



**Special Planning Committee**

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

**Wednesday, May 19, 2021  
4:00 p.m.**

Pg. #      ITEM

**MINUTES**

**PLN-4**      *Motion to adopt the **minutes** of the meeting of the Planning Committee held on May 4, 2021.*



**NEXT COMMITTEE MEETING DATE**

June 8, 2021, (tentative date) at 4:00 p.m. in Council Chambers

**PLANNING AND DEVELOPMENT DIVISION**

- 1. APPLICATION BY KADIUM NO. 4 DEVELOPMENT LTD. FOR REZONING AT 10340, 10360, 10380, 10400 AND 10420 NO. 4 ROAD FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE “MEDIUM DENSITY TOWNHOUSES (RTM2)” ZONE**  
(File Ref. No. RZ 18-831725) (REDMS No. 6629251)

**PLN-45**

**See Page PLN-45 for full report**

*Designated Speaker: Wayne Craig*

STAFF RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10261, for the rezoning of the site at 10340, 10360, 10380, 10400 and 10420 No. 4 Road from the “Single Detached (RSI/E)” Zone to the “Medium Density Townhouses (RTM2)” Zone, be introduced and given first reading.*



2. **HOUSEKEEPING REQUEST - ABANDONMENT OF UNADOPTED BYLAWS**

(File Ref. No. 12-8060-01) (REDMS No. 6667666)

PLN-87

See Page PLN-87 for full report

*Designated Speaker: Wayne Craig*

STAFF RECOMMENDATION

*That the unadopted Zoning and OCP Amendment Bylaws, as outlined in Attachment 1, of the staff report titled "Housekeeping Request – Abandonment of Unadopted Bylaws" dated April 19, 2021 from the Director, City Clerk's Office, be abandoned.*



3. **UBCM GRANT APPLICATION - LOCAL GOVERNMENT DEVELOPMENT APPROVALS PROGRAM**

(File Ref. No. 08-4105-01) (REDMS No. 6664560)

PLN-92

See Page PLN-92 for full report

*Designated Speaker: Wayne Craig*

STAFF RECOMMENDATION

- (1) *That the application to the Union of British Columbia Municipalities (UBCM) Local Government Development Approvals Program for \$500,000 be endorsed;*

- (2) *Should the application be successful, that the Chief Administrative Officer and the General Manager, Planning and Development be authorized on behalf of the City to enter into an agreement with UBCM for the above mentioned project; and,*
- (3) *That a capital submission of \$740,000 for the Digitization of Development Approvals system (AMANDA) be approved with \$740,000 funded from Rate Stabilization Account, and that the Consolidated 5-Year Financial Plan (2021-2025) be amended accordingly.*



4. **SUITABLE TREES FOR REPLANTING LIST, TREE PLANTING INFORMATION ON THE CITY'S WEBSITE, AND THE REVIEW OF PROCEDURES TO DETERMINE THE MAXIMUM NUMBER OF TREES IN A RESIDENTIAL LOT**

(File Ref. No. 12-8060-20-010246) (REDMS No. 6668594)

PLN-104

See Page PLN-104 for full report

*Designated Speaker: Gordon Jaggs*

**STAFF RECOMMENDATION**

*That the report, "Suitable Trees for Replanting List, Tree Planting Information on the City's website, and the Review of Procedures to Determine the Maximum Number of Trees in a Residential Lot," dated April 29, 2021 from the Director, Building Approvals, be received for information.*



5. **MANAGER'S REPORT**

**ADJOURNMENT**





## Planning Committee

Date: Tuesday, May 4, 2021

Place: Council Chambers  
Richmond City Hall

Present: Councillor Linda McPhail, Chair  
Councillor Alexa Loo (by teleconference)  
Councillor Carol Day (by teleconference)  
Councillor Bill McNulty  
Councillor Harold Steves (by teleconference)

Also Present: Councillor Chak Au (by teleconference)  
Councillor Michael Wolfe (by teleconference)

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

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Planning Committee held on April 21, 2021, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

May 19, 2021, (tentative date) at 4:00 p.m. in Council Chambers

### PLANNING AND DEVELOPMENT DIVISION

- 1. OPTIONS TO SECURE MARKET RENTAL HOUSING IN NEW DEVELOPMENT AND OPTIONS TO INCREASE LOW END MARKET RENTAL (LEMR) CONTRIBUTIONS**

(File Ref. No. 08-4057-08) (REDMS No. 6650441 v. 10)



## **Planning Committee**

### **Tuesday, May 4, 2021**

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The Chair noted the following pieces of correspondence were distributed on-table:

- John Roston, Richmond Rental Housing Advocacy Group (attached to and forming part of these minutes as Schedule 1);
- David Hutniak, Landlord BC (attached to and forming part of these minutes as Schedule 2);
- Michelle Li, Richmond resident (attached to and forming part of these minutes as Schedule 3);
- Neil Chrystal, Polygon Homes Ltd. (attached to and forming part of these minutes as Schedule 4);
- Anne McMullin, Urban Development Institute (attached to and forming part of these minutes as Schedule 5); and
- Kim McInnes, Vanprop Investments Ltd. (attached to and forming part of these minutes as Schedule 6).

The Chair advised that Item No. 1 - Options to Secure Market Rental Housing in New Development and Options to Increase Low End Market Rental (LEMR) Contributions and Item No. 2 - Low End Market Rental Contribution Rate Review, are related reports and can be considered together.

Staff reviewed the proposed market rental housing policies and Low End Market Rental Contribution Rates, noting the following:

- staff have examined other market rental housing policies in other municipalities;
- proposed recommendations include (i) a new 10% market rental requirement for multi-family apartment developments with more than 60 units with an associated density bonus, (ii) increasing the Low-End Market Rental (LEMR) requirement from 10% to 15% for sites that are inside the City Centre Area Plan, (iii) updates to the LEMR cash-in-lieu rates, and (iv) a recommended community amenity contribution for townhouse development with 5 or more units and apartment developments with 5 to 60 units in lieu of constructing market rental units;
- staff are recommending that the current requirements apply to instream applications for a one-year 'grandfathering' period provided that the application achieves first reading within one year of adoption of the amendment bylaws and any new development applications received after Council's adoption of amendment bylaws is subject to the updated requirements;
- opportunities for public consultation would be available during both the open Council meeting and the Public Hearing process; and

## **Planning Committee**

### **Tuesday, May 4, 2021**

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- staff will report back to Council in two years after the program's implementation.

Discussion ensued with regard to (i) comparing the potential advantages of a variable floor area ratio (FAR) density bonus to incentivize market rental housing, (ii) reviewing the 60 unit threshold rate for market rental developer contributions, (iii) reviewing options to introduce a city-wide LEMR requirement for new developments, (iv) reviewing resident income qualification thresholds for LEMRs, (v) conducting additional consultation with community stakeholders, and (vi) calculating the potential price increases for regular market housing.

Gerry Mulholland, Rollo and Associates, project consultant, spoke on the economic analysis of the city's market rental housing, noting that residential densities and land values vary throughout the city, and as such, the analysis includes variable LEMR contribution rates, especially in higher density areas such as in the city centre.

In reply to queries from Committee, staff noted that (i) developments under the 60 unit threshold may opt to provide a cash-in-lieu contribution, however these developments will not qualify for the FAR density bonus, (ii) consultation with community stakeholders and developers were conducted, (iii) the City uses the aggregate floor area of a development as a metric for developer contributions and the LEMR and proposed market rental floor area includes only the habitable unit floor area, (iv) the proposed requirements would be the minimum contributions and developers would have the option to provide additional market rental units, (v) the proposed one-year 'grandfathering' period for instream applications would provide developers time to make appropriate adjustments, (vi) Richmond has constraints to densification such as maximum building height and water table considerations, and (vii) the City is not considering a conversion of industrial or commercial land for residential use.

John Roston, Richmond resident, referred to his submission and spoke on the economic viability of market rental development and options to incentivize such developments. Also, he expressed concern that the proposed 'grandfathering' provisions would spur a spike in development applications.

Michelle Li, Richmond resident, referred to her submission expressing that there is a high demand for affordable housing in the city and that the proposed requirements could be improved and the number of market rental developments optimized.

## Planning Committee

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Robin Glover, Polygon Homes, spoke on the proposed requirements, expressing that land prices and other variable costs such as construction costs play a significant role in determining the economic viability of a development. He expressed support for the ‘grandfathering’ provisions and that a gradual introduction of the proposed requirements would allow developers to make appropriate adjustments. He added that proposed density incentives may not offset the potential costs of the proposed requirements and there are constraints to densification such as maximum building height and water table considerations.

Discussion ensued with regard to reviewing the proposed requirements, and as a result it was directed that staff:

- provide information on the number of instream development applications;
- review a sliding-scale or variable FAR density bonus approach to market rental contributions and associated feasibility;
- examine areas in city where increasing building height and density is feasible;
- review opportunities to conduct additional consultation with community partners, developers, and residential rental groups; and
- review options to further enhance incentives to increase the supply of market rental housing.

Staff distributed a memorandum titled, “Status of Housing Referrals and Potential 2022 OCP Update”, dated April 29, 2021, from the Director, Policy Planning (attached to and forming part of these minutes as Schedule 7), and a graph of Market Rental and LEMR composition (attached to and forming part of these minutes as Schedule 8).

As a result of the discussion, it was suggested that consideration of the proposed market rental housing requirements be tabled to a future Planning Committee meeting, and the following **motion** was introduced:

It was moved and seconded

- (1) *That the staff report titled “Options to Secure Market Rental Housing in New Development and Options to Increase Low End Market Rental (LEMR) Contributions”, dated April 19, 2021, from the Director, Policy Planning; and*

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- (2) *That the staff report titled “Low End Market Rental Contribution Rate Review”, dated April 19, 2021, from the Director, Community Social Development;*

*be tabled to the June 23, 2021 Special Planning Committee.*

The question on the motion was not called as discussion ensued with regard to enhanced development incentives such as reduction of parking requirements and options to freeze the intake of applications during consideration of the proposed policy.

The question on the motion was then called and it was **CARRIED**.

**2. LOW END MARKET RENTAL CONTRIBUTION RATE REVIEW**

(File Ref. No. 08-4057-08) (REDMS No. 6623911 v. 7)

Please see pages 2 and 5 for action on this item.

**3. REFERRAL ON RENTAL AND AGE RESTRICTIONS IN FUTURE DEVELOPMENT**

(File Ref. No. 08-4105-00) (REDMS No. 6641008 v. 4)

Staff reviewed the proposed policy, noting that should it proceed, the policy would only apply to future rezoning applications of townhouse and multi-family residential developments. Staff added that no consultations has occurred with existing strata corporations as they are not subject to the policy. Staff further noted that the proposed policy will not impact the City’s regulations on short-term rentals.

It was moved and seconded

- (1) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10257, which would restrict a strata corporation from imposing rental and age restrictions in future rezoning applications for multiple family residential developments, be introduced and given first reading;*

- (2) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10257, having been considered in conjunction with:*

- (a) the City’s Financial Plan and Capital Program; and*
- (b) the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

*is hereby found to be consistent with said Program and Plans, in accordance with Section 477(3)(a) of the Local Government Act; and*

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- (3) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10257, having been considered in accordance with Section 475 of the Local Government Act and the City's Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation.*

**CARRIED**

4. **MANAGER'S REPORT**

(i) *Non-Farm Use Application – Choice School*

Staff noted that the Non-Farm Use Application for Choice School has been approved by the Agricultural Land Commission. Staff added that the related rezoning application for the subject site will be presented to Council at a future date.

(ii) *Office Stratification*

Staff have conducted initial research on the matter and will proceed to public consultation with stakeholders and the public. It is anticipated that staff will report back to Council in the third quarter this year.

**ADJOURNMENT**

It was moved and seconded  
*That the meeting adjourn (5:18 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, May 4, 2021.

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Councillor Linda McPhail  
Chair

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Evangel Biason  
Legislative Services Associate

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

Schedule 1 to the Minutes of the  
Planning Committee meeting of  
Richmond City Council held on  
Tuesday, May 4, 2021.

**Submission by the Richmond Rental Housing Advocacy Group to the Richmond Planning Committee  
Meeting on May 4, 2021.**

**Agenda Item 1: OPTIONS TO SECURE MARKET RENTAL HOUSING IN NEW DEVELOPMENT AND  
OPTIONS TO INCREASE LOW END MARKET RENTAL (LEMR) CONTRIBUTIONS**

**Summary**

We urge councillors to **refer the market rental housing policy back to staff** to address the following critical issues not adequately discussed in the staff report:

- We only have the executive summary from the consultant's report which does not include the land costs used in the calculations. As the report states, "Land costs are a key variable in the analysis."
- A higher rental housing requirement in the redevelopment of existing commercial or housing developments to add new housing on the existing land involving no additional land cost.
- Economies of scale in both construction cost and rental housing management cost that make larger percentages of rental housing financially feasible in larger developments.
- Ongoing municipal property tax reduction incentives that would make rental housing significantly more profitable using provincial legislation specifically designed for that purpose.
- Grandfathering of existing applications which would include Polygon Talisman Park and other large developments when the referral was intended to include such applications.

**Land Cost in Determining the Financial Profitability of Rental Housing**

The basic question in establishing requirements for market and below market rental housing in new developments is whether imposing those requirements would still allow the project to be profitable. As the report states, "Land costs are a key variable in the analysis," and "Recent developments that secure a high percent of rental housing are characterized as partnerships that acquired land at low or no cost, which is consistent with the findings in the consultant's analysis."

We only have the executive summary from the consultant's report which does not include the land costs used in the calculations. The consultant relied on land costs supplied by City staff and staff say only that they "reflect recent land sale transactions, and land lift for a range of building density and construction types." **In other words, the consultant used the current value of land zoned for the type of housing proposed, not the actual cost of the land to the developer which determines the actual profitability of the project.**

Staff raise the possibility that the developer paid **more** than the current land value, "owners who purchased land at values that are significantly higher than the base values would face less financially feasible redevelopment conditions." **However, no mention is made of the possibility that the developer paid less than the current land value making the project more financially feasible, exactly the situation for many potential housing development sites in the City Centre.**

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**Land Cost for Projects Adding New Housing to Existing Commercial or Housing Developments**

There should be **considerably more market rental housing required** for existing commercial or housing developments where there will be new housing above and/or beside the existing commercial or housing space on the existing land. The land cost for the new housing is zero. There are no calculations in the staff report on the profitability of rental housing where land cost is zero.

**Construction Cost and Rental Housing Management Cost Economies of Scale**

The consultant report contemplates only “a hypothetical two acre site in City Centre,” when the sites providing the most potential for rental housing are much larger. For example, the Polygon Talisman Park site is 9.6 acres. Economies of scale in both construction cost and rental housing management cost make larger percentages of rental housing financially feasible in such larger developments. There should be a sliding scale of rental housing requirements according to the size of the development.

**Property Tax Reduction Incentives for Rental Housing**

There is no discussion of the Revitalization Tax Exemption Incentives provided for in Section 226 of the Community Charter (documentation attached). This allows for a reduction lasting up to ten years in the municipal property tax of a particular new development providing affordable housing and/or residential “intensification.” This intensification is exactly what we referred to above where the project is adding new housing above and/or beside existing commercial or housing space on existing land. A reduction in property tax would be a significant incentive since it is a major component of ongoing rental housing cost.

**Grandfathering of Existing Applications**

The staff report recommends that, “Rezoning applications that are received prior to Council's adoption of the proposed amendment bylaws may be processed under the existing OCP Market Rental Housing Policy and the existing LEMR program.” The referral was initiated to formulate a policy that would apply to Polygon Talisman Park and other large developments. Any grandfathering should only apply to existing applications that involve fewer than 60 housing units.



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

**ON TABLE ITEM**

Date: May 4, 2021  
Meeting: Planning  
Item: #1

**Subject:** FW: Rental Housing Policy - Planning Committee May 4, 2021  
**Attachments:** Planning Committee Comments Supplement May 4 2021 Rental Housing Advocacy Group.pdf

**From:** John Roston, Mr <[john.roston@mcgill.ca](mailto:john.roston@mcgill.ca)>

**Sent:** May 3, 2021 6:13 PM

**To:** Hopkins, John <[JHopkins@richmond.ca](mailto:JHopkins@richmond.ca)>; McPhail, Linda <[LMcPhail@richmond.ca](mailto:LMcPhail@richmond.ca)>

**Cc:** Brodie, Malcolm <[MBrodie@richmond.ca](mailto:MBrodie@richmond.ca)>; Steves, Harold <[hsteves@richmond.ca](mailto:hsteves@richmond.ca)>; Erceg, Joe <[JErceg@richmond.ca](mailto:JErceg@richmond.ca)>; Wolfe, Michael <[MWolfe@richmond.ca](mailto:MWolfe@richmond.ca)>; McNulty, Bill <[BMcNulty@richmond.ca](mailto:BMcNulty@richmond.ca)>; Powell, Jo Anne <[JPowell@richmond.ca](mailto:JPowell@richmond.ca)>; Au, Chak <[CAu@richmond.ca](mailto:CAu@richmond.ca)>; Michelle Li (<[michelleli@shaw.ca](mailto:michelleli@shaw.ca)> <[michelleli@shaw.ca](mailto:michelleli@shaw.ca)>); Laura Gillanders (<[lauragillanders@gmail.com](mailto:lauragillanders@gmail.com)> <[lauragillanders@gmail.com](mailto:lauragillanders@gmail.com)>); CityClerk <[CityClerk@richmond.ca](mailto:CityClerk@richmond.ca)>; Day, Carol <[CDay@richmond.ca](mailto:CDay@richmond.ca)>; Loo, Alexa <[ALoo@richmond.ca](mailto:ALoo@richmond.ca)>; Maria Rantanen <[mrantanen@richmond-news.com](mailto:mrantanen@richmond-news.com)>

**Subject:** RE: Rental Housing Policy - Planning Committee May 4, 2021

**City of Richmond Security Warning:** This email was sent from an external source outside the City. Please do not click or open attachments unless you recognize the source of this email and the content is safe.

Hi John,

Thanks again for sending the Rollo Report this morning. We don't have time to go over it in detail before Planning Committee tomorrow, but we are submitting a supplement (attached) to our previous submission that uses the assumptions in the Report to show what we think is missing and necessary to know before arriving at a rental housing policy that maximizes the rental housing we so desperately need while ensuring that the project will be profitable to the developer.

Best.  
John

**From:** John Roston, Mr

**Sent:** Saturday, May 1, 2021 8:39 AM

**To:** McPhail, Linda <[LMcPhail@richmond.ca](mailto:LMcPhail@richmond.ca)>; Loo, Alexa <[ALoo@richmond.ca](mailto:ALoo@richmond.ca)>; Day, Carol <[CDay@richmond.ca](mailto:CDay@richmond.ca)>; McNulty, Bill <[BMcNulty@richmond.ca](mailto:BMcNulty@richmond.ca)>; Steves, Harold <[hsteves@richmond.ca](mailto:hsteves@richmond.ca)>  
**Cc:** Brodie, Malcolm <[MBrodie@richmond.ca](mailto:MBrodie@richmond.ca)>; Wolfe, Michael <[MWolfe@richmond.ca](mailto:MWolfe@richmond.ca)>; Au, Chak <[CAu@richmond.ca](mailto:CAu@richmond.ca)>; Michelle Li (<[michelleli@shaw.ca](mailto:michelleli@shaw.ca)> <[michelleli@shaw.ca](mailto:michelleli@shaw.ca)>); Laura Gillanders (<[lauragillanders@gmail.com](mailto:lauragillanders@gmail.com)> <[lauragillanders@gmail.com](mailto:lauragillanders@gmail.com)>); CityClerk <[CityClerk@richmond.ca](mailto:CityClerk@richmond.ca)>; Hopkins, John <[JHopkins@richmond.ca](mailto:JHopkins@richmond.ca)>; Maria Rantanen <[mrantanen@richmond-news.com](mailto:mrantanen@richmond-news.com)>

**Subject:** Rental Housing Policy - Planning Committee May 4, 2021.

Dear Councillor McPhail,

Submission attached from the Richmond Rental Housing Advocacy Group on Agenda Item 1, **OPTIONS TO SECURE MARKET RENTAL HOUSING IN NEW DEVELOPMENT AND OPTIONS TO INCREASE LOW END MARKET RENTAL HOUSING CONTRIBUTIONS**, Planning Committee meeting on May 4, 2021.

We urge councillors to **refer the market rental housing policy back to staff** to address five critical issues not adequately discussed in the staff report as outlined in our attached submission.

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(Special)

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We also ask that the Committee order the release of the full Rollo Report in addition to the executive summary included in the staff report. We have not received a reply to my email request to John Hopkins dated April 25<sup>th</sup> (below). Presumably this report was paid for with public funds. The public has a right to know how the consultant arrived at its conclusions and the data provided by the City on which it relied.

Thank you for your consideration.

Richmond Rental Housing Advocacy Group  
John Roston, Coordinator

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[john.roston@mcgill.ca](mailto:john.roston@mcgill.ca)  
12262 Ewen Avenue  
Richmond, BC V7E 6S8  
Phone: 604-274-2726

**From:** John Roston, Mr  
**Sent:** Sunday, April 25, 2021 11:12 AM  
**To:** Hopkins, John [JHopkins@richmond.ca](mailto:JHopkins@richmond.ca)  
**Cc:** 'Brodie, Malcolm' [MBrodie@richmond.ca](mailto:MBrodie@richmond.ca); 'McPhail, Linda' [LMcPhail@richmond.ca](mailto:LMcPhail@richmond.ca); 'McNulty, Bill' [BMcNulty@richmond.ca](mailto:BMcNulty@richmond.ca); 'Loo, Alexa' [ALoo@richmond.ca](mailto:ALoo@richmond.ca); 'Steves, Harold' [hsteves@richmond.ca](mailto:hsteves@richmond.ca); 'Au, Chak' [CAu@richmond.ca](mailto:CAu@richmond.ca); 'Day, Carol' [CDay@richmond.ca](mailto:CDay@richmond.ca); 'Wolfe, Michael' [MWolfe@richmond.ca](mailto:MWolfe@richmond.ca); Michelle Li ([michelleli@shaw.ca](mailto:michelleli@shaw.ca)) [michelleli@shaw.ca](mailto:michelleli@shaw.ca); Laura Gillanders ([lauragillanders@gmail.com](mailto:lauragillanders@gmail.com)) [lauragillanders@gmail.com](mailto:lauragillanders@gmail.com); 'Maria Rantanen' [mrantanen@richmond-news.com](mailto:mrantanen@richmond-news.com)  
**Subject:** Market Rental Housing Report for General Purposes Committee

Hello John,  
Congratulations on your recent appointment. I appreciate that you and your staff have been able to come up with detailed market rental and below market rental reports in record time for the General Purposes Committee meeting on May 4th. As you know, our Richmond Rental Housing Advocacy Group is devoted to maximizing the amount of rental housing, particularly in the City Centre close to mass transit.

The market rental report attaches the executive summary of the Rollo housing financial review report, but not the full report. Could you provide us with the full report so that we can understand exactly how Rollo arrives at its conclusions on the profitability of housing developments?

In particular, we all know that profitability largely depends on the cost of the land. In fact the executive summary states: "Although the analysis does indicate that projects could be viable with a stacked contribution of 15% market rental and 15% LEMR GPRA has based its viability on being able to support the lowest of land value ranges provided by the City's real estate staff."

We would like to know the land values that you provided to Rollo. Land value should be distinguished from land cost. Large landholdings in the City Centre with the highest potential for building the greatest number of rental housing units have in most cases been owned by the developer for many years and the land cost was far below the land value today. Where there are currently commercial structures on that land and the potential is to redevelop the property to add housing above and/or beside the commercial structures then the land cost of building the housing is zero. There are many such sites in the City Centre.

Given that scenario, would it not make sense to have a different market rental policy for the redevelopment of commercial properties to add housing?

Best.

John

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[john.roston@mcgill.ca](mailto:john.roston@mcgill.ca)

John Roston

12262 Ewen Avenue

Richmond, BC V7E 6S8

Phone: 604-274-2726

Fax: 604-241-4254

**Submission by the Richmond Rental Housing Advocacy Group to the Richmond Planning Committee Meeting on May 4, 2021 - Supplement re Rollo Report**

While reserving the option to verify the assumptions in the Rollo Report, we would like to know how the blanks in the chart below would be filled in using those assumptions.

1. We are adding projects where new housing is being added to existing developments on existing land so the additional land cost for the new units is zero.
2. We are also adding projects larger than 2 acres where there would be economies of scale in both construction and rental unit management cost increasing profitability.
3. Presumably there would be a lower land cost per acre for projects larger than the 2 acres specified in the report.
4. We would like to know the total number of housing units using an average unit size of 2 bedrooms @ 855 sq.ft.
5. We would like to know the maximum % of market rental units, in addition to the LEMR units, that would be supported by the land cost.

<b>City Centre (Concrete 3.0 FSR)</b>	<b>Land Area</b>	<b>Land Cost \$Millions</b>	<b># Housing Units</b>	<b>Below Market LEMR</b>	<b>Max. Market Rental</b>	<b>Strata Condo</b>
Existing Development	2 acres	\$0.00		15%	%	%
Existing Development	4 acres	\$0.00		15%		
Existing Development	6 acres	\$0.00		15%		
Vacant Land	2 acres	\$20.97		15%		
Vacant Land	4 acres			15%		
Vacant Land	6 acres			15%		
<b>Elsewhere (Wood 1.2 FSR)</b>						
Existing Development	2 acres	\$0.00		10%		
Existing Development	4 acres	\$0.00		10%		
Existing Development	6 acres	\$0.00		10%		
Vacant Land	2 acres	\$17.00		10%		
Vacant Land	4 acres			10%		
Vacant Land	6 acres			10%		

LANDLORDBC

Vancouver  
1210 - 1095 West Pender  
Vancouver BC V6E 2M6  
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Fax: 604.733.9420  
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Toll free in BC: 1-888-330-6707

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

Schedule 2 to the Minutes of the  
Planning Committee meeting of  
Richmond City Council held on  
Tuesday, May 4, 2021.

May 3, 2021

Councillor Linda McPhail  
Chair, Planning Committee  
City of Richmond  
6911 No. 3 Road  
Richmond BC V6Y 2C1

Dear Ms. McPhail:

**RE: Draft Low End Market Rental and Secured Market Rental Policies**

LandlordBC is the leading organization representing owners and managers of rental housing in BC. Our mandate is to ensure that British Columbians have access to safe, secure, and sustainable rental housing with an emphasis on private sector solutions. Copies of the City of Richmond's *Options to Secure Market Rental Housing in New Development and Options to Increase Low End Market Rental (LEMR) Contributions* and the *Low End Market Rental Contribution Rate Review* reports were recently shared with us, and we felt compelled to provide some input to support your decision-making process. Our goal is to help ensure that we create an environment that will encourage rental developers, many of whom are members of our organization, to create affordable housing for your residents.

Before we begin, we wish to applaud Council's leadership in addressing the housing crisis and staff's efforts in advancing an approach to deliver more secure rental housing

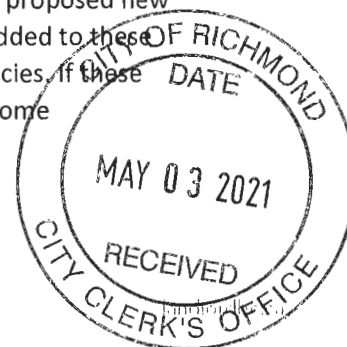
**Density Bonus and Other Incentives**

We would like to see greater densities while recognizing that staff did include a 0.1 FAR density bonus for the provision of market rental units. These projects have a life span of 60-100 years. It would be a missed opportunity to not provide higher density bonusing now or consider providing the ability for projects to transfer an enhanced FAR density bonus to other sites where it could be fully utilized. We would also encourage you to consider additional offsets. Parking spaces are a huge cost burden and negatively impact affordable construction of rental housing. It is well-documented that transit use is generally higher for renters.

**Need for Certainty**

Certainty is critical for rental builders to deliver the homes that the community needs. If the proposed new rental requirements are adopted, it will be important that additional requirements not be added to these projects, after the fact. Sites are acquired based upon stated and approved government policies. If these policies fluctuate it becomes difficult to move forward with projects as initial proformas become

PLN - 16  
(Special)



redundant. This is particularly important for projects already contemplated where grandfathering would be the appropriate course of action, in our view.

### **Allowing Builders to Combine Mandated Units into Stand-alone PBR Buildings**

We have seen this approach in other municipalities with great outcomes and would recommend that the City of Richmond consider allowing builders with several projects to combine and accumulate their obligated market rental and LEMR units under the proposed bylaw, so they can build a stand-alone purpose-built rental (PBR) building. This would allow more efficiencies in managing the rental and LEMR units.

### **Incentives for Additional PBR Units**

We are pleased that staff are proposing to retain incentives for 100% market PBR buildings and encourage the City to consider allowing additional incentives for situations where rental developers are prepared to provide more homes for the community. As noted earlier, these projects are built with a 60-100 time-horizon. We should not miss the opportunity to encourage the construction of more homes today.

We thank you for the opportunity to present these comments and for your serious consideration therein. And again, we applaud your continued efforts to deliver badly needed secure rental housing in the City of Richmond.

Yours truly,



David Hutniak  
CEO  
LandlordBC

**Subject:** FW: Rental Housing Policy

**From:** Michelle Li  
**Sent:** Monday, May 3, 2021 7:22 PM  
**To:** McPhail, Linda  
**Subject:** Rental Housing Policy

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

City of Richmond Security Warning: This email was sent from an external source outside the City. Please do not click or open attachments unless you recognize the source of this email and the content is safe.

Dear Ms. McPhail,

After reading the staff report on increasing rental housing, I was surprised by a few things. First, at the last meeting on the policy, Bill McNulty pointedly asked staff if the change in policy would apply for Lansdowne and Talisman Park and they replied in the affirmative yet the report states that it may not apply to developments "in-stream" as they will be grandfathered. Can you confirm if this is the case for these two developments?

As well, the report states that "Land costs are a key variable", yet fails to address the very real possibility that there is no or low cost lands being utilized in major developments such as Lansdowne and thus, the profitability of more rental housing is not addressed in these calculations. There is potential for many redevelopments in city centre where housing can be built on top or beside commercial spaces and this would also be the case where land values are nil or negligible.

We would like to see a sliding scale based on the number of units (as the profitability of rentals in a 200 unit development vs. 2,000 unit development is a very different scenario). 60-70% rental housing in very large developments such as Lansdowne could certainly be very profitable while also serving the community with substantial rental housing stock.

