



**City Council
Electronic Meeting**

**Council Chambers, City Hall
6911 No. 3 Road
Monday, April 11, 2022
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

- CNCL-10** (1) *adopt the **minutes** of the Regular Council meeting held on March 28, 2022; and*
- CNCL-20** (2) *receive for information the Metro Vancouver **'Board in Brief'** dated March 25, 2022.*



AGENDA ADDITIONS & DELETIONS

COMMITTEE OF THE WHOLE

2. *Motion to resolve into Committee of the Whole to hear delegations on agenda items.*



3. Delegations from the floor on Agenda items.

PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 16.

4. *Motion to rise and report.*



RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

PLEASE NOTE THAT ITEMS APPEARING ON THE CONSENT AGENDA WHICH PRESENT A CONFLICT OF INTEREST FOR COUNCIL MEMBERS MUST BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

RECOMMENDATIONS FROM COMMITTEE WILL APPEAR ON THE REVISED COUNCIL AGENDA, EITHER ON THE CONSENT AGENDA OR NON-CONSENT AGENDA DEPENDING ON THE OUTCOME AT COMMITTEE.

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- 2022 Environmental Enhancement Grant Program
- Program Plan For Japanese Duplex
- Amendments To The Council Procedure Bylaw – Remote Public Participation
- Appointment Of External Auditor
- Revenue Anticipation Borrowing (2022) Bylaw No. 10368
- Land use applications for first reading (to be further considered at the Public Hearing on May 16, 2022):
 - 7420/7440 Langton Road – Rezone From Two Unit Dwellings (RD1)” Zone To The “Single Detached (RS2/B)” Zone (Praise Design & Construction Inc)
 - 4880 Garry Street – Rezone The “Single Detached (RS1/E)” Zone To The “Single Detached (RS2/A)” Zone (Doug Loewen – Applicant)

- Arts Services Year In Review 2021

5. *Motion to adopt Items No. 6 through No. 14 by general consent.*

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6. **COMMITTEE MINUTES**

That the minutes of:

- (1) *the Finance Committee meeting held on April 4, 2022; (distributed seperately)*
- (2) *the General Purposes Committee meeting held on April 4, 2022; (distributed seperately)*
- (3) *the **Parks, Recreation and Cultural Services Committee** meeting held on March 29, 2022; and*
- (4) *the Planning Committee meeting held on April 5, 2022(distributed seperately)*

CNCL-29

be received for information.

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7. **2022 ENVIRONMENTAL ENHANCEMENT GRANT PROGRAM**
(File Ref. No. 03-1085-01) (REDMS No. 6852646)

CNCL-33

See Page CNCL-33 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE RECOMMENDATION

- (1) *That the 2022 Environmental Enhancement Grants be awarded for the total recommended amount of \$27,600 as identified in Attachment 1 of the staff report titled “2022Environmental Enhancement Grant Program” dated March 9, 2022, from the Director, Parks Services;*
- (2) *That the amendments to the City Grant Program Policy 3712 as identified in Attachment 5 of the staff report titled “2022 Environmental Enhancement Grant Program” dated March 9,2022, from the Director, Parks Services be approved and that \$2,500 be awarded to the Sharing Farm Society; and*
- (3) *That the grant funds be disbursed accordingly.*

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Consent
Agenda
Item

8. **PROGRAM PLAN FOR JAPANESE DUPLEX**

(File Ref. No. 11-7141-01) (REDMS No. 6824261)

CNCL-95

See Page **CNCL-95** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

That Option 1, Visitor Welcome Centre, Retail and Dock Support Spaces, for the Japanese Duplex at the Britannia Shipyards National Historic Site as detailed in the staff report titled “Program Plan for Japanese Duplex,” dated January 19, 2022, from the Director, Arts, Culture and Heritage Services be endorsed to guide future planning.



Consent
Agenda
Item

9. **AMENDMENTS TO THE COUNCIL PROCEDURE BYLAW – REMOTE PUBLIC PARTICIPATION**

(File Ref. No. 12-8125-80-14-05) (REDMS No. 6860935)

CNCL-105

See Page **CNCL-105** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10373, which introduces amendments relating to the requirement for pre-registration for participation by means of electronic or other communication facilities, be introduced and given first, second and third readings.

