
AC:he


- Att.
- 1: Location Map/Aerial Photo
  - 2: Survey and Proposed Subdivision Plan
  - 3: Development Application Data Sheet
  4. Ash Street Sub-Area Plan Bylaw 7100
  5. Tree Retention Plan
  - 6: Rezoning Considerations





City of  
Richmond





## RZ 23-014545

PLN - 25

Original Date: 04/17/23

Revision Date:

Note: Dimensions are in METRES



City of  
Richmond



RZ 23-014545

Original Date: 04/17/23

Revision Date:

Note: Dimensions are in METRES



## TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF LOT 180 SECTION 22 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 48137

#9371 DOLPHIN AVENUE,  
RICHMOND, B.C.  
P.I.D. 004-918-428



SCALE: 1:200

0 5 10 15  
ALL DISTANCES ARE IN METRES AND DECIMALS  
THEREOF UNLESS OTHERWISE INDICATED

### LEGEND:

- (c) denotes conifer
- (s) denotes stump
- ☐ denotes catch basin
- denotes round catch basin
- ⊕ denotes water meter
- denotes cleanout
- TW denotes top of wall

### NOTE:

Elevations shown are based on  
City of Richmond HPN  
Benchmark network.  
Benchmark: GCM#51649  
Control Monument 77H4983  
Elevation: 1.001m  
Benchmark: GCM#258442  
Control Monument 77H4686  
Elevation: 0.844m

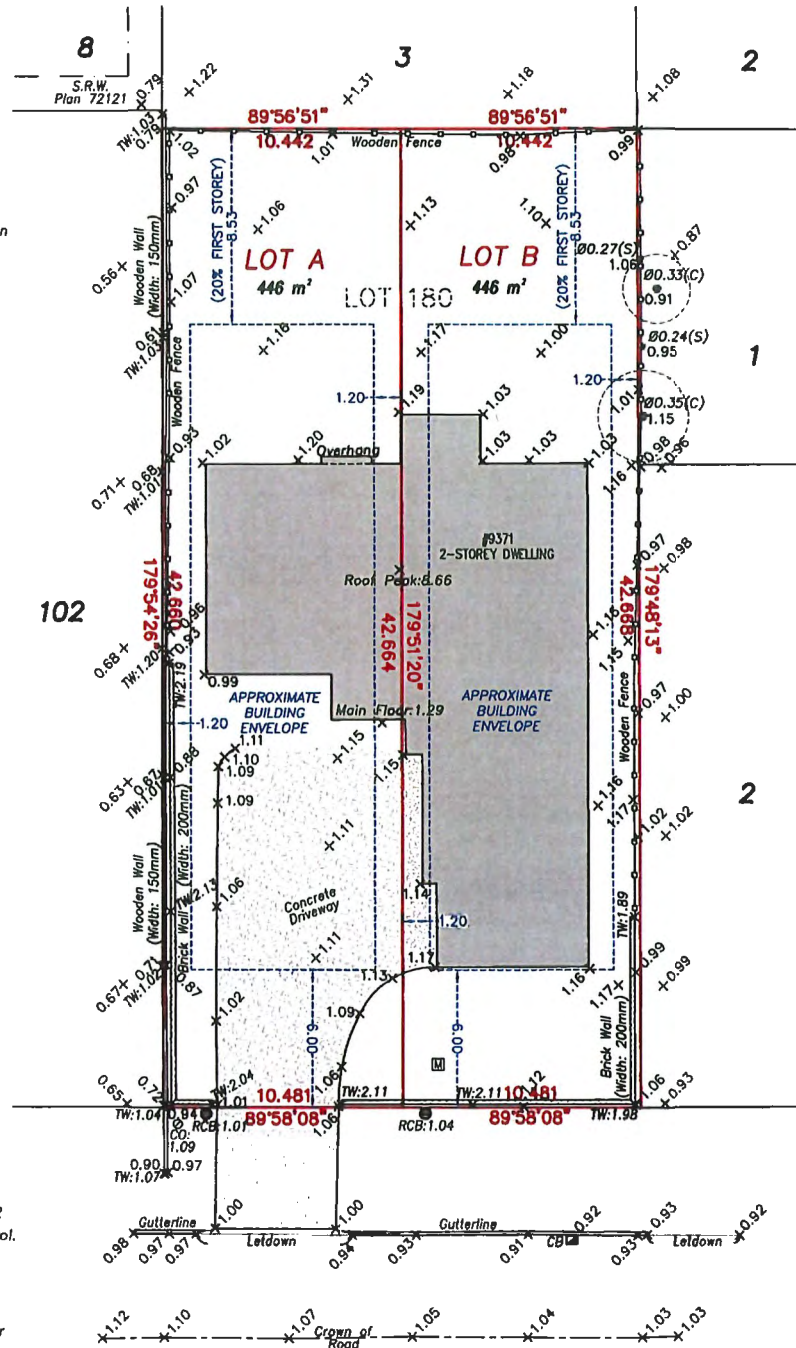
### NOTE:

Use site Benchmark Tag #7072  
for construction elevation control.

© copyright

J. C. Tam and Associates  
Canada and B.C. Land Surveyor  
115 - 8833 Odlin Crescent  
Richmond, B.C. V6X 3Z7  
Telephone: (604) 214-8928  
Fax: (604) 214-8929  
E-mail: office@jctam.com  
Website: www.jctam.com  
Job No. 8000  
FB-420 P149-151; FB-422 P10-12  
Drawn By: LK

DWG No. 8000-Topo



DOLPHIN AVENUE

Nail in aluminum  
Tag #7072  
Site Benchmark  
Elevation: 0.95

CERTIFIED CORRECT:

LOT DIMENSION ACCORDING TO  
FIELD SURVEY.

Johnson Tam  
JQQ5M3

Digitally signed by  
Johnson Tam JQQ5M3  
Date: 2022.12.15  
11:57:22 -0800

JOHNSON C. TAM, B.C.L.S., C.L.S.

December 12th, 2022.



**RZ 23-014545**

**Attachment 3**

Address: 9371 Dolphin Avenue

Applicant: Gurjit Pooni

Planning Area(s): Broadmoor

	Existing	Proposed
<b>Owner:</b>	Sahib S Bath Lakhbir S Bath Dilbag S Bath Gurjit Pooni	To be determined
<b>Site Size (m<sup>2</sup>):</b>	890 m <sup>2</sup>	Lot A: 446m <sup>2</sup> Lot B: 446 m <sup>2</sup>
<b>Land Uses:</b>	Single-family home	Two single-family homes
<b>OCP Designation:</b>	Neighbourhood Residential	No Change
<b>Area Plan Designation:</b>	Low Density Residential	No Change
<b>702 Policy Designation:</b>	N/A	N/A
<b>Zoning:</b>	Single Detached (RS1/B)	Single Detached (RS2/K)
<b>Number of Units:</b>	1	2

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	Max 0.55 for area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5m <sup>2</sup>	none permitted
Buildable Floor Area (m <sup>2</sup> ):*	Lot A: Max. 245.3 m <sup>2</sup> (2640.4 ft <sup>2</sup> ) Lot B: Max. 245.3.m <sup>2</sup> (2640.4 ft <sup>2</sup> )	Lot A: Max. 245.3 m <sup>2</sup> (2640.4 ft <sup>2</sup> ) Lot B: Max. 245.3 m <sup>2</sup> (2640.4 ft <sup>2</sup> )	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Total: Max. 20%	Building: Max. 45% Non-porous Surfaces: Max. 70% Total: Max. 20%	none
Lot Size:	315 m <sup>2</sup>	Lot A: 446m <sup>2</sup> Lot B: 446 m <sup>2</sup>	none
Lot Dimensions (m):	Width: 10 m Depth: 24 m	Lot A Width: 10.5 m Depth: 42.7 m  Lot B Width: 10.5 m Depth: 42.7 m	none