Please refer this back to staff to ensure that the report considers these issues and has more opportunity for consultation and provides a better picture of what numbers work for further increasing rental housing and ensuring profitability for the developers in these scenarios.

Thank you,

Michelle Li

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**PLN-18  
(Special)**

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



May 3, 2021

Councillor Linda McPhail  
Chair, Planning Committee  
City of Richmond  
6911 No.3 Road  
Richmond, BC  
V6Y 2C1

**Attention: Councillor Linda McPhail**

Dear Councillor McPhail

**Re: Proposed Policy to Secure Market Rental Housing and Increase Low End  
Market Rental (LEMR) Contributions**

I am writing to comment on the recently proposed policies to secure new market rental housing and increase the number of low-end market rental (LEMR) homes in the City of Richmond.

Since 1981 Polygon has successfully completed 46 projects, providing 6,682 homes within the City of Richmond. Many of these homes have been delivered as LEMR units through successful partnerships with organizations such as Richmond Kiwanis Senior Citizens Housing Society, SUCCESS, and More Than a Roof. A key factor in our decision to continue our investment in Richmond is the clear policy framework that has existed here for decades. It is with optimism in the continuation of that framework that I write to you today.

Housing affordability continues to be a critical challenge for many households in Richmond. Council's desire to explore an increase in the amount of secured market rental and LEMR housing to address the housing affordability issue is laudable. Staff are to be commended for the expedition of thorough policy proposals and for the retention of an economic consultant to provide input.





Unquestionably, the proposed policies for more secured market rental and LEMR housing supply will contribute to the overall availability of housing options within the City and help to respond to the City's low vacancy rate. It is our belief that an increased supply of all types of housing across Greater Vancouver will help to address the affordability crisis we are in today. The recommendation for a mandatory approach to secured rental housing would be one of the first in our region and demonstrate Richmond's continued leadership in innovative new ideas to address this issue.

The proposed increase of secured market rental to 10% of FAR and LEMR to 15% of FAR in the City Centre Area Plan is achievable provided that:

1. Implementation is incremental and phased in over a few years.
2. Incentives or offsets are included.
3. Grandfathering of in-stream applications is provided.

Every major policy change in the City of Richmond that has impacted the development community, such as Step Code or the original LEMR policy, has always included these three mechanisms which have encouraged, rather than stymied, advancement toward Richmond's housing goals.

#### Incremental Approach

The proposed leap from a voluntary secured market rental housing policy to a mandatory rate of 10% of FAR is significant and will impact the feasibility of many in-stream applications. Instead of a significant single jump we would recommend that these changes be phased in over time. A gradual approach may include four annual interim increases of 2.5% before arriving at the 10% target. This would provide the development industry with an opportunity to adjust to the change over time.

#### Incentives

The recommendation of a density bonus to offset the provision of secured market rental is appreciated; however, 0.1 FAR is an inadequate offset given the different valuations of rental and condominium product. Furthermore, the City of Richmond has specific challenges in accommodating increased density due to restrictions on building height. A more substantial density bonus, when put in the hands of planning staff and design professionals, would likely lead to more creative urban design solutions.

The GP Rollo report dismisses other incentives such as parking reductions, amenity relaxations, municipal fee and/or property tax reductions/waivers, reduced servicing requirements, unit size relaxations, and design relaxations as insignificant cost savings. While that may be true if each of these incentives is considered separately, but when taken collectively, they can become quite meaningful to the viability of a project.



### Grandfathering of "In-Stream" Applications

Of particular importance is the recommendation to grandfather in-stream applications.

The rezoning process of any new development can take many years with land acquisition occurring at project inception. To calculate a fair purchase price at acquisition stage, it is critical to itemize all anticipated costs and deduct them from revenue to determine a project's viability. While the development community is prepared to accept the market risks of increased construction costs or market pricing fluctuations, the cost of new policies introduced after a project makes its initial application is not reasonable, especially when the changes will have a significant negative impact on the financial outcome of the project.

The Province, the City of Richmond and many other municipalities have a long track record of grandfathering in-stream applications when significant policy changes are proposed. The grandfathering policy allows the development community to incorporate upcoming changes into their analysis of future projects and provides certainty and the transparency necessary for making significant investment decisions. We hope that Richmond Council will recognize this in evaluating the proposed policies.

Polygon shares a common goal with Council, to provide more diverse housing options to residents of Richmond. My comments are intended as constructive feedback to help achieve this goal.

Yours truly,

POLYGON HOMES LTD.



Neil Chrystal  
President & Chief Executive Officer

cc: Robin Glover, Vice President Development

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

Schedule 5 to the Minutes of the Planning Committee meeting of Richmond City Council held on Tuesday, May 4, 2021.

**Subject:**

FW: UDI Letter - Draft Market Rental and LEMR Policies

**Attachments:**

UDI Letter - Proposed Market Rental and LEMR Requirements - Richmond Planning Committee, May 4, 2021.pdf

**From:** Cassandra McColman <[cmccolman@udi.org](mailto:cmccolman@udi.org)>

**Sent:** May 3, 2021 5:20 PM

**To:** McPhail, Linda <[LMcPhail@richmond.ca](mailto:LMcPhail@richmond.ca)>; Loo, Alexa <[ALoo@richmond.ca](mailto:ALoo@richmond.ca)>; Day, Carol <[CDay@richmond.ca](mailto:CDay@richmond.ca)>; McNulty, Bill <[BMcNulty@richmond.ca](mailto:BMcNulty@richmond.ca)>; Steves, Harold <[hsteves@richmond.ca](mailto:hsteves@richmond.ca)>

**Cc:** Anne McMullin <[AMcMullin@udi.org](mailto:AMcMullin@udi.org)>; Hopkins, John <[JHopkins@richmond.ca](mailto:JHopkins@richmond.ca)>; Spencer, Cody <[CSpencer@richmond.ca](mailto:CSpencer@richmond.ca)>; Craig, Wayne <[WCraig@richmond.ca](mailto:WCraig@richmond.ca)>; CityClerk <[CityClerk@richmond.ca](mailto:CityClerk@richmond.ca)>

**Subject:** UDI Letter - Draft Market Rental and LEMR Policies

**City of Richmond Security Warning:** This email was sent from an external source outside the City. Please do not click or open attachments unless you recognize the source of this email and the content is safe.

Good afternoon Councillor McPhail,

On behalf of UDI and its members, please find attached a letter regarding the following reports on the agenda for tomorrow's Planning Committee meeting:

- *Options to Secure Market Rental Housing in New Developments and Options to Increase Low End Market Rental (LEMUR) Contributions; and the*
- *Low End Market Rental Contribution Rate Review.*

We appreciate the leadership that the City of Richmond has taken regarding rental housing and hope that you will consider our comments as you review these reports.

Regards,

**Cassandra McColman** | Manager, Policy and Research

Urban Development Institute

[cmccolman@udi.org](mailto:cmccolman@udi.org) Direct: 604.661.3032

[udi.bc.ca](http://udi.bc.ca)



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**URBAN DEVELOPMENT INSTITUTE – PACIFIC REGION**  
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Vancouver, British Columbia V6E 3S7 Canada  
T. 604.669.9585 F. 604.689.8691  
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May 3, 2021

Councillor Linda McPhail  
Chair, Planning Committee  
City of Richmond  
6911 No. 3 Road  
Richmond BC V6Y 2C1

Dear Cllr. McPhail:

***RE: Draft Low End Market Rental and Secured Market Rental Policies***

The Urban Development Institute – Pacific Region (UDI) has had the opportunity to review the *Options to Secure Market Rental Housing in New Development and Options to Increase Low End Market Rental (LEMR) Contributions* and the *Low End Market Rental Contribution Rate Review* reports. We commend Council's leadership in addressing the housing crisis and recognize staff efforts in providing an approach to deliver more LEMR homes and market rental housing in new projects. UDI does have several recommendations in the implementation of the policy that would assist our members in delivering the affordable housing that Richmond needs.

**Proposed Density Bonus and Additional Offsets**

With regard to the recommendations provided by staff to include a 0.1 FAR density bonus for the provision of market rental units, UDI appreciates the recognition that the new requirements will impact projects and that offsets are critical to allowing projects to proceed. Other local governments have offered density increases that fully offset the additional costs of inclusionary zoning policies. However, we fully understand that due to soil conditions and the YVR flight path, it is much more difficult for Richmond to provide these additional densities - although we ask that Richmond consider providing a higher density bonus. This would require more flexibility in setbacks. In addition, the City could consider providing the ability for projects to transfer the additional FAR space to other sites where it could be fully utilized.

We also recommend that the City consider additional offsets, including parking reductions to support the viability of projects. In the Metro Vancouver *2018 Regional Parking Study*, it was found that there was a substantial surplus of parking spaces in projects. In fact, the parking supply exceeded utilization by over 35%. Further, it was reported that "*Transit use is generally higher where apartment parking use is lower, especially for rental buildings.*" Parking spaces cost \$50,000 per stall. Some of our members have found that reducing parking by a reasonable number of stalls, can result in substantial savings if parkades do not require additional below-grade floors.

### **Grandfathering/Phasing**

We were pleased that staff sought an economic analysis of the policy from G. P. Rollo & Associates (GPRA), which was included in the reports. The impact of the recommended new rental requirements will be pivotal for many builders who have already purchased land based on the existing policy. It is difficult to adjust pro-formas and financial arrangements after sites have been purchased; projects may have to be deferred, or prices increased - all of which will to hinder affordability. This outcome can be avoided if projects already contemplated, can be grandfathered, and UDI supports the recommended grandfathering approach.

We ask that Council consider the advice in the GPRA Executive Summary to phase-in the policy. They suggest allowing "... *developers to make adjustments in their decision-making processes. The graduated rollout is recommended specifically because there is a wide range of land values reported by the City's real estate staff and this would allow time for expectations at the higher end of pricing to be curtailed.*" This could be accomplished by phasing-in the policy over three years.

### **Certainty and Predictability**

Regardless of the offsets provided, certainty is critical for builders to deliver the homes that Richmond needs. If the proposed new rental requirements are adopted, it will be paramount that additional rental requirements not be added to projects. Our members and non-profit builders purchase sites based on stated and approved government policies. If these policies fluctuate and there is no certainty, it becomes difficult to move forward with projects because builders will not know what their costs will be, which makes it difficult to determine what an appropriate price is for redevelopment sites.

UDI is pleased that staff will be issuing an updated bulletin should the proposal be approved by Council. There are a number of issues that require clarification - especially with regard to how the space requirements for the LEMR and market rental housing units will be calculated. UDI would be pleased to work with staff on this through our Liaison Committee. Because of the need for certainty and predictability, UDI also supports staff's recommendations to increase the annual in-lieu contributions to reflect inflation to avoid substantial and surprise future increases in the rates.

### **Allowing Builders to Combine Mandated Units into Stand-alone PBR Buildings**

UDI also recommends that the City consider allowing builders with several projects to combine and accumulate their obligated market rental and LEMR units under the proposed By-law, so they can build a stand-alone purpose-built rental (PBR) building. This would allow more efficiencies in managing the rental and LEMR units. In the staff reports, they note one of the achievements of the City's affordable housing policy is "*More than 600 affordable housing units in standalone affordable housing buildings. Examples of this approach include Storeys, Kiwanis Towers ...*"

### **Other PBR Incentives**

We are pleased that the proposal intends to retain the incentives for 100% market PBR buildings. There may also be projects where builders would be prepared to substantially increase the number of market rental units in a project. We ask that the City consider allowing additional incentives for those units. For example, there was a provision for an

*"undefined amount of bonus density on a site specific basis for projects that provide additional rental housing to address community need."* We ask that this continues as well.

Although UDI is supportive of several elements in the recommended approach, it would be difficult for our members to meet the higher inclusionary zoning targets of the other options outlined in the reports – without substantially increasing the incentives, grandfathering and phasing of the policy. As noted by GPRA if the inclusionary zoning rates increased to 15% market rental and 15% (Option 3) LEMR, viability would be compromised for *"... significant number of properties in the City that may trade for well above the lowest values indicated and as such our recommendation is intended to reflect this reality."* The other Option that was reviewed would be even more challenging.

This is especially true because the policy is also being introduced in the context of other potential requirements. It's noted in reports to Council that *"... there are other referrals that staff are reviewing which relate to nonresidential space (e.g. , non-profit space needs) that may also impact the financial feasibility for multiple-family development."*

We ask that Planning Committee consider the implementation recommendations provided in this letter while evaluating the proposed market rental and LEMR policy. UDI looks forward to working collaboratively with Richmond in delivering more affordable homes for City residents as well as other issues.

Yours sincerely,



Anne McMullin  
President and CEO

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

Schedule 6 to the Minutes of the Planning Committee meeting of Richmond City Council held on Tuesday, May 4, 2021.

**Subject:** FW: May 4th Planning Committee Agenda Item #1 Draft Policies - Options to Secure Market Rental Housing and Options to Increase LEMR Contributions  
**Attachments:** 210503 Vanprop letter to Planning Ctte FINAL.pdf

**From:** Pansy <[pansy@vanpropinvestments.com](mailto:pansy@vanpropinvestments.com)>

**Sent:** May 3, 2021 1:18 PM

**To:** CityClerk <[CityClerk@richmond.ca](mailto:CityClerk@richmond.ca)>

**Subject:** May 4th Planning Committee Agenda Item #1 Draft Policies - Options to Secure Market Rental Housing and Options to Increase LEMR Contributions

**City of Richmond Security Warning:** This email was sent from an external source outside the City. Please do not click or open attachments unless you recognize the source of this email and the content is safe.

Good afternoon,

Please find attached Vanprop's letter to the Mayor and Councilors in response to the proposed draft policies to secure Market Rental Housing and options to increase LEMR contributions to be presented at the May 4<sup>th</sup> Planning Committee as part of Agenda item #1.

Sincerely,

PANSY HUI  
Communications & Office Manager

VANPROP

355 – 601 W Cordova Street  
Vancouver, BC V6B 1G1  
Office: 604 398 6033  
Cell: 604 809 4946  
[lansdownedistrict.com](http://lansdownedistrict.com)



PLN 26  
(Special)

VANPROP

May 3<sup>rd</sup>, 2021

City of Richmond Mayor and Councilors  
City of Richmond  
6911 No. 3 Road  
Richmond, BC V6Y 2C1

Dear Planning Committee and Richmond City Council,

**RE: Draft Policies - Options to Secure Market Rental Housing and Options to Increase Low End Market Rental Contributions (Agenda Item #1)**

Vanprop Investments ("Vanprop"), as long-time owners, operators, and now the master planner of the redevelopment of Lansdowne Centre recognizes the importance of creating a complete and inclusive community, and how these vital components are integral to the ongoing success and health of our growing a vibrant City Centre.

Over the past number of years that we have been progressing the design for Lansdowne District, through our engagement with the public, staff, and Council, we have worked to highlight the numerous community benefits, such as parks, community space, shops, offices, and infrastructure our project will deliver. All of which will be accompanied by a host of new homes in various sizes and tenures – suitable for all Richmond residents to live, work, and play.

Vanprop understands the City's desire to create more affordable housing options in Richmond and we recognize the development community's role in supporting this objective. However, without support the development industry cannot solely bear this responsibility on our own. The challenge we have with the City of Richmond's newly suggested policy to secure market rental housing and increase low end market rental housing ("LEMR"), is that we as the development community, are being asked to do more without having been given the necessary tools by local government to deliver on the policy objectives being proposed.

During your consideration of the proposed policy amendments, Vanprop would ask Planning Committee and Council to also consider the potential implications these amendments could have on the ultimate delivery of complex projects such as Lansdowne District.

Vanprop agrees that there is a need to address Richmond's current housing pressures. We ask that Council consider revising the proposed policy amendment to include more supportive measures to help facilitate the delivery of more affordable housing so this objective can be

## VANPROP

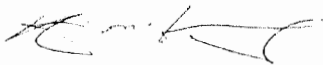
realized. Without significant incentives, the ability to deliver other much needed community amenities will be negatively impacted.

Considering this, Vanprop would recommend that the City revise its policy to include more supportive measures to help facilitate the delivery of more affordable housing. Most importantly, a more meaningful density bonus provision to offset the financial impacts of the increased LEMR and Market Rental requirements.

Other ways to support the development of Market Rental and LEMR housing would be to encourage the consolidation of affordable housing in a single building facilitating more efficient delivery and operations, allow for increased design flexibility, relax height restrictions, and consider reducing fees for Affordable and Market Rental housing components. Ultimately a smooth transition to a successful affordable housing policy should be supported by strong grandfathering provisions.

Vanprop has been and will continue to be an active and engaged member of the Richmond community. Over the past 30 years, we have had a long history working with both the City and serving the community. We look forward to continuing our work together towards building a stronger, more vibrant Richmond City Centre.

Sincerely,



Kim McInnes  
CEO, Vanprop Investments Ltd.



Schedule 7 to the Minutes of the Planning Committee meeting of Richmond City Council held on Tuesday, May 4, 2021.



**City of  
Richmond**



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

**Memorandum**

Planning and Development Division  
Policy Planning

**To:** Mayor and Councillors  
**From:** John Hopkins, MCIP, RPP  
Director, Policy Planning  
**Date:** April 29, 2021  
**File:** 08-4057-08/2021-Vol 01  
**Re:** **Status of Housing Referrals and Potential 2022 OCP update**

The purpose of this memorandum is to provide Council with a copy of the full report from G.P. Rollo on the financial feasibility analysis for the Low End Market Rental (LEMR) program and a proposed market rental housing program.

A 1-page executive summary of this report is attached to a staff report entitled "Options to Secure Market Rental Housing in New Development and Options to Increase Low End Market Rental (LEMR) Contributions", dated April 19, 2021, from the Director, Policy Planning which is on the May 4, 2021 Planning Committee agenda.

Some members of the public have requested copies of the full report from G.P. Rollo. As a result, staff intend to release the full report from G.P. Rollo to those who request it beginning Monday, May 3, 2021.

If you have any questions related to this memorandum, please contact me at 604-276-4279.

John Hopkins, MCIP, RPP  
Director, Policy Planning

JH:cas

Att. 1: Housing Program Financial Review dated April 27, 2021 by G.P. Rollo & Associates

cc: Joe Erceg, General Manager, Planning & Development  
Wayne Craig, Director, Development  
Kim Somerville, Director, Community Social Development  
Diana Nikolic, Senior Planner/Urban Design  
Cody Spencer, Program Manager, Affordable Housing

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**City of Richmond Housing Program Financial Review, Executive Summary**

G. P. Rollo & Associates (GPRA) has been retained by the City of Richmond (the City) to prepare an analysis to complete a financial review of two City Housing programs:

- The Low End Market Rental (LEMR) housing program; and
- A proposed market rental housing program, which would require a minimum floor area allocation for market rental as part of private market condominium developments.

Specifically, the City has requested assistance in ensuring the program parameters are financially feasible and appropriate relative to current market conditions and needs.

GPRA has completed this analysis and has the following to report:

1. **Rental Survey:** We found that the median rental rate for units listed for rent were around \$2.70 per square foot, with that translating to an average monthly rent of \$2,300 for a two bedroom 855 square foot unit and require a household income of at least \$88,200 a year to meet CMHC guidelines for affordability. Purpose built rental buildings only had Studio to two bedroom units which were smaller on average than the listings on the web and thus resulted in smaller monthly rents for tenants, and we note that there is generally an inverse relationship between unit size and rent per square foot (i.e. as units increase in size the rental rate per square foot goes down and vice versa). This in part explains the lower rental rate outside City Centre as units in wood frame tend to be somewhat larger than concrete units.
2. **Economic Analysis of Variable Mixes of Market Rental and LEMR:** GPRA prepared proforma analysis to determine the land values that could be supported by a hypothetical two acre site in City Centre developed in concrete at 3.0 FSR and in wood frame at 2.0 FSR, and townhouse at 1.2 FSR, as well as outside City Centre in wood frame at 1.2 FSR with 10%, 15%, 20%, 50%, and 100% of the residential floor area rented at the median market rent identified through our survey. Our analysis indicates that the City could require 15% of the gross building area for market rentals if LEMR requirements do not change. With an increase in built LEMR requirements to 15% GPRA recommends requiring no more than 10% of the gross building area for market rentals. Although the analysis does indicate that projects could be viable with a stacked contribution of 15% market rental and 15% LEMR GPRA has based its viability on being able to support the lowest of land value ranges provided by the City's real estate staff. As such we have concerns that there are a significant number of properties in the City that may trade for well above the lowest values indicated and as such our recommendation is intended to reflect this reality. To recommend otherwise would risk pushing many developments into being economically unfeasible at this time.
3. **Impact Mitigation:** In general, best practices would be to inform builders and developers early in advance of proposed changes and to grandfather in-stream applications and consider a graduated roll out to allow for developers to make adjustments in their decision making processes. The graduated rollout is recommended specifically because there is a wide range of land values reported by the City's real estate staff and this would allow time for expectations at the higher end of pricing to be curtailed. GPRA is of the opinion that there is little the City can do to significantly improve the economics of private developments through fees waivers or reductions.
4. **Potential to Increase LEMR Cash-In-Lieu Rates, introduce MR CIL:** GPRA prepared economic analysis using current market revenues and costs to determine the Cash-In-Lieu rate for LEMR that would be the equivalent to providing built LEMR units. GPRA suggests that the City consider increasing rates to \$12 per square foot for townhouses and \$15 per square foot for apartments. These increases are close to a 50% increase over current rates for townhouses and wood frame apartments and thus we suggest that the single family rate be increased from \$4 to \$6 per square foot. Additional analyses have been prepared to estimate the equivalent CIL rates should the City increase built LEMR requirements from 10% to either 15% or 20%. GPRA has also prepared analysis for a CIL for a 10% market rental requirement with recommended rates of \$3.50 for wood frame apartments and \$1.75 per square foot buildable for townhouses in City Centre, and \$2.00 for wood frame apartments and \$1.75 per square foot buildable for townhouses Outside City Centre.

April 27, 2021

Cody Spencer  
Program Manager, Affordable Housing  
City of Richmond  
6911 No. 3 Road Richmond, BC, V6Y 2C1

**Re: Housing Program Financial Review**

G. P. Rollo & Associates (GPRA) has been retained by the City of Richmond (the City) to prepare an analysis to complete a financial review of two City Housing programs:

- The Low End Market Rental (LEMR) housing program; and
- A proposed market rental housing program, which would require a minimum floor area allocation for market rental as part of private market condominium developments.

Specifically, the City has requested assistance in ensuring the program parameters are financially feasible and appropriate relative to current market conditions and needs.

GPRA has completed this analysis and has the following to report:

1) Rental market survey:

GPRA conducted research to identify the current median rental rates for private market rental units and rented condominium units less than 10 years old in the City, both within City Centre and outside City Centre. Our research consisted of interviews with the building managers of 3 purpose built rental building completed within the last 10 years as well as a web search of current listings of apartments for rent in the City.

**TABLE 1: Survey of Rental Rates per Square Foot in Richmond**

	Park Residences	Camelia	Riverport Flats	Web Search
Studio (low)	\$2.44	\$3.05	\$2.13	-
Studio (high)	\$2.89	\$3.14	\$2.82	-
One Bed (low)	\$2.70	\$2.28	\$2.96	\$2.57
One Bed (high)	\$2.91	\$2.70	\$3.04	\$4.18
Two Bed (low)	\$2.50	\$2.26	\$2.50	\$2.11
Two Bed (high)	\$2.70	\$2.26	\$2.50	\$3.01
Three Bed (low)	-	-	-	\$2.32
Three Bed (high)	-	-	-	\$2.85

We found that the median rental rate for units listed for rent were around \$2.70 per square foot, with that translating to an average monthly rent of \$2,300 for a two bedroom 855 square foot unit and require a household income of at least \$88,200 a year to meet CMHC guidelines for affordability. The purpose built rental buildings only had Studio to two bedroom units which were smaller on average than the listings on the web and thus resulted in smaller monthly rents for tenants, with the lowest being Riverport Flats that had studio units renting for \$800 per month and would require an annual income of \$34,200. Rents were lower outside City Centre (closer to \$2.50 per square foot) and we note that there is generally an inverse relationship between unit size and rent per square foot (i.e. as units increase in size the rental

rate per square foot goes down and vice versa). This in part explains the lower rental rate outside City Centre as units in wood frame tend to be somewhat larger than concrete units.

2) Economic Analysis of wood frame and concrete developments with variable components of market rental and LEMR:

The analysis is focused on determining the maximum a developer could pay for the hypothetical site to be developed at the density indicated with requirements that they provide varying portions of the built area for market rentals and still contribute built Low End Market Rentals (LEMR) or a cash-in-lieu (CIL) for projects smaller than 60 units and still achieve an acceptable return on their investment. The analysis takes revenues as a given, based on market research into current pricing for strata units in the City that are comparable to that being modeled and the rental pricing indicated by the research and the City's LEMR rental rates. Hard costs have been taken from published information from Altus<sup>1</sup> while soft costs are derived from research into consultant cost, municipal and other regulatory agency fees and charges, and standard development costs. Interest costs are based on current costs for financing projects and estimated duration of development and marketing. An allowance is made for a profit on all project costs (15% for the strata portion of the project weighted to reflect the proportionate share of the building represented by strata, while the rental components contribute to the overall revenue based on a valuation estimated using a 3.5% Cap Rate for disposition). The land value supported is the maximum which allows the project to achieve that minimum return on costs and thus keeps the project viable to investors and financiers.

GPRA were asked to identify the potential lift in land value compared to a base land value for development sites. This required an estimate of that "base value," which we requested the City's real estate department to provide based on recent land sales transactions. What they indicated was that lands for development at:

- higher densities (concrete high rise) ranged from \$241 per square foot of land to \$710, or \$20.97 million to \$61.89 million for a 2 acre parcel;
- medium densities (wood frame low rise) ranged from \$195 to \$350, or \$17 million to \$30.46 million for a 2 acre parcel;
- lower densities (townhouse) ranged from \$59.50 to \$289.50, or \$5.18 million to \$25.22 million.

Land Lift conceptually is an estimate of how the value of a parcel of land changes with an increase in density or a change in zoning which permits a change from one use to (presumably) a more profitable use. To estimate this GPRA takes the land value supported by the proforma exercise (methodology indicated above) for a specific density and mix of uses/tenures in the development specified for that scenario and subtracts the base land value estimate provided by the City's real estate staff. Ostensibly these base values indicate the minimum land value one could potentially acquire a parcel for that already has zoning/density in place. In order to understand the actual lift for a specific project one would need to make an assessment of what the base value is, either through a proforma exercise, and appraisal, or through the assessed value from the BC Assessment Authority (BCAA). This value can vary depending on a variety of factors, including current zoning and conditions, and whether assumptions are made about the likelihood of rezoning or redevelopment in the case of BCAA.

<sup>1</sup> GPRA requested comment from Altus on costs for wood frame construction higher than 6 storeys but had not received an answer at the time this report was prepared.

GPRA was also asked to assess each of the scenarios analyzed in terms of the financial difficulty to investors, ranked on a scale of 1 to 5:

1. indicates that the project is very challenging, generally not supporting any land value;
2. indicates that the project is challenging, supporting a land value lower than base values for land for that density reported by the City's real estate staff;
3. indicates that a developer is likely neutral, largely due to the land value supported being very close to the base reported by City real estate staff;
4. indicates most developers would view the project as feasible, with land value sufficiently higher than the base value reported by the City's real estate staff;
5. indicates a high degree of feasibility, with a supported land value beyond the median value reported by the City's real estate staff.

#### Market Rental Analysis:

GPRA prepared proforma analysis to determine the land values that could be supported by a hypothetical two acre site in City Centre developed in concrete at 3.0 FSR and in wood frame at 2.0 FSR, as well as outside City Centre in wood frame at 1.2 FSR with 10%, 15%, 20%, 50%, and 100% of the residential floor area rented at the median market rent identified in the previous Task as \$2.70 per square foot for concrete units and \$2.65 per square foot for wood frame units in City Centre and \$2.60 per square foot for wood frame units outside City Centre. An analysis of townhouse at a density of 1.2 FSR in City Centre under the same parameters has also been prepared with the one difference that LEMR contributions are modeled as a CIL at current City rates rather than built units. Please note that all analysis of market rentals utilizes both the City's current policy providing a 0.1 FSR bonus in density for market rentals (applied to the entire site, but the entirety of the bonus must be utilized as market rental space) as well as the policy requiring built LEMR units at 10% of GBA or a CIL payment for projects less than 60 units unless otherwise indicated.

City Centre, Concrete: The analysis indicates that there is potential to request up to 20% market rental from developments at 3.0 FSR (plus 0.1 FSR bonus density yielding an effective density of 3.1 FSR) in City Centre before it becomes entirely unfeasible for developers to achieve returns that would enable them to finance projects. This density yields 316 total apartment units based on our assumptions of average unit size. The breakdown of strata, market, and LEMR units varies with the composition required by each scenario.

**TABLE 2: Market Rental Analysis, Concrete Construction in City Centre at 3.0 FSR**

	10% MR	15% MR	20% MR	50% MR	100% MR
Concrete	Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5
Supported Land Value	\$30,318,198	\$28,103,840	\$25,790,416	\$9,565,048	-\$7,605,916
Value per sq.ft. of land	\$348.01	\$322.59	\$296.03	\$109.79	-\$87.30
Financial Difficulty (1 -5)	4	4	3	1	1
Lift (to base City Reported Value)	\$9,345,800	\$7,131,443	\$4,818,018	-\$11,407,350	-\$28,578,314

Financial difficulty scale (1: very challenging, 2: challenging, 3: neutral, 4: feasible, 5: very feasible)

Base land value used for comparison = \$20.97 million for a 2 acre parcel

Scenarios 1 and 2 with 10% and 15% market rentals support a land value of \$348 and \$323 per square foot of land which are well above the base value of \$241 the City's real estate department has indicated land trades at (resulting in the ranking of 4 for each of these on the financial difficulty scale). However, Scenario 3 is moderately close to that base value at \$296 which is why it has been ranked at 3, indicating neutral difficulty, and Scenarios 4 and 5 support a land value significantly below that base and as such are

considered to be unviable. It is important to keep in mind that the base value reported does not represent the continuum of land sales in City Centre for development of residential and to be cognizant that there may be developers who have acquired land for values significantly higher than this base value and for them it may not be financially feasible to provide 20% market rentals, or perhaps even 10%. We will discuss this more later in the report.