Consent
Agenda
Item

10. **APPOINTMENT OF EXTERNAL AUDITOR**

(File Ref. No.) (REDMS No. 6853618)

CNCL-109

See Page **CNCL-109** for full report

FINANCE COMMITTEE RECOMMENDATION

That KPMG LLP be appointed as the external financial auditor for the City of Richmond for a five-year period, beginning with the 2022 fiscal year that ends December 31, 2022 through to the 2026 fiscal year that ends December 31, 2026.



Pg. # ITEM

Consent
Agenda
Item

11. **REVENUE ANTICIPATION BORROWING (2022) BYLAW NO. 10368**
(File Ref. No. 03-0900-01) (REDMS No. 6849317)

CNCL-112

See Page CNCL-112 for full report

FINANCE COMMITTEE RECOMMENDATION

That Revenue Anticipation Borrowing (2022) Bylaw No. 10368 be introduced and given first, second and third readings.

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Consent
Agenda
Item

12. **APPLICATION BY PRAISE DESIGN & CONSTRUCTION INC. FOR REZONING AT 7420/7440 LANGTON ROAD FROM THE “TWO-UNIT DWELLINGS (RD1)” ZONE TO THE “SINGLE DETACHED (RS2/B)” ZONE**
(File Ref. No. RZ 21-927633; 12-8060-20-010369) (REDMS No. 6853570)

CNCL-116

See Page CNCL-116 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10369, for the rezoning of 7420/7440 Langton Road from the “Two-Unit Dwellings (RD1)” zone to the “Single Detached (RS2/B)” zone, be introduced and given first reading.

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Consent
Agenda
Item

13. **APPLICATION BY DOUG LOEWEN FOR REZONING AT 4880 GARRY STREET FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE “SINGLE DETACHED (RS2/A)” ZONE**
(File Ref. No. RZ 21-936277; 12-8060-20-010370) (REDMS No. 6854836)

CNCL-140

See Page CNCL-140 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10370, for the rezoning of 4880 Garry Street from the “Single Detached (RS1/E)” zone to the “Single Detached (RS2/A)” zone, be introduced and given first reading.

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Consent
Agenda
Item

14. **ARTS SERVICES YEAR IN REVIEW 2021**

(File Ref. No. 11-7000-01) (REDMS No. 6848605)

CNCL-158

See Page CNCL- 158 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

That the Arts Services Year in Review 2021 as presented in the staff report titled, “Arts Services Year in Review 2021,” dated March 3, 2022, from the Director, Arts, Culture and Heritage Services, be circulated to Community Partners and Funders for their information.



CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

15. **PROPOSED ONGOING CITY OF RICHMOND PATIO PROGRAM**

(File Ref. No. 08-4150-01) (REDMS No. 6784481)

CNCL-216

See Page CNCL-216 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the City of Richmond Patio Program, as described in the staff report titled “Proposed Ongoing City of Richmond Patio Program”, dated March 14, 2022, from the General Manager, Community Safety, be approved for implementation;*
- (2) *That Council introduce a new process for issuing patio permits as described in the staff report titled “Proposed Ongoing City of Richmond Patio Program”, from the General Manager, Community Safety, dated March 14, 2022, by giving first, second and third readings to:*
 - (a) *Public Space Patio Regulation Bylaw 10350;*
 - (b) *Development Permit, Development Variance Permit and*

*Temporary Commercial and Industrial Use Permit Procedure
Bylaw No. 7273, Amendment Bylaw No. 10366;*

*(c) Consolidated Fees Bylaw No. 8636, Amendment Bylaw
No. 10367; and*

*(d) Heritage Procedures Bylaw No. 8400, Amendment Bylaw
No. 10363;*

*(3) That Richmond Official Community Plan Bylaw 7100, Amendment
Bylaw No. 10362 be introduced and given first reading;*

*(4) That Richmond Official Community Plan Bylaw 7100, Amendment
Bylaw No. 10362, 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;*

*(5) That Richmond Official Community Plan Bylaw No. 7100,
Amendment Bylaw No. 10362, 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;*

*(6) That the expiry date for valid Expedited Temporary Outdoor Patio
(TOP) Permits be extended to June 1, 2023;*

*(7) That a letter be sent to the BC Liquor and Cannabis Regulation
Branch (LCRB) requesting an extension to existing Temporary
Expanded Service Area authorizations in Richmond until June 1,
2023; and*

*(8) That staff be directed to provide an update in the fall of 2023 to
Council regarding implementation of the City of Richmond Patio
Program.*



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

- CNCL-286** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10088**
(10231, 10251, 10351, 10371, 10391, 10395 and 10397 No 2 Road,
RZ 17-794300)
Opposed at 1st/2nd/3rd Readings – None.