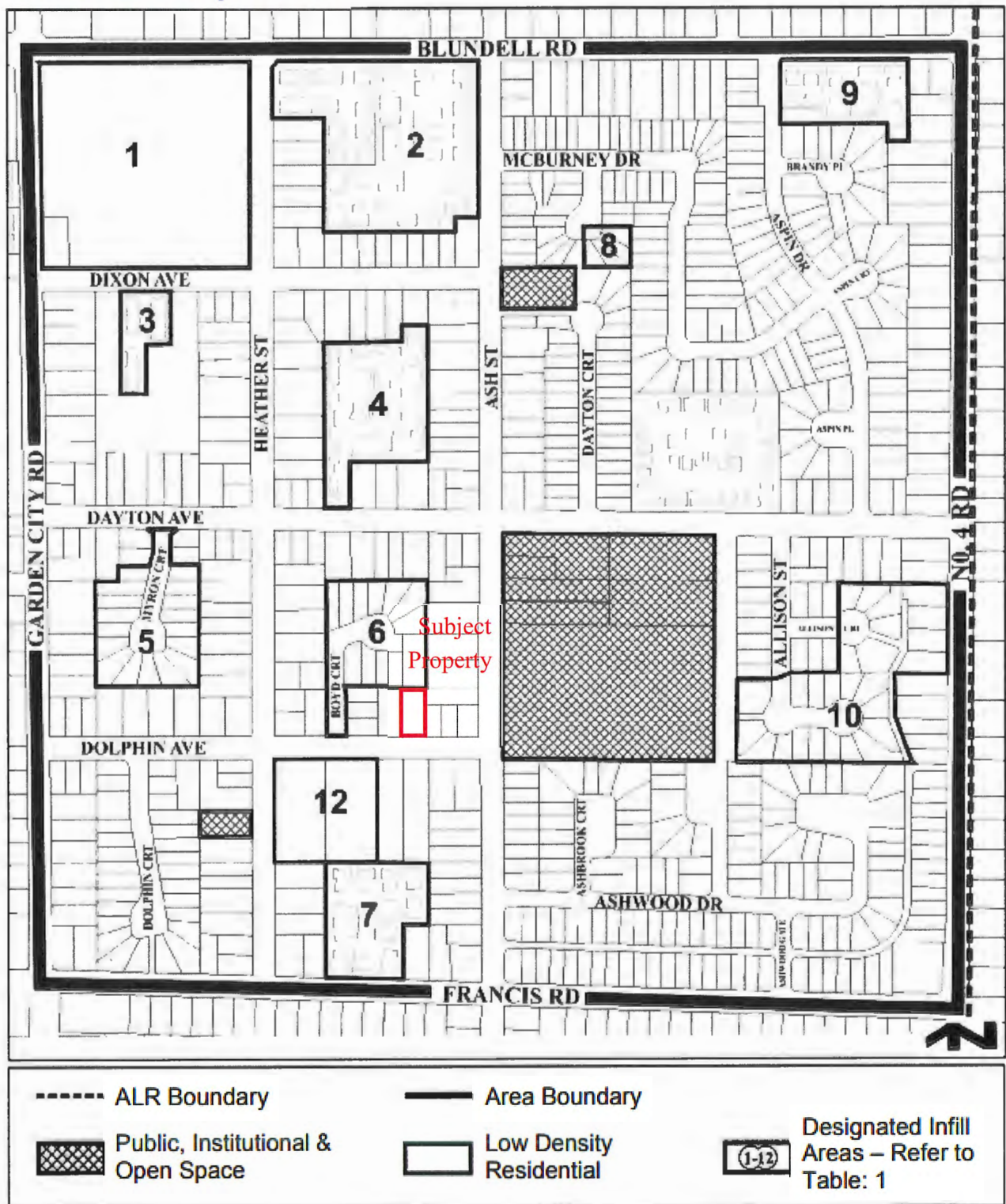
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Setbacks (m):	<p>Front: Min. 6.0 m</p> <p>Rear: Min. Greater of 6.0 m or 20% of the total lot depth, for a maximum of 60% of the rear wall of the first storey; and 25% of the total lot depth for the remaining 40% of the rear wall of the first storey and any second storey, or half (½) storey above, up to a maximum required setback of 10.7 m</p> <p>Note: Min. Rear Yard setback is 6.0 m if the lot area is less than 372 m<sup>2</sup></p> <p>Side: Min. 1.2 m</p>	<p>Front:</p> <p>Min. 6.12 m</p> <p>Rear: Min. 8.58 m for a maximum width of 60% of the rear wall of the first storey; and Min. 10.66 m for the remaining 40% of the rear wall of the first storey and any second storey, or half (½) storey above.</p> <p>Side: Min. 1.2 m</p>	none
Height (m):	Max 2½ storeys or 9.0 m	Max 2½ storeys or 9.0 m	none
Off-street Parking Spaces – Total:	2	2	none

Other: \_\_\_\_\_

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

# Broadmoor Area – Ash Street Sub-Area Plan

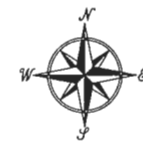
**Land Use Map** Bylaw 9489  
2016/07/18





**TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF  
LOT 180 SECTION 22 BLOCK 4 NORTH RANGE 6 WEST  
NEW WESTMINSTER DISTRICT PLAN 48137**

#9371 DOLPHIN AVENUE,  
RICHMOND, B.C.  
P.I.D. 004-918-428



SCALE: 1:200

ALL DISTANCES ARE IN METRES AND DECIMALS  
THEREOF UNLESS OTHERWISE INDICATED

**LEGEND:**

- (C) denotes conifer
- (S) denotes stump
- ☐ denotes catch basin
- ⊙ denotes round catch basin
- ⊞ denotes water meter
- denotes cleanout
- TW denotes top of wall

The following is a timeline of our mandatory Arborist Inclusion 'Trigger Points':

1. Pre-Construction Impact Assessment (Report/LoU document), which the developer/consultant and general contractor shall familiarize themselves with and sign off on.
2. Pre-Construction Meeting with the general contractor and any subtrades responsible for work within or near the TPB or Arborist Inclusion Zones prior to the commencement of any work. The Project Arborist shall inform all trades of any arborist-specific required design and/or methodologies within the LoU that will be required in order to maintain compliance to tree protection.
3. During the Course of Construction/Landscaping, unannounced from time to time, to ensure that both the General as well as the Site-Specific Arborist Inclusion activities listed in the Arborist Report/LoU are either performed by the Project Arborist or to the satisfaction of the Project Arborist.
4. Post-Construction Assessment Report shall be required to be drafted and submitted to the City by the Project Arborist, confirming that all specified Arborist Inclusion/Involvement within the LoU was satisfactory to the LoU terms.

**Project Title:**  
**Gurjit - Dolphin Ave  
Rezoning**

**Document Title:**  
**Tree Management Plan v1**

Date: August 15th 2023

Address: 9371 Dolphin Ave, Richmond

Project Arborist: Mike Winkelman, Alpine  
Tree Care

Project Arborist Contact: Call or Text 24/7  
@ 604-334-7566 or mwinkem@alpine-tree.com