City Centre, Wood Frame: The analysis indicates that there is potential to request up to 20% market rental from developments at 2.0 FSR (plus 0.1 FSR in bonus density in return for market rental, yielding an overall density of 2.1 FSR) in wood frame in City Centre before it becomes entirely unfeasible for developers to achieve returns that would enable them to finance projects. This density yields 201 total apartment units based on our assumptions of average unit size. The breakdown of strata, market, and LEMR units varies with the composition required by each scenario.

**TABLE 3: Market Rental Analysis, Wood Frame Construction City Centre at 2.0 FSR**

	10% MR	15% MR	20% MR	50% MR	100% MR
Wood Frame, City Centre	Scenario 6	Scenario 7	Scenario 8	Scenario 9	Scenario 10
Supported Land Value	\$21,722,791	\$20,847,469	\$19,933,669	\$13,645,631	\$7,107,949
Value per sq.ft. of land	\$249.34	\$239.30	\$228.81	\$156.63	\$81.59
Financial Difficulty (1 -5)	4	4	3	1	1
Lift (to base City Reported Value)	\$4,723,936	\$3,848,615	\$2,934,815	-\$3,353,223	-\$9,890,906

Financial difficulty scale (1: very challenging, 2: challenging, 3: neutral, 4: feasible, 5: very feasible)

Base land value used for comparison = \$17 million for a 2 acre parcel

As with the concrete scenario the land values supported with 10% and 15% market rentals is sufficiently higher than the base value from real estate that GPRA considers them feasible, while 20% is much closer to that base value which leads to the neutral score on development feasibility. As with the concrete example the viability disappears at higher concentrations of market rental in a project.

Outside City Centre, Wood Frame: The analysis indicates that there is potential to request up to 10% market rental from developments at 1.2 FSR (plus 0.1 FSR in bonus density in return for market rental, yielding an overall density of 1.3 FSR) in wood frame outside City Centre before it becomes entirely unfeasible for developers to achieve returns that would enable them to finance projects. This density yields 130 total apartment units based on our assumptions of average unit size. The breakdown of strata, market, and LEMR units varies with the composition required by each scenario. GPRA has been asked to specifically comment on the breakdown at this density, however, and notes that only viable scenario (Scenario 6a) yields 100 strata units, 15 market rentals and 15 LEMR units (the 15 LEMR units remain constant for this specific set of scenarios), while Scenario 7a has 22 market rentals, Scenario 8a 30 market rentals, Scenario 9a 75 market rentals, and Scenario 10a 115 market rentals.

**TABLE 4: Market Rental Analysis, Wood Frame Construction outside City Centre at 1.2 FSR**

	10% MR	15% MR	20% MR	50% MR	100% MR
Wood Frame, Outside City Centre	Scenario 6a	Scenario 7a	Scenario 8a	Scenario 9a	Scenario 10a
Supported Land Value	\$17,345,954	\$16,722,974	\$16,084,653	\$11,776,684	\$7,420,181
Value per sq.ft. of land	\$199.10	\$191.95	\$184.63	\$135.18	\$85.17
Financial Difficulty (1 -5)	3	2	2	1	1
Lift (to base City Reported Value)	\$347,100	-\$275,880	-\$914,202	-\$5,222,171	-\$9,578,674

Financial difficulty scale (1: very challenging, 2: challenging, 3: neutral, 4: feasible, 5: very feasible)

Base land value used for comparison = \$17 million for a 2 acre parcel

Unlike the other scenarios the supported land value for 10% market rentals is relatively close to the base value from real estate that GPRA considers this scenario feasible, while viability disappears at higher

concentrations of market rental in a project. It is our belief that this is primarily because a density of 1.2 FSR is lower than developers would most likely seek in order to consider pursuing an apartment project outside City Centre. In support of this, GPRA conducted sensitivity analysis looking at wood frame outside City Centre at a 2.0 FSR and found that the viability was very similar to that of wood frame in City Centre and we speculate that this would be true for densities between 1.5 and 2.0 FSR that GPRA believes are more likely densities developers would seek for new wood frame developments outside City Centre.

City Centre, Townhouse: The analysis indicates that there is potential to request up to 50% market rental from developments at 1.2 FSR (plus 0.1 FSR in bonus density in return for market rental yielding an overall density of 1.3 FSR) townhouse in City Centre before it becomes entirely unfeasible for developers to achieve returns that would enable them to finance projects. However, in GPRA's opinion there is a great deal of uncertainty regarding the amount of land that would trade at the low end base value of \$59.50 and would suggest consistency with other analysis indicating 20% as a target.

TABLE 5: Market Rental Analysis, Townhouse Construction, City Centre at 1.2 FSR

	10% MR	15% MR	20% MR	50% MR	100% MR
Townhouse Scenario 11	Scenario 12	Scenario 13	Scenario 14	Scenario 15	
Supported Land Value	\$16,264,700	\$15,738,599	\$15,003,008	\$10,285,091	\$1,249,420
Value per sq.ft. of land	\$186.69	\$180.65	\$172.21	\$118.06	\$14.34
Financial Difficulty (1 -5)	4	4	4	3	1
Lift (to base City Reported Value)	\$11,081,931	\$10,555,831	\$9,820,239	\$5,102,322	-\$3,933,349

Financial difficulty scale (1: very challenging, 2: challenging, 3: neutral, 4: feasible, 5: very feasible)

Base land value used for comparison = \$5.18 million for a 2 acre parcel

#### Low End Market Rental Analysis:

GPRA has prepared proforma analysis to determine the land values that could be supported by a hypothetical two acre site in City Centre developed in concrete at 3.0 FSR and outside City Centre in wood frame at 2.0 FSR with the current 10% requirement and then 15% and 20% of the residential floor area rented at current LEMR rates:

- Bachelor LEMR: \$811/month
- One Bedroom LEMR: \$975/month
- Two Bedroom LEMR: \$1,218/month
- Three Bedroom LEMR: \$1,480/month

**TABLE 6: LEMR Analysis, Concrete and Wood Frame In City Centre and Wood Frame Outside City Centre**

	10% LEMR	15% LEMR	20% LEMR
Concrete	Scenario 16a	Scenario 16c	Scenario 16d
Supported Land Value	\$32,731,196	\$28,942,303	\$24,979,751
Value per sq.ft. of land	\$375.70	\$332.21	\$286.73
Financial Difficulty (1 -5)	4	4	3
Lift (to base City Reported Value)	\$11,758,799	\$7,969,906	\$4,007,353
Wood Frame	Scenario 17a	Scenario 17c	Scenario 17d
Supported Land Value	\$21,626,298	\$19,556,948	\$17,495,516
Value per sq.ft. of land	\$248.24	\$224.48	\$200.82
Financial Difficulty (1 -5)	4	4	3
Lift (to base City Reported Value)	\$4,627,444	\$2,558,094	\$496,662
Wood Frame, Outside City Centre	Scenario 6b	Scenario 6b (2)	Scenario 6b (3)
Supported Land Value	\$17,128,619	\$15,844,807	\$14,524,152
Value per sq.ft. of land	\$196.61	\$181.87	\$166.71
Financial Difficulty (1 -5)	3	1	1
Lift (to base City Reported Value)	\$129,764	-\$1,154,047	-\$2,474,702

Financial difficulty scale (1: very challenging, 2: challenging, 3: neutral, 4: feasible, 5: very feasible)

Base land value used for comparison: Concrete = \$20.97 million for a 2 acre parcel; Wood Frame = \$17 million for a 2 acre parcel

City Centre, Concrete & Wood Frame: The analysis indicates that could be potential to request up to 20% LEMR units as an in-kind contribution from concrete developments at 3.0 FSR in City Centre and wood frame at 2.0 FSR before it becomes unfeasible for developers to achieve returns that would enable them to finance projects.

However, at 20% with updated LEMR rental rates the supported land value is very close to the base value for land in City Centre and likely would push many developers and land holders into deeming it unfeasible.

Outside City Centre, Wood Frame: The analysis indicates that there is not potential to request more than the current 10% LEMR units from developments at 1.2 FSR in wood frame outside City Centre without it being unfeasible for developers to achieve returns that would enable them to finance projects.

At that, the 10% built LEMR the supported land value is very close to the base value for land outside City Centre for wood frame development, and likely would challenge many developers to try and make it economically viable. It is our opinion that the reasons for this are twofold: first, the density of 1.2 FSR is likely lower than required for developers and a more likely density we would expect developers to seek would be between 1.5 and 2.0 FSR; second, it is possible that land might be acquired outside City Centre for values less than the base indicated by the City's real estate staff, perhaps more in line with the values that were assigned to townhouse lands.



Stacked Contribution Analysis:

GPRA has prepared proforma analysis to determine the land values that could be supported by a hypothetical two acre site in City Centre developed in concrete at 3.0 FSR and wood frame at 2.0 FSR (plus the 0.1 FSR bonus density) and outside City Centre in wood frame at 1.2 FSR (plus the 0.1 FSR bonus density) with a mix of “stacked” contributions ranging from a mix of market and LEMR from 20% to 30% of the GBA. Scenarios analyzed were:

- comprised of 10% of floor area rented at median market rents identified previously and an additional 20% of floor area rented at current LEMR rents (at 1.2 FSR = 130 total units with 84 strata/15 MR/31 LEMR);
- comprised of 10% of floor area rented at median market rents identified previously and an additional 15% of floor area rented at current LEMR rents (at 1.2 FSR = 130 total units with 92 strata/15 MR/23 LEMR);
- comprised of 15% of floor area rented at median market rents identified previously and an additional 15% of floor area rented at current LEMR rents (at 1.2 FSR = 130 total units with 84 strata/23 MR/23 LEMR);
- comprised of 5% of floor area rented at median market rents identified previously and an additional 15% of floor area rented at current LEMR rents (at 1.2 FSR = 130 total units with 99 strata/8 MR/23 LEMR);
- comprised of 5% of floor area rented at median market rents identified previously and an additional 20% of floor area rented at current LEMR rents (at 1.2 FSR = 130 total units with 91 strata/8 MR/31 LEMR)

This analysis indicates that this “stacked” contribution is marginally feasible in either concrete or wood frame in City Centre, but unfeasible outside City Centre:

**TABLE 7: Stacked Analysis**

	10%MR + 20%LEMR	10%MR + 15%LEMR	15%MR + 15%LEMR	5%MR + 15%LEMR	5%MR + 20%LEMR
<b>Concrete</b>	<b>Scenario 18a</b>	<b>Scenario 18b</b>	<b>Scenario 18c</b>	<b>Scenario 18d</b>	<b>Scenario 18e</b>
Supported Land Value	\$21,657,003	\$26,076,707	\$23,730,424	\$28,307,905	\$24,034,623
Value per sq.ft. of land	\$248.59	\$299.32	\$272.39	\$324.93	\$275.88
Financial Difficulty (1 -5)	3	4	3	4	3
Lift (to base City Reported Value)	\$684,605	\$5,104,309	\$2,758,026	\$7,335,507	\$3,062,226
	10%MR + 20%LEMR	10%MR + 15%LEMR	15%MR + 15%LEMR	5%MR + 15%LEMR	5%MR + 20%LEMR
<b>Wood Frame</b>	<b>Scenario 19a</b>	<b>Scenario 19b</b>	<b>Scenario 19c</b>	<b>Scenario 19d</b>	<b>Scenario 19i</b>
Supported Land Value	\$17,102,483	\$19,426,806	\$18,508,826	\$18,508,826	\$18,047,655
Value per sq.ft. of land	\$196.31	\$222.99	\$212.45	\$212.45	\$207.16
Financial Difficulty (1 -5)	3	3	3	3	3
Lift (to base City Reported Value)	\$103,629	\$2,427,952	\$1,509,972	\$1,509,972	\$1,048,800
	10%MR + 20%LEMR	10%MR + 15%LEMR	15%MR + 15%LEMR	5%MR + 15%LEMR	5%MR + 20%LEMR
<b>Wood Frame, Outside City Centre</b>	<b>Scenario 19e</b>	<b>Scenario 19f</b>	<b>Scenario 19g</b>	<b>Scenario 19h</b>	<b>Scenario 19j</b>
Supported Land Value	\$14,467,321	\$15,927,447	\$15,278,959	\$16,560,477	\$15,131,596
Value per sq.ft. of land	\$166.06	\$182.82	\$175.38	\$190.09	\$173.69
Financial Difficulty (1 -5)	1	1	1	1	1
Lift (to base City Reported Value)	-\$2,531,533	-\$1,071,408	-\$1,719,895	-\$438,377	-\$1,867,258

Financial difficulty scale (1: very challenging, 2: challenging, 3: neutral, 4: feasible, 5: very feasible)

Base land value used for comparison: Concrete = \$20.97 million for a 2 acre parcel; Wood Frame = \$17 million for a 2 acre parcel

The supported land values for the wood frame outside City Centre are lower than the base value indicated by the City for land for development. As indicated above, GPRA believes that the density of 1.2 FSR is likely too low to support land values indicated by the City's real estate staff for wood frame development. However, if we assume that land could be acquired for values closer to that indicated for townhouses the wood frame scenarios outside City Centre would demonstrate similar viability to the wood frame in City Centre. As with the initial Market Rental analysis GPRA also believes that a density of 1.2 FSR used in the analysis for wood frame outside City Centre may be lower than developers would seek and that higher densities between 1.5 and 2.0 FSR in wood frame would deliver results comparable to the wood frame analysis in City Centre at 2.0 FSR.

### 3) Impact Mitigation:

GPRA has been asked to comment on potential approaches to mitigating the impacts from greater rental housing contribution requirements on in-stream and future developments. In general, best practices would be to inform builders and developers early in advance of proposed changes and to grandfather in-stream applications. Additional considerations would be to consider a phased increase approach, wherein over a period of time to be determined new requirements would be introduced at reduced rates for a period of time before rising to either an intermediate rate or to the final new rate. These measures allow for developers to plan accordingly and to adjust their internal financial analysis of projects to reflect the City's new requirements. It will also allow time for land owners to be educated on how this would impact the speculative value of their property and potentially curb rises in the values that land trades at in the City.

An example of a potential phased rollout might be if Council were to adopt changes in requirements for LEMR and Market Rental by mid 2021, the City might target these new requirements to take effect January 1, 2022. All applications received prior to January 1, 2022 would be subject to current requirements. Any applications received after January 1, 2022 might be required to contribute 50% of whatever the increase in requirements is currently (i.e. if LEMR were currently 10% going to 20%, a developer applying January 1, 2022 would be required to provide 15% built units). This intermediate period could continue for 6 months so that by June 1, 2022 any new applications would be required to meet either another intermediate requirement, or the entirety of the new requirement adopted mid-2021, giving them a full year to make adjustments as required.

Often there is pressure from the development community to seek aid from the City to offset requirements for rental housing, with requests ranging from tax abatement, to permit fee waivers, to DCC waivers. The reality, however, is that none of these items are likely to make a substantial impact to project viability on their own. An analysis of the baseline proformas for townhouse, wood frame apartments, and concrete apartments used in this exercise shows that while City DCCs make up the second largest component of soft cost items (behind management and overhead costs for development), they account for only 15% to 21% of all soft costs.

FIGURES 1-3: Soft Cost Breakdown; Townhouse, Wood Frame, Concrete Construction



Moreover, in relation to total project costs the entire City DCC requirement amounts to \$2.36 million to \$5.35 million (2.4% to 3.5% of total costs), depending on the built form. Again, not insignificant, but unless the City were to offer to entirely waive DCCs for the entire project it would likely have little to no impact on viability and in reality most jurisdictions who do offer DCC relief it is only applicable to units that are required for market rental or non-market units.

Similarly, tax abatement offers little help to developers as their property taxes during development are a negligible portion (less than 0.2%) of total project costs. There is a material benefit from tax abatement, however, to the party that owns and operates these rental units after project completion that could aid in making LEMR units less of a financial drain on operators<sup>2</sup>.

Other City fees and permits account for roughly 0.7% of total project costs, so are also unlikely to significantly impact project viability on their own.

The mechanism that could improve the financial feasibility of projects with little cost to the City would be streamlining development and approval wait times, but again this would only have marginal impact financially.

It is GPRA's opinion that there are limited opportunities available to the City to more than marginally improve the financial viability of private sector projects, and these merely shift the burden to other funding options, such as general revenue. The only other option would be a form of bonus density in return for market rental and increased LEMR requirements, but the City is constrained in height by its proximity to the airport.

#### 4) Analysis of Potential to increase current LEMR cash-in-lieu rates:

GPRA has prepared proforma analysis to assess the potential to increase LEMR contribution rates. We employed a hypothetical case study analysis looking at the supported land value from a development with in-kind (i.e. built units to be rented out at current LEMR rates) contribution and crafting an equivalent proforma analysis to determine the cash-in-lieu contribution that supports an equivalent land value. This analysis was undertaken for townhouse, wood frame, and concrete apartments at the densities used for other analyses in this project. For single family development, as there is not an in-kind requirement, we propose an increase at a rate equivalent to that indicated by the analysis of the townhouse and apartments.

<sup>2</sup> Although no analysis of tax abatement for ongoing operations has been part of this project GPRA is expressing lessons learned from previous work that has sought to answer this question.

**TABLE 8: New CIL Analysis**

	10% LEMR	Indicated CIL	Current CIL	Recommended
<b>Townhouse @ 1.2 FSR</b>	<b>Scenario 20a</b>	<b>Scenario 20b</b>		
Supported Land Value	\$14,859,692	14,861,135		
Value per sq.ft. of land	\$170.57	\$170.58		
CIL per Sq.Ft. GBA		\$15.79	\$8.50	\$12.00
<b>Wood Frame</b>	<b>Scenario 17a</b>	<b>Scenario 21</b>		
Supported Land Value	\$21,626,298	\$21,627,376		
Value per sq.ft. of land	\$248.24	\$248.25		
CIL per Sq.Ft. GBA		\$22.92	\$10.00	\$15.00
<b>Wood Frame, Outside City Centre</b>	<b>Scenario 6b</b>	<b>Scenario 6c</b>		
Supported Land Value	\$17,128,619	\$17,129,173		
Value per sq.ft. of land	\$196.61	\$196.62		
CIL per Sq.Ft. GBA		\$24.58	\$10.00	\$15.00
<b>Concrete</b>	<b>Scenario 16a</b>	<b>Scenario 22</b>		
Supported Land Value	\$32,731,196	\$32,733,217		
Value per sq.ft. of land	\$375.70	\$375.73		
CIL per Sq.Ft. GBA		\$16.69	\$14.00	\$15.00

- When using current revenue and cost information the indicated CIL rates for townhouse, wood frame, and concrete apartments are all significantly higher than current rates, although this is less pronounced for concrete apartments with current LEMR requirements. However, we fully recognize that there is a high degree of variability in developments and in the values for which land is acquired. As such GPRA suggests that the City consider increasing rates to \$12 per square foot for townhouses and \$15 per square foot for apartments. These increases are close to a 50% increase over current rates for townhouses and wood frame apartments and thus we suggest that the single family rate be increased from \$4 to \$6 per square foot. GPRA has also prepared analysis for a CIL for a 10% market rental requirement with recommended rates of \$3.50 for wood frame apartments and \$1.75 per square foot buildable for townhouses in City Centre, and \$2.00 for wood frame apartments and \$1.75 per square foot buildable for townhouses Outside City Centre.

We have also prepared analysis for potential CIL rates should the City increase the built LEMR requirements to either 15% of GBA or 20% of GBA:

**TABLE 9: New CIL Analysis, 15% & 20% LEMR**

	15% LEMR	Indicated CIL	Current CIL	Recommended
<b>Townhouse @ 1.2 FSR</b>	<b>Scenario 20c</b>	<b>Scenario 20d</b>		
Supported Land Value	\$14,056,050	14,056,227		
Value per sq.ft. of land	\$161.34	\$161.34		
CIL per Sq.Ft. GBA		\$23.96	\$8.50	\$18.00
<b>Wood Frame</b>	<b>Scenario 21a</b>	<b>Scenario 21b</b>		
Supported Land Value	\$19,556,948	\$19,557,646		
Value per sq.ft. of land	\$224.48	\$224.49		
CIL per Sq.Ft. GBA		\$35.57	\$10.00	\$25.00
<b>Wood Frame, Outside City Centre</b>	<b>Scenario 6d</b>	<b>Scenario 6e</b>		
Supported Land Value	\$15,844,807	\$15,844,923		
Value per sq.ft. of land	\$181.87	\$181.87		
CIL per Sq.Ft. GBA		\$37.43	\$10.00	\$25.00
<b>Concrete</b>	<b>Scenario 22a</b>	<b>Scenario 22b</b>		
Supported Land Value	\$28,942,303	\$28,942,805		
Value per sq.ft. of land	\$332.21	\$332.22		
CIL per Sq.Ft. GBA		\$32.57	\$14.00	\$25.00

	20% LEMR	Indicated CIL	Current CIL	Recommended
<b>Townhouse @ 1.2 FSR</b>	<b>Scenario 20e</b>	<b>Scenario 20f</b>		
Supported Land Value	\$13,235,675	13,236,540		
Value per sq.ft. of land	\$151.92	\$151.93		
CIL per Sq.Ft. GBA		\$32.28	\$8.50	\$25.00
<b>Wood Frame</b>	<b>Scenario 21c</b>	<b>Scenario 21d</b>		
Supported Land Value	\$17,495,516	\$17,496,097		
Value per sq.ft. of land	\$200.82	\$200.83		
CIL per Sq.Ft. GBA		\$48.17	\$10.00	\$40.00
<b>Wood Frame, Outside City Centre</b>	<b>Scenario 6f</b>	<b>Scenario 6g</b>		
Supported Land Value	\$14,524,152	\$14,524,695		
Value per sq.ft. of land	\$166.71	\$166.72		
CIL per Sq.Ft. GBA		\$50.64	\$10.00	\$40.00
<b>Concrete</b>	<b>Scenario 22c</b>	<b>Scenario 22d</b>		
Supported Land Value	\$24,979,751	\$24,980,537		
Value per sq.ft. of land	\$286.73	\$286.74		
CIL per Sq.Ft. GBA		\$49.17	\$14.00	\$40.00

As one can see, the recommended CIL rates would be significantly increased with an increase of required built LEMR to either 15% or 20%, with single family being recommended to increase to \$8 per square foot if the City increased requirements to 15% built LEMR and to \$12 per square foot were requirements increased to 20%.

## 5) Conclusions and Recommendations

Having completed the analyses requested by the City GPRA recommends that the City do the following:

- Increase current CIL rates for LEMR as follows:
  - Single Family: \$6.00/square foot
  - Townhouse: \$12.00/square foot
  - Wood Frame Apartment: \$15.00/square foot
  - Concrete Apartment: \$15.00/square foot
- Should the City increase built LEMR requirements, please refer to the schedule indicated in the report above;
- Consider introducing requirements for 15% of gross area be required for market rentals so long as there is not any increase in the required built LEMR areas as well;
- If the City wishes to instead focus on increasing built LEMR requirements GPRA recommends 10% market rental along with a 15% requirement for LEMR. Although the analysis does indicate that projects could be viable with a stacked contribution of 15% market rental and 15% LEMR GPRA has based its viability on being able to support the lowest of land value ranges provided by the City's real estate staff. As such we have concerns that there are a significant number of properties in the City that may trade for well above the lowest values indicated and as such our recommendation is intended to reflect this reality. To recommend otherwise would risk pushing many developments into being economically unfeasible at this time;
- Any changes the City decides to make should employ best practices of providing sufficient advance notice to developers and landholders of changes and consideration of both grandfathering in-stream applications and potentially a graduated rollout. The graduated rollout is recommended specifically because there is a wide range of land values reported by the City's real estate staff and only the lowest values have been considered in preparation for this analysis. It is our opinion that a graduated rollout would allow time for expectations at the higher end of pricing to be curtailed and avoid tipping a number projects into becoming economically unviable in the short term;
- Finally, GPRA is of the opinion that there is little the City can do to significantly improve the economics of private developments through fees waivers or reductions.

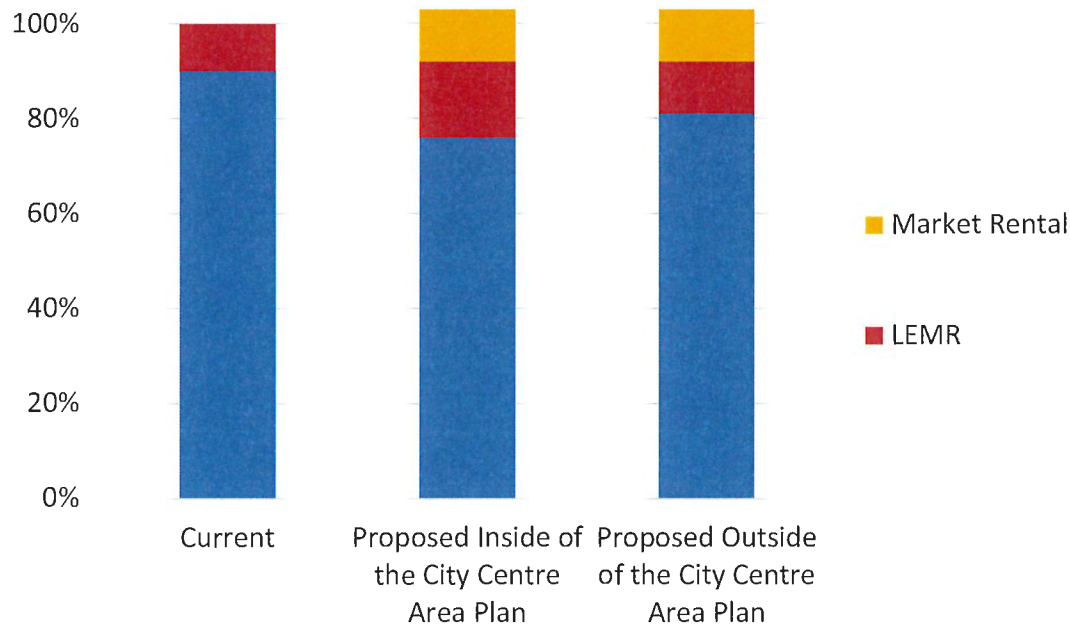
I trust that these analyses and recommendations will assist the City in answering their questions regarding the potential to increase LEMR CIL rates as well as the potential to secure market rentals as part of strata developments or to increase the amount of built LEMR units required.

Yours truly,



Gerry Mulholland | Vice President  
G.P. Rollo & Associates Ltd., Land Economists  
T 604 275 4848 | M 778 772 8872 | F 1 866 366 3507  
E gerry@rolloassociates.com | W www.rolloassociates.com

May 4, 2021 Planning Committee Agenda:  
Additional Graphics for the Market Rental and LEMR Reports



	Current	Proposed Inside of the City Centre Area Plan (0.1 FAR density bonus applied to the site)	Proposed Outside of the City Centre Area Plan
<b>LEMUR unit area</b>	10%	15%	10%
<b>Market Rental unit area</b>	Voluntary Incentive Based	10%	10%
<b>Saleable Condo area</b>	90% minus the common circulation areas within the building	75% minus the common circulation areas within the building	80% minus the common circulation areas within the building





# City of Richmond

## Report to Committee

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

**Date:** May 3, 2021  
**File:** RZ 18-831725

**Re:** Application by Kadium No. 4 Development Ltd. for Rezoning at 10340, 10360, 10380, 10400 and 10420 No. 4 Road from the "Single Detached (RS1/E)" Zone to the "Medium Density Townhouses (RTM2)" Zone

### Staff Recommendation

1. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10261, for the rezoning of the site at 10340, 10360, 10380, 10400 and 10420 No. 4 Road from the "Single Detached (RS1/E)" Zone to the "Medium Density Townhouses (RTM2)" Zone, be introduced and given first reading.

Wayne Craig  
Director, Development  
(604) 247-4625

WC:rp/js/blg

Att. 6

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

## **Staff Report**

### **Origin**

Kadium No. 4 Development Ltd. has applied to the City of Richmond for permission to rezone 10340, 10360, 10380, 10400 and 10420 No. 4 Road (Attachment 1) from the "Single Detached (RS1/E)" zone to the "Medium Density Townhouses (RTM2)" zone in order to develop a 19-unit townhouse project, including four studio secondary suites, with access from No. 4 Road. A Location Map for the subject site is provided on Attachment 1.

### **Findings of Fact**

A Development Application Data Sheet providing details about the development proposal is provided with this report on Attachment 2.

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

The subject site currently contains five single-family dwellings, none of which contain secondary suites. The existing dwellings are each currently being rented for residential use. The existing dwellings would be demolished.

### **Surrounding Development**

Existing development immediately surrounding the subject site includes the following:

To the North: Single detached residential properties, designated Neighbourhood Residential and designated for arterial road townhouse development in the Official Community Plan (OCP), and zoned "Single Detached (RS1/E)".

To the South: Existing single detached residential properties, designated Neighbourhood Residential and designated for arterial road townhouse development in the OCP and zoned "Single Detached (RS1/E)".

To the East: Existing single detached dwellings fronting Dennis Crescent, designated Neighbourhood Residential in the OCP and zoned "Single Detached (RS1/E)".

To the West: No. 4 Road, which is an Arterial Road with a public sidewalk on the west side, and across which is an existing single detached residential properties, designated for arterial road townhouse development in the OCP and zoned "Single Detached (RS1/E)".

### **Related Policies & Studies**

#### **Official Community Plan**

The subject site is located in the Shellmont planning area, and is designated "Neighbourhood Residential" in the Official Community Plan (OCP) (Attachment 3). The "Neighbourhood Residential" designation accommodates single-family, two-family, and multiple family housing as principal uses, to which the proposed development is consistent.

### Arterial Road Policy

The subject site is located in an area governed by the Arterial Road Land Use Policy, and is designated “Arterial Road Townhouses”. The subject site has a 104.6 m (343 ft.) frontage along No. 4 Road, which exceeds the 50 m (164 ft.) minimum development site frontage on major arterial roads, such as No. 4 Road.

The proposal is consistent with the Arterial Road Policy.

### Floodplain Management Implementation Strategy

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

### Affordable Housing Strategy

The City’s Affordable Housing Strategy requires a cash-in-lieu contribution of \$8.50 per buildable square foot towards the City’s Affordable Housing Reserve Fund for all rezoning applications involving townhouse developments. A \$215,051.65 contribution is required prior to final adoption of the rezoning bylaw.

### **Public Consultation**

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

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

### **Analysis**

#### Urban Design and Site Planning

The applicant proposes 19 units in six buildings arranged on either side of a central north-south drive aisle. The site plan and massing are generally consistent with the Development Permit Guidelines for Arterial Road Townhouses. Conceptual development plans are provided in Attachment 4.