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- CNCL-289** Housing Agreement **Bylaw No. 10129**
(8131 Westminster Highway)
Opposed at 1st/2nd/3rd Readings – None.

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- CNCL-315** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10244**
(10620 Williams Road, RZ 20-891369)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

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DEVELOPMENT PERMIT PANEL

16. RECOMMENDATION

See DPP Plan Package (distributed separately) for full hardcopy plans

- CNCL-317**
- (1) *That the **Chair's reports** for the Development Permit Panel meetings held on March 12, 2021 and March 16, 2022, be received for information; and*
 - (2) *That the recommendations of the Panel to authorize the issuance of:*
 - (a) *a Development Permit (DP 18-829082) for the property located at 10231, 10251, 10351, 10371, 10391, 10395 and 10397 No. 2 Road; and*

*(b) a Development Permit(DV 21-930451) for the property located at 10620 Williams Road;
be endorsed, and the Permits so issued.*

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PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

17. *Motion to resolve into Committee of the Whole to hear delegations on non-agenda items.*

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- (1) Mike Ingel, Richmond resident to delegate on Covid-19 City Policy.
- (2) Teresa de La Boursodiere, Richmond resident to delegate on the City's Rodenticide Ban and the City's Vaccination mandate and passport requirements.
- (3) Kai Sharpe, organizer with UNITE HERE Local 40, to present on the Pacific Gateway Hotel workers' labour dispute.

REMOVED

- (4) Jasmine Piao, Richmond resident to delegate on the City of Richmond's emergency management plans.

18. *Motion to rise and report.*

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ADJOURNMENT

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Regular Council

Monday, March 28, 2022

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Chak Au
Councillor Carol Day
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves (by teleconference)
Councillor Michael Wolfe

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 7:00 p.m.

RES NO. ITEM

MINUTES

- R22/6-1 1. It was moved and seconded
That:
- (1) *the minutes of the Regular Council meeting held on March 14, 2022, be adopted as circulated; and*
 - (2) *the minutes of the Regular Council meeting for Public Hearings held on March 21, 2022, be adopted as circulated.*

CARRIED



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Monday, March 28, 2022

AGENDA ADDITIONS & DELETIONS

R22/6-2

It was moved and seconded

It was noted that the first two bylaws listed under Bylaws for Adoption should be amended to:

Richmond Official Community Plan 7100, Amendment Bylaw No. 10136 and
Richmond Official Community Plan 7100, Amendment Bylaw No. 10137.

CARRIED

COMMITTEE OF THE WHOLE

R22/6-3

2. It was moved and seconded

That Council resolve into Committee of the Whole to hear delegations on agenda items (7:01 p.m.).

CARRIED

3. Delegations from the floor on Agenda items:

Item No. 7 – 2022 Local General And School Election Appointment Of Chief Election Officer And Deputy Chief Election Officer

Jasmin Piao, Richmond resident expressed her concerns regarding voting accessibility for people with legal mask exemptions and requested that existing voting polices be reviewed for the 2022 Election.

Item No. 10 – Housing Agreement Bylaw No. 10129 To Permit The City Of Richmond To Secure Affordable Housing Units At 8131 Westminster Highway

Kathryn McCreary, Richmond resident requested that the City of Richmond keep a waiting list for LEMR units and a centralized registry database to ensure fair and equitable access. She also requested a revamp of the LEMR program.



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Item No. 10 – Housing Agreement Bylaw No. 10129 To Permit The City Of Richmond To Secure Affordable Housing Units At 8131 Westminster Highway

Item No. 11 - 2017-2022 Child Care Needs Assessment and Strategy-2021 Update

Item No. 12 - Draft Seniors Strategy 2022-2032

De Whalen, Richmond resident referred to her submission (copy on file) expressing her concerns regarding the LEMR program and encouraged the development of affordable housing for seniors, families and newcomers to the City. She also encouraged the City to pursue and secure Federal and Provincial funding sources to develop non market housing using City owned land.