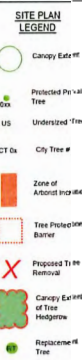
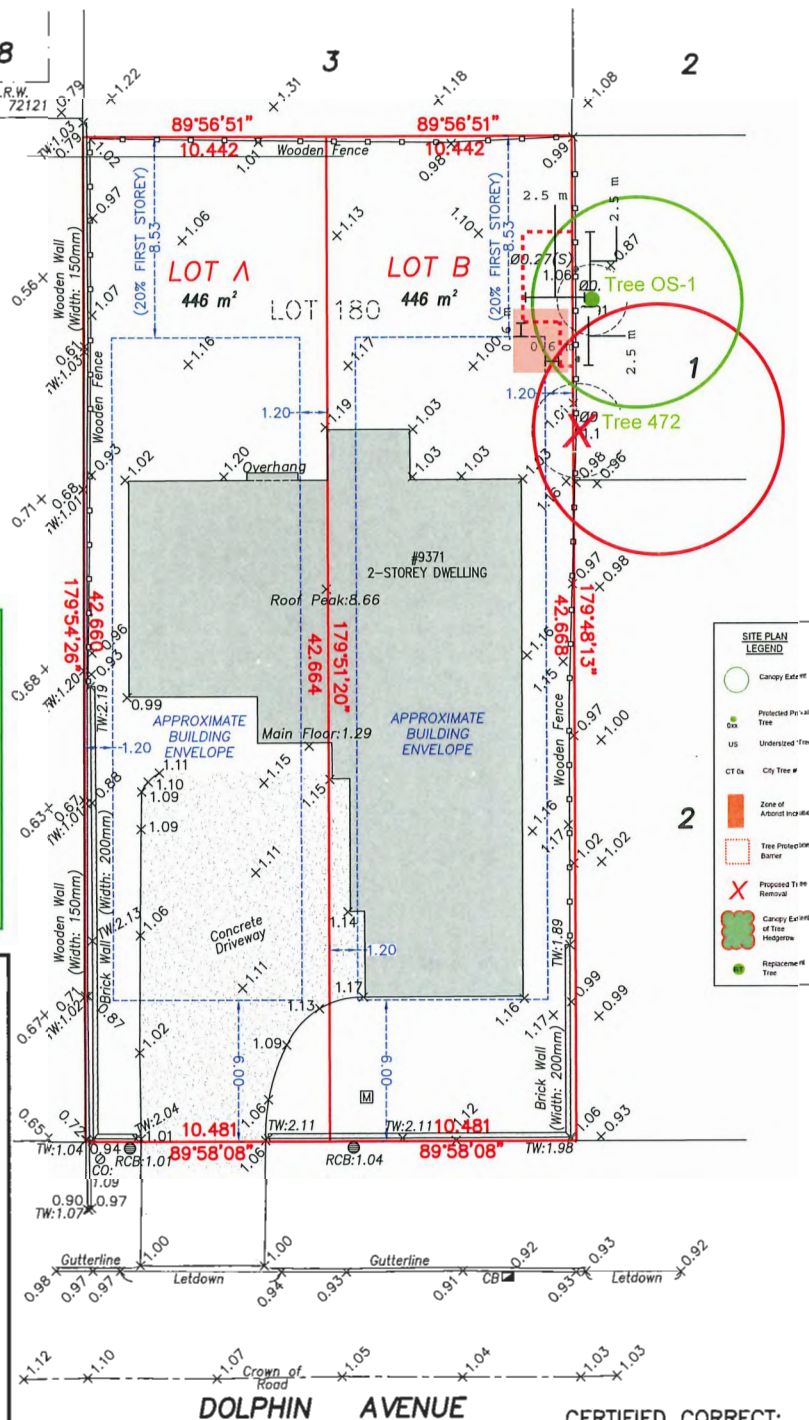


FB-420 P149-151; FB-422 P10-12

Drawn By: LK

DWG No. 8000-Topo

**PLN - 31**



**CERTIFIED CORRECT:**

LOT DIMENSION ACCORDING TO  
FIELD SURVEY.

Johnson Tam JQ05M3  
Digitally signed by  
Johnson Tam JQ05M3  
Date: 2022.12.15  
11:57:22 -08'00'

JOHNSON C. TAM, B.C.L.S., C.L.S.

December 12th, 2022.



**Address:** 9371 Dolphin Ave

**File No.:** RZ 23-014545

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10485, the developer is required to complete the following:**

1. Submission of a Landscape Security in the amount of \$6,000.00 (\$750/tree) to ensure that three (4) four on proposed Lot B and four (4) trees on proposed Lot A for a total of eight (8) trees are planted and maintained on each; minimum 8 cm deciduous caliper or 4 m high conifers).
2. 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.
3. Enter into an agreement to modify the building setback on Lot 2 and/or use appropriate building construction methods to accommodate the required Tree protection zone for Tree #472 as identified by a qualified arborist to the satisfaction of the Director of Development, in consultation with the City's Tree Preservation Officer; or,  
Where the neighbouring property owner has provided the City with written authorization for the removal of the tree, the neighbouring property owner shall submit a tree removal permit for Tree 472 and the applicant for the subject rezoning shall plant two trees on the neighbouring property or pay the sum of \$1,500.00 to the City's Tree Fund.
4. Registration of a flood indemnity covenant on title (2.9 m GSC – Area A).
5. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until at minimum a one-bedroom secondary suite is constructed on both of the future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
6. 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 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.

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

1. At Subdivision stage, the applicant is required to pay the current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, Address Assignment Fees, and the costs associated with the completion of the required servicing and other 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:

**Water Works**

- a) Using the OCP Model, there is 190.0 L/s of water available at a 20 psi residual at the frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- a) At the 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 W2n-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized via the servicing agreement process.
  - iv) Upgrade the existing 150mm water main on Dolphin Ave to 200mm. The upgrade shall be approximately 21 m along the entire proposed site's frontage.
  - v) Cut, cap and remove at main the existing water service connection fronting the south property line.
  - vi) Install two new water service connections complete with water meters. Each service connection shall service one of the newly proposed lots.
- c) At Developers cost, the City will:
- i) Complete all tie-ins for the proposed works to existing City infrastructure.

#### **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 the existing storm sewer located on Dolphin Ave from a newly proposed manhole fronting the proposed site's west property line to a newly proposed manhole fronting the proposed site's east property line to 600mm. The upgrade shall be approximately 21 m.
  - iii) Confirm that the horizontal clearance from the existing storm service connections and inspection chambers to the proposed driveway meet the City standards.
  - iv) Confirm the capacity and condition of the two existing storm connections and inspection chambers through a video inspection. If the existing storm connections and inspection chambers are adequate to serve the proposed development, the existing connections and inspection chambers may be retained to serve the proposed development sites.
- a) At Developer's cost, the City will:
- i) Complete all tie-ins for the proposed works to existing City infrastructure.

#### **Sanitary Sewer Works:**

- a) At Developer's cost, the Developer is required to:
- i) Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
- b) At Developer's cost, the City will:
- i) Complete all tie-ins for the proposed works to existing City infrastructure.
  - ii) Confirm the capacity and condition of the existing sanitary connection and inspection chamber located at the south-west corner of the proposed lot through a video inspection. If the existing sanitary connection and inspection chamber are adequate to serve the proposed development, the existing connection and inspection chamber may be retained to serve the proposed development sites.
  - iii) Install a new sanitary connection complete with an inspection chamber to serve the proposed lot B.

## Frontage Improvements

- a) The following frontage upgrades will be required at the applicant's cost as part of the Servicing Agreement:
- o The existing driveway to the site from Dolphin Avenue is to be closed permanently. The applicant is responsible for the removal of the existing driveway letdown and the replacement with barrier curb and gutter and boulevard.
  - o Two new driveway crossings are to be constructed to meet the requirements of the City of Richmond's Engineering Design Specifications. Width of a single family driveway shall be no more than 4 m.
- b) Pay in keeping with the Subdivision and Development Bylaw No. 8751, a \$21,715.20 cash-in-lieu of construction for the design and construction of frontage as set out below:
- |                                   |            |
|-----------------------------------|------------|
| (1) Concrete curb and gutter      | \$6,890.40 |
| (2) Concrete sidewalk             | \$6,264.00 |
| (3) Roadway lighting              | \$4,489.20 |
| (4) Boulevard landscape and trees | \$4,071.60 |

Note: Cash-in-lieu rates are updated yearly to adjust for inflation and fluctuations in actual construction costs. The City will re-assess the required contribution when the cash-in-lieu is paid, based on the cash-in-lieu rate that is in effect at that time.

## General Items

- a) At Developer's cost, the Developer is required to:
- i) Complete other frontage improvements as per Transportation requirements.
  - ii) Coordinate with BC Hydro, Telus and other private communication service providers:
    - (1) To pre-duct for future hydro, telephone and cable utilities along all road frontages.
  - vi) 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

(Signed copy on file)



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10485 (RZ 23-014545)  
9371 Dolphin Avenue**

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/B)”**.