The 13 units along No. 4 Road have direct pedestrian access to the sidewalk though landscaped front yards. All of the street-fronting units are three storeys, with living space primarily located on the second and third storeys. There are four proposed secondary suites (units #1, #7, #14 and #19). The end street-fronting units (units #7 and #14) are set back 3.0 m and both step down to two storeys: the third storeys are additionally stepped back 4.45 m on northerly unit #7 and 4.75 m on southerly unit #14, considering that the north and south adjacencies are single-detached residential dwellings.

The six units at the rear of the property have pedestrian access from the drive aisle and are designed with living space on both the first and second storeys. The proposed rear buildings are each two storeys and are set back 6.0 m from the east (rear) property line (3.0 m from the west boundary of the sanitary SRW), considering the interface with the single-family neighbourhood to the east.

Two convertible units (units #7 and #14) are provided that are designed with the potential to be easily renovated to accommodate a future resident in a wheelchair. These units each feature an accessible parking spaces. In addition, one of the visitor parking spaces (at northeast corner of the site) is an accessible parking space.

All of the units have private outdoor space at grade in the form of a landscaped front or rear yards.

The 114.1 m<sup>2</sup> shared outdoor amenity area is proposed at the rear of the site, opposite the main access drive-aisle. The current concept includes a play structure for young children, a modest patio area with a mail box, Class 2 bicycle parking and bench seating. The area would be delineated and screened from adjacent private outdoor spaces by fencing. The size of the shared outdoor amenity area complies with associated design guidelines; a detailed design and programming of the private and shared outdoor amenity areas will be reviewed through the Development Permit process.

The applicant has also provided a general demonstration of how the property to the north could be developed for townhouses.

#### Existing Legal Encumbrances

There is an existing 3.0 m wide statutory right-of-way (SRW) along the rear property line for the sanitary sewer. The applicant is aware that no construction or tree planting is permitted within the SRW area.

#### Transportation and Site Access

Vehicle access to the subject site is proposed from a driveway crossing to No. 4 Road. The vehicle access will be shared and provide access to the future development to the north. A statutory right-of-way (SRW) for public rights-of-passage (PROP) will be registered on title prior to adoption of the rezoning bylaw. On-site vehicle maneuvering is accommodated by a T-shaped drive aisle.

This section of No. 4 Road currently only has a sidewalk along the west side of the road. A 2.0 m wide road dedication is required across the entire No. 4 Road frontage in order to accommodate the standard sidewalk and boulevard width, as well as a segregated cycling path. A segregated cycling path is proposed along the City boulevard, between the City sidewalk and the tree planting strip that is adjacent to the curb of No. 4 Road. This road dedication is required prior to final adoption of the rezoning bylaw.

Vehicle and bicycle parking for residents are provided consistent with Richmond Zoning Bylaw 8500. Each unit includes a two-car garage in a side-by-side arrangement, with an energized outlet capable of providing Level 2 EV charging outlet, consistent with Richmond Zoning Bylaw 8500, and space for Class 1 bicycle parking.

Visitor parking is provided consistent with Richmond Zoning Bylaw 8500. Two visitor parking spaces, including one accessible visitor parking space, are provided on the north end of the site and two visitor parking spaces are provided on the south end, for a total of four visitor parking spaces. Class 2 bicycle parking is provided at the shared outdoor amenity area, adjacent to the children's playground.

### Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report; which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses 18 bylaw-sized trees on the subject property and four trees on neighbouring properties. No street trees are located within the existing City boulevard.

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

- There are 18 on-site trees:
  - Three trees are located within the proposed road dedication area and are in poor health. Tree #420 (a Cedar tree) has a significant lean to the south, this tree has also been Hydro pruned for overhead line clearance, resulting in an unbalance canopy (heavy in the direction of the lean). Tree #432 (a Cherry tree) is in very poor condition as the tree has poor vigor and health, sparse foliage, and has been previously topped and bark is crumbly. Tree #433 (a Norway Maple tree) has a twin stem with a crack in the trunk that extends to the base. Approximately a third of its canopy has been removed by BC Hydro for Hydro line clearance. The health of these trees and the requirements for frontage improvements and continual canopy removal by BC Hydro for line clearance do not make these trees candidates for retention and they should be replaced.
  - Four trees (#419, #430, #431 and #436) are located within the rear yard, all of which are in poor condition, in conflict with the required sanitary sewer upgrade and should be removed.
  - 11 other on-site trees:
    - Two trees are proposed to be relocated within the site:
      - Tree # 422 (a Japanese Maple tree) and #435 (a Japanese Snowbell tree) are in good condition and located within the driveway. However, the applicant has agreed to relocate these trees to or near the shared outdoor amenity area in order to retain them. These trees are identified on the marked-up Tree Management Plan that is provided on Attachment 5.
    - Eight on-site trees (#421, #423 - #426, #428, #429, and #434) would be removed and replaced, due to their poor condition.

- One tree (#427; a Japanese Maple tree) is in good condition but needs to be removed as the site geometry, site access requirements and the tree's size prevent its retention in its current location or its relocation within the site.
- There are several hedges on-site, none of which are subject to the tree bylaw.
  - Hedge H1-H7 is located along the south property line. This hedge is to be retained and, through the Development Permit process, would be determined to either remain in its existing location (as a visual terminus to the interior driveway) or be relocated to elsewhere along the south lot line (to serve as screening from the adjacent lot to the south). This hedge is identified on the marked-up Tree Management Plan that is provided on Attachment 5.
  - All other on-site hedges are located along existing property lines or within the sanitary SRW and are not in good condition, and should therefore be removed.
- There are four mature off-site trees (Tags# OS1, OS2, OS3 and OS4) located on an adjacent neighbouring property (10311 Dennis Crescent) and within an existing sanitary SRW are to be retained and protected, and tree protection must be provided as per City of Richmond Tree Protection Information Bulletin Tree-03.

Considering that the four off-site trees are located within an existing SRW, within which the sanitary infrastructure requires replacement, the project arborist should work with City Engineering staff to coordinate methods for minimize harm to the tree during infrastructure works within the Tree Protection Zone. In the event that City staff are unable to accept the arborist's methods for works within the Tree Protection Zone, the applicant should either:

- Provide additional SRW area for the sanitary sewer line in order to accommodate a diversion around the dripline of the subject trees.
- Coordinate an alternative solution that is acceptable to City Engineering staff.
- Obtain permission from the owner of the subject trees in order to remove them and provide replacement trees in accordance with Tree Protection Bylaw No. 8057.

### Tree Replacement

The applicant proposes to remove 16 on-site trees (Trees # 420, 421, 432, 433, 434, 436, 423, 424, 425, 426, 427, 428, 429, 430, 431 and 419). The 2:1 replacement ratio would require a total of 32 replacement trees. The applicant has agreed to plant 36 trees on the development site; for a total of 38 trees, including the relocated trees. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
10	6 cm	3.5 m
12	8 cm	4 m
4	9 cm	5 m
2	10 cm	5.5 m
4	11 cm	6 m

### Tree Protection

Four mature off-site trees (Tags# OS1, OS2, OS3 and OS4) located on an adjacent neighbouring property (10311 Dennis Crescent) and within a sanitary SRW should be retained and protected. As such, the applicant would be required to complete the following items to ensure that the subject trees are protected at development stage:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a certified arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

### Variance Requested

The proposed development is generally consistent with the "Medium Density Townhouses (RTM2)" zone, except for the variance noted below (Staff comments in ***bold italics***).

1. Decrease the minimum front setback from 6 m to 4.5 m.

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

- ***The Arterial Road Guidelines for Townhouses in the OCP support a reduced front yard setback where a larger rear yard is provided, on the condition that there is an appropriate interface with neighbouring properties. The proposal includes a 9.4 m building setback from the future back-of-curb location and a 6 m landscaped rear yard setback.***
- ***The variance is a function of the required road dedication along No. 4 Road and the installation of the new off-street bike path and sidewalk.***
- ***Prior to Development Permit issuance, the applicant must provide an acoustic report demonstrating that the proposed units fronting No. 4 Road will meet the appropriate CMHC noise thresholds and standards for indoor spaces.***

### Townhouse Energy Efficiency and Renewable Energy

The proposed development consists of townhouses that staff anticipate would be designed and built in accordance with Step 3 of the Energy Step Code for Part 9 construction (Climate Zone 4). As part of a future Development Permit application, the applicant will be required to provide a report prepared by a Certified Energy Advisor which demonstrates that the proposed design and construction will meet or exceed these required standards.



### Amenity Space

The applicant is proposing a cash contribution in-lieu of providing the required indoor amenity space on-site. The total cash contribution required for the proposed 19-unit townhouse development is \$33,611, based on \$1,769 per unit, as per the OCP, and must be provided prior to rezoning adoption.

A 114.1 m<sup>2</sup> outdoor amenity space is provided on site. Based on the preliminary design, the size of the proposed outdoor amenity space is consistent with the OCP minimum requirement of 6 m<sup>2</sup> per unit (114.0 m<sup>2</sup>). Staff will work with the applicant at the Development Permit stage to ensure the design of the outdoor amenity space meets the Development Permit Guidelines contained in the OCP.

### Development Permit Application

Prior to final adoption of the rezoning bylaw, a Development Permit application is required to be processed to a satisfactory level. Through the Development Permit, the following issues are to be further examined:

- Compliance with Development Permit Guidelines for the form and character of multiple-family projects provided in the OCP.
- Confirmation that interior noise levels and noise mitigation measures comply with the City's Official Community Plan and Noise Bylaw requirements, via provision of an acoustical and thermal report and recommendations prepared by an appropriate registered professional.
- Refinement of the landscape design and the interface with abutting low density residential lots.
- Refinement of the shared outdoor amenity area design, including the choice of play equipment, to create a safe and vibrant environment for children's play and social interaction.
- Review of the design for the four units that include secondary suites.
- Review of relevant accessibility features for the two proposed convertible units and aging-in-place design features in all units.
- Review of a sustainability strategy for the development proposal.
- Ensure that plantings within the sanitary SRW, if any, are to the satisfaction of City Engineering staff.
- Ensure the on-site relocation of trees #422 and #435 are proposed in viable locations.
- Accommodate the viable retention of hedge H1 – H7.

### Site Servicing and Frontage Improvements

Prior to final adoption the rezoning bylaw, the applicant is required to enter in to a Servicing Agreement for the design and construction of the required site servicing and frontage works, as described in Attachment 6. Site servicing and frontage improvements include, but may not be limited to:

- Replace the existing sanitary sewer along the rear yard.
- Provide frontage improvements that include a new sidewalk and cycling path.

**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**

The purpose of this application is to rezone the site at 10340, 10360, 10380, 10400 and 10420 No. 4 Road from the “Single Detached (RS1/E)” zone to the “Medium Density Townhouses (RTM2)” zone, to permit the development of 19 townhouse units with vehicle access from No. 4 Road.

The proposed rezoning and ensuing development of the site is generally consistent with the land use designations and applicable policies contained in the Official Community Plan (OCP) for the subject site. Further review of the project design will be completed as part of the Development Permit application review process.

The list of rezoning considerations is included in Attachment 6, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10261 be introduced and given first reading.



Robin Pallett, RPP, MCIP  
Planner 2  
(604) 276-4200

RP:js/blg

**Attachments:**

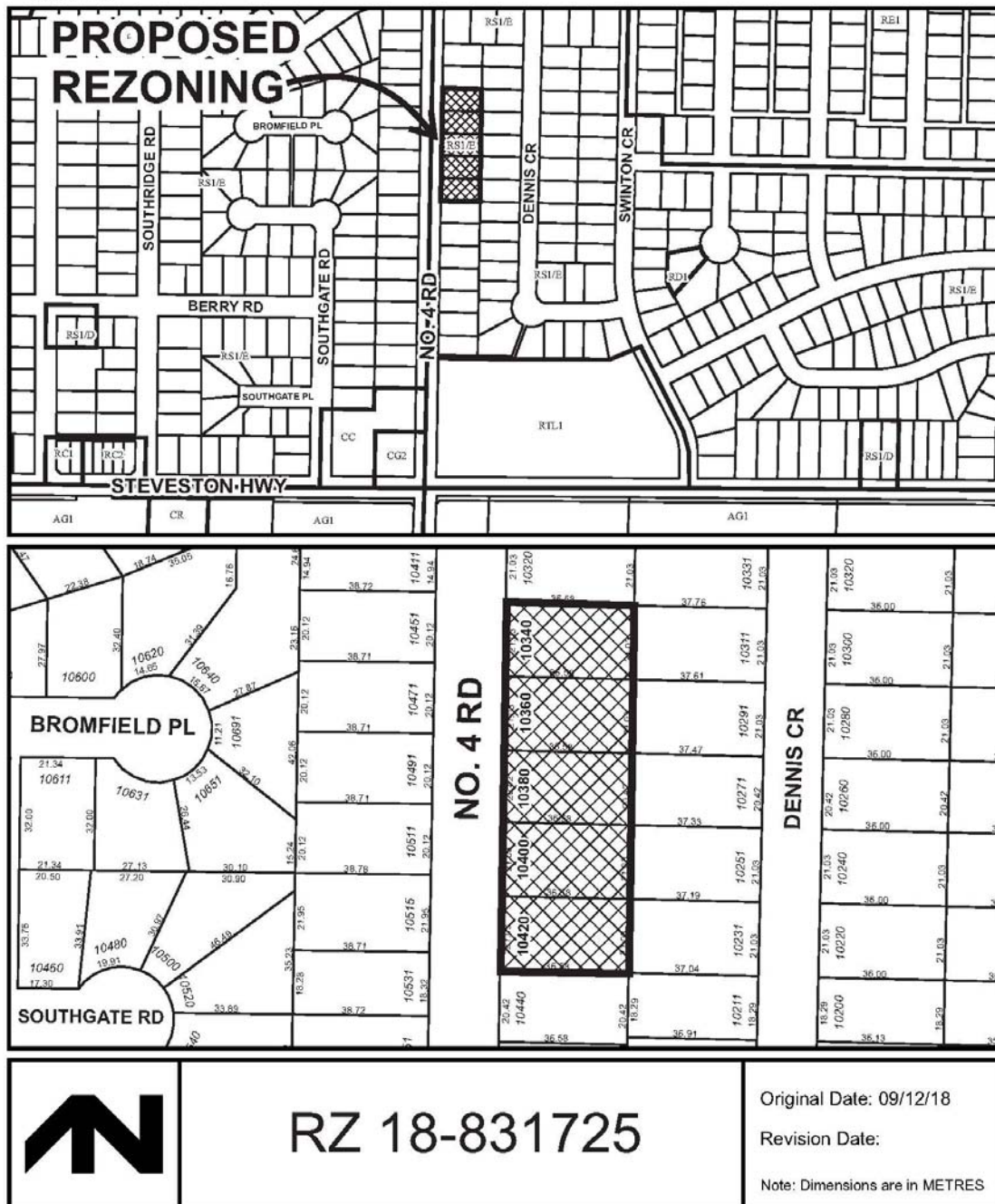
- Attachment 1: Location Map and Aerial Photo
- Attachment 2: Development Application Data Sheet
- Attachment 3: Shellmont Area Land Use Map
- Attachment 4: Conceptual Development Plans
- Attachment 5: Tree Management Plan with Staff Comments
- Attachment 6: Rezoning Considerations

## Attachment 1

## Location Map and Aerial Photo



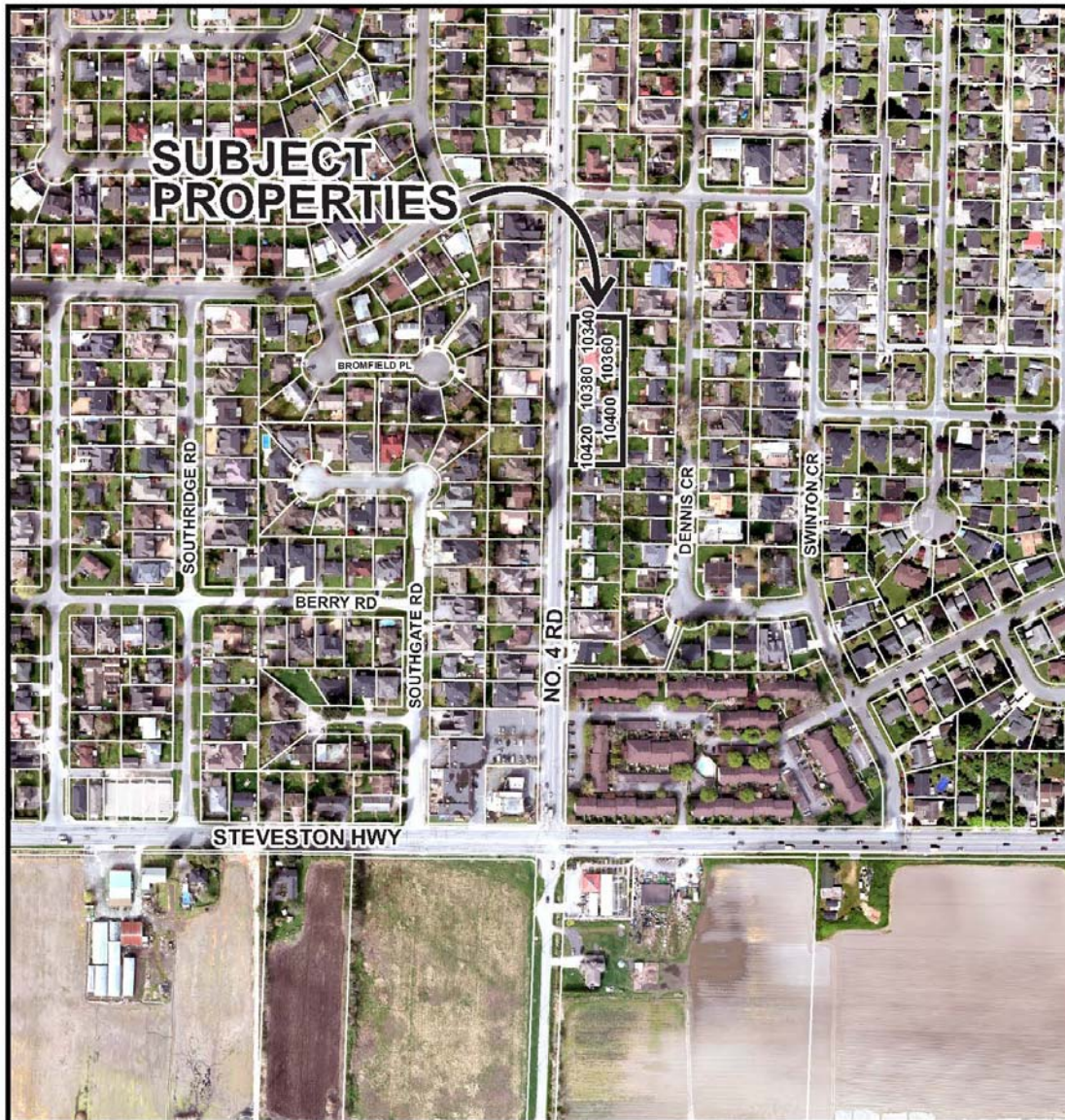
City of  
Richmond







City of  
Richmond



RZ 18-831725

Original Date: 09/12/18

Revision Date:

Note: Dimensions are in METRES



**RZ 18-831725**

**Attachment 2**

Address: 10340,10360,10380, 10400 and 10420 No. 4 Road

Applicant: Kadium No. 4 Development Ltd.

Planning Area: Shellmont

	Existing	Proposed
<b>Site Area:</b>	3,824.9 m <sup>2</sup>	3,616.1 m <sup>2</sup>
<b>Land Uses:</b>	Single-family residential	Multiple-family residential
<b>OCP Designation:</b>	Neighbourhood Residential (NRES)	No change
<b>Zoning:</b>	Single Detached (RS1/E)	Medium Density Townhouse (RTM2)
<b>Arterial Road Land Use Policy Designation</b>	Townhouse	No change
<b>Number of Units:</b>	5 single-family dwellings	19 townhouse dwellings

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.65	0.65	none permitted
Buildable (net) Floor Area:*	Max. 2,350.4 m <sup>2</sup>	2,348.8 m <sup>2</sup>	None
Lot Coverage (% of lot area):	Building: Max. 40% Non-porous Surfaces: Max. 65% Live Landscaping: Min. 25%	Building: 38.7% Non-porous Surfaces: 58.9% Live Landscaping: Min. 26.7%	None
Lot Size:	No minimum	3,616.1 m <sup>2</sup>	None
Lot Dimensions:	Width: 30 m Depth: 35 m	Width: 104.6 m Depth: 36.6 m	None
Setbacks:	Front/West: Min. 6.0 m	Front/West: 4.5 m	<b>Variance requested</b>
	Rear/East: Min. 3.0 m	Rear/East: 6.0 m	None
	South Side: Min. 3.0 m	South Side: 3.0 m	None
	North Side: Min. 3.0 m	North Side: 3.1 m	None
Building Height	Max. 12 m	Street-Fronting Buildings (A, B & G): 9.35 m	None
		Rear Buildings (C, D, E & F): 6.61 m	

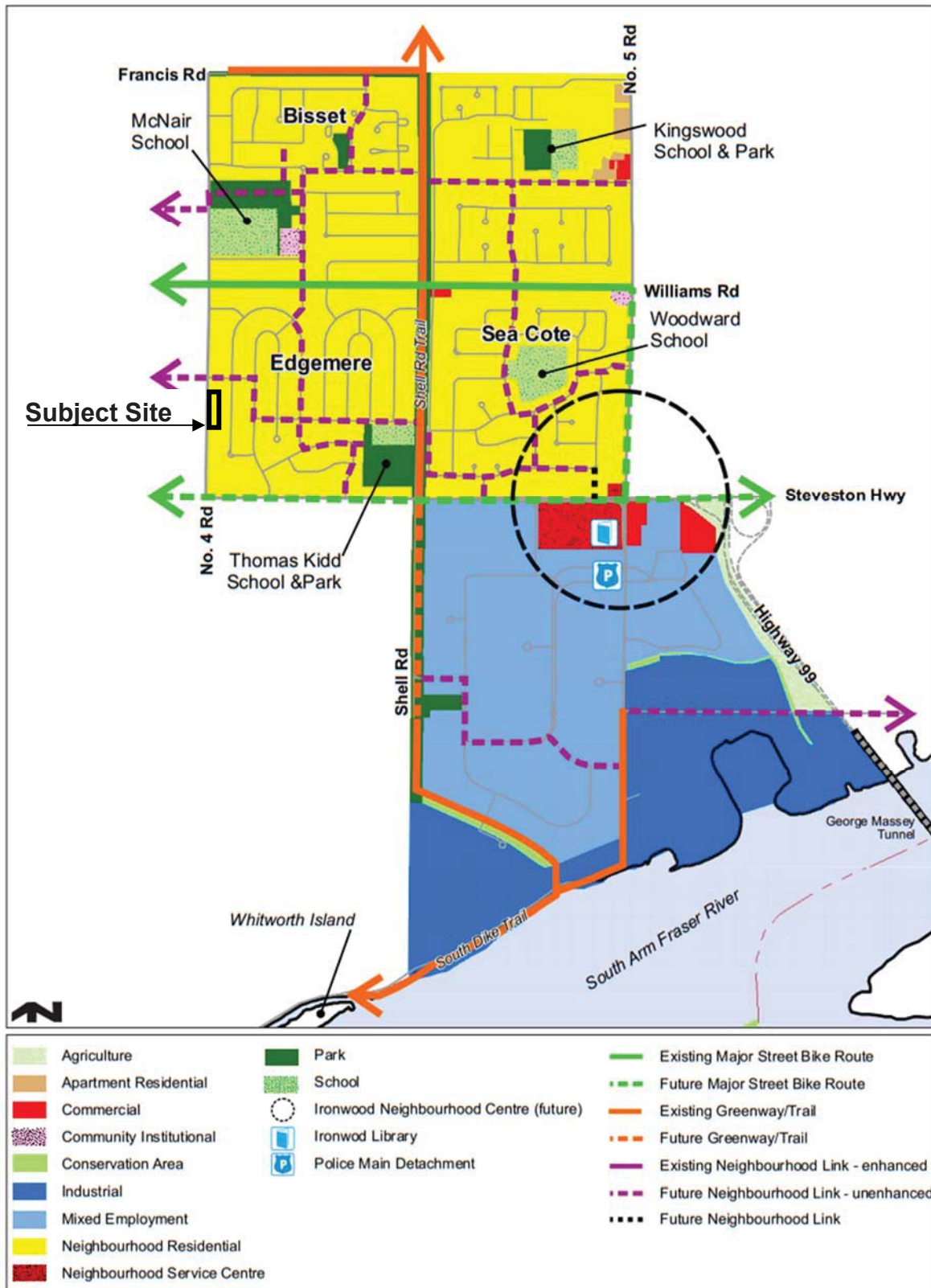
<b>On Future Subdivided Lots</b>	<b>Bylaw Requirement</b>	<b>Proposed</b>	<b>Variance</b>
Off-street Parking Spaces – Regular (R) / Visitor (V):	Min. 2 (R) and 0.2 (V) per unit	2 (R) and 0.2 (V) per unit	None
Off-street Parking Spaces – Visitor Accessible:	Min 2% when three or more visitor stalls required = Min. 1 space	1 (at the northeast corner of the site)	None
Total off-street Spaces:	Min. 38 (R) and 4 (V)	38 (R) and 4 (V)	None
Tandem Parking Spaces:	Permitted – Max 50% of required spaces	0% (0 spaces)	None
Small Car Parking Spaces:	Max. 50%	36.8%	None
Bicycle Parking Spaces – Class 1:	Min. 1.25 per unit	2.0 per unit	None
Bicycle Parking Spaces – Class 2:	Min. 0.2 per unit	0.2 per unit	None
Bicycle Parking Spaces – Total:	Min. 24 (Class 1) and 4 (Class 2)	38 (Class 1) and 4 (Class 2)	None
Amenity Space – Indoor:	Min. 50 m <sup>2</sup> or cash-in-lieu	Cash-in-lieu	None
Amenity Space – Outdoor:	Min. 6 m <sup>2</sup> per unit = 114 m <sup>2</sup>	114.1 m <sup>2</sup>	None

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



## Shellmont Area Land Use Map

## 8. Shellmont







N L 4 R L A I

Nail in aluminum  
Tag #806  
Site Benchmark  
Elevation: 0.92



## PLN - 60 (Special)

NOTES:

- 1. UNITS TO INCLUDE THE FOLLOWING: KITCHEN, LIVING, DINING, BATH, BEDROOM, AND GARAGE.
- 2. ALL UNITS TO BE INSTALLED IN WASHROOM WALLS FOR FUTURE GRAB BARS INSTALLATION BESIDE TOILET.
- 3. UNITS TO INCLUDE TWO(2) EX. OUTLETS EACH.



**MATTHEW CHENG  
ARCHITECT INC.**

10434-10420 NO. 4 ROAD  
RICHMOND, B.C.  
V6X 1A8  
TEL: (604) 271-1042  
WWW.MATTHEWCHENGARCHITECT.COM

THIS DRAWING IS NOT TO SCALE. THE GENERAL LAYOUT AND DIMENSIONS ARE APPROXIMATE. ALL DIMENSIONS SHALL BE TO FACE UNLESS OTHERWISE NOTED. THE ARCHITECT ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF ANY INFORMATION PROVIDED BY OTHERS. THE ARCHITECT ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF ANY INFORMATION PROVIDED BY OTHERS.

No Date

Revision

No Date

Revision

Consultants

Project Title

PROPOSED TOWNHOUSE  
DEVELOPMENT  
10340-10420 NO. 4 ROAD  
RICHMOND, B.C.

RZ 18-831725

Sheet Title

SECOND FLOOR PLAN  
SITE PLAN

Drawn:  
MC

Check:  
MC

Scale:  
1/8" = 1'-0"

Project Number:

Revision Date:  
DEC 22, 2020

Print Date:  
DEC 22, 2020

Dwg. No.  
D02

N L 4 R L A I

Nail in aluminum  
Tag #806  
Site Benchmark  
Elevation: 0.92



PLN - 61  
(Special)

NOTES:

- DO NOT INCLUDE THE FOLLOWING: ANCHORS, CLACKS, EXISTING  
-CLEVER STAIR HANDLES FOR PLUMBING FIXTURES AND DOOR HANDLES;  
-DO NOT INCLUDE THE FOLLOWING: ANCHORS, CLACKS, EXISTING  
-DO NOT INCLUDE THE FOLLOWING: ANCHORS, CLACKS, EXISTING  
-DO NOT INCLUDE THE FOLLOWING: ANCHORS, CLACKS, EXISTING

UNIT GARAGES TO INCLUDE TWO(2) EX. OUTLETS EACH



**MATTHEW CHENG  
ARCHITECT INC.**

100-10420 NO. 4 ROAD  
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V6X 1A8  
TEL: (604) 271-1111  
WWW.MATTHEWCHENGARCHITECT.COM

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OWNER SHALL BE RESPONSIBLE FOR OBTAINING  
ALL NECESSARY PERMITS AND CONSENTS.