Item No. 10 – Housing Agreement Bylaw No. 10129 To Permit The City Of Richmond To Secure Affordable Housing Units At 8131 Westminster Highway

David Yang, Richmond resident, expressed his concerns regarding securing more affordable housing units and the need to update the Official Community Plan (OCP). He also commented that City Centre should be built with a more variety of residential unit types, fit for all income levels including co-ops, non market rentals and social housing.

Item No. 16 - Application by Zhao XD Architect Ltd. for Rezoning at 8031, 8051, 8071 No. 2 Road and 5760, 5780, 5786 Blundell Road from the “Single Detached (RS1/E)” Zone to the “Medium Density Townhouses (RTM3)” Zone

Evan Dunfee, Richmond resident, spoke about the need for more density and updating the current OCP.

Item No. 10 – Housing Agreement Bylaw No. 10129 To Permit The City Of Richmond To Secure Affordable Housing Units At 8131 Westminster Highway

Mark Lee, Richmond resident, spoke about making the OCP update a top priority and reviewing it from an affordability context.



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- R22/6-4 4. It was moved and seconded
 That Committee rise and report (7:41 p.m.).

CARRIED

CONSENT AGENDA

- R22/6-5 5. It was moved and seconded
 That Items No. 6 through No. 15 be adopted by general consent.

CARRIED

6. COMMITTEE MINUTES

That the minutes of:

- (1) *the Community Safety Committee meeting held on March 15, 2022;*
- (2) *the General Purposes Committee meeting held on March 21, 2022;*
- (3) *the Planning Committee meeting held on March 22, 2022; and*
- (4) *the Public Works and Transportation Committee meeting held on March 23, 2022*

be received for information.

ADOPTED ON CONSENT

**7. 2022 LOCAL GENERAL AND SCHOOL ELECTION
- APPOINTMENT OF CHIEF ELECTION OFFICER AND DEPUTY
CHIEF ELECTION OFFICER**

(File Ref. No. 12-8125-90-01) (REDMS No. 6852969)

- (1) *That Claudia Jesson be appointed as Chief Election Officer for the 2022 Local General and School Election; and*
- (2) *That Matthew O'Halloran be appointed as Deputy Chief Election Officer for the 2022 Local General and School Election.*

ADOPTED ON CONSENT



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8. BANNING RODENTICIDE ON CITY-OWNED PROPERTY IN RICHMOND UPDATE

(File Ref. No. 10-6125-04-15) (REDMS No. 6796110)

That the City ban rodenticides on City-owned property in Richmond and that the matter be reviewed in two years.

ADOPTED ON CONSENT

9. APPLICATION BY PAKLAND PROPERTIES FOR REZONING AT 11720 WILLIAMS ROAD FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE “COMPACT SINGLE DETACHED (RC2)” ZONE

(File Ref. No. RZ 21-936290; 12-8060-20-010359) (REDMS No. 6839252, 6839817)

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10359, for the rezoning of 11720 Williams Road from the “Single Detached (RS1/E)” zone to the “Compact Single Detached (RC2)” zone, be introduced and given first reading.

ADOPTED ON CONSENT

10. HOUSING AGREEMENT BYLAW NO. 10129 TO PERMIT THE CITY OF RICHMOND TO SECURE AFFORDABLE HOUSING UNITS AT 8131 WESTMINSTER HIGHWAY

(File Ref. No. 08-4057-05, 12-8060-20-010129) (REDMS No. 6821233, 6820753, 6864855)

That Housing Agreement (8131 Westminster Highway) Bylaw No. 10129 to permit the City to enter into a Housing Agreement substantially in the form attached hereto, in accordance with requirements of section 483 of the Local Government Act, to secure the Affordable Housing Units required by Development Permit DP 18-797127, be introduced and given first, second and third readings.

ADOPTED ON CONSENT



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11. 2017–2022 CHILD CARE NEEDS ASSESSMENT AND STRATEGY – 2021 UPDATE

(File Ref. No. 07-3070-01) (REDMS No. 6841475)

- (1) *That the 2017–2022 Child Care Needs Assessment and Strategy – 2021 Update (Attachment 1) as outlined in the staff report titled, “2017–2022 Child Care Needs Assessment and Strategy – 2021 Update,” dated February 14, 2022, from the Director, Community Social Development, be received for information; and*
- (2) *That the 2017–2022 Child Care Needs Assessment and Strategy – 2021 Update be distributed to key stakeholders, local Members of Parliament, local Members of the Legislative Assembly and posted on the City website.*