P.I.D 004-918-428

Lot 180 Section 22 Block 4 North Range 6 West New Westminster Plan NWP48137

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10485”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

_____
_____
_____
_____
_____
_____

CITY OF RICHMOND
APPROVED by
<i>Ac</i>
APPROVED by Director or Solicitor
<i>R</i>

\_\_\_\_\_  
MAYOR

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



# City of Richmond

## Report to Committee

**To:** Planning Committee  
**From:** Kim Somerville  
Director, Community Social Development  
**Re:** **Child Care Strategy Guiding Principles**

**Date:** August 28, 2023  
**File:** 07-3070-04/Vol 01

### Staff Recommendations

1. That the guiding principles detailed in the staff report titled "Child Care Strategy Guiding Principles", dated August 28, 2023, from the Director, Community Social Development, be endorsed; and
2. That the guiding principles be used to inform the strategic directions and actions of the draft Child Care Strategy.

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

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Building Approvals	<input checked="" type="checkbox"/>	
Corporate Communications	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Facilities and Project Development	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Real Estate	<input checked="" type="checkbox"/>	
Recreation and Sport Services	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## **Staff Report**

### **Origin**

The City of Richmond has a long history of supporting child care in the community as demonstrated by the development of the Child Care Policy, created in 1991. The latest strategy, the 2017–2022 Richmond Child Care Needs Assessment and Strategy, was adopted by City Council on July 24, 2017 and was the fourth child care needs assessment undertaken by the City since 1995.

To support the creation of child care spaces, the 2021–2031 Richmond Child Care Action Plan (Plan) was adopted by City Council on April 12, 2021. The Plan complements the strategies by setting defined child care space creation targets and identifying clear actions to meet these.

As the 2017–2022 Child Care Needs Assessment and Strategy has come to the end of its life span, the City has commenced work to develop a new 10-year Child Care Strategy (Strategy). The new Strategy will identify needs and priorities of Richmond parents, caregivers and child care providers, identify challenges and opportunities and provide recommendations for addressing child care needs in Richmond.

The purpose of this report is to seek Council’s approval of the draft guiding principles that will shape the development of a draft Child Care Strategy.

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

*Advocate for the needs of Richmond in collaboration with partners and stakeholders and;*

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

This report supports Council's Strategic Plan 2022–2026 Strategy #2 Strategic and Sustainable Community Growth:

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

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

*Advance a variety of program, services and community amenities to support diverse needs and interest and activate the community.*

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

*Action 10: Support the establishments of high quality, safe, child care services in Richmond through:*

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

*10.6 Consulting and collaborating with child care providers and other community partners on child care issues.*

## **Analysis**

The purpose of the new Child Care Strategy is to assess child care needs in Richmond, identify priorities and guide the City, child care operators and community partners to address current and future needs. The Strategy will be developed under the direction of the project team and Child Care Strategy Advisory Committee and will be informed by current best practices, qualitative and quantitative data. Development of the Strategy will be divided into four phases:

1. Phase One: Establish an Advisory Committee, conduct background research and develop Guiding Principles (in progress);
2. Phase Two: Conduct best practice review, collect and analyze demographic data, and develop public engagement plan;
3. Phase Three: Undertake public engagement, collate feedback and data and develop draft Strategy; and
4. Phase Four: Undertake public engagement on the draft Strategy and finalize Child Care Strategy.

The four phases will ensure work is carried out in a systematic fashion and will allow for input from a variety of interested parties. A set of guiding principles will be created during phase one and will help to support the following three phases.

### Guiding Principles

The guiding principles are intended to guide the project, support decision-making and inform the development of a draft Child Care Strategy for Richmond. The following draft principles are proposed:

1. Community engagement and relations: Maximize meaningful participation and engagement from a diverse community of families, employers and child care providers including Indigenous Elders, families and community members in Richmond.
2. Equity, diversity, inclusion and accessibility: Identify and prioritize engagement activities that are inclusive, accessible and equitable.

3. Respectful collaboration and partnerships: Collaborate with child care providers, partners and organizations to promote child care quality and workforce stability, as well as improve equitable access to child care in Richmond.
4. Alignment and integration: Ensure the Strategy aligns with and complements relevant City of Richmond strategies, plans, policies and resources that support both families and the child care sector in Richmond.
5. Needs-based and adaptive: Ensure the Strategy is based on the current and forecasted needs for child care in Richmond and can evolve and respond to the changing needs of the community.
6. Informed and sound: Ensure the Strategy's actions and recommendations are evidence-based and data-informed and are reliable and realistic for Richmond's context.

The guiding principles will guide both the project team and Advisory Committee when making decisions, planning engagement activities and considering the development of actions as part of the draft Strategy.

The draft guiding principles were created in collaboration with the Child Care Strategy Advisory Committee, which consists of a broad range of representatives from the public and not-for-profit organizations including:

- City of Richmond
- Community Associations and Societies
- Vancouver Coastal Health
- Richmond School District
- Richmond Cares, Richmond Gives
- Richmond Supported Child Development
- Child Care Operators
- Parents

Other members of the community including residents, employees, employers and organizations will be involved in the development of the Strategy through the strategy's engagement process.

### Next Steps

Upon City Council endorsement of the proposed guiding principles, a period of focused engagement will take place and may include interviews, focus groups, pop-up events and a survey in order to understand the challenges, opportunities and priorities of the community.

A draft Child Care Strategy and proposed public engagement plan is anticipated to be presented to City Council in mid-2024. Subsequently, the final Child Care Strategy, including the results of the public engagement process, will be presented to City Council for final adoption following public input being collected.



### **Financial Impact**

Council previously approved a one-time additional level for the development of the Child Care Strategy in the 2021 City Budget Process, which will be utilized to fund the proposed public engagement activities and to complete the necessary steps to finalize the Strategy.

### **Conclusion**

The guiding principles will set a strong foundation to help guide the project team and the Advisory Committee in creating the draft Child Care Strategy. The guiding principles will also support the development of draft strategic actions in the new Strategy. Building on the consistent and long-term progress made on the previous Child Care strategies for Richmond, including the 2017–2022 Child Care Needs Assessment and Strategy and the 2021–2031 Child Care Action Plan, the new Strategy will help to guide the City and key organizations involved in developing, delivering and supporting the provision of high-quality, accessible and affordable child care in Richmond.

A handwritten signature in black ink, appearing to read 'Chris Duggan', with a long horizontal line extending to the right.

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



# City of Richmond

## Report to Committee

**To:** Planning Committee

**Date:** August 28, 2023

**From:** Kim Somerville  
Director, Community Social Development

**File:** 08-4057-11-03/2023-Vol 01

**Re:** Homelessness Strategy 2019–2029: 2022 Update

### Staff Recommendations

1. That the Homelessness Strategy 2019–2029: 2022 Update as outlined in the staff report titled, “Homelessness Strategy 2019–2029: 2022 Update”, dated August 28, 2023, from the Director, Community Social Development, be received for information; and
2. That the Homelessness Strategy 2019–2029: 2022 Update be distributed to key partners and organizations, local Members of Parliament, local Members of the Legislative Assembly and posted on the City’s website.

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

Att. 2

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Community Bylaws	<input checked="" type="checkbox"/>	
Community Safety	<input checked="" type="checkbox"/>	
Facilities and Project Development	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Real Estate Services	<input checked="" type="checkbox"/>	
Recreation and Sport Services	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b>	<b>APPROVED BY CAO</b>

**Staff Report****Origin**

The City of Richmond Homelessness Strategy 2019–2029, adopted by City Council on September 9, 2019, is an action-oriented framework that guides the City’s actions in its work with senior levels of government and local service providers in response to homelessness.

Annual Homelessness Strategy Update reports are presented to City Council to ensure Council is apprised of initiatives that address actions outlined in the strategy and to provide a public report of ongoing progress. This report provides an update on the implementation of the Homelessness Strategy in 2022.

This report supports Council’s Strategic Plan 2022–2026 Strategy #2 Strategic and Sustainable Community Growth:

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

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

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

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

*6.1 Advance a variety of programs, services, and community amenities to support diverse needs and interests and activate the community.*

*6.4 Support vulnerable populations through collaborative and sustainable programs and services.*

This report also supports The City of Richmond’s Homelessness Strategy Strategic Direction #5:

*Communicate, research and monitor homelessness.*

*5.6 Report out annually on the progress of the Homelessness Strategy 2019–2029.*

**Analysis**

Homelessness is a critical and complex issue that is affecting an increasing number of Richmond residents. There are many factors that may lead someone to experience homelessness, including lack of adequate income, access to affordable housing and health supports and/or experiences related to discrimination. Individuals experiencing homelessness often experience other common barriers to housing, including untreated mental and physical health challenges, often coupled with insufficient health and social supports.