No Date Revision

No Date Revision

Consultants

Sheet Title

PROPOSED TOWNHOUSE  
DEVELOPMENT  
10340-10420 NO. 4 ROAD  
RICHMOND, B.C.  
RZ 18-831725

Drawn  
by

Checked  
by

Scale  
1/8" = 1'-0"

Project Number

Revision Date  
DEC 22, 2020

Print Date  
DEC 22, 2020

Dwg No.  
D03

Project Number

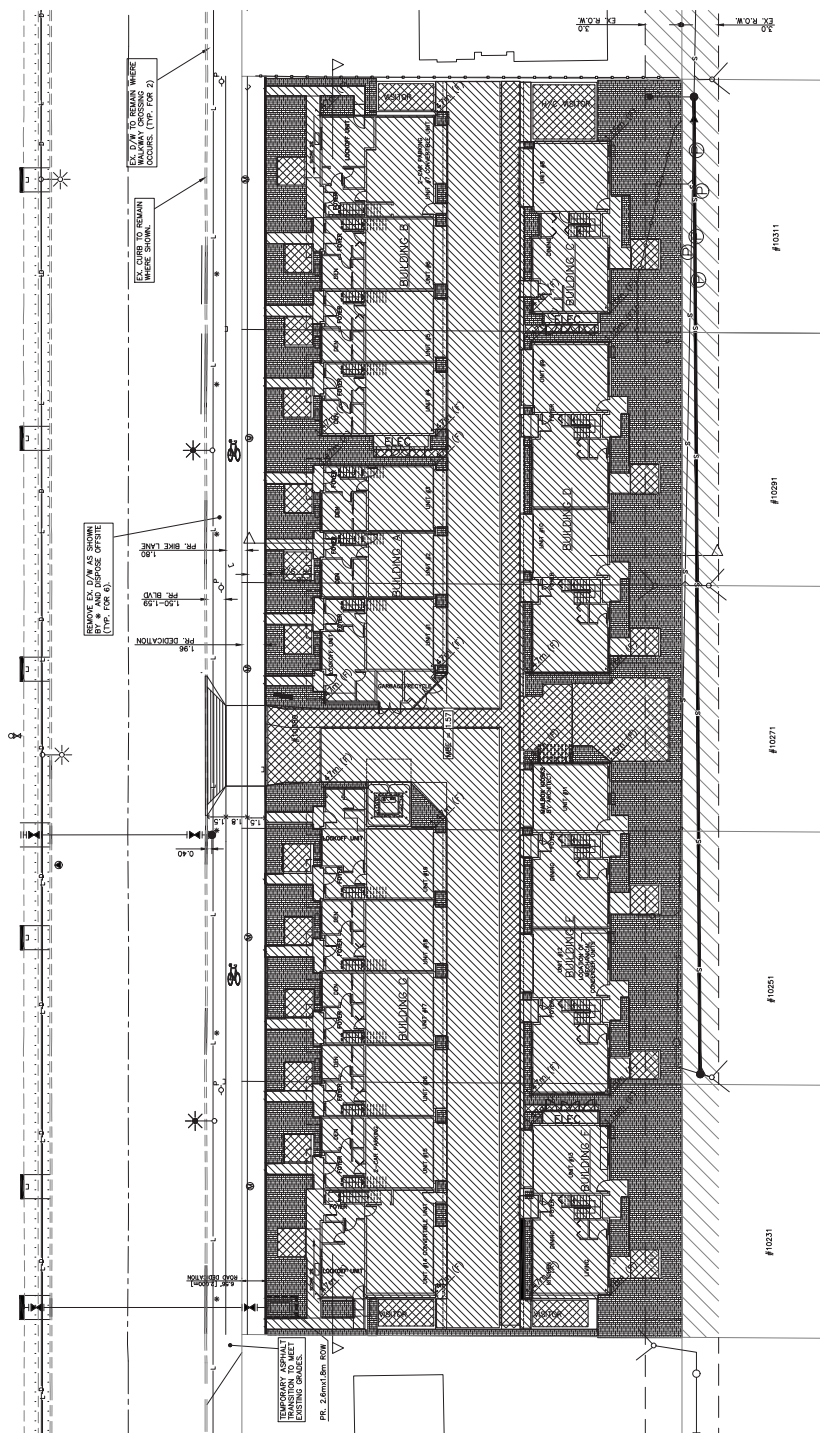
Revision Date  
DEC 22, 2020




Print Date  
DEC 22, 2020

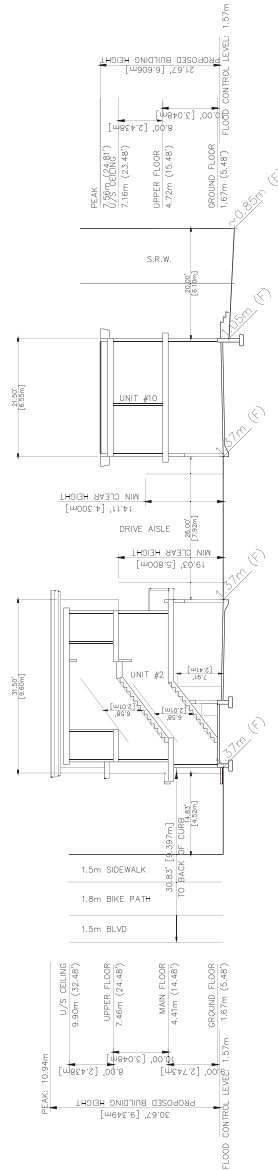
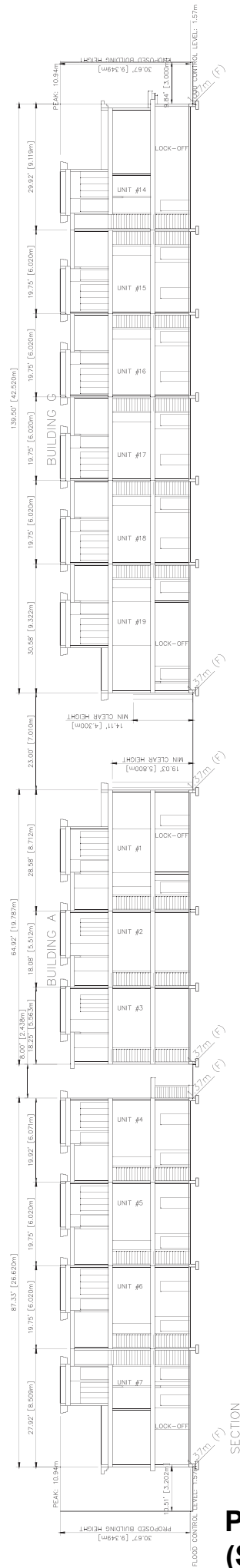
Dwg No.  
D03

Project Number

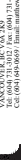




	<p><b>COVERAGE WITH LIVE PLANT MATERIALS</b></p> <p>25.35% 9,864.63 of 5916.38mm</p>
	<p><b>COVERAGE WITH OF PERMEABLE SURFACE</b></p> <p>14.75% 5,741.14 of 531.38mm</p>
	<p><b>COVERAGE WITH OF NON-PERMEABLE SURFACE</b></p> <p>99.90% 23,325 of 1,167.02mm</p>



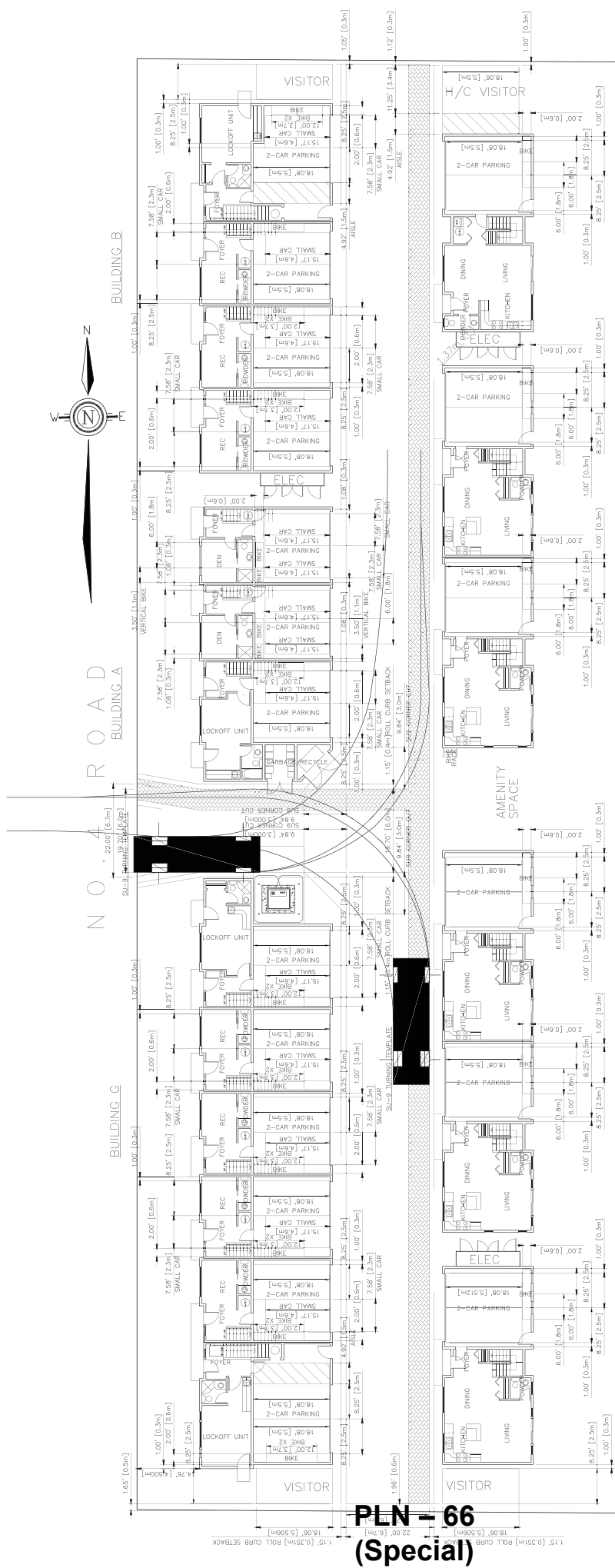
**PLN – 64  
(Special)**

 <p><b>MATTHEW CHENG ARCHITECT INC.</b></p> <p>1100 WEST BURNHAMTHORPE RD. SUITE 2004 SCARBOROUGH, ONTARIO M1V 3Y4 TEL: (416) 291-8888 / FAX: (416) 291-8889 / Email: matthew@matthewcheng.com</p>	<p>THIS DRAWING AND ANY NOTES HEREON IS/ARE THE GENERAL CONTRACTOR'S RESPONSIBILITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DIMENSIONS AND LOCATIONS OF ALL WORK SHOWN ON THIS DRAWING. ALL ERRORS AND OMISSIONS SHALL BE REPORTED IMMEDIATELY TO THE ARCHITECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE AND BONDING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY UTILITIES AND SERVICES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY MATERIALS AND SUPPLIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY LABOR AND SUBCONTRACTORS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY EQUIPMENT AND TOOLS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY TRANSPORTATION AND LOGISTICS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY STORAGE AND WAREHOUSING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY OFFICE AND ADMINISTRATIVE SERVICES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PROFESSIONAL AND CONSULTANT SERVICES.</p>	<p>No Defect</p> <p>Revision</p>	<p>No Defect</p> <p>Revision</p>	Consultants	<p>Project Title</p> <p><b>PROPOSED TOWNHOUSE DEVELOPMENT 10340-10420 NO. 4 ROAD RICHMOND, B.C.</b></p>	<p>Sheet Title</p> <p><b>SITE SECTIONS</b></p>	<p>Drawn:</p> <p>Checked: MC</p> <p>Scale:</p> <p>3/32" = 1'-0"</p> <p>Project Number:</p>	<p>Revision Date:</p> <p>Print Date:</p> <p>DEC. 22, 2020</p> <p>DEC. 22, 2020</p> <p>Draw No:</p> <p><b>D05</b></p>
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PLN - 66  
(Special)

BUILDING A

BUILDING B


BUILDING C

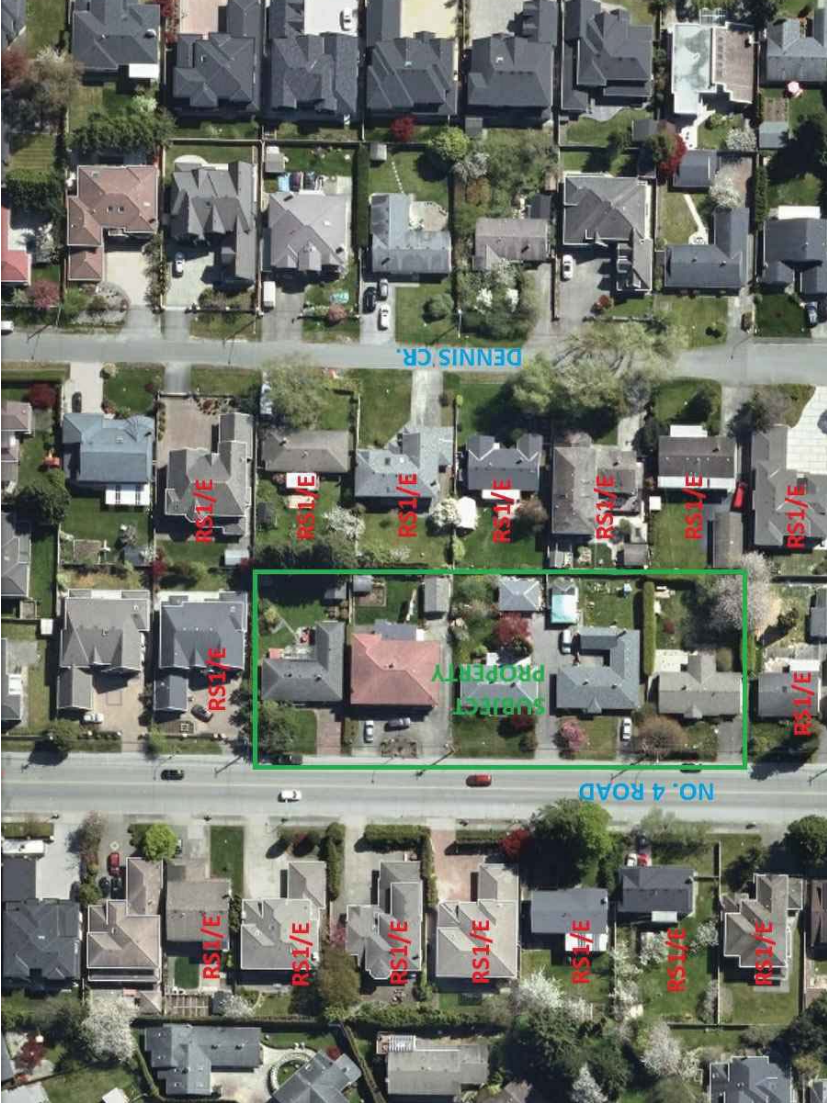
BUILDING D

BUILDING E

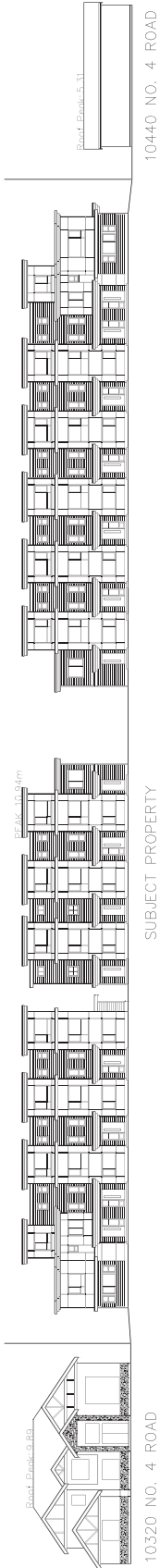
BUILDING F

BUILDING G

	<b>MATTHEW CHENG ARCHITECT INC.</b> 10420 NO. 4 ROAD RICHMOND, B.C. V6X 1A8 TEL: 604-273-1000 FAX: 604-273-1008 WWW.MATTHEWCHENGARCHITECT.COM	THIS DRAWING MUST NOT BE SCALED. THE GENERAL LAYOUT AND DIMENSIONS ARE FOR INFORMATION ONLY. ALL DIMENSIONS SHALL BE AS SHOWN ON THE DRAWING. ALL DIMENSIONS SHALL BE TO FACE UNLESS OTHERWISE NOTED. THE CLIENT ACCEPTS THE ARCHITECT'S RESPONSIBILITY FOR THE ACCURACY OF THE INFORMATION PROVIDED. THE ARCHITECT DOES NOT BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED BY THE CLIENT.		No Date	Revision	No Date	Revision	Comments	Project Title	Sheet Title	Drawn: MC Checked: MC	Revision Date: DEC 22, 2020 Print Date: DEC 22, 2020 Dwg. No.: 001-01 = 1-01 Project Number: D06
		PROPOSED TOWNHOUSE DEVELOPMENT 10340-10420 NO. 4 ROAD RICHMOND, B.C. RZ 18-831725		PARKING PLAN								



CONTEXT PLAN



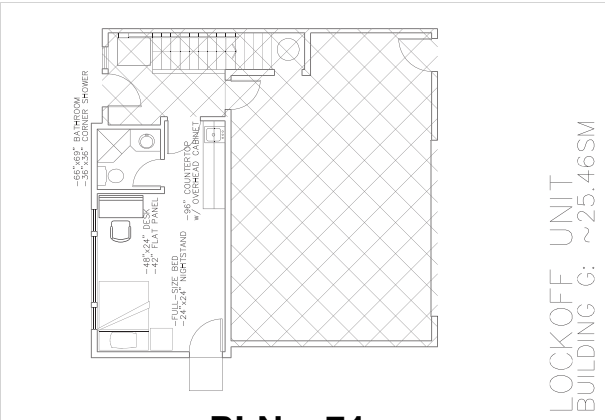
STREETSCAPE ALONG NO. 4 ROAD

<div><p><b>MATTHEW CHENG ARCHITECT INC.</b> 10420C, 4700 BAYVIEW AVENUE SCARBOROUGH, ONTARIO M1S 5T8 TEL: (416) 291-0071 FAX: (416) 291-1988 WWW.MATTHEWCHENGARCHITECT.COM</p></div> <div>THIS DRAWING MUST NOT BE SCALED. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL DIMENSIONS PRIOR TO COMMENCEMENT OF WORK. ALL DIMENSIONS SHALL BE BASED ON THE DIMENSIONS SHOWN IMMEDIATELY TO THE ARCHITECT. COPYRIGHT © 2018 BY MATTHEW CHENG ARCHITECT INC. ALL RIGHTS RESERVED. NO PART OF THIS DRAWING MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF MATTHEW CHENG ARCHITECT INC.</div>	No Date	Revision	No Date	Revision	Consultants	Project Title PROPOSED TOWNHOUSE DEVELOPMENT 10340-10420 NO. 4 ROAD RICHMOND, B.C. RZ 18-831725	Sheet Title CONTEXT PLAN	Drawn: MC	Revision Date: JUL 27, 2018	
								Checked: MC	Print Date: JUL 27, 2018	
									Scale: 1/8" = 1'-0"	Dwg. No. D07
									Project Number	

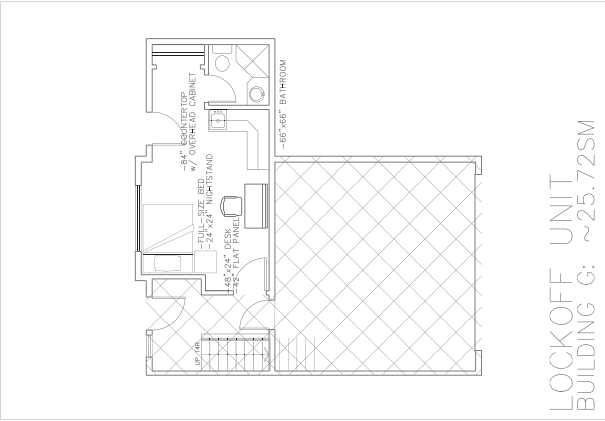




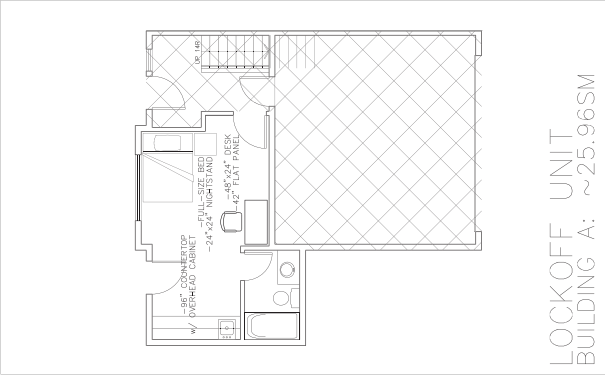




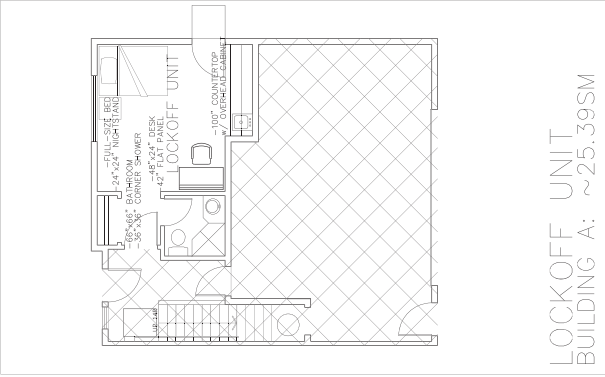
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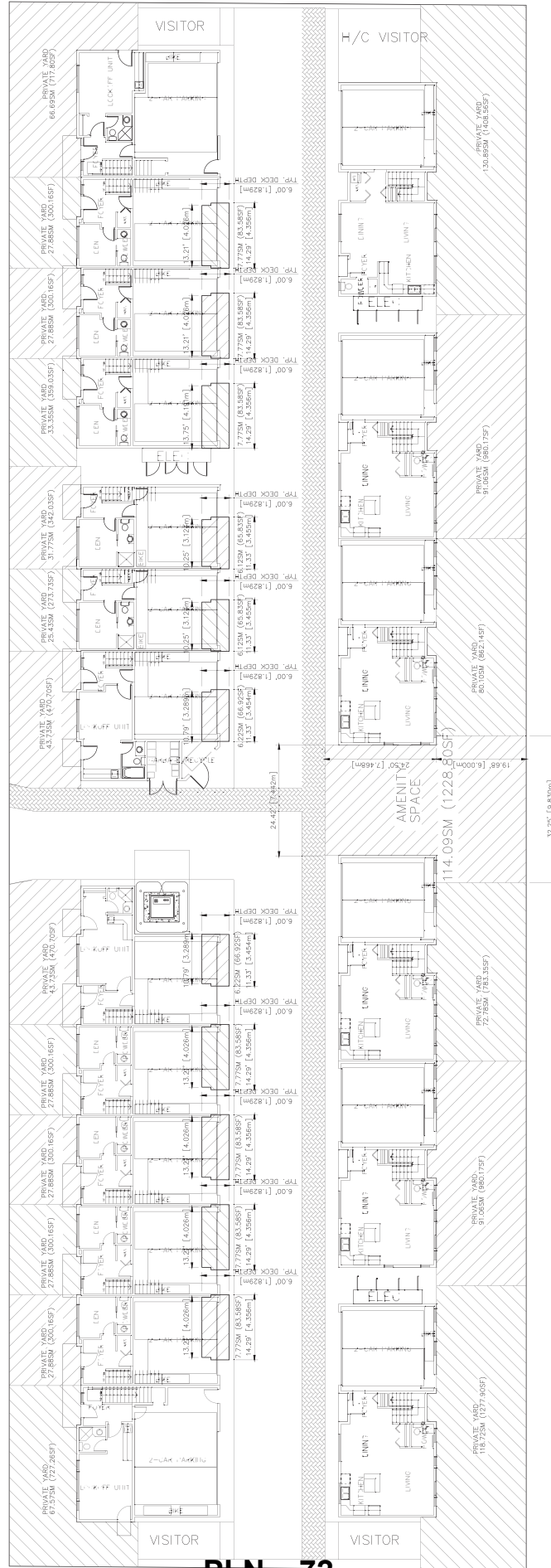
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LOCKOFF UNIT  
BUILDING A: ~25.39SM


<div><div><b>MATTHEW CHENG ARCHITECT INC.</b></div><div>10425C 47TH AVENUE VANCOUVER, BC V6N 1N1 TEL: (604) 275-1012 FAX: (604) 275-1008 info@mcharchitect.com mch@mcharchitect.com</div></div> <div>THIS DRAWING MUST NOT BE SCALED. THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS LISTED PRIOR TO COMMENCEMENT OF WORK. ALL DIMENSIONS SHALL BE TO FACE UNLESS OTHERWISE INDICATED. THE ARCHITECT'S RESPONSIBILITY IS LIMITED TO THE DESIGN AND CONSTRUCTION OF THE BUILDING. THE CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS. THE CLIENT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.</div> <div>No DateRevision</div> <div>No DateRevision</div> <div>Consultants</div> <div>Project Title PROPOSED TOWNHOUSE DEVELOPMENT 10340-10420 NO. 4 ROAD RICHMOND, B.C. RZ 18-831725</div> <div>Sheet Title LOCK-OFF UNIT FLOOR PLANS</div> <div><div>Drawn: MC</div><div>Checked: MC</div><div>Scale: 3/16" = 1'-0"</div><div>Project Number: <b>D09a</b></div><div>Revision Date: DEC. 22, 2020</div><div>Print Date: DEC. 22, 2020</div><div>Dwg. No.</div></div>
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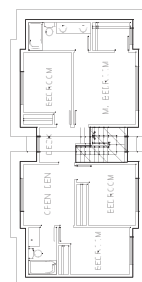
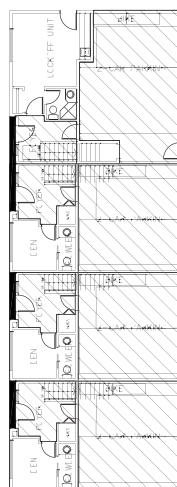
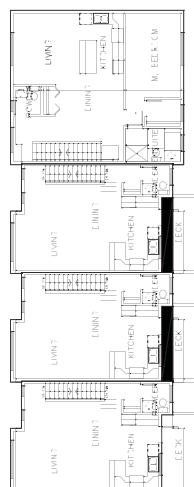
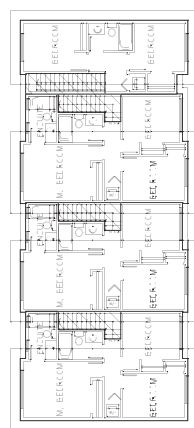


<div><p><b>MATTHEW CHENG ARCHITECT INC.</b></p><p>Unit 202, 478 E. Evans Avenue Vancouver, B.C. V6L 2K6 Tel: (604) 681-8660 Email: matthew@pchasia.com</p></div>	<p>THIS DRAWING MEANS NOT BE SCALED. THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LOCATIONS OF ALL ELEMENTS AND REPORT ALL ERRORS AND OMISSIONS SHALL BE REPORTED IMMEDIATELY TO THE ARCHITECT. ALL RIGHTS ARE RESERVED. THIS PLAN AND DESIGN ARE AND ALL INFORMATION CONTAINED HEREIN ARE THE PROPERTY OF MATTHEW CHENG ARCHITECT INC. AND MAY NOT BE REPRODUCED OR PRODUCED WITHOUT PRIOR WRITTEN CONSENT.</p>	No Date	Revision	No Date	Revision	Consultants	Project Title	Sheet Title	Drawn: MC	Revision: 01/18 DEC. 22, 2020	
								OUTDOOR SPACE CALCULATIONS	Checked: MC	Print Date: DEC. 22, 2020	
									Scale: 3/32" = 1'-0"	Date: Nov.	<b>D10</b>
									Project Number:		



 <b>MATTHEW CHENG ARCHITECT INC.</b>  Unit 202 - 478 BURNS AVENUE VANCOUVER, BC V6N 1J4, CAN Tel: (604) 681-8600 Email: matthew@matthewcheng.com	<p>THIS DRAWING MUST NOT BE SCALED. THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LOCATIONS OF EXISTING CONDITIONS PRIOR TO CONSTRUCTION. ALL INFORMATION CONTAINED HEREIN IS FOR INFORMATION ONLY AND DOES NOT CONSTITUTE A CONTRACT. THE CLIENT AGREES TO HOLD THE ARCHITECT HARMLESS FROM ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, THAT MAY BE INCURRED BY THE ARCHITECT IN CONNECTION WITH THE PREPARATION OF THIS DRAWING FROM WHATEVER CAUSE.</p>			No Date	Revision	No Date	Revision	Comments	Project Title	Drawn: MC	Revision Date: DEC. 22, 2020
									SHADOW ANALYSIS	Checked: MC	Print Date: DEC. 22, 2020
										Scale: 3/32" = 1'-0"	Drawn No. <b>D12</b>
										Project Number:	
										RZ 18-831725	





FLOOR  
SURROUNDED  
BY 3 WALLS  
(INCLUDED)



MATTHEW CHENG  
ARCHITECT INC.

Unit 202 - 670 EVANS AVENUE  
VANCOUVER, BC V6A 2K9  
Tel: (604) 731-3012 / Fax: (604) 731-3908  
E-mail: [info@cw51mktg.ca](mailto:info@cw51mktg.ca)

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UNIT 48

rown:

Revision Date:

DEC. 22, 2020

Sub Order

1997

02707 497 570

wg. No.

4

(v)

(v)





PLANT SCHEDULE: SHRUBS & GROUND COVERS			PLANTED SITE PREPARMS		PMO PROJECT NUMBER: 19493	
SRUB	QTY	BOTANICAL NAME	MR. COLISTREE ALDABA	# POT: 30CM		
1	5	ALCORNIA JAPONICA MR. COLISTREE	ALCORNIA JAPONICA (ALCORNIA)	# POT: 30CM		
2	5	BERBERIS THUNBERGII MONOPHY	CHERRY BOMB BARBERY	# POT: 30CM		
3	168	BUNIA MACROPHYLLA WINTER GEM	LITTLE-LEAF BOX	# POT: 25CM		
4	1	CHLOSTRA TERNATA	MEXICAN MOCK ORANGE	# POT: 30CM		
5	39	ILEX CORNUTA BURFORD	WINTER HAWTHORN PARK	# POT: 80CM		
6	39	ILEX CREMATA CONEXA	BURFORD HOLLY	# POT: 80CM		
7	43	KALIMA LATIQUA 'ELF'	JAPANESE HOLLY	# POT: 30CM		
8	27	PIERIS THUNBERGII 'FIRE'	DWARF MOUNTAIN LAUREL	# POT: 30CM		
9	37	PIERIS THUNBERGII PRELUDE	TAWAN PIERIS DWARF	# POT: 25CM		
10	13	ROSA 'KNOCKOUT RADRAZ'	RADRAZ KNOCKOUT ROSE	# POT: 40CM		
11	4	ROSA 'MIDLAND TONICA'	BONICA ROSE	# POT: 40CM		
12	93	TAUIS X MEDIA 'HOCKSI'	TAUIS X MEDIA (TAUIS)	1,20 B&B		
13	92	TAUIS OCCIDENTALIS 'SARAGDI'	HICKS YEW	1,80 HT B&B		
14	3	VEURUM X BURKWOODI	EMERALD GREEN CEDAR	1,00 HT B&B		
15	3	VEURUM X BURKWOODI	BURKWOOD VIBURNUM	1,00 HT B&B		
16	21	CALAMAGRODUS Y.A. 'KARL FOERSTER'	KARL FOERSTER FEATHERED GRASS	# POT: HEAVY		
17	168	CAREX 'ICE DANCE'	FROSTED SEDGE	# POT		
18	21	MISCANTHUS SINENSIS 'MORNING LIGHT'	MORNING LIGHT JAP SILVER GRASS	# POT		
19	1	PERNIXIE LUT. ALPICOLOIDES HANLEY	DWARF FOUNTAIN GRASS	# POT		
20	1	PERNIXIE LUT. ALPICOLOIDES HANLEY	DWARF FOUNTAIN GRASS	# POT		
21	35	ASTRANTIA VAR.	MASTERTWOT	15CM POT		
22	37	SEDUM TETRALEPHUM MOHRCHEN'	DWARF BLUE CATMINT	15CM POT		
23	12	SEDUM TETRALEPHUM MOHRCHEN'	AUTUMN JOY STONECROP	15 CM POT		
24	31	EUCONYALIS JAPONICA EMERALD GAIETY	EUCONYALIS SILVER VAREGATED	# POT: 25CM		
25	9	NANDINA DOMESTICA HARBOUR DWARF	HARBOUR DWARF NANDINA	# POT		
26	71	POLYTAETICHUM MUNITUM	WETLAND SWORD FERN*	# POT: 20CM		

NOTES: \* PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD. LATEST EDITION. CONTAINER SIZES SPECIFIED ARE BASED ON CANADIAN STANDARD. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. \* REFER TO SPECIFICATIONS OR DEFINED CONTAINER SIZES FOR MORE INFORMATION. \* SUBSTITUTIONS ARE PERMITTED ONLY IF THE SUBSTITUTIONS ARE OF THE SAME OR SIMILAR SPECIES, AND THE SUBSTITUTIONS DO NOT AFFECT THE SOURCE OR SUPPLY. AREA OF SEARCH TO INCLUDE LOWER WALKER AND PRINCE ALBERT. \* SUBSTITUTIONS OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. IMPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF TEN DAYS PRIOR TO DELIVERY. AVAILABILITY: \* ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD LATEST EDITION. \* ALL PLANT MATERIAL MUST BE PROVIDED FROM A QUALIFIED NURSERY. \* BDO SO NOT PERMITTED IN GROWING MEDIUM UNLESS APPROVED BY LANDSCAPE ARCHITECT.