The Homelessness Strategy is guided by a vision that, by 2029, homelessness in Richmond is rare, brief and non-recurring. To achieve this vision, the strategy outlines five strategic directions:

1. Prevent pathways into homelessness;
2. Support residents who are experiencing homelessness;
3. Provide pathways out of homelessness;
4. Foster collaboration and community-building among community partners; and
5. Communicate, research and monitor homelessness.

Under these strategic directions, the Homelessness Strategy identifies 32 actions with associated timelines to be completed over a 10-year period. Throughout 2022, the City and key partners made significant progress towards advancing actions outlined in the Strategy.

#### Homelessness Strategy: 2022 Update

The Homelessness Strategy: 2022 Update (Attachment 1) provides an overview of achievements relating to each of the strategic directions within the Homelessness Strategy in 2022. Highlights include:

- In September 2022, the City, in partnership with BC Housing and Community Builders, opened Aster Place (Bridgeport) Supportive Housing, providing 40 new supportive housing units to Richmond residents. Aster Place was constructed on City-owned land valued at \$6.58 million and received a financial contribution of up to \$250,000 from the City's Affordable Housing Reserve towards associated development cost charges, permit fees and servicing costs. This funding complemented the capital and operating contributions provided by BC Housing. Aster Place provides stable housing with 24/7 support services for community members previously experiencing homelessness, including those who were staying at the Emergency Response Centre (ERC) during the pandemic. The ERC, which opened in 2020 in partnership with BC Housing and Turning Point Recovery Society, provided 45 emergency shelter spaces for individuals experiencing homelessness to safely practice physical distancing and access medical supports and other services during the pandemic. Aster Place was opened in coordination with the ERC closure to prevent individuals staying at the ERC from re-entering homelessness.
- Throughout 2022, the City implemented a range of initiatives to support Richmond residents experiencing homelessness using provincial funding from a \$3.35 million Union of BC Municipalities (UBCM) Strengthening Communities' Services grant received in 2021. 2022 project highlights included:
  - Warming Centres: Warming Centres provide a warm and dry place for individuals experiencing homelessness to access shelter, snacks, warm beverages and referrals to support services on nights of extreme cold throughout the winter months. For the 2021–2022 and 2022–2023 winter seasons, The Salvation Army operated a Warming Centre at the South Arm Outdoor Pool building. For the

2022–2023 season, a second Warming Centre opened at Brighthouse Park Pavilion, operated by Turning Point Recovery Society.

- Drop-in Centre and Shower Program: Turning Point Recovery Society continued to operate a Drop-in Centre and Shower Program at Brighthouse Park Pavilion. This program, which opened in 2021, operates from Monday to Friday during the day and provides daily meals, access to computers and the Internet, service navigation and referrals, showers and laundry services to Richmond residents experiencing homelessness.
- Food Outreach: The Salvation Army continued to operate a Food Outreach program on Monday through Thursday evenings, delivering nutritious meals to individuals experiencing homelessness. Through this program, which began in early 2022, Food Outreach staff picked up meals prepared by local churches and delivered them to individuals experiencing homelessness who were unable to access community meal programs.
- Community Conversations: In June 2022, the City hosted a community dialogue series titled “Home: A Community Conversation on Homelessness”. These sessions provided the opportunity for community members from diverse backgrounds to come together to discuss the complexities and common misunderstandings associated with the circumstances and experiences of homelessness. A total of 73 people attended the three sessions. In response to community interest, additional sessions were conducted in 2023.
- City Staff Training: Working with Homelessness Services Association of British Columbia (HSABC), the City developed and implemented two levels of homelessness training for City employees who work directly with the public. Level 1 launched in fall 2022 and was completed by 184 employees by the end of the year. Level 2, which builds on the information and concepts from Level 1, was launched in early 2023.
- In 2022, through the City Grant Program’s Health, Social and Safety Grant stream, the City provided \$86,790 in funding towards community-based homelessness service provision. Funding was used to help further support the Drop-in Centre operated by Turning Point Recovery Society; a Crisis Line operation, outreach and advocacy programs operated by Chimo Community Services; a Food Outreach Program operated by The Salvation Army; and meal programs for individuals experiencing homelessness and isolation operated by the Parish of St. Alban’s.

Throughout 2022, the City, other government agencies, local service providers and individual members of the community worked together to achieve notable progress towards addressing the strategic directions and actions identified in the Homelessness Strategy. A complete list of the 32 actions outlined in the Homelessness Strategy and the status of each is provided in Attachment 2. Upon Council approval, the Homelessness Strategy: 2022 Update will be distributed to key stakeholders, including local Members of Parliament and local Members of the Legislative Assembly, and published on the City’s website.

## **Financial Impact**

None.

## **Conclusion**

The Homelessness Strategy continues to provide an effective framework to guide foundational work in supporting individuals in the community who are at risk of or experiencing homelessness. Throughout 2022, the City and other government agencies, local service providers and individual members of the community worked collaboratively to address actions outlined in the Homelessness Strategy. While significant progress was made towards achieving a number of actions, homelessness remains a critical and growing issue in the community. The City of Richmond is committed to taking a leadership role to make homelessness in Richmond rare, brief and non-recurring.

By utilizing municipal policy mechanisms and strong relationships with service providers, and with access to provincial funding through grant programs, Richmond residents experiencing or at risk of experiencing homelessness have had access to new and enhanced programs and services to help address immediate need and support their overall well-being.



Chris Duggan  
Acting Manager, Community Social Development  
(604-204-8621)

- Att. 1: City of Richmond Homelessness Strategy 2019–2029: 2022 Update  
2: City of Richmond Homelessness Strategy 2019–2029: Status of Actions





CITY OF RICHMOND  
**HOMELESSNESS  
STRATEGY**  
2019–2029  
**2022 UPDATE**

PLN - 47



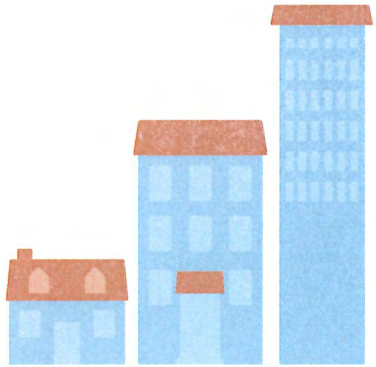






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# INTRODUCTION

The City of Richmond Homelessness Strategy (2019–2029), adopted by City Council on September 9, 2019, is an action-oriented framework that guides City and stakeholder involvement in homelessness initiatives. The Homelessness Strategy is guided by the following vision statement:

*By 2029, homelessness in Richmond is rare, brief and non-recurring. Richmond is an inclusive community that works in collaboration to provide a continuum of housing and support services.*

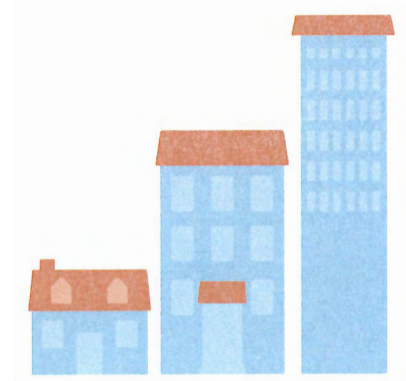
To achieve this vision, the strategy outlines five strategic directions:

1. Prevent pathways into homelessness;
2. Support residents who are experiencing homelessness;
3. Provide pathways out of homelessness;
4. Foster collaboration and community-building among community partners; and
5. Communicate, research and monitor homelessness.

Under these strategic directions, the Homelessness Strategy identifies 32 actions with associated timelines and priorities to be completed over a 10-year period. The City of Richmond is committed to taking a leadership role to make homelessness in Richmond rare, brief and non-recurring. While municipal governments, or any one level of government alone, cannot solve homelessness, the City has taken significant steps, in collaboration with key community partners, to invest in an immediate response to homelessness and homelessness prevention.

There are many factors that may lead someone to experience homelessness, including lack of adequate income and access to affordable housing and health supports, and/or experiences related to discrimination. The number of individuals experiencing homelessness in Metro Vancouver is increasing, including in Richmond, according to Homeless Counts which have taken place across the region every three years since 2002. These counts provide statistics, trends and information about the general characteristics of individuals in the community who are experiencing homelessness to help provide a better understanding of this population over time. The counts are known to underestimate the number of people experiencing homelessness in each community, because they only capture information on individuals who are surveyed/counted within a particular 24-hour period. The 2020 Homeless Count identified 85 individuals experiencing homelessness in Richmond, though local service providers estimated the number to be higher. The next Homeless Count results are expected to be available in the fall of 2023.

Throughout 2022, the City and key stakeholders made significant progress towards advancing actions outlined in the Homelessness Strategy. The following section provides an overview of initiatives taken by the City and community partners over the past year. More information about the Homelessness Strategy, previous Homelessness Strategy Update Reports and additional homelessness resources are available on the City's website.





# ROLE OF GOVERNMENTS AND SERVICE PROVIDERS

## City of Richmond

The City of Richmond is committed to working in partnership with senior levels of government and the private and non-profit sectors, to create the appropriate mix of housing and supportive services for a diverse population, including residents experiencing or at risk of homelessness. Recognizing that senior levels of government have the primary responsibility of providing funding for homelessness prevention programs, services and affordable housing, the City is committed to remaining a local leader that works with community organizations to ensure that homelessness in Richmond is rare, brief and non-recurring. Specifically, these roles include:

- Advocate: The City works with community organizations to advocate to senior levels of government for funding and programs that work to reduce homelessness.
- Analyst: The City monitors local data and best practice research regarding homelessness to update its policies and plans to reflect current and emerging trends.
- Communicator: The City uses best practice research to educate and promote the benefits of an inclusive and mixed income community and the necessity to create a compassionate, non-judgemental response to experiences of homelessness.
- Supporter: The City assists non-profit housing and service providers by facilitating collaboration, enabling capacity building, and providing financial and in-kind supports.
- Partner: The City collaborates and partners with senior levels of government and the private and non-profit sectors to develop a mix of affordable housing options.
- Planner: The City gathers information, research and feedback on community needs regarding residents at risk of or experiencing homelessness in order to create policy and implement actions that support housing and homelessness focused services in Richmond.

In addition, City facilities, including libraries and community centres, provide safe spaces where residents experiencing homelessness can connect socially with others and get information about other supports and services.

## The Province of BC

BC Housing is the provincial Crown corporation responsible for providing funding and programs related to housing and homelessness. BC Housing funds various services, including shelter operations, homelessness prevention, outreach supports and services, and supportive housing projects for people at risk of or experiencing homelessness. The Province's *Belonging in BC: A Collaborative Plan to Prevent and Reduce Homelessness (2022–2025)* outlines strategic goals, commitments and actions including the creation of more homes to support people experiencing homelessness and new actions to reduce encampments.

The Ministry of Social Development and Poverty Reduction (MSDPR) Community Integration Team plays an important role connecting vulnerable individuals, including those experiencing homelessness, with financial assistance and community supports. Services provided by MSDPR include assistance locating shelter spaces, case management and coordination of referrals to other services.



## The Government of Canada

The federal government released *Reaching Home: Canada's Homelessness Strategy* in 2019. The Reaching Home program prioritizes data-driven homelessness plans that aim to reduce and prevent homelessness at a local level. Funding to implement the Reaching Home program throughout the Greater Vancouver region was allocated through Lu'ma Native Housing Society. Reaching Home mandates that funded communities develop and implement community-driven homelessness plans, coordinated access to services, and homelessness management information systems that drive data-informed decisions to improve programs.

Lu'ma Native Housing Society, in collaboration with community organizations and government agencies across the Greater Vancouver region, is developing and will be implementing a coordinated access and referral system through the Reaching Home program. A coordinated access system, which provides standardized procedures for client intake and assessment of need along with a community-wide housing support service database, is anticipated to be implemented across the region in 2023.

## Non-Profit, Social Service and Faith-Based Organizations

Non-profit, social service and faith-based organizations play a critical role in supporting the needs of residents experiencing homelessness. These organizations deliver critical shelter and supportive services to clients to help promote independence, success in achieving housing stability and full participation in the community. Accordingly, the City of Richmond supports non-profit, social services and faith-based organizations in their effort to meet the needs of individuals experiencing homelessness. Outreach and drop-in programming support clients by developing individualized plans to help them work on their own unique barriers. Services include:

- Referrals to government programs, healthcare and mental health services;
- Supportive programming including life and employment training skills;
- Community meals and food outreach;
- Access to hot showers and laundry;
- Social and community connection;
- Provision of affordable housing units; and
- Assistance in finding appropriate affordable housing units.

In addition to these important services, the non-profit sector continues to advocate on behalf of residents in need of additional resources.

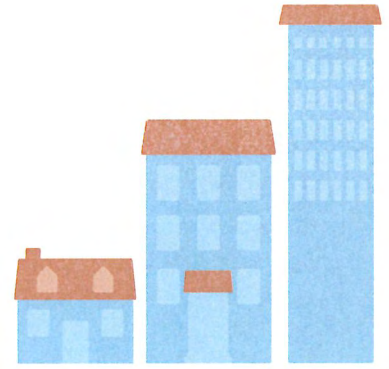
# HOMELESSNESS STRATEGY UPDATES IN 2022

## Strategic Direction 1: Prevent pathways into homelessness

The City and community partners are committed to taking a proactive approach to homelessness prevention. Prevention practices include reducing structural barriers (such as low income and lack of affordable housing options), providing intervention measures for households that are at risk of experiencing homelessness (such as rent supplements), and providing supportive housing and services for people who have experienced homelessness to help to stabilize their experience and break the cycle of homelessness. This strategic direction aligns with the City of Richmond Affordable Housing Strategy (2017–2027) and the City of Richmond Market Rental Policy, and aims to continue to create affordable rental options across the housing continuum. Prevention also involves coordinated local outreach and intake processes to help reduce barriers to navigating and accessing critical supports and services before a crisis deepens.

## Actions and Achievements

- In September 2022, the City, in partnership with BC Housing and Community Builders, opened Aster Place (Bridgeport) Supportive Housing, providing 40 new supportive housing units to Richmond residents. Aster Place was constructed on City-owned land valued at \$6.58 million and received a financial contribution of up to \$250,000 from the City's Affordable Housing Reserve towards associated development cost charges, permit fees and servicing costs. This funding complemented the capital and operating contributions provided by BC Housing. Aster Place provides stable housing for community members previously experiencing homelessness, including those who were staying at the Emergency Response Centre (ERC) during the pandemic. The ERC, which opened in 2020 in partnership with BC Housing and Turning Point Recovery Society at Minoru Place Activity Centre, provided 45 emergency shelter spaces for individuals experiencing homelessness to physically distance and access medical supports and other services during the pandemic. Aster Place was opened in coordination with the ERC closure to prevent individuals staying at the ERC from re-entering homelessness. Aster Place operators, Community Builders Group, provide 24/7 support services including daily meals, life skills training, and mental health and addiction recovery services.
- In June 2022, City Council approved an amendment to the Official Community Plan (OCP) Market Rental Housing Policy in response to increased need for all forms of rental housing, including market rental.



The policy now states that city-wide rezoning applications that include more than 60 housing units must have 15% of the residential floor area secured as market rental units. This is in addition to the existing requirement that a minimum of 15% of the residential floor area in developments with more than 60 units located within the City Centre be contributed as Low-End Market Rental (LEMR) units, and 10% if outside of the City Centre.