[illegible]

CLIENT: Scheil Biniaz, Pres., CEO | Dev.  
WITH: MATTHEW CHENG ARCHITECT INC.

PROJECT:

**19 UNIT TOWNHOUSE  
DEVELOPMENT  
10340 – 10420 NO. 4 ROAD  
RICHMOND  
RZ 18-831725**

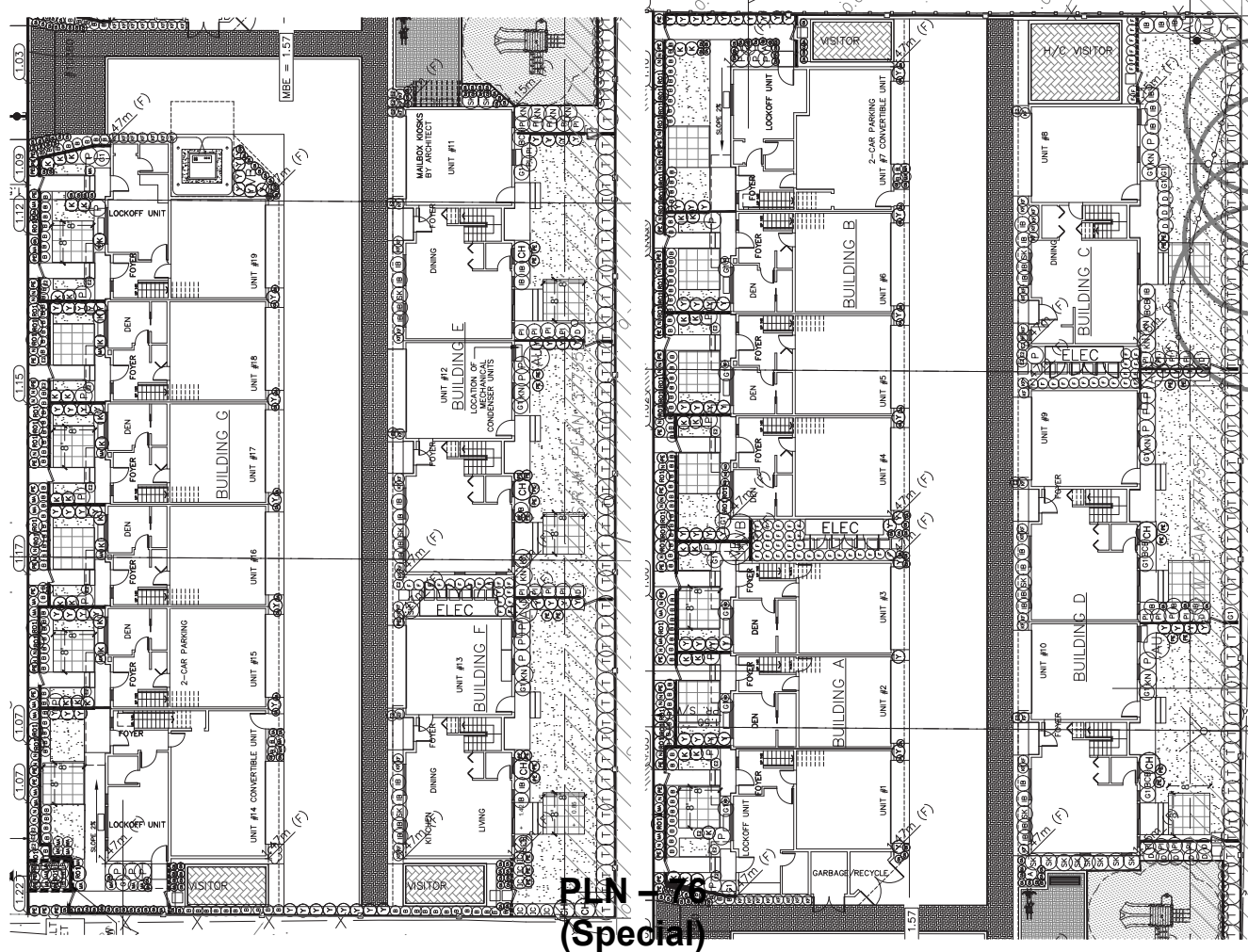
**SHRUB  
PLAN**

DATE: July 22, 2019  
SCALE: 3/32"=1'-0"

## L2

OF 5

19-093





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LANDSCAPE ARCHITECTS

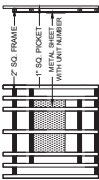
Suite C100 - 4885 98th Creek Drive  
Richmond, BC V6X 2A5  
P: 604.294.0911 F: 604.294.0022

SEAL

- NOTES:
1. METAL GALVANIZED ALUMINUM POCKETS
  2. SMOOTH WELD ALL JOINTS
  3. ALL HARDWARE NOT DIPPED GALVANIZED
  4. ALL LETTERS TO BE GALVANIZED METAL AND POWDER COATED WITH BLACK PAINT



- NOTES:
1. METAL GALVANIZED ALUMINUM POCKETS
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  3. ALL HARDWARE NOT DIPPED GALVANIZED
  4. ALL LETTERS TO BE GALVANIZED METAL AND POWDER COATED WITH BLACK PAINT



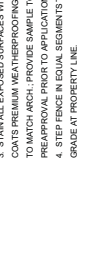
- NOTES:
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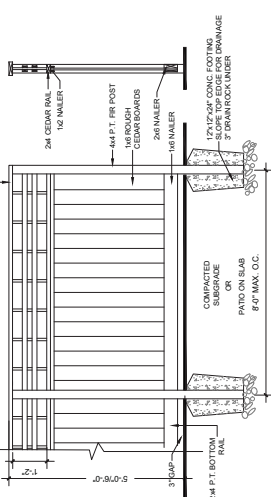
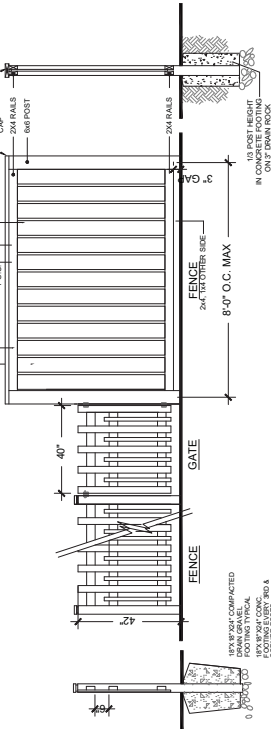
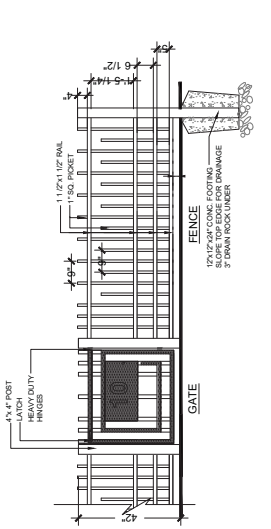
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  4. ALL LETTERS TO BE GALVANIZED METAL AND POWDER COATED WITH BLACK PAINT



3. 42\"/>

2. 6\"/>

4. 6\"/>

PLN - 77  
(Special)

NO.	DATE	REVISION DESCRIPTION	DR.
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3	10.09.27	REV FOR PLAN	DR.
4	10.09.27	REV FOR PLAN	DR.
5	10.09.27	REV FOR PLAN	DR.
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38	10.09.27	REV FOR PLAN	DR.
39	10.09.27	REV FOR PLAN	DR.
40	10.09.27	REV FOR PLAN	DR.
41	10.09.27	REV FOR PLAN	DR.
42	10.09.27	REV FOR PLAN	DR.
43	10.09.27	REV FOR PLAN	DR.
44	10.09.27	REV FOR PLAN	DR.
45	10.09.27	REV FOR PLAN	DR.
46	10.09.27	REV FOR PLAN	DR.
47	10.09.27	REV FOR PLAN	DR.
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100	10.09.27	REV FOR PLAN	DR.

CLIENT: Sui Hai Bhai Pte. Ltd. (Sui Hai)  
WITH: MATTHEW CHENG ARCHITECT INC.

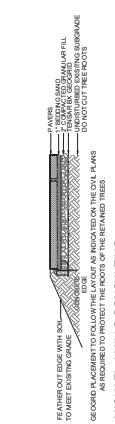
PROJECT:  
**19 UNIT TOWNHOUSE DEVELOPMENT**  
**10340 - 10430 NO. 4 ROAD**  
**RICHMOND**  
**R2 18-831725**

DRAWING TITLE:  
**LANDSCAPE DETAILS**

DATE: July 22, 2019  
SCALE:  
DRAWN: DD  
DESIGN: DD  
CHECK: PCA

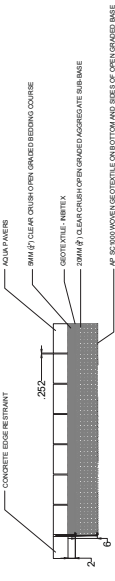
DRAWING NUMBER:  
**L3**  
OF 5

PMG PROJECT NUMBER:  
**19-093**

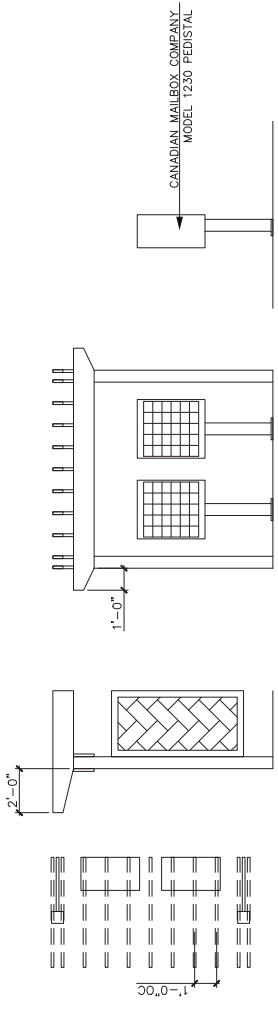


NOTE: THE GATE ROOF ARE APPROX. CONTACT PROJECT ARCHITECT FOR ASSISTANCE PRIOR TO PROCEEDING.  
2 PAVERS TO BE INSTALLED TO MANUFACTURER SPECIFICATIONS

6. PAVERS THROUGH ROOT ZONE  
3/4" = 1'-0"

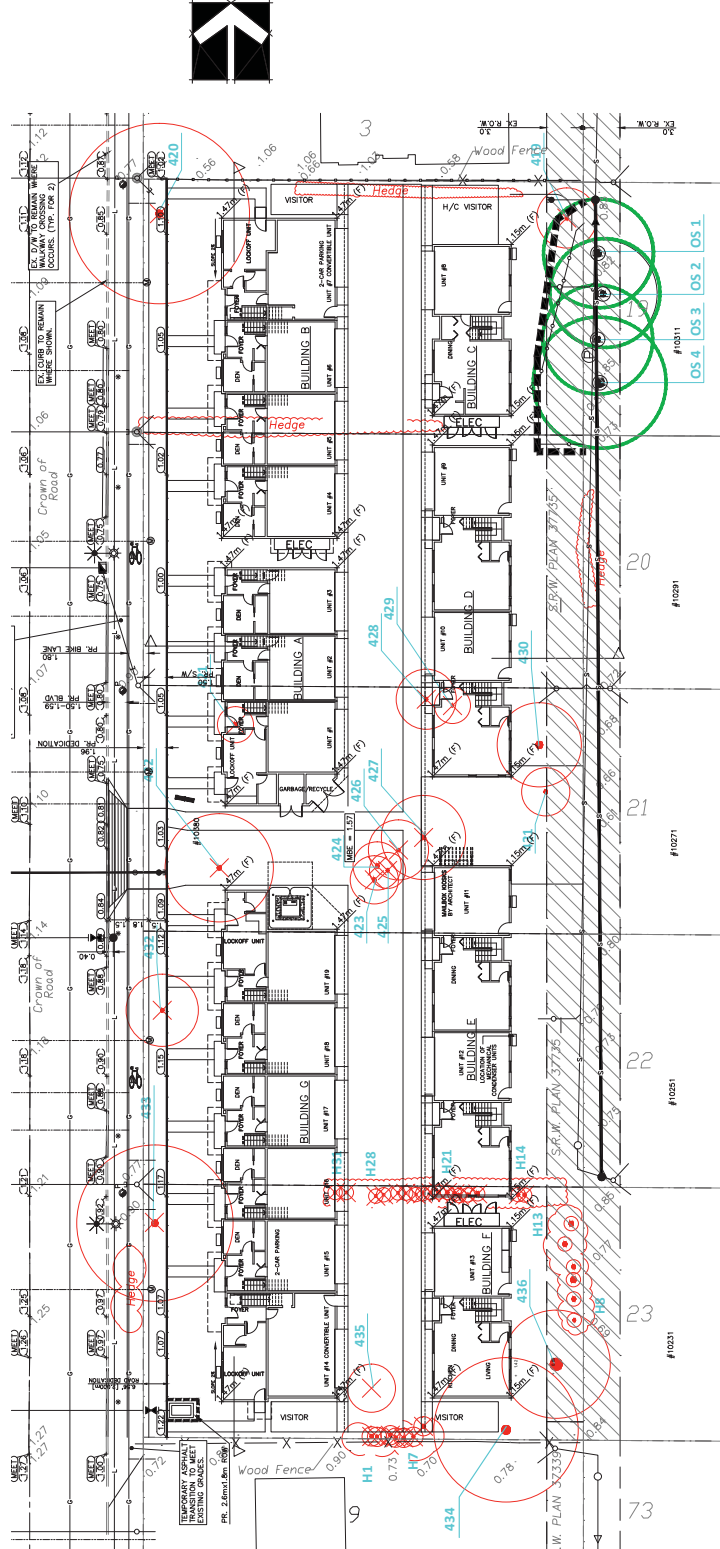


5. PERMEABLE PAVERS  
3/4" = 1'-0"



7. MAIL KIOSK  
3/8" = 1'-0"

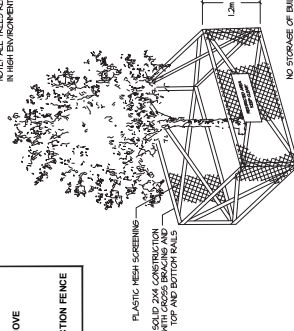
# PLN - 78 (Special)



NOTE: ALL TREES REGARDLESS OF SIZE ARE PROTECTED IN HIGH ENVIRONMENTALLY SENSITIVE AREAS

TREE PROTECTION DISTANCE TABLE			
TRUNK DIA. @ 1.4M	MINIMUM REQUIRED PROTECTION DISTANCE FROM TRUNK IN METERS	TRUNK DIA. @ 1.4M	MINIMUM REQUIRED PROTECTION DISTANCE FROM TRUNK IN METERS
25	2	25	2
30	2	30	2
35	2	35	2
40	2	40	2
45	2	45	2
50	3	50	3
55	3	55	3
60	3	60	3
65	3	65	3
70	4	70	4
75	4	75	4
80	4	80	4
85	4	85	4
90	4	90	4
95	4	95	4
100	4	100	4

FOR ALL TREES, THE PROTECTION DISTANCE FOR THE TRUNK SHALL BE THE DISTANCE FROM THE TRUNK TO THE PROTECTION FENCE. THE PROTECTION FENCE SHALL BE 1.4M FROM THE TRUNK.



1A TREE PROTECTION BARRIER

## Tree Inventory

Tag	Species	DBH (cm)	TPZ (m)
419	Fig	40	2.40
420	Deodar cedar	73	4.38
421	Fig	39	2.34
422	Japanese maple	30	1.80
423	Smaragd cedar	36	2.16
424	Smaragd cedar	40	2.40
425	Smaragd cedar	28	1.68
426	Oyama magnolia	24	1.44
427	Japanese maple	36	2.16
428	Himalayan birch	48	2.88
429	Elderberry	24	1.44
430	Apple	43	2.58

431	Apple	21	1.26
432	Cherry	39	2.34
433	Norway maple	57	3.42
434	Flowering cherry	82	4.92
435	Pink snowbell	27	1.62
436	Hazelnut	30	1.80
H7	Western red cedar	30	1.80
H8	Western red cedar	30	1.80
H14	Western red cedar	30	1.80
H31	Western red cedar	30	1.80
os1	Hemlock	60	3.60
os2	Hemlock	60	3.60
os3	Hemlock	60	3.60
os4	Western red cedar	85	5.10

PROJECT:

19 UNIT TOWNHOUSE  
DEVELOPMENT  
10340 - 10430 NO. 4 ROAD  
RICHMOND  
R2 18-831725

DRAWING TITLE:

TREE MANAGEMENT  
PLAN

DATE: July 22, 2019

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

DRAWN: DD

DESIGN: DD

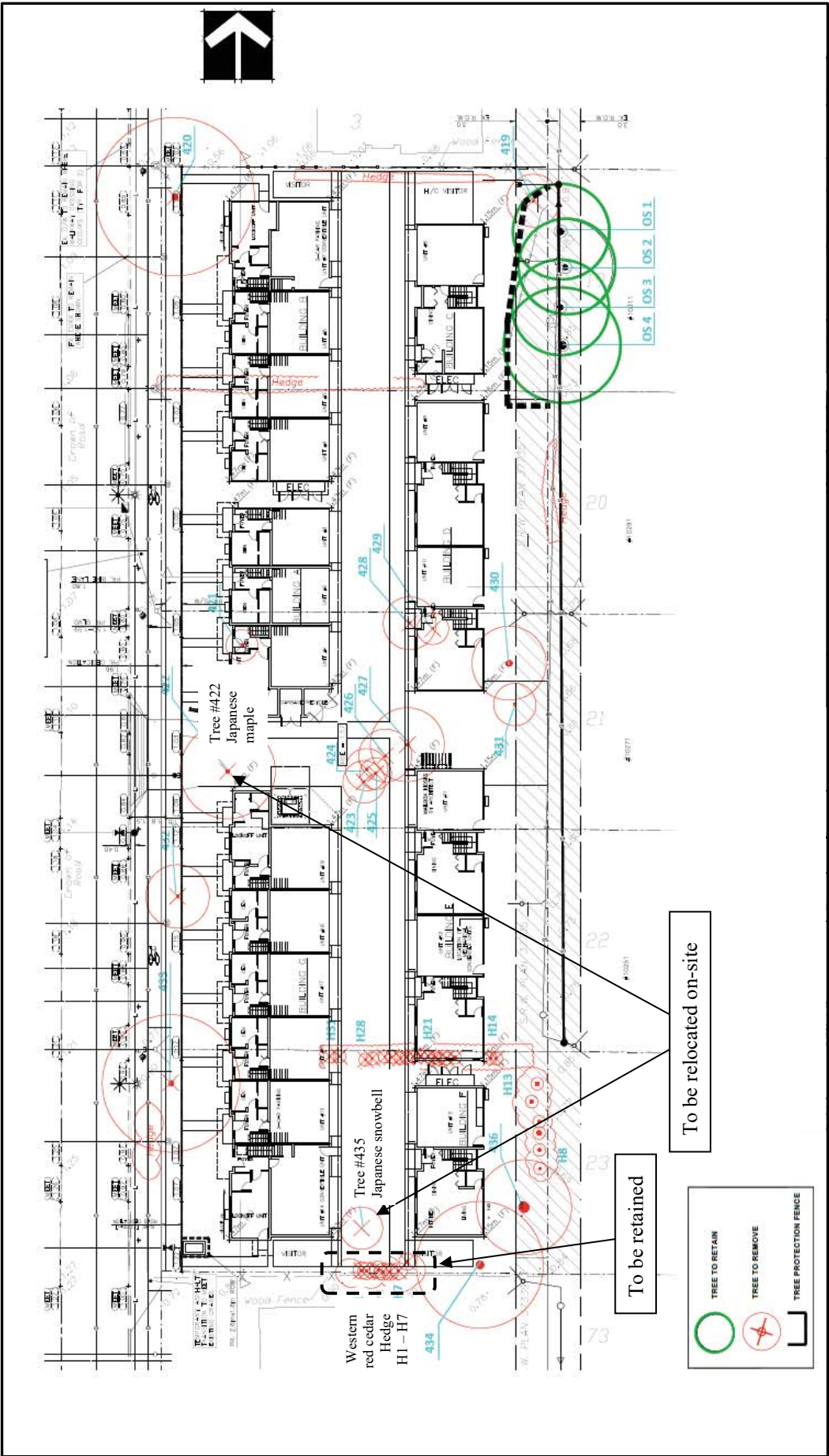
CHECK: PCN

PMG PROJECT NUMBER:

19093-L2P

19-093

OF 5





**Address:** 10340, 10360, 10380, 10400 and 10420 No. 4 Road

**File No.:** RZ 18-831725

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10261, the developer is required to complete the following:**

1. 2.0 m road dedication along the entire site frontage.
2. Consolidation of all the lots into one development parcel (which will require the demolition of the existing dwellings).
3. Retention of on-site trees #422 and #435, and off-site trees #OS1, #OS2, #OS3 and #OS4, requires the following:
  - a) 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.
  - b) Submission of a Tree Survival Security to the City in the amount of \$3,000 for the four off-site trees to be retained (\$750/tree).
  - c) 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.
4. Registration of a legal agreement on title identifying that the proposed development must be designed and constructed in a manner that mitigates potential traffic noise generated by No 4 Road to the proposed dwelling units. Dwelling units must be designed and constructed to achieve:
  - a) CMHC guidelines for interior noise levels as indicated in the chart below:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

- b) the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard for interior living spaces.
5. Registration of a flood indemnity covenant on title.
6. Registration of a cross-access easement, statutory right-of-way, and/or other legal agreements or measures, as determined to the satisfaction of the Director of Development, over the internal drive-aisle in favour of future developments to the north of the site, including the installation of way-finding and other appropriate signage on the subject property, and requiring a covenant that the owner provide written notification of this through the disclosure statement to all initial purchasers, provide an acknowledgement of the same in all purchase and sale agreements, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.
7. The submission and processing of a Development Permit\* completed to a level deemed acceptable by the Director of Development.
8. Contribution of \$1,769 per dwelling unit (e.g. \$33,611) in-lieu of on-site indoor amenity space to go towards development of City facilities.
9. City acceptance of the developer's offer to voluntarily contribute \$8.50 per buildable square foot (e.g. \$215,051.65) to the City's affordable housing fund.
10. 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 are 288 L/s of water available at 20 psi residual at the hydrant on the west side of No. 4 Road, fronting lot 10491 No 4 Road. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.

- b) The Developer is required to:
- i. Confirm with Richmond Fire Rescue (RFR) that the fire hydrant on the west side of No. 4 Road, fronting lot 10491 No 4 Road, is sufficient to service the development. Knowing that in the event of an emergency the Fire Truck and hose would shut down No. 4 Road in both the North and South directions if the hydrant at 10491 No 4 Road will be utilized.
  - ii. Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the 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 and Building designs.
  - iii. Provide right of way for water meter chamber, exact dimensions and location of the right of way shall be finalized at the servicing agreement stage.
- c) At the Developer's cost, the City is to:
- i. Cut and cap at main the existing water service connections at the No. 4 Road frontage.
  - ii. Install a new water service connection at the No. 4 Road frontage, complete with water meter and meter chamber in a right-of-way onsite which will be provided by the developer.

#### **Storm Sewer Works**

- d) At the Developer's cost, the City will:
- i. Cut and cap the existing connections along No. 4 Road frontage.
  - ii. Remove all old connections and install one new storm sewer connection to service the proposed site. Details of the new storm service shall be finalized via the servicing agreement design review.

#### **Sanitary Sewer Works**

- e) The Developer is required to:
- i. Replace the existing sanitary sewer along the rear yard to 200mm diameter PVC, approximately 80m in length, and install one new 1200mm manhole 1.5m south of the northern property line. An additional 1200mm manhole to be installed at high end of system, located at southern PL of lot 10400 No 4 Road. This is required as the current sanitary line will sit beneath the necessary retaining wall (and approx. 1m of fill) required to raise the site above flood construction level.
  - ii. The new sanitary sewer is to sit 1.5m east of the property line, in the middle of the City's right of way within the properties to the east.
  - iii. Notify neighbors to the east about the required sanitary works occurring in the City's right of way within their property line.
  - iv. Re-connect existing single family homes to east of development to the new sanitary sewer as they are part of the same system.
  - v. Restore all rear yard landscaping that would be impacted by the sanitary works at developer's cost.
  - vi. Provide one new sanitary service connection to accommodate the development at the northern property line.
  - vii. All site preparation works (e.g., preload, etc.) and building foundation works shall not commence until the required sanitary works are complete. Therefore, the developer may have to finalize the SA design and construct the sanitary works prior to site preparation works.
- f) At the Developer's cost, the City is to:
- i. Cap existing sanitary connections along the property line.

#### **Frontage Improvements**

- g) The Developer is required to:
- i. Coordinate with BC Hydro, Telus, and other private communication service providers to:
  - ii. Review existing street lighting levels along No. 4 Road and upgrade accordingly along development's frontage.



- iii. Provide other frontage improvements as per Transportation's requirements. Improvements shall be built to the ultimate condition wherever possible.

#### **General Items**

h) The Developer is required to:

- i. Provide if pre-load is required, prior to pre-load installation, a geotechnical assessment of pre-load and soil preparation impacts on the existing utilities fronting or within the development site, proposed utility installations, and provide mitigation recommendations. The mitigation recommendations shall be incorporated into the first SA design submission or if necessary to be implemented prior to pre-load.
- ii. 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.

11. Ensure that, via the Servicing Agreement process, the required replacement of sanitary infrastructure is accommodated through:

- a) the removal of trees that are located within the existing sanitary statutory right-of-way, including:
  - i. provision of additional replacement trees (two replacement trees for every off-site tree that permission is obtained for removal) reflected on an updated landscaping plan or tree planting plan and submission of a Landscape Security in the amount of \$750 per additional replacement tree; minimum 6 cm deciduous caliper or 3.5 m high conifers). NOTE: minimum replacement size to be as per **Tree Protection Bylaw No. 8057 Schedule A – 3.0 Replacement Trees**; or
  - ii. provision of the developer's offer to voluntarily contribute \$750 per additional replacement tree that is unable to be planted on-site to the City's Tree Compensation Fund for the planting of replacement trees within the City.
- b) provision of additional statutory right-of-way area, for which the design must be prepared in accordance with City specifications & standards. Works to be secured via Servicing Agreement (SA). The maintenance & liability responsibility is to be clearly noted. The design must be prepared in accordance with City specifications & standards and the construction of the works will be inspected by the City concurrently with all other SA related works; or;
- c) an alternative solution that is acceptable to City Engineering staff.

12. If deemed necessary by City Engineering staff via the Servicing Agreement process, registration of a new sanitary statutory right-of-way (or modification of the existing statutory right-of-way) on the subject site in order to accommodate sanitary infrastructure.

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

13. Ensure that, via the Servicing Agreement process, the required replacement of sanitary infrastructure is accommodated through:

- a) the removal of trees that are located within the existing sanitary statutory right-of-way, including:
  - iii. provision of additional replacement trees (two replacement trees for every off-site tree that permission is obtained for removal) reflected on an updated landscaping plan or tree planting plan and submission of a Landscape Security in the amount of \$750 per additional replacement tree; minimum 6 cm deciduous caliper or 3.5 m high conifers). NOTE: minimum replacement size to be as per **Tree Protection Bylaw No. 8057 Schedule A – 3.0 Replacement Trees**; or
  - iv. provision of the developer's offer to voluntarily contribute \$750 per additional replacement tree that is unable to be planted on-site to the City's Tree Compensation Fund for the planting of replacement trees within the City.
- b) provision of additional statutory right-of-way area, for which the design must be prepared in accordance with City specifications & standards. Works to be secured via Servicing Agreement (SA). The maintenance & liability

responsibility is to be clearly noted. The design must be prepared in accordance with City specifications & standards and the construction of the works will be inspected by the City concurrently with all other SA related works; or;

c) an alternative solution that is acceptable to City Engineering staff.

14. Ensure that no part of a building, structure hard ground surface or tree is proposed to be located within or encroach into an existing or proposed statutory right-of-way.
15. Submission of a Landscape Plan and a landscaping cost estimate that (including installation costs), prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development. The cost estimate should include a 10% contingency. The Landscape Plan should:
- ensure that a total of 32 replacement trees are planted and maintained (minimum 6 cm deciduous caliper or 3.5 m high conifers).
  - not include hedges or trees within a sanitary SRW
  - not include hedges along the front property line;
  - not include species that are prone to contemporary blights;
  - include a mix of coniferous and deciduous trees; and
  - include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
10	6 cm	3.5 m
12	8 cm	4 m
4	9 cm	5 m
2	10 cm	5.5 m
4	11 cm	6 m

16. Complete an acoustical and thermal report and recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and noise mitigation standards comply with the City's Official Community Plan and Noise Bylaw requirements. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards follows:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

17. Complete a proposed townhouse energy efficiency report and recommendations prepared by a Certified Energy Advisor which demonstrates how the proposed construction will meet or exceed the required townhouse energy efficiency standards (BC Energy Step Code Step 3 or better), in compliance with the City's Official Community Plan.