- The City continued to work with BC Housing and Pathways Clubhouse to plan for the development of a six-storey, 80-unit affordable housing building on City-owned land at 5491 No. 2 Road. The development's low rental rates will help provide housing stability for low-income residents who cannot afford market rental housing, including those who are experiencing or are at risk of becoming homeless. The City has committed \$2.2 million in funding from the City's Affordable Housing Reserve to offset development cost charges, permit fees and servicing costs associated with this project as well as contributing City-owned land valued at \$8.47 million. This funding will complement the capital and operating contributions provided by BC Housing. Construction of this project is anticipated to begin in 2023.
- Throughout 2022, the City continued to work with community partners such as Chimo Community Services, who operate the Homelessness Prevention Program. This program helps to connect Richmond residents at risk of experiencing homelessness to community-based services, including rent supplements to help them access market (non-subsidized) rental housing. Participants receive short-term rent supplements while engaging in planning and working on personal goals with the aid of a case manager.
- In 2022, the City initiated work to explore enhanced solutions for discharge and transition planning practices for individuals experiencing homelessness leaving Richmond-based healthcare organizations. This project, which aims to ensure individuals experiencing homelessness have access to uninterrupted and seamless healthcare and supports following discharge from a healthcare setting, is anticipated to be completed in 2023.





## Strategic Direction 2:

### Support residents who are experiencing homelessness

As each person's experience of homelessness is unique, communities require a variety of different services and supports to meet the diverse needs of residents experiencing homelessness. Richmond continues to strengthen its network of homelessness service providers that offer coordinated, compassionate, non-judgemental access to necessary programs and services to increase stability, health and safety for residents experiencing homelessness. Under this strategic direction, the City's role is to facilitate partnerships and collaboration among service providers and continue to advocate to senior levels of government for sustainable resources to support the complex needs of this population.





## Actions and Achievements

- Throughout 2022, the City implemented a range of programs and services to support Richmond residents experiencing homelessness using \$3.35 million in provincial funding received through the Union of BC Municipalities (UBCM) Strengthening Communities' Services grant program (see pages 9 and 10). 2022 project highlights related to service provision included:
  - Warming Centres: Warming Centres provide a place for individuals experiencing homelessness to stay warm and dry on nights of extreme cold throughout the winter months. Visitors receive snacks and warm beverages, and access referrals to support services. For the 2021/2022 and 2022/2023 winter seasons, The Salvation Army operated a Warming Centre at the South Arm Outdoor Pool building. For the 2022/2023 season, a second Warming Centre opened at Brighthouse Pavilion and was operated by Turning Point Recovery Society.
  - Drop-in Centre and Shower Program: Turning Point Recovery Society continued to operate a Drop-in Centre and Shower Program at Brighthouse Pavilion. This program, which opened at Brighthouse Pavilion in 2021, operates Monday to Friday during the day and provides daily meals, access to computers and the Internet, service navigation and referrals, as well as shower and laundry services to Richmond residents experiencing homelessness.
  - Food Outreach: The Salvation Army continued to operate a Food Outreach program on Monday through Thursday evenings, delivering nutritious meals to individuals experiencing homelessness. Through this program, which began in early 2022, Food Outreach staff picked up meals prepared by local churches and delivered them to individuals experiencing homelessness who were unable to access community meal programs.
- The City continued to work with BC Housing and The Salvation Army to support the operation of the Richmond House Emergency Shelter. In 2022, Richmond House provided 45 emergency shelter beds, three meals a day, showers, laundry facilities, and assistance in locating housing, services, and recreational opportunities for individuals experiencing homelessness in Richmond.
- Throughout 2022, the City continued to work closely with the Ministry of Social Development and Poverty Reduction (MSDPR), Turning Point Recovery Society, Chimo Community Services, and The Salvation Army through their homelessness outreach programs to help connect individuals experiencing homelessness with critical supports and services in the community.



### Strategic Direction 3: Provide pathways out of homelessness

Individuals are best able to transition out of homelessness when various types of housing and support services are available. The Housing First approach prioritizes moving people from homelessness into housing and providing individualized supports and services as needed. This approach provides stability, which allows individuals to easily access resources and attend to their physical and mental health, education or employment goals. The City's role is to support service provider organizations to coordinate service delivery and to advocate to the provincial and federal governments for increased funding for affordable housing in Richmond.

#### Actions and Achievements

- With the opening of Aster Place Supportive Housing in September 2022 (see page 4), 40 new supportive housing units were opened and tenanted by Richmond residents experiencing homelessness. Community Builders Group, who operates Aster Place, ensured tenant transitions into the new supportive housing building went smoothly. At Aster Place, residents receive the individualized supports they need to create stability in their lives.
- RainCity Housing, who operates Alderbridge Supportive Housing, continued to support tenants living in the building. This 40-unit supportive housing building provides 24/7 support services including daily meals, life skills training, and mental health and addiction recovery services. Tenants work towards individualized goals with the support of RainCity Housing staff, with the aim to achieve greater housing independence.
- The City continued to collaborate with Ministry of Social Development and Poverty Reduction (MSDPR) and Richmond RCMP Vulnerable Persons Unit to provide street outreach services to those experiencing homelessness on City-owned land, including public parks and public parking lots. The services include assistance with locating shelter, support with completing applications for financial assistance and referrals to other services and supports.
- Lu'ma Native Housing Society, the community entity responsible for implementing a coordinated access and referral system in the Greater Vancouver region through the federal Reaching Home program, provided an update to the Richmond Community Homelessness Table in 2022 (see page 9). A coordinated access system, which provides standardized procedures for client intake and assessment of need along with a community-wide housing support service database, is anticipated to be implemented across the region in 2023.

## Strategic Direction 4:

### Foster collaboration and community-building among community partners

Homelessness is a complex and multifaceted issue that cannot be resolved by one level of government or organization alone. Collaboration among government agencies, homelessness service providers and individuals with lived experience is essential to meeting the needs of residents experiencing or at risk of homelessness. Working together to coordinate services, share information and align resources is the most efficient and cost-effective means of meeting community need and enhancing community-based service delivery capacity. The City's role related to this strategic direction includes leadership for a Community Homelessness Table that connects key homelessness service providers to support collaboration and alignment on an ongoing basis.

## Actions and Achievements

- In 2022, through the City Grant Program's Health, Social and Safety Grant stream, the City provided support towards community-based homelessness service provision. Funding was used to help support a Drop-in Centre operated by Turning Point Recovery Society, a Crisis Line operation, outreach and advocacy programs operated by Chimo Community Services, a Food Outreach Program operated by The Salvation Army and meal programs for individuals experiencing homelessness and isolation operated by the Parish of St. Alban's.
- The Community Homelessness Table, comprised of government agencies and community-based homelessness service providers, met regularly throughout 2022. The Table's aim is to enhance collaboration, address community needs, share information and align resources. Discussions focused on challenges or barriers the organizations or their clients are facing, emerging trends, and current and upcoming initiatives to support individuals experiencing homelessness in the community.
- Through coordinating the implementation of a range of programs and services funded through the UBCM Strengthening Communities' Services Program (see pages 7 and 10), the City worked closely with various service providers to align resources and support program sustainability. Collaboration with partners in the community included Turning Point Recovery Society, The Salvation Army, Homelessness Services Association of BC, Vancouver Coastal Health and individuals with lived experience of homelessness.
- The City continued to monitor funding opportunities available from federal and provincial grant programs to support residents experiencing or at risk of homelessness and share information with community-based service providers. The City supported organizations in applying for grants and assisted with program and resource alignment.





## Strategic Direction 5:

### Communicate, research and monitor homelessness

Richmond is committed to creating an inclusive community for all residents. Because homelessness is not always visible, many residents may not be aware of the needs and circumstances of fellow community members who are experiencing homelessness. Where there is a lack of understanding, there can be misconceptions and stigma, which can act as barriers for individuals experiencing homelessness in accessing critically needed services and housing options. The City's primary role in this strategic direction is to promote opportunities to increase awareness and understanding relating to homelessness. Enhancing public awareness helps to foster a more welcoming, inclusive and safe community for all residents. Ensuring that the City and local service providers are up to date with information related to Richmond's residents experiencing homelessness helps to equip partners with the necessary information to align resources and effectively advocate to senior levels of government to meet Richmond-specific needs.

## Actions and Achievements

- Throughout 2022, the City implemented two targeted awareness and education programs using provincial grant funding received through a UBCM Strengthening Communities' Services Program (also described on pages 7 and 9):
  - Community Conversations: In June 2022, the City hosted a community dialogue series titled *Home: A Community Conversation on Homelessness*. These sessions provided the opportunity for community members from diverse backgrounds to come together to discuss the complexities and common misunderstandings associated with the circumstances and experiences of homelessness. A total of 73 people attended the three sessions. In response to community interest, additional sessions were scheduled in 2023.
  - City Staff Training: Working with Homelessness Services Association of British Columbia (HSABC), the City developed and hosted two levels of homelessness training for City employees who work directly with the public. Level 1 launched in Fall 2022 and was completed by 184 employees by the end of the year. Level 2, which builds on the information and concepts from Level 1, was launched in early 2023.
- The City provided additional training opportunities in 2022 to help support enhanced customer service to community members who may be experiencing mental health challenges (whether they are experiencing homelessness or not), including mental health first aid, conflict management, change management and accessible customer service.
- The City continued to liaise with local service providers to monitor ongoing trends related to homelessness, particularly to understand the changing needs of individuals experiencing homelessness. Information regarding increasing rates of homelessness, the characteristics and identified needs of individuals experiencing homelessness in Richmond informed the City's advocacy with senior levels of government throughout 2022.

# CONCLUSION

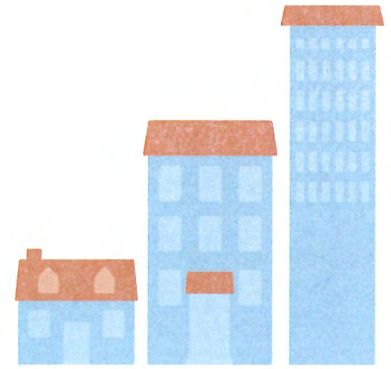
The Homelessness Strategy is guided by the vision that:

*By 2029, homelessness in Richmond is rare, brief and non-recurring. Richmond is an inclusive community that works in collaboration to provide a continuum of housing and support services.*

In 2022, the collaborative actions described in this report contributed towards achieving the Homelessness Strategy's vision. During this past year, the City, other government agencies, local service providers and individual members of the community worked together to achieve notable progress towards addressing the strategic directions and actions identified in the Homelessness Strategy.

Notable actions included the ongoing implementation of projects coordinated through a \$3.35 million UBCM Strengthening Communities' Services grant, including the provision of an enhanced Drop-in Centre and Shower Program, expanded Warming Centre spaces on nights of extreme cold during the winter seasons, and support for food outreach programming. The City also continued to focus on homelessness prevention policies and pathways out of homelessness by exploring opportunities for additional supportive housing units, including the opening of 40 new units at Aster Place Supportive Housing in Fall 2022.

While significant progress was made towards achieving a number of actions outlined in the Strategy, homelessness remains a critical and growing issue in the community. The City of Richmond is committed to continuing its role as a leader to make homelessness in Richmond rare, brief and non-recurring. Richmond-based service providers are well connected, understand the unique needs of members of the community and continue to build capacity to meet evolving needs. While housing and homelessness is primarily a provincial mandate, the City continues to work within the tools available to municipal governments to reduce and prevent homelessness in Richmond and will continue to advocate to senior levels of government for affordable housing and supports for vulnerable members of the community.





## City of Richmond

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## City of Richmond Homelessness Strategy 2019–2029

### Status of Actions

The following table provides a status update on the actions defined in the Homelessness Strategy as of December 31, 2022.

#### Legend

Status of Actions	
Not yet initiated	Work towards this action has not yet begun.
In progress	Work towards addressing this action is underway.
Completed	Work towards this action has been accomplished.
Ongoing	Work towards this action has been initiated and will be continuous.

Timeframe and Status of Actions		
Strategic Direction 1: Prevent pathways into homelessness		
Action	Timeframe	Status
1.1 Continue to create affordable housing rental options across the housing continuum. (Priority)	Ongoing	Ongoing
1.2 Facilitate the creation of a collaborative homeless prevention program in Richmond.	Short-term	In progress
1.3 Work with Vancouver Coastal Health and other community partners to explore opportunities to enhance wrap-around supports to increase housing stability.	Ongoing	Ongoing
1.4 Explore solutions for discharge planning practices for individuals leaving Richmond-based institutions.	Medium-term	In progress
Strategic Direction 2: Support residents who are experiencing homelessness		
Action	Timeframe	Status
2.1 Ensure accurate and up-to-date information on supportive services is available.	Short-term	Ongoing
2.2 Coordinate a Front-line Service Provider Working Group to coordinate support for individuals experiencing homelessness or at risk of experiencing homelessness.	Short-term	In progress



<b>Strategic Direction 2: Support residents who are experiencing homelessness</b>		
<i>Action</i>	<i>Timeframe</i>	<i>Status</i>
2.3 Secure permanent space and sustainable operating funding for an enhanced drop-in program for individuals experiencing or at risk of homelessness. (Priority)	Short-term	In progress
2.4 Enhance coordination of food programs and outreach for residents experiencing homelessness.	Ongoing	Ongoing
2.5 Advocate to senior levels of government to secure funding for the Extreme Weather Response Program or a Winter Shelter.	Short-term	Ongoing
2.6 Monitor outreach services available in the community and advocate to senior levels of government for additional resources as needed.	Ongoing	Ongoing
2.7 Explore the use of City spaces as Warming Centres.	Short-term	Ongoing
2.8 Dedicate appropriate resources in order to enhance service provision at City facilities for individuals experiencing homelessness.	Ongoing	Ongoing
2.9 Continue to refine the City's approach to responding to individuals experiencing homelessness on City-owned property.	Ongoing	Ongoing
2.10 Explore opportunities to address storage needs for people experiencing homelessness.	Medium-term	Not yet initiated
2.11 Create shelter and transitional beds for youth experiencing homelessness in the community.	Short-term	Not yet initiated
2.12 Explore opportunities to address the need for culturally-appropriate supports, services, and housing for people experiencing homelessness.	Ongoing	Ongoing

<b>Strategic Direction 3: Provide pathways out of homelessness</b>		
<i>Action</i>	<i>Timeframe</i>	<i>Status</i>
3.1 Enhance the existing coordinated access and referral system in Richmond.	Medium-term	In progress
3.2 Work with service providers to create a Supportive Housing Action Plan.	Short-term	Not yet initiated
3.3 Explore the potential of creating a Housing First program in Richmond.	Short-term	In progress
3.4 Secure funding and a permanent site for supportive housing in Richmond. (Priority)	Short-term	In progress
3.5 Ensure that emergency housing services focus on achieving long-term housing options.	Ongoing	Ongoing
<b>Strategic Direction 4: Foster collaboration and community-building among community partners</b>		
<i>Action</i>	<i>Timeframe</i>	<i>Status</i>
4.1 Dedicate appropriate staff resources for homelessness service coordination at the City of Richmond. (Priority)	Short-term	Ongoing
4.2 Develop a Community Homelessness Table for collaboration among agencies working to prevent or addressing homelessness. (Priority)	Short-term	Complete
4.3 Engage with residents with lived experience when designing and implementing significant policies or programs related to addressing homelessness in Richmond.	Ongoing	Ongoing
4.4 Continue the annual Health, Social and Safety Grants to support local homelessness services.	Ongoing	Ongoing
4.5 Monitor and pursue funding opportunities for support services for residents at-risk of or experiencing homelessness.	Ongoing	Ongoing

<b>Strategic Direction 5: Communicate, research and monitor homelessness</b>		
<i>Action</i>	<i>Timeframe</i>	<i>Status</i>
5.1 Implement a local data system to track trends and the changing needs of individuals experiencing homelessness.	Short-term	In progress
5.2 Provide training regarding homelessness service provision to City and community partner staff working in City facilities.	Short-term	Ongoing
5.3 Raise awareness and educate the community of the factors contributing to homelessness and the benefits of affordable housing and supportive services. (Priority)	Short-term	Ongoing
5.4 Work with community partners to ensure volunteer opportunities are communicated to the public.	Ongoing	Ongoing
5.5 Advocate to senior governments regarding the changing needs of homelessness in Richmond and the need for additional funding. (Priority)	Ongoing	Ongoing
5.6 Report out annually on the progress of the Homelessness Strategy 2019–2029.	Ongoing	Ongoing