**Prior to a Development Permit\* being forwarded to Council for consideration, the development must complete the following requirements:**

18. Submission of a Landscape Security based on the cost estimate provided by the Landscape Architect plus a 10% contingency.

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

19. 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.

20. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
21. 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



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**Richmond Zoning Bylaw 8500  
Amendment Bylaw 10261 (RZ 18-831725)  
10340, 10360, 10380, 10400 and 10420 No. 4 Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **“MEDIUM DENSITY TOWNHOUSES (RTM2)”**

P.I.D. 003-561-674

Legal Lot 4, Block 4N, Sub Block 3, Plan NWP15456, Section 35, Range 6W,  
New Westminster Land District

P.I.D. 003-586-626

Lot 5, Block 4N, Sub Block 3, Plan NWP15456, Section 35, Range 6W, New Westminster  
Land District

P.I.D. 004-058-941

Lot 6, Block 4N, Sub Block 3, Plan NWP15456, Section 35, Range 6W, New Westminster  
Land District

P.I.D. 010-121-790

Lot 7, Block 4N, Sub Block 3, Plan NWP15456, Section 35, Range 6W, New Westminster  
Land District

P.I.D. 003-823-865

Lot 8, Block 4N, Sub Block 3, Plan NWP15456, Section 35, Range 6W, New Westminster  
Land District

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10261”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_

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

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 



# City of Richmond

## Report to Committee

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**To:** General Purposes Committee **Date:** April 19, 2021  
**From:** Claudia Jesson **File:** 12-8060-01/2021-Vol 01  
Director, City Clerk's Office  
**Re:** Housekeeping Request - Abandonment of Unadopted Bylaws

---

### Staff Recommendation

That the unadopted Zoning and OCP Amendment Bylaws, as outlined in Attachment 1, of the staff report titled "Housekeeping Request – Abandonment of Unadopted Bylaws" dated April 19, 2021 from the Director, City Clerk's Office, be abandoned.

Claudia Jesson  
Director, City Clerk's Office  
(604-276-4006)

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Development Applications	✓	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b>	<b>APPROVED BY CAO</b>

## **Staff Report**

### **Origin**

Council Policy No. 5017 states that the City Clerk may bring forward to Council any Zoning or Official Community Plan Amendment Bylaw, where one year or more has elapsed from the conclusion of the relevant Public Hearing, with a recommendation either to abandon the bylaw, to require another Public Hearing, or another recommendation if warranted.

The last time Council considered a report requesting the abandonment of unadopted bylaws was in September, 2019. As a housekeeping matter to clean up the files, this report presents eight unadopted bylaws for abandonment where the associated rezoning application has either been withdrawn at the applicant's request or closed by City staff due to inactivity.

Not included in the proposed list are bylaws for which more than one year has passed since a Public Hearing, and the applicant is continuing to take active steps to addressing the rezoning considerations. Staff do not recommend abandoning such bylaws at this time.

This report supports Council's Strategic Plan 2018-2022 Strategy #8 An Engaged and Informed Community:

*Ensure that the citizenry of Richmond is well-informed and engaged about City business and decision-making.*

### **Analysis**

Upon reviewing the OCP and Zoning Bylaw amendments which have been to a Public Hearing but have not yet been adopted, planning staff identified a number of applications that have had little or no subsequent activity. In some instances, applications have been closed due to inactivity, or withdrawn.

A letter was provided to applicants where there was no activity on a rezoning application, to request that staff be advised of their intentions with respect to the outstanding bylaw. The results of this survey indicate that applicants expressed no objection to their respective bylaw being abandoned, or the applicant specifically does not wish to proceed with their application.

### **Financial Impact**

None.

April 19, 2021

- 3 -

### **Conclusion**

Attachment 1 identifies unadopted OCP and Zoning Amendment Bylaw amendments that are no longer applicable because either the related application has been withdrawn, the applicant does not wish to proceed, or the applicant has not made contact with staff for the purpose of proceeding with the requirements of the application. Staff therefore recommend that the noted unadopted bylaws be abandoned.



Matt O'Halloran  
Manager, Legislative Services  
(604-276-4098)

MO:mo

Att. 1: List of Bylaws to be abandoned



**Attachment 1****List of Bylaws to Be Abandoned - 2021**

<b><u>Bylaw No</u></b>	<b><u>File No</u></b>	<b><u>Bylaw Title</u></b>	<b><u>First Reading</u></b>	<b><u>Public Hearing Date</u></b>	<b><u>Status of Other Development</u></b>	<b><u>Reason for Action Taken</u></b>	<b><u>Bylaw Action Recommendation</u></b>
9873	15-707952	RZ - 7460 & 7480 Railway Ave	June 11/18	July 16/18		Withdrawn by applicant	This bylaw should be abandoned
9703	16-748526	RZ - 8511 No 4 Rd	April 24/17	May 15/17	AH-17-793563-Closed	Withdrawn by applicant	This bylaw should be abandoned
9697	15-707253	RZ - 16160 and 16268 River Rd	Mar 27/17	Apr 18/17		Withdrawn by applicant	This bylaw should be abandoned
9630	15-699299	RZ - 8111 No 3 Rd	Nov 14/16	Dec 19/16	SD 15-699300-Closed SA 16-738956-Closed	Withdrawn by applicant	This bylaw should be abandoned
9211	13-630280	RZ - 13751 and 13851 Steveston Hwy	May 25/15	June 15/15	DP 14-674456 Closed	Closed due to inactivity	This bylaw should be abandoned
9210	13-630280	RZ - 13751 and 13851 Steveston Hwy	May 25/15	June 15/15	DP 14-674456 Closed	Closed due to inactivity	This bylaw should be abandoned
8465	08-446388	RZ - 7631 Ash St and 7680 Heather St	Dec 16/08			Withdrawn by applicant	This bylaw should be abandoned
7737	04-268223	RZ - 5411 and 5431 Steveston Hwy	July 12/04			Bylaw 7911 replaced Bylaw 7737 and adopted.	This bylaw should be abandoned



Page 1 of 1	<b>Bylaws (Zoning and Official Community Plan) – Time Limit After Public Hearing</b>	<b>Policy 5017</b>
	Adopted by Council: November 9, 1992	

**POLICY 5017:**

It is Council policy that:

The City Clerk shall forward directly to Council any Zoning or Official Community Plan Amendment Bylaw where one year or more has elapsed from the conclusion of its Public Hearing, with a report on the circumstances which have precluded its presentation to Council for adoption and the position of the applicant on the matter (if available), with the recommendation:

1. that the bylaw be abandoned; or
2. that the third reading of such bylaw be rescinded and that a second Public Hearing on that bylaw be held at the expense of the City or the applicant, whichever is appropriate; or
3. that another recommendation be made, provided that the staff report contains clear reasons why neither sections 1 nor 2 above is applicable.



# City of Richmond

## Report to Committee

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

**Date:** May 5, 2021  
**File:** 08-4105-01/2021-Vol  
01

James Cooper  
Director, Building Approvals

**Re:** **UBCM Grant Application - Local Government Development Approvals  
Program**

### Staff Recommendation

1. That the application to the Union of British Columbia Municipalities (UBCM) Local Government Development Approvals Program for \$500,000 be endorsed;
2. Should the application be successful, that the Chief Administrative Officer and the General Manager, Planning and Development be authorized on behalf of the City to enter into an agreement with UBCM for the above mentioned project; and
3. That a capital submission of \$740,000 for the Digitization of Development Approvals system (AMANDA) be approved with \$740,000 funded from Rate Stabilization Account, and that the Consolidated 5-Year Financial Plan (2021-2025) be amended accordingly.

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

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

WC/JC:jr  
Att. 2

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Intergovernmental Relations & Protocol Unit	<input checked="" type="checkbox"/>	
Finance Department	<input checked="" type="checkbox"/>	
Information Technology	<input checked="" type="checkbox"/>	
<b>SENIOR STAFF REPORT REVIEW</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## **Staff Report**

### **Origin**

The Union of British Columbia Municipalities (UBCM) has announced a call for applications to the Local Government Development Approvals Program, a Provincial grant program funded by the Ministry of Municipal Affairs and Housing as part of the Canada-BC Safe Restart Agreement. This report is in response to that announcement and provides an outline of the City's application to the program.

This report supports the following strategies within Council's Strategic Plan 2018-2022:

Strategy #6 Strategic and Well-Planned Growth:

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

*6.1 Ensure an effective OCP and ensure development aligns with it.*

Strategy #8 An Engaged and Informed Community:

*Ensure that the citizenry of Richmond is well-informed and engaged about City business and decision-making.*

*8.2 Ensure citizens are well-informed with timely, accurate and easily accessible communication using a variety of methods and tools.*

### **Findings of Fact**

In 2019, the Ministry of Municipal Affairs initiated the Development Approvals Process Review and engaged local governments and other stakeholders to discuss the challenges and opportunities of the current development approvals process in BC. The City of Richmond participated in this process review. Building upon that work, UBCM on March 10, 2021 announced the Local Government Development Approvals Program ("the Grant Program"). UBCM, through the Ministry of Municipal Affairs, is making available \$15 million in funding to local governments "to support the implementation of established best practices and to test innovative approaches to improve development approvals processes while meeting local government planning and policy objectives".

The Grant Program's application window closes on May 7, 2021. The Grant Program can contribute to 100 per cent of the cost of eligible activities up to a maximum amount of \$500,000. The activities contained in the application are to be capable of completion within two years of the Grant Program approval.

A copy of the Grant Program and Application Guide is attached (Attachment 1).

City staff have completed an application in advance of the May 7, 2021 deadline, but require a Council resolution in support of the application. UBCM has requested that a Council resolution supporting the project and the grant submissions be submitted to UBCM within 30 days of the close of applications (i.e., no later than June 6, 2021).

### **Analysis**

#### 2020 Upgrade of Existing AMANDA Software Platform

In Spring, 2020, the City's Information Technology Department undertook a critical upgrade of the City's existing permitting and development application tracking software (AMANDA) to a web-based platform as per the City Council approved Digital Strategy. The AMANDA platform is fundamental as a central registry and permit assessment processing system for all Development Applications and Building Permits submitted to the City. The upgrade project was completed in March, 2021.

#### Grant Program Application Description and Anticipated Outcomes

A wide-range of activities are supported by the Grant Program; however, staff have strategically focused the application in the following areas outlined in the Program guide:

- *Improving information technology to facilitate development application processing (including supporting future implementation of digital application submissions).*
- *Conducting internal reviews of current development approvals processes to identify opportunities for greater efficiency and effectiveness leveraging technology improvements.*

The City's application to the Grant Program seeks to build off the recent critical updates to the AMANDA platform by implementing business improvements and enhancements that support the day-to-day operations and activities of the Development Applications and Building Approvals Departments. Planned improvements include supporting digital applications, increasing opportunities for concurrent stakeholder input and enhanced information distribution directly to development clients, related stakeholders and the general public.

Key actions and outcomes anticipated with this implementation are:

1. Review of the development application processes by the City's Business Service Solutions Division to identify opportunities to improve efficiency/effectiveness to reduce application process times.
2. Updating the AMANDA platform's business rules and functions in keeping with the updated application review processes.
3. Additional enhancements to facilitate:
  - a) Development of a Web Portal enabling digital application submissions.
  - b) Improved information distribution to development clients and community members.
  - c) Development of a mobile inspection app for Building Permits.

The proposed improvements have an added benefit in that they would not only improve the development application process but also increase the public accessibility and availability of information related to development. This would contribute positively to the City's ongoing efforts to improve communication and engagement of community members.

Should the application to the Grant Program be successful, the City would be required to enter into a funding agreement with UBCM. As with any submission to senior governments, there is no guarantee that this application will be successful. City staff will provide an update to Council on the outcome of the City's application.

### **Financial Impact**

A detailed budget has been prepared as part of the City's application to the Grant Program (Attachment 2). City staff estimate the cost of the scope of work associated with its application to be approximately \$740,000.

As noted above, the Grant Program can contribute a maximum of 100 per cent of the cost of eligible activities up to a maximum of \$500,000. The City's application requests funding for the maximum \$500,000 available through the Grant Program.

Staff recommend that a capital project submission in the amount of \$740,000 be approved by Council with \$740,000 funded from Rate Stabilization Account (RSA). Should the City be successful with the grant application, the amount received will replace the City funding from Rate Stabilization Account.

### **Conclusion**

Staff recommend that Council endorse the application to the UBCM Local Government Development Approvals Program. The Grant Program provides an appropriate source of funding to support improvements and enhancements to the City's development approvals process and tracking software including improved access to information by the general public.



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

JDR:js/blg

### Attachments:

- Attachment 1: UBCM Local Government Development Approvals Program Guide
- Attachment 2: Proposed Draft Project Budget

# Local Government Development Approvals Program

## 2021 Program & Application Guide

### 1. Introduction

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In 2019, the Ministry of Municipal Affairs initiated the Development Approvals Process Review (DAPR). The Ministry engaged local governments and a broad range of stakeholders to discuss the challenges of current development approvals processes in B.C., to identify opportunities for addressing those challenges, and to develop an informed list of ideas about how to improve the efficiency and effectiveness of processes. A [summary report](#) of engagement findings identified several key themes. The Ministry intends to move forward on initiatives that draw upon these, which may include work on development finance tools, public input processes and provincial referrals, in collaboration with local governments, the development sector and other stakeholders.

The Local Government Development Approvals Program, a component of the Canada-BC Safe Restart Agreement, is one element in addressing the DAPR Report findings.

#### Local Government Development Approvals Program

The development approvals process refers to all operational steps and decision making in relation to a local government's consideration of approving development, from the pre-application phase to the issuance of the building permit. The local government's review process ensures that development applications conform to policies, plans, and regulations for building and development.

The intent of the Local Government Development Approvals Program is to support the implementation of established best practices and to test innovative approaches to improve development approvals processes while meeting local government planning and policy objectives.

The Local Government Development Approvals Program is not intended to support projects where proposed deliverables require or are directly focused on provincial legislative changes.

The Ministry of Municipal Affairs has provided \$15 million in funding and UBCM is administering the program.

### 2. Eligible Applicants

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All local governments (municipalities, regional districts, and the Islands Trust) in BC are eligible to apply. Eligible applicants can submit one application per intake.

### 3. Grant Maximum

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The Program can contribute a maximum of 100% of the cost of eligible activities – to a suggested maximum of \$500,000.

Funding permitting, applications for projects that exceed the suggested maximum may be considered for funding provided that applicants are able to provide rationale for the request. If the total funding request



exceeds the available funding, applicants that have requested additional funds may be asked to reduce their funding request.

In order to ensure transparency and accountability in the expenditure of public funds, all other contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the funding. This includes any other grant funding and any revenue that is generated from activities that are funded by the Local Government Development Approvals Program.

#### **4. Eligible Projects**

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To be eligible for funding, applications must demonstrate that proposed activities will meet the intent of the program and:

- Include new activities or represent a new phase of an existing project (retroactive funding is not available).
- Be capable of completion by the applicant within two years of the date of grant approval.
- For projects that are dependent on external partnerships, provide evidence that external partners (e.g. development community, provincial Ministry, other local governments) are willing to participate

#### **5. Requirements for Funding**

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As part of the approval agreement, approved projects must meet the following requirements for funding:

- Any in-person activities, meetings, or events meet physical distancing and other public health guidance in relation to COVID-19.
- Activities must comply with all applicable privacy legislation under the *Freedom of Information and Protection of Privacy Act* in relation to the collection, use, or disclosure of personal information while conducting funded activities. Personal information is any recorded information about an identifiable individual other than their business contact information. This includes information that can be used to identify an individual through association or inference.

#### **6. Eligible & Ineligible Costs & Activities**

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Eligible costs are direct costs that are approved for funding, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

Table 1 identifies examples of activities that are eligible for funding. Please note that an internal review of current development approvals may be valuable before undertaking specific projects but is not a pre-requisite for funding. However, evidence of readiness and/or rationale to undertake proposed activities is required in the application form and may contribute to higher application scores.

It is expected that proposed activities may involve internal or external partnerships. Please refer to Section 4 for funding requirements for working with external partners. Eligible activities must be cost-effective.

**Table 1: Activities Eligible for Funding**

- A. Conducting internal reviews of current development approvals processes to identify opportunities for greater efficiency and effectiveness.
- B. Updating or creating specific internal approvals procedures that will result in more effective and efficient development approvals processes. Examples include but are not limited to:
  - Creating or updating a development approvals process guide for use by staff
  - Updating the development approval procedures bylaw(s) to clarify or improve the process for applicants to apply for amendments to a bylaw or request the issuance of a permit (for consideration by Council or Board)
- C. Supporting efficient and effective decision making in order to further local government planning and development objectives. Examples include but are not limited to:
  - Developing policies to determine the types of bylaw amendments for which the local government would or would not waive the public hearing (for consideration by Councils and Boards),
  - Updating development permit guidelines to specify clear decision-making parameters to support delegation of such decisions to staff (for consideration by Council and Board).
  - Developing amendments to a zoning bylaw to reduce the need for commonly requested variances (for consideration of adoption by Council and Board)
- D. Facilitating collaboration or coordination with external partners (e.g. development community, provincial Ministry, other local governments). Examples include but are not limited to:
  - Developing guidelines that clarify to applicants the requirements that an application must meet to be accepted by staff and expectations of local government-applicant interaction throughout the application process.
  - Establishing a pre-application process, including, for example, pre-application developer meetings.
  - Development of enhanced communication materials/training for subdivision
  - Review and development of guidelines/processes to improve provincial referrals and enhanced communications of provincial regulatory requirements
- E. Improving information technology to facilitate development application processing. Examples include but are not limited to:
  - Undertaking assessments to support future implementation of digital application platform or digital permitting software.
  - Purchasing and implementing new or upgraded digital platforms or software
  - Training staff on software or platform, or on process changes required to adopt software or platform
- F. Training and capacity building for staff, elected officials (e.g. change management training), or external partners (e.g. application processes) in order to support the project.
- G. Other activities that support the improvement of the local government development approval process and that meet the intent of the program may be considered for funding.

### **Additional Eligible Costs & Activities**

In addition to the activities identified in Table 1, the following expenditures are also eligible provided they relate directly to eligible activities:

- Incremental applicant staff and administration costs (i.e. creating a new position or adding new responsibilities to an existing position)
- Consultant costs (e.g. change management consultant, software consultant)
- Public information costs (e.g. FAQs for the public, guidance on how to participate in the public process, role of the decision-maker in the process)

### **Ineligible Costs & Activities**

Any activity that is not outlined in Table 1 or is not directly connected to activities approved in the application is not eligible for grant funding. This includes:

- Development of funding application package
- Development of architectural, engineering, or other design drawings for the construction or renovation of facilities
- Routine or ongoing operating and/or planning costs or activities, including service subscriptions, or membership fees
- Capital costs (including computer hardware)
- Audit fees, interest fees, or fees to incorporate a society
- Fundraising, lobbying, or sponsorship campaigns
- Regular salaries and/or benefits of applicant staff or partners
- Project-related fees payable to the eligible applicant(s) (e.g. permit fees, community amenity contribution, etc.)
- Purchase of promotional items, door/raffle prizes, give-away items, and/or gifts for community members.
- Costs being claimed under any other government programs

## **7. Application Requirements & Process**

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### **Application Deadline**

The application deadline is May 7, 2021. Applicants will be advised of the status of their applications within 90 days of the application deadline.

### **Required Application Contents**

All applicants are required to submit an electronic copy of the complete application, including:

- Completed Application Form with all required attachments.
- Detailed budget that indicates the proposed expenditures from Local Government Development Approvals Program funding and that aligns with the proposed activities outlined in the application form. Although additional funding or support is not required, any other grant funding or in-kind contributions must be identified.
- Council, Board or Local Trust Committee resolution indicating support for the current proposed activities and willingness to provide overall grant management.

- For projects with external partners: written confirmation from the external partner confirming their role and willingness to participate.

### **Submission of Applications**

Applications should be submitted as Word, Excel or PDF files. Total file size for email attachments cannot exceed 20 MB.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: [lgps@ubcm.ca](mailto:lgps@ubcm.ca)

### **Review of Applications**

UBCM will perform a preliminary review of all applications to ensure the required application contents have been submitted and to ensure that eligibility criteria have been met.

Following this, an Evaluation Committee will assess and score all eligible applications. Higher application review scores will be given to projects that:

- Demonstrate alignment with intent of the Local Government Development Approvals Program
- Are outcome-based and include performance measures
- Provide evidence of readiness to undertake proposed activities
- Include internal local government cross-departmental collaboration and/or collaboration with one or more external partners (e.g. development community, provincial Ministry, other local governments, etc.)
- Demonstrate cost-effectiveness

Point values and weighting have been established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding.

The Evaluation Committee will consider the population and provincial, regional, and urban/rural distribution of proposed projects. Recommendations will be made on a priority basis and preference may be given to local governments with growth rates higher than 1% (2016 Census, Statistics Canada) between 2011 and 2016. All funding decisions will be made by UBCM.

All application materials will be shared with the Province of BC.
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## **8. Grant Management & Applicant Responsibilities**

Grants are awarded to eligible applicants only and, as such, the applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

### **Notice of Funding Decision & Payments**

All applicants will receive written notice of funding decisions. Approved applicants will receive an Approval Agreement, which will include the terms and conditions of any grant that is awarded, and that is required to be signed and returned to UBCM.

Grants are awarded in two payments: 50% at the approval of the project and when the signed Approval Agreement has been returned to UBCM and 50% when the project is complete and UBCM has received and approved the required final report and a financial summary.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

### **Progress Payments**

To request a progress payment, approved applicants are required to submit:

- Description of activities completed to date
- Description of funds expended to date
- Written rationale for receiving a progress payment

### **Changes to Approved Projects**

Approved grants are specific to the project as identified in the application, and grant funds are not transferable to other projects. Approval from UBCM will be required for any significant variation from the approved project.

To propose changes to an approved project, applicants are required to submit:

- Amended application package, including updated, signed application form, updated budget, and an updated Council, Board, or Local Trust Committee resolution.
- Written rationale for proposed changes to activities and/or expenditures

Applicants are responsible for any costs above the approved grant unless a revised application is submitted and approved prior to work being undertaken.

### **Extensions to Project End Date**

All approved activities are required to be completed within the time frame identified in the approval agreement and all extensions beyond this date must be requested in writing and be approved by UBCM. Extensions will not exceed six months.

## **9. Final Report Requirements & Process**

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Final reports are required to be submitted within 30 days of completion of the project. Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form with all required attachments
- Detailed financial summary that indicates the actual expenditures from the Local Government Development Approvals Program funding and other sources (if applicable) and that aligns with the actual activities outlined in the final report form
- Copies of any materials that were produced with grant funding (e.g. guidance material, reports on results of performance measurement)
- Optional: any photos or media related to the funded project

### **Submission of Final Reports**

Final reports should be submitted as Word, Excel or PDF files. Total file size for email attachments cannot exceed 20 MB.

All final reports should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: [lqps@ubcm.ca](mailto:lqps@ubcm.ca)

## Review of Final Reports

UBCM will perform a preliminary review of all final reports to ensure the required report elements have been submitted.

All final report materials will be shared with the Province of BC.
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## 10. Additional Information

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For enquiries about the application process or general questions regarding the program, please contact UBCM at [lgps@ubcm.ca](mailto:lgps@ubcm.ca) or (250) 356-0930.



UBCM - 2021 Development Approvals Program Grant - Detailed Project Budget  
*City of Richmond Project: Digitization of Development Approvals*

Project	UBCM Contribution Request	City of Richmond Contribution	Total Contribution
Digitization of Development Approvals	\$500,000.00	\$239,062.60	\$739,062.60

Eligible Activities	Projected Cost Estimate	Considerations/Comments
Process Mapping & Improvements Identification	\$ 162,750.00	Current and future state mapping, based on a total of seven application types, as well as, process improvements and documentation.
Technology Assessment	\$ 72,800.00	Business and technical review, GAP analysis, and recommendations.
Amanda Enhancements & Workflow Optimization	\$ 273,000.00	Review of automations, notifications, triggers, digitization, and workflow optimization based on the technology assessment.
Portal Services & Enhancements	\$ 70,200.00	Based on the technology assessment.
New Application(s)	\$ 23,400.00	Installation of Amanda Inspector App.
Integration	\$ 32,500.00	Integration into the City's digital nervous ecosystem (DNE).
Process Data Review	\$ 3,000.00	
Stakeholder Engagement	\$ 1,500.00	
Jurisdictional Scan	\$ 1,500.00	
Training & Development	\$ 24,024.00	Amanda7 Daily User training for up to 12 participants; bridge training for system administrators/SMEs; general training for Amanda7 system administrators; and Inspector app end-user training for inspectors in the field.
Contingency	\$ 74,388.60	
<b>Total</b>	<b>\$739,062.60</b>	





# City of Richmond

## Report to Committee

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**To:** Planning Committee **Date:** April 29, 2021  
**From:** James Cooper, Architect AIBC **File:** 12-8060-20-  
Director, Building Approvals 010246/Vol 01  
**Re:** **Suitable Trees for Replanting List, Tree Planting Information on the City's website, and the Review of Procedures to Determine the Maximum Number of Trees in a Residential Lot**

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### Staff Recommendation

1. That the report, "Suitable Trees for Replanting List, Tree Planting Information on the City's website, and the Review of Procedures to Determine the Maximum Number of Trees in a Residential Lot," dated April 29, 2021 from the Director, Building Approvals, be received for information.

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

Att. 2

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

## **Staff Report**

### **Origin**

This report is in response to the April 7, 2021 Planning Committee referral:

- 1) That staff review the “Suitable Trees for Replanting in the City of Richmond” list and the “Tree Planting Information” on the City's website; and
- 2) That staff review the recommended maximum number of trees on a residential lot, and report back.

The purpose is to provide Council with an updated list of “Suitable Trees for Replanting in the City of Richmond” and the Information Bulletin “Replacement Tree/Tree Planting Guideline”; and

“That staff review the maximum number of trees specified for a residential lot, and report back”.

This report supports Council’s Strategic Plan 2018-2022 Strategy #2 A Sustainable and Environmentally Conscious City:

*Environmentally conscious decision-making that demonstrates leadership in implementing innovative, sustainable practices and supports the City's unique biodiversity and island ecology.*

*2.2 Policies and practices support Richmond's sustainability goals.*

### **Analysis**

At the April 7, 2021 Planning Committee, Council members expressed concern about the potential for tree failure during extreme weather events in the City of Richmond. To mitigate the occurrence of whole or partial tree failure, staff were directed to review the list of “Suitable Trees for Replanting in the City of Richmond” and remove any tree species that may be considered “dangerous”. In addition, staff were also requested to review the maximum number of trees specified for a residential lot.

While there are no tree species that are categorized as “dangerous”, there are fast growing, softwood tree species that have a tendency to shed branches, more than others, in extreme weather events and as they reach maturity. It should be noted that these types of trees, with a habit of shedding limbs or that have a greater potential for early tree failure, do play an important role as a Pioneer Species within a forest or woodland environment. The softwood trees species contribute to the organic matter build-up of the forest floor and provide important wildlife habitat for birds and small animals. However, these same types of trees growing in an urban environment, taking into consideration their greater potential for limb failure, could pose a greater risk to damaging property or injuring people.

In response to Committee's request, staff has reviewed the list of 230 suitable replacement trees currently listed on the City website and has removed the following softwood, fast growing trees:

Jacquemontii Birch	European White Birch	Paper Birch
Cut Leaf Weeping Birch	Weeping Willow	Balsam Poplar
Paper Birch	White Willow	Northern Black Cottonwood

In order to maintain a diversified list of suitable replacement trees, staff have added the following eight trees to the list:

Frisia Black Locust	Swedish Aspen	Vanderwolf Pine	Serbian Spruce
Nootka Cypress	Oriental Spruce	Bristly Locust	Idaho Locust

In addition to the updated list of suitable replacement trees (attachment 1), staff has also updated Information Bulletin Tree-10 "Replacement Tree/Tree Planting Guideline" (attachment 2) to ensure both residents and builders have the information needed for appropriate replacement tree species choice, replacement tree size and planting guidelines to ensure successful establishment of new trees to the benefit of all Richmond residents.

Staff were also requested to "review the recommended maximum number of trees on a residential lot" as Council members expressed concern about the potential for over specification of new replacement trees as a result of the 2:1 replanting ratio for new single-family residential development sites.

The intent of the 2:1 replanting ratio is to ensure that staff are able to maximize the number of new trees to be planted in order to compensate for the loss of tree canopy when existing trees are required to be removed. This strategy also supports the continual development of a diverse and resilient urban forest. Staff are acutely aware that over-planting is not a sustainable approach, especially on residential lots, as tree crowding leads to competition for limited resources and can result in excessive pruning to maintain natural sunlight and/or address building/tree conflicts.

Tree Preservation staff currently utilize industry best practices, Arboriculture expertise and British Columbia Landscape and Nursery Association (BCLNA) Replacement Tree Spacing Standards in order to ensure the appropriate number of replacement trees are specified on residential lots. They also take into consideration the broadly different spatial requirements of different tree species, number of existing trees on site (both recently planted or mature), building configuration, overhead and underground utilities and the open space configuration of each residential lot to ensure no overcrowding takes place.

Staff will continue to ensure the appropriate number of trees are specified on residential lots as a condition of a tree removal permit, and work with residents to foster a passion for both the individual trees on their property and the urban forest as a long term benefit to the community.

April 29, 2021

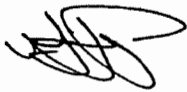
- 4 -

### **Financial Impact**

None

### **Conclusion**

This report provides Council with the updated list of "Suitable Trees for Replanting in the City of Richmond" and the Information Bulletin "Replacement Tree/Tree Planting Guideline". In addition, it also identifies standards and best practices used by staff to ensure the appropriate number of trees are specified for residential lots.



Gordon Jaggs  
Program Lead, Tree Preservation  
Building Approvals  
(604-247-4910)

GJ:gj

- Att. 1: List of "Suitable Trees for Replanting in the City of Richmond"  
2: Information Bulletin "Replacement Tree/Tree Planting Guideline"



## Suitable Trees for Replanting in the City of Richmond

Tree Bylaw Section  
6911 No. 3 Road, Richmond, BC V6Y 2C1

[www.richmond.ca](http://www.richmond.ca)

### Replacement tree size for non-development

Minimum size of deciduous tree required as a condition of non-development tree permit: **6cm caliper.**

Minimum size of coniferous tree required as a condition of non-development tree permit: **3.5m high.**

### Replacement tree size for development

Minimum size of deciduous tree required as a condition of development tree permit: **8cm caliper.**

Minimum size of coniferous tree required as a condition of development tree permit: **4m high.**

**Note:** We DO NOT accept the following as replacement trees: Hedging Cedars, Palm Trees, Dwarf species or Topiaries.

### Small Trees Up To 30'

Common Name	Botanical Name	Replanting Size Requirements	Height and Spread at Maturity
Hedge Maple	<i>Acer campestre</i> 'Queen Elizabeth'	6 cm caliper	H25' x S15'
Vine Maple	<i>Acer circinatum</i>	6 cm caliper	H25' x S12'
Amur Maple	<i>Acer ginnala</i>	6 cm caliper	H20' x S15'
Paperbark Maple	<i>Acer griseum</i>	6 cm caliper	H25' x S12'
Japanese Maple	<i>Acer palmatum</i>	6 cm caliper	H15' x S15'
Japanese Angelica Tree	<i>Aralia elata</i>	6 cm caliper	H25' x S20'
Young's Weeping Birch	<i>Betula pendula</i> 'Youngii'	6 cm caliper	H10' x S10'
Eastern Redbud	<i>Cercis canadensis</i>	6 cm caliper	H25' x S25'
Drooping Nootka Cypress	<i>Chamaecyparis nootkatensis</i> 'Pendula'	3.5 m height	H20' x S12'
Hinoki False Cypress	<i>Chamaecyparis obtuse</i> 'Gracilis'	3.5 m height	H20' x S15'
Saware False Cypress	<i>Chamaecyparis pisifera</i>	3.5 m height	H20' x S15'
Fringe Tree	<i>Chionanthus virginicus</i>	6 cm caliper	H30' x S20'
Chinese Dogwood	<i>Cornus chinensis</i>	6 cm caliper	H20' x S10'
Eddie's White Wonder Dogwood	<i>Cornus</i> 'Eddie's White Wonder'	6 cm caliper	H25' x S10'
Flowering Dogwood	<i>Cornus florida</i>	6 cm caliper	H20' x S15'
Kousa Dogwood	<i>Cornus kousa</i>	6 cm caliper	H20' x S10'
Cornelian Cherry	<i>Cornus mas</i>	6 cm caliper	H15' x S8'
Hawthorn	<i>Crataegus</i>	6 cm caliper	H18' x S15'
Snow Gum	<i>Eucalyptus pauciflora</i>	6 cm caliper	H15' x S10'

### Small Trees Up To 30'

Common Name	Botanical Name	Replanting Size Requirements	Height and Spread at Maturity
Shademaster Honeylocust	<i>Gleditsia traicanthos inermis</i> 'Shademaster'	6 cm caliper	H24' x S16'
Golden Chain Tree	<i>Laburnum watereri</i> 'Vossii'	6 cm caliper	H25' x S20'
Yellow Cucumber Tree	<i>Magnolia cordata</i>	6 cm caliper	H30' x S30'
Northern Japanese Magnolia	<i>Magnolia kobus</i>	3.5 m height	H30' x S20'
Oyama Magnolia	<i>Magnolia sieboldii</i>	6 cm caliper	H15' x S15'
Saucer Magnolia	<i>Magnolia soulangiana</i>	6 cm caliper	H25' x S25'
Ornamental Crabapple	<i>Malus</i>	6 cm caliper	H15' x S15'
Japanese Crabapple	<i>Malus florabunda</i>	6 cm caliper	H20' x S30'
Prairiefire Crabapple	<i>Malus</i> x 'Prairiefire'	6 cm caliper	H20' x S20'
Red Lotus	<i>Manglietia insignis</i>	6 cm caliper	H20' x S10'
Sourwood	<i>Oxydendrum arboreum</i>	6 cm caliper	H20' x S15'
Shore Pine	<i>Pinus contorta</i>	3.5 m height	H30' x S18'
Persian Ironwood	<i>Parrotia persica</i>	6 cm caliper	H15' x S15'
Japanese Flowering Plum	<i>Prunus blireana</i>	6 cm caliper	H25' x S20'
Purpleleaf Plum	<i>Prunus cerasifera pissardi</i> 'Nigra'	6 cm caliper	H25' x S25'
Japanese Flowering Cherry	<i>Prunus serrulata</i>	6 cm caliper	H25' x S25'
Higan Cherry	<i>Prunus subhirtella</i>	6 cm caliper	H25' x S25'
Chokecherry	<i>Prunus virginiana</i>	6 cm caliper	H20' x S15'
Staghorn Sumac	<i>Rhus typhina</i>	6 cm caliper	H15' x S20'
European Mountain Ash	<i>Sorbus aucuparia</i>	6 cm caliper	H25' x S15'
Japanese Stewartia	<i>Stewartia pseudocamellia</i>	6 cm caliper	H30' x S20'
Japanese Snowbell	<i>Styrax japonica</i>	6 cm caliper	H30' x S18'
Fragrant Snowbell	<i>Styrax obassia</i>	6 cm caliper	H20' x S10'
Ivory Silk Tree Lilac	<i>Syringa reticulata</i> 'Ivory Silk'	6 cm caliper	H30' x S15'

### Medium Trees 30' to 50'

Common Name	Botanical Name	Replanting Size Requirements	Height and Spread at Maturity
Caucasian Maple	<i>Acer cappadocicum</i>	6 cm caliper	H40' x S30'
Box Elder	<i>Acer negundo</i>	6 cm caliper	H50' x S25'
Norway Maple	<i>Acer platanoides</i>	6 cm caliper	H50' x S35'

## Medium Trees 30' to 50'

Common Name	Botanical Name	Replanting Size Requirements	Height and Spread at Maturity
Crimson King Maple	<i>Acer platanoides</i> 'Crimson King'	6 cm caliper	H50' x S35'
Crimson Sentry Maple	<i>Acer platanoides</i> 'Crimson Sentry'	6 cm caliper	H50' x S20'
Sycamore Maple	<i>Acer pseudoplatanus</i>	6 cm caliper	H40' x S25'
Red Maple	<i>Acer rubrum</i>	6 cm caliper	H40' x S20'
Red Sunset Maple	<i>Acer rubrum</i> 'Red Sunset'	6 cm caliper	H40' x S20'
Shantung Maple	<i>Acer truncate</i>	6 cm caliper	H25' x S20'
Red Horsechestnut	<i>Aesculus x carnea</i>	6 cm caliper	H40' x S40'
Ruby Red Horsechestnut	<i>Aesculus x carnea</i> 'Birotti'	6 cm caliper	H40' x S40'
Silk Tree	<i>Albizia julibrissin</i>	6 cm caliper	H40' x S50'
Pacific Madrone	<i>Arbutus menziesii</i>	3.5 m height	H35' x S20'
River Birch	<i>Betula nigra</i>	6 cm caliper	H40' x S20'
European Hornbeam	<i>Carpinus betulus</i>	6 cm caliper	H40' x S30'
Common Catalpa	<i>Catalpa bignoides</i>	6 cm caliper	H40' x S30'
Common Hackberry	<i>Celtis occidentalis</i>	6 cm caliper	H40' x S30'
Katsura Tree	<i>Cercidiphyllum japonicum</i>	6 cm caliper	H40' x S20'
Nootka Cypress	<i>Chamaecyparis nootkatensis</i>	3.5 m height	H50' x S30'
Giant Dogwood	<i>Cornus controversa</i>	6 cm caliper	H50' x S30'
Pacific Dogwood	<i>Cornus nuttallia</i>	6 cm caliper	H50' x S20'
Handkerchief Tree	<i>Davidia involucrata</i>	6 cm caliper	H35' x S20'
Hardy Rubber Tree	<i>Eucommia ulmoides</i>	6 cm caliper	H40' x S25'
Flowering Ash	<i>Fraxinus ornus</i>	6 cm caliper	H40' x S20'
Green Ash	<i>Fraxinus pennsylvanica</i>	6 cm caliper	H30' x S30'
Maidenhair Tree	<i>Ginkgo biloba</i>	6 cm caliper	H35' x S20'
Mountain Silverbell	<i>Halesia monticola</i>	6 cm caliper	H45' x S15'
Japanese Walnut	<i>Juglans ailantifolia</i>	6 cm caliper	H50' x S30'
Butternut	<i>Juglans cinera</i>	6 cm caliper	H50' x S30'
Arizona Walnut	<i>Juglans major</i>	6 cm caliper	H50' x S30'
Golden Rain Tree	<i>Koelreuteria paniculata</i>	6 cm caliper	H35' x S40'
European Larch	<i>Larix decidua</i>	3.5 m height	H45' x S20'
Cucumber Tree	<i>Magnolia acuminata</i>	3.5 m height	H50' x S25'



**Medium Trees 30' to 50'**

<b>Common Name</b>	<b>Botanical Name</b>	<b>Replanting Size Requirements</b>	<b>Height and Spread at Maturity</b>
Dawson Magnolia	<i>Magnolia dawsoniana</i>	3.5 m height	H50' x S30'
Antarctic Beech	<i>Nothofagus antarctica</i>	6 cm caliper	H50' x S30'
Sour Gum Tree	<i>Nyssa sylvatica</i>	6 cm caliper	H50' x S25'
American Hop Hornbeam	<i>Ostrya virginiana</i>	6 cm caliper	H25' x S30'
Empress Tree	<i>Paulownia tomentosum</i>	6 cm caliper	H45' x S40'
Amur Cork Tree	<i>Phellodendron amurense</i>	6 cm caliper	H40' x S50'
Serbian Spruce	<i>Picea omorika</i>	3.5 m height	M35' x S12"
Western White Pine	<i>Pinus monticola</i>	3.5 m height	H50' x S30'
Austrian Pine	<i>Pinus nigra</i>	3.5 m height	H40' x S25'
Ponderosa Pine	<i>Pinus ponderosa</i>	3.5 m height	H50' x S30'
Himalayan White Pine	<i>Pinus wallichiana</i>	3.5 m height	H40' x S30'
Chinese Pistache	<i>Pistacia chinensis</i>	6 cm caliper	H30' x S20'
Sargent Flowering Cherry	<i>Prunus sargentii</i>	6 cm caliper	H40' x S30'
Holly Oak	<i>Quercus ilex</i>	6 cm caliper	H40' x S40'
Pin Oak	<i>Quercus palustris</i>	6 cm caliper	H50' x S35'
Pink Locust	<i>Robinia ambigua</i> 'Idahoensis'	6 cm caliper	H40' x S20'
Frisia Black Locust	<i>Robinia pseudoacacia</i> 'frisia'	6 cm caliper	H40' x S30'
Corkscrew Willow	<i>Salix matsudana</i> 'Tortuosa'	6 cm caliper	H40' x S20'
Umbrella Pine	<i>Sciadopitys verticillata</i>	3.5 m height	H40' x S25'
Pink Pagoda Mountain Ash	<i>Sorbus huphensis</i> 'Pink Pagoda'	6 cm caliper	H50' x S30'
Pacific Yew	<i>Taxus brevifolia</i>	3.5 m height	H50' x S25"
Redmond Linden	<i>Tilia americana</i> 'Redmond'	6 cm caliper	H50' x S30'
Little Leaf Linden	<i>Tilia cordata</i>	6 cm caliper	H35' x S15'
Chancellor Little Leaf Linden	<i>Tilia cordata</i> 'Chancellor'	6 cm caliper	H35' x S15'
Greenspire Little Leaf Linden	<i>Tilia cordata</i> 'Greenspire'	6 cm caliper	H35' x S20'
Siberian Elm	<i>Ulmus pumila</i>	6 cm caliper	H50' x S30'
Japanese Zelkova	<i>Zelkova serrata</i>	6 cm caliper	H50' x S25'

**Large Trees Over 50'**

<b>Common Name</b>	<b>Botanical Name</b>	<b>Replanting Size Requirements</b>	<b>Height and Spread at Maturity</b>
Balsam Fir	<i>Abies balsamea</i>	3.5 m height	H60' x S35'
White Fir	<i>Abies concolor</i>	3.5 m height	H60' x S35'
Fraser's Fir	<i>Abies fraseri</i>	3.5 m height	H50' x S25'
Grand Fir	<i>Abies grandis</i>	3.5 m height	H100' x S50'
Alpine Fir	<i>Abies lasiocarpa</i>	3.5 m height	H75' x S25'
Noble Fir	<i>Abies procera</i>	3.5 m height	H125' x S45'
Bigleaf Maple	<i>Acer macrophyllum</i>	6 cm caliper	H95' x S40'
Silver Maple	<i>Acer saccharinum</i>	6 cm caliper	H80' x S80'
Sugar Maple	<i>Acer saccharum</i>	6 cm caliper	H60' x S50'
Common Horsechestnut	<i>Aesculus hippocastanum</i>	6 cm caliper	H60' x S40'
Monkey Puzzle Tree	<i>Araucaria araucana</i>	3.5 m height	H70' x S30'
California Incense Cedar	<i>Calocedrus decurrens</i>	3.5 m height	H75' x S35'
Western Catalpa	<i>Catalpa speciosa</i>	6 cm caliper	H70' x S30'
Atlas Cedar	<i>Cedrus atlantica</i>	3.5 m height	H60' x S35'
Blue Atlas Cedar	<i>Cedrus atlantica</i> 'Glaucua'	3.5 m height	H60' x S35'
Cedar of Lebanon	<i>Cedrus Libani</i>	3.5 m height	H80' x S45'
American Beech	<i>Fagus grandiflora</i>	6 cm caliper	H70' x S120'
European Beech	<i>Fagus sylvatica</i>	6 cm caliper	H70' x S30'
Copper Beech	<i>Fagus sylvatica</i> 'Autopurpurea'	6 cm caliper	H70' x S30'
White Ash	<i>Fraxinus americana</i>	6 cm caliper	H80' x S45'
European Ash	<i>Fraxinus excelsior</i>	6 cm caliper	H60' x S50'
Thornless Honeylocust	<i>Gleditsia tricanthos inermis</i>	6 cm caliper	H60' x S35'
Sunburst Honeylocust	<i>Gleditsia tricanthos inermis</i> 'Sunburst'	6 cm caliper	H60' x S35'
Kentucky Coffee Tree	<i>Gymnocladus dioicus</i>	6 cm caliper	H60' x S40'
Black Walnut	<i>Juglans nigra</i>	6 cm caliper	H100' x S45'
English Walnut	<i>Juglans regia</i>	6 cm caliper	H60' x S40'
Sweetgum	<i>Liquidambar styraciflua</i>	6 cm caliper	H60' x S25'
Tuliptree	<i>Liriodendron tulipifera</i>	6 cm caliper	H60' x S40'
Southern Magnolia	<i>Magnolia grandiflora</i>	3.5 m height	H80' x S40'
Dawn Redwood	<i>Metasequoia glyptostroboides</i>	3.5 m height	H80' x S35'

## Large Trees Over 50'

Common Name	Botanical Name	Replanting Size Requirements	Height and Spread at Maturity
Tanoak	<i>Notholithocarpus densiflorus</i>	6 cm caliper	H60' x S40'
Oriental Spruce	<i>Picea orientalis</i>	6 cm caliper	H60' x S40'
White Spruce	<i>Picea glauca</i>	3.5 m height	H70' x S40'
Serbian Spruce	<i>Picea omorika</i>	3.5 m height	H60' x S20'
Colorado Spruce	<i>Picea pungens</i>	3.5 m height	H80' x 40'
Colorado Blue Spruce	<i>Picea pungens</i> 'Glauca'	3.5 m height	H80' x S40'
Hoop's Blue Spruce	<i>Picea pungens</i> 'Hoopsii'	3.5 m height	H80' x S40'
Koster Blue Spruce	<i>Picea pungens</i> 'Koster'	3.5 m height	H80' x S40'
Sitka Spruce	<i>Picea sitchensis</i>	3.5 m height	H100' x S45'
Monterey Pine	<i>Pinus radiata</i>	3.5 m height	H65' x S35'
Red Pine	<i>Pinus resinosa</i>	3.5 m height	H65' x S40'
Eastern White Pine	<i>Pinus strobus</i>	3.5 m height	H80' x S45"
Scotch Pine	<i>Pinus sylvestris</i>	3.5 m height	H70' x S45'
Japanese Black Pine	<i>Pinus thunbergii</i>	3.5 m height	H80' x S40'
London Plane Tree	<i>Platanus acerifolia</i>	6 cm caliper	H60' x S45'
Douglas Fir	<i>Pseudotsuga menziesii</i>	3.5 m height	H70' x S45'
Sawtooth Oak	<i>Quercus acutissima</i>	6 cm caliper	H60' x S40'
Scarlet Oak	<i>Quercus coccinea</i>	6 cm caliper	H60' x S45'
Garry Oak	<i>Quercus garryana</i>	6 cm caliper	H60' x S40'
Burr Oak	<i>Quercus macrocarp</i>	6 cm caliper	H60' x S40'
English Oak	<i>Quercus robur</i>	6 cm caliper	H90' x S40'
Red Oak	<i>Quercus rubra</i>	6 cm caliper	H90' x S50'
Black Locust	<i>Robinia pseudoacacia</i>	6 cm caliper	H75' x S35'
Yellow Leaf Black Locust	<i>Robinia pseudoacacia</i> 'Frisia'	6 cm caliper	H75' x S35'
Bristly Locust	<i>Robinia pseudoacacia</i> 'histpida'	6 cm caliper	H75' x S35'
Idaho Locust	<i>Robinia pseudoacacia</i> 'Idaho'	6 cm caliper	H55' x S35'
Coast Redwood	<i>Sequoia sempervirens</i>	3.5 m height	H150' x S50'
Giant Redwood	<i>Sequoiadendron giganteum</i>	3.5 m height	H150' x S50'
Bald Cypress	<i>Taxodium distichum</i>	3.5 m height	H60' x S25'
Western Red Cedar	<i>Thuja plicata</i>	3.5 m height	H100' x S45'

**Large Trees Over 50'**

Common Name	Botanical Name	Replanting Size Requirements	Height and Spread at Maturity
Golden Cedar	<i>Thuja plicata</i> 'Aurea'	3.5 m height	H70' x S40'
Basswood	<i>Tilia americana</i>	6 cm caliper	H60' x S25'
Canadian Hemlock	<i>Tsuga canadensis</i>	3.5 m height	H90' x S35'
Western Hemlock	<i>Tsuga heterophylla</i>	3.5 m height	H125' x S40'
Mountain Hemlock	<i>Tsuga mertensiana</i>	3.5 m height	H60' x S30'
American Elm	<i>Ulmus americana</i>	6 cm caliper	H100' x S80'
Scotch Elm	<i>Ulmus glabra</i>	6 cm caliper	H120' x S50'

**Fastigiated or Columnar Trees**

Common Name	Botanical Name	Replanting Size Requirements	Height and Spread at Maturity
Armstrong Maple	<i>Acer rubrum</i> 'Armstrong'	6 cm caliper	H40' x S15'
Bowhall Maple	<i>Acer rubrum</i> 'Bowhall'	6 cm caliper	H40' x S15'
Columnar Red Maple	<i>Acer rubrum</i> 'Columnaire'	6 cm caliper	H40' x S12'
Scarlet Sentinel Maple	<i>Acer rubrum</i> 'Scarlet Sentinel'	6 cm caliper	H40' x S15'
Pyramidal European Hornbeam	<i>Carpinus betulus</i> 'Fastigiata'	6 cm caliper	H40' x S12'
Franz Fontaine Hornbeam	<i>Carpinus betulus</i> 'Franz Fontaine'	6 cm caliper	H40' x S12'
Weeping Nootka Cypress	<i>Chamaecyparis nootkatensis</i>	3.5m high	H25' x S12'
Dawyck Beech	<i>Fagus sylvatica</i> 'Dawyckii'	6 cm caliper	H35' x S8'
Purple Dawyck Beech	<i>Fagus sylvatica</i> 'Dawyckii Purple'	6 cm caliper	H35' x S8'
Princeton Sentry Maidenhair Tree	<i>Ginkgo biloba</i> 'Princeton Sentry'	6 cm caliper	H30' x S10'
Serbain Spruce	<i>Picea Omorika</i>	3.5m high	H50' x S20'
Vanderwolf Pyramid Pine	<i>Pinus flexis</i> Vanderwolf	3.5m high	H20' x S10'
Swedish Aspen	<i>Populus tremula</i> "erecta"	6 cm caliper	H30' x S8'
Chanticleer Pear	<i>Pyrus calleryana</i> 'Chanticleer'	6 cm caliper	H40' x S15'
Upright English Oak	<i>Quercus robur</i> 'Fastigiata'	6 cm caliper	H35' x S12'
Upright Japanese Pagoda Tree	<i>Sophora japonica</i> 'Regent'	6 cm caliper	H20' x S10'

## Native BC Trees

British Columbia has one of the richest eco-systems and varied climatic zones in the world. The result is an enormous amount of plant diversity. Some of the trees that are native to British Columbia include the following:

### Native BC Deciduous Trees (6 cm caliper)

Botanical Name	Common Name
<i>Acer circinatum</i>	Vine Maple
<i>Acer glabrum var douglasii</i>	Douglas Maple
<i>Acer macrophyllum</i>	Bigleaf Maple
<i>Alnus rubra</i>	Red Alder
<i>Alnus tenuifolia</i>	Mountain Alder
<i>Amelanchier x grandiflora</i>	Serviceberry
<i>Betula occidentalis</i>	Interior Western Birch
<i>Cornus nuttallii</i>	Pacific Dogwood
<i>Crataegus columbiana</i>	Columbia Hawthorn
<i>Crataegus douglasii</i>	Black Hawthorn
<i>Fraxinus latifolia</i>	Oregon Ash
<i>Larix laricina</i>	Tamarack
<i>Larix occidentalis</i>	Western Larch
<i>Malus fusca</i>	Pacific Crab Apple
<i>Populus tremuloides</i>	Quaking Aspen
<i>Prunus emarginata</i>	Bitter Cherry
<i>Prunus pensylvanica</i>	Bird Cherry
<i>Prunus virginiana</i>	Choke Cherry
<i>Quercus garryana</i>	Garry Oak, Oregon Oak
<i>Salix discolor</i>	Pussy Willow
<i>Salix lasiandra</i>	Pacific Willow
<i>Sorbus scopulina cascadiensis</i>	Cascades Western Mountain Ash

**Native BC Evergreen Trees (3.5 m height)**

Botanical Name	Common Name
<i>Arbutus menziesii</i>	Arbutus, Madrone

**Native BC Conifers (3.5 m height)**

Botanical Name	Common Name
<i>Abies amabilis</i>	Pacific Silver Fir
<i>Abies grandis</i>	Grand Fir
<i>Abies lasiocarpa</i>	Subalpine Fir
<i>Abies procera</i>	Noble Fir
<i>Chamaecyparis nootkatensis</i>	Yellow Cedar, Alaskan Cedar
<i>Picea glauca</i>	White Spruce
<i>Picea mariana</i>	Black Spruce
<i>Picea sitchensis</i>	Sitka Spruce
<i>Pinus banksiana</i>	Jack Pine
<i>Pinus contorta subsp contorta</i>	Shore Pine
<i>Pinus contorta subsp latifolia</i>	Lodgepole Pine
<i>Pinus flexilis</i>	Limber Pine
<i>Pinus monticola</i>	Western White Pine
<i>Pinus ponderosa</i>	Ponderosa Pine, Western Yellow Pine
<i>Pseudotsuga menziesii</i>	Douglas Fir
<i>Pseudotsuga menziesii Glauca</i>	Blue Douglas Fir
<i>Taxus brevifolia</i>	Pacific Yew
<i>Thuja plicata</i>	Western Red Cedar
<i>Tsuga heterophylla</i>	Western Hemlock
<i>Tsuga mertensiana</i>	Mountain Hemlock

This document has been edited as of 2021 to reflect the Urban Forest Climate Adaptation Framework for Metro Vancouver: Tree Species Selection, Planting and Management.

For Tree Planting Guidelines, please refer to Information Bulletin Tree-10 “Replacement Tree Guideline”.



## Replacement Tree Guideline

**No.: TREE-10**

**Date: 2012-12-18**

**Revised: 2021-04-21**

### Purpose:

To assist property owners and builders in providing and planting appropriate replacement trees required as a condition of tree removal permit approval under **Tree Protection Bylaw 8057**.

Where replacement tree requirements are identified as a condition of a valid **development related** tree removal permit, **planting must be completed prior to final building inspection/occupancy**.

**Note:** Non-development Tree Permit issued on adjacent/adjoining properties due to construction on neighbouring property: same requirements.

Where replacement tree requirements are identified as a condition of a valid non-development tree removal permit, planting must be completed within one year of obtaining the permit.

*Inspection of the replacement tree is required and the applicant must contact a Tree Preservation Official for an inspection of the tree (call 604-247-4684 or 604-276-4158).*

### Requirements (unless otherwise noted on the permit):

- To be planted on the same lot as the tree removal. If replacement trees cannot be accommodated on site, permission may be granted to plant trees on City property.

When replacement trees are required as a condition of a **Non-Development tree removal permit**, the following minimum size (at the time of planting) is required:

- Minimum 6cm (2.5 in.) caliper (diameter) for a deciduous tree.
- Minimum height of 3.5m (11.5 ft.) for a coniferous tree.

When replacement trees are required as a condition of a **Building related tree removal permit or Development permit**, the following minimum size (at the time of planting) is required:

- Minimum 8cm (3 in.) caliper (diameter) for a deciduous tree.
- Minimum height of 4m (13 ft.) for a coniferous tree.
- Should be located a minimum 1.5m (5 ft.) from a property line.
- Not planted directly under BC Hydro power lines.

*Every replacement tree shall be spaced from existing trees and other replacement trees in accordance with the current BCLNA (British Columbia Society of Landscape and Nursery Association) standards.*

For a list of acceptable replacement trees, see **Suitable Trees for Replanting (PL-17)** on our website: [www.richmond.ca/sustainability/environment/treeremoval](http://www.richmond.ca/sustainability/environment/treeremoval)

We **DO NOT** accept the following as replacement trees:

- Hedging Cedars
- Palm Trees
- Banana Plants
- Dwarf species or Topiaries

### Penalties:

Any person who contravenes or violates any provision of this bylaw can face fines of up to \$750 per tree.

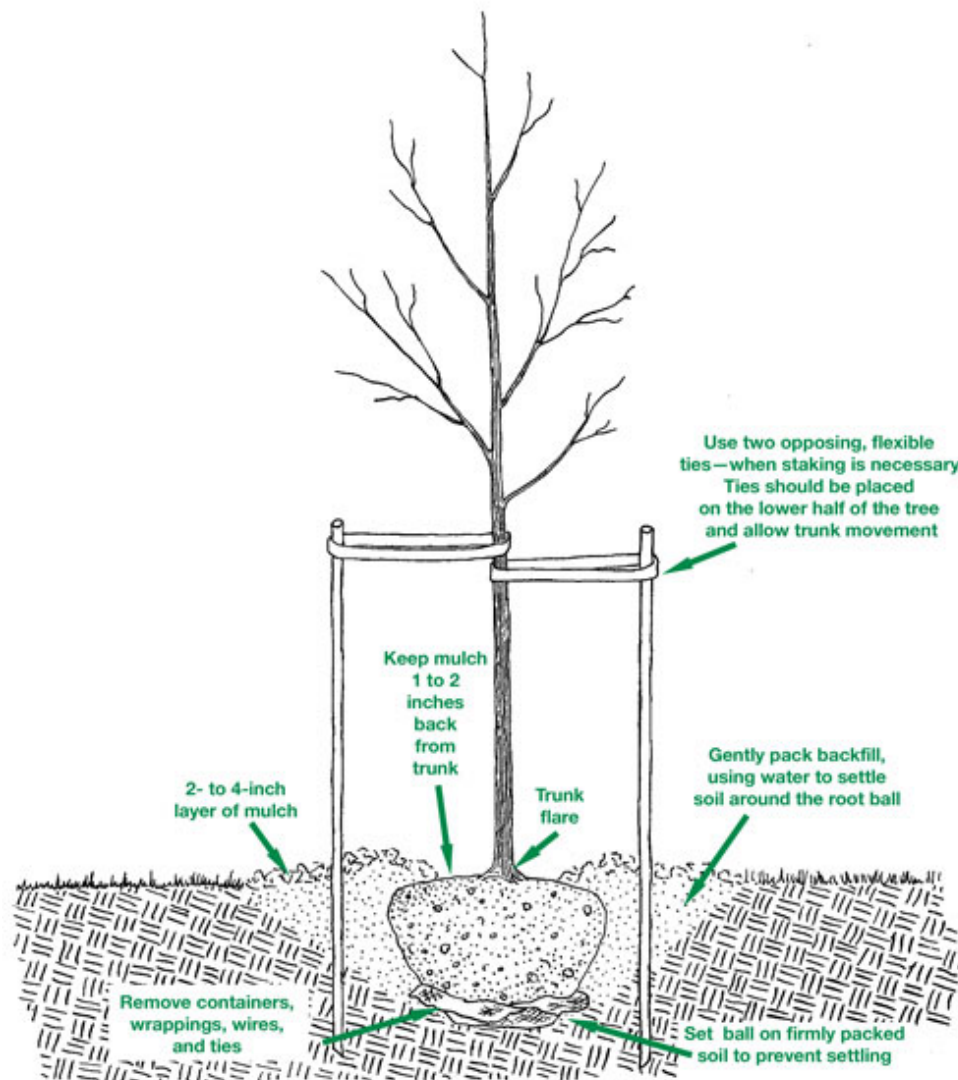
Offences include:

- Failure to comply with the terms and conditions of a valid permit.
- Failure to plant and maintain trees in accordance with sound horticultural and arboriculture practices.

For a complete list see Bylaw 7321 Schedule B13.



## Tree Planting Guideline:



## Additional Sources of Tree Information:

- [www.treesaregood.com/treeowner/plantingatree.aspx](http://www.treesaregood.com/treeowner/plantingatree.aspx)
- BC Hydro Planting Near Power Lines (pamphlet)

## Questions:

Should you have any questions, comments or suggestions concerning this bulletin, please reference the bulletin number and email [treeprotection@richmond.ca](mailto:treeprotection@richmond.ca) or call 604-247-4684.

*The Tree Protection Bylaw 8057 is available in its entirety at the City of Richmond website, [www.richmond.ca](http://www.richmond.ca) or for a fee from Richmond City Hall.*