ADOPTED ON CONSENT

12. DRAFT SENIORS STRATEGY 2022–2032

(File Ref. No. 08-4057-04) (REDMS No. 6787374)

- (1) *That the draft Seniors Strategy 2022–2032, as outlined in the staff report titled “Draft Seniors Strategy 2022–2032,” dated January 27, 2022 from the Director, Community Social Development, be approved;*
- (2) *That staff be authorized to seek public feedback on the draft Seniors Strategy for the purposes of finalizing the strategy; and*
- (3) *That staff report back to City Council with the final Seniors Strategy, including a summary of the public feedback received.*

ADOPTED ON CONSENT

13. ZONING BYLAW AMENDMENT – PUBLIC HEARING REQUIREMENT

(File Ref. No. 12-8060-20-010360) (REDMS No. 6843205, 6840123)

That Richmond Zoning Bylaw 8500, Amendment Bylaw No. 10360, to provide for a Public Hearing requirement, be introduced and given first reading.

ADOPTED ON CONSENT



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**14. ICBC-CITY OF RICHMOND ROAD IMPROVEMENT PROGRAM –
2022 UPDATE**

(File Ref. No. 01-0150-20-ICBC1-01, 03-1000-03-006) (REDMS No. 6817741)

- (1) *That the list of proposed road safety improvement projects, as described in Attachment 2 of the staff report titled “ICBC-City of Richmond Road Improvement Program – 2022 Update,” dated February 2, 2022 from the Director, Transportation be endorsed for submission to the ICBC 2022 Road Improvement Program for consideration of cost-share funding; and*
- (2) *That should the above applications be successful, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the cost-share agreements on behalf of the City, and that the Consolidated 5 Year Financial Plan (2022-2026) be amended accordingly.*

ADOPTED ON CONSENT

15. PROVINCIAL WATERSHED SECURITY STRATEGY AND FUND

(File Ref. No. 10-6125-01, 10-6045-11-01, 01-0150-20-ENVI2) (REDMS No. 6834052)

That the comments outlined in the staff report titled “Provincial Watershed Security Strategy and Fund”, dated February 16, 2022, from the Director, Sustainability and District Energy and the Director, Engineering, be endorsed and submitted to the provincial Ministry of Environment and Climate Change Strategy.

ADOPTED ON CONSENT

NON-CONSENT AGENDA ITEMS



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Monday, March 28, 2022

PLANNING COMMITTEE –
Councillor Bill McNulty, Chair

16. APPLICATION BY ZHAO XD ARCHITECT LTD. FOR REZONING AT 8031, 8051, 8071 NO. 2 ROAD AND 5760, 5780, 5786 BLUNDELL ROAD FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE “MEDIUM DENSITY TOWNHOUSES (RTM3)” ZONE
(File Ref. No. RZ 18-829337) (REDMS No. 6839337, 6848068)

R22/6-6

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10001, for the rezoning of 8031, 8051, 8071 No. 2 Road and 5760, 5780, 5786 Blundell Road from the “Single Detached (RS1/E)” zone to the “Medium Density Townhouses (RTM3)” zone, be introduced and given first reading.

The question on the motion was not called as discussion ensued regarding (i) the creation of a hub in the proposed development neighborhood, (ii) increasing density, (iii) retention of trees, (iv) the upcoming OCP update, (v) lack of indoor amenity space in the proposed project, (vi) the proposed shared driveway configuration with the neighbors, (vii) affordable housing cash contributions made by developers are used for city contributions towards affordable housing projects and (viii) project delays contribute to higher costs and lower affordability.

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

R22/6-7

It was moved and seconded

That the staff report titled “Application by Zhao XD Architect Ltd. for Rezoning at 8031, 8051, 8071 No. 2 Road and 5760, 5780, 5786 Blundell Road from the “Single Detached (RS1/E)” Zone to the “Medium Density Townhouses (RTM3)” Zone,” dated March 9, 2022, from the Director, Development, be referred back to staff.

The question on the referral motion was not called as discussion ensued regarding previously approved higher density developments.

The question on the referral motion was then called and **DEFEATED** with Mayor Brodie and Cllrs. Au, Hobbs, Loo, McNulty and McPhail, opposed.



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The question on the main motion was then called and **CARRIED** with Cllrs. Day, Steves and Wolfe opposed.

PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

17. *Motion to resolve into Committee of the Whole to hear delegations on non-agenda items. 9: 13 pm*



Jasmine Piao, Richmond resident, expressed her concerns and opposition with regard to the mask mandate and proof of vaccination requirements in the City of Richmond.

- R22/6-8 18. It was moved and seconded
That Committee rise and report (9:20 p.m.).

CARRIED

BYLAWS FOR ADOPTION

- R22/6-9 It was moved and seconded
That the following bylaws be adopted:

Official Community Plan 7100, Amendment Bylaw No. 10136

Official Community Plan 7100, Amendment Bylaw No. 10137

Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10138

CARRIED

- R22/6-10 It was moved and seconded
That the following bylaw be adopted:

Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10287

CARRIED

Opposed: Cllr. Wolfe



**Regular Council
Monday, March 28, 2022**

DEVELOPMENT PERMIT PANEL

R22/6-11

It was moved and seconded

- (1) *That the minutes of the Development Permit Panel meeting held on March 16, 2022, and the Chair's report for the Development Permit Panel meetings held on August 11, 2021, be received for information; and*
- (2) *That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 19-881156) for the property located at 5740, 5760 and 5800 Minoru Boulevard, be endorsed and the Permit so issued.*

ADJOURNMENT

R22/6-12

It was moved and seconded

That the meeting adjourn (9:26 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Monday, March 28, 2022.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

For Metro Vancouver meetings on Friday, March 25, 2022

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact:

media@metrovancover.org.

Metro Vancouver Regional District

E 1.1 Draft Climate 2050 Industry and Business Roadmap

APPROVED

The draft *Climate 2050* Industry and Business Roadmap is the next in a series of 10 roadmaps that will guide the region's policies and collective actions to transition to a carbon neutral, resilient region by 2050. The draft *Climate 2050* Industry and Business Roadmap lays out the goals, targets, strategies, and actions for reducing greenhouse gas emissions and increasing climate resilience in industry and business sectors. Staff will gather feedback on the draft Industry and Business Roadmap during an engagement period, with the intent of bringing an updated roadmap for endorsement by the MVRD Board in 2022. The 2030 targets and greenhouse gas reduction actions in the roadmap were adopted in the *Clean Air Plan*, so this engagement period will focus on the 2050 goals and targets, climate resilience strategies and actions, and the implementation process for actions.

The Board directed staff to proceed with engagement on the draft *Climate 2050* Industry and Business Roadmap, as presented.

E 1.2 Mobile Air Quality Monitoring Using Drone-Based Sensors

APPROVED

Sensor-equipped drone flights were conducted to measure air contaminant concentrations in three locations within the region. The work was part of a project funded by the Sustainability Innovation Fund to assess the cost and feasibility of mobile monitoring using drone-mounted small sensors to measure air contaminants from emissions sources in the region that are difficult to access or located in hazardous environments. Results revealed challenges in collecting data of sufficient quality to effectively assess emissions using drone-based monitoring platforms equipped with the relatively new technology of small sensors. Staff propose an alternative approach to completing the project that would enable a more robust assessment of using small sensors on additional types of mobile monitoring platforms.

The Board authorized staff to use the allocation from the Regional District Sustainability Innovation Fund for the mobile air quality monitoring project to evaluate the feasibility of using other mobile monitoring platforms for air emissions assessment.

E 1.3 Addressing the Use of Heavy Fuel Oil and Exhaust Gas Cleaning Systems in Marine Vessels in the Region

APPROVED

At its September 10, 2021 meeting, the Climate Action Committee received a delegation highlighting impacts from use of marine vessel heavy fuel oil (HFO) and on-board scrubbers. HFO and scrubbers are

increasingly being used on marine vessels as alternative mechanisms to comply with international fuel sulphur content standards, instead of using cleaner lower sulphur fuels.

Continued use of HFO and rapid uptake of scrubber technology has resulted in increased emissions of particulate matter, black carbon, and greenhouse gases, as well as marine impacts from the discharge of scrubber washwater into the ocean. The federal government and the Vancouver Fraser Port Authority are seeking to address the issues of air emissions and scrubber washwater discharge. Metro Vancouver can advocate to the federal government to take action to prohibit scrubber use and require cleaner lower sulphur fuels, and support work the port authority is doing to address water pollution.

The Board authorized the Board chair to:

- Write to the federal ministers of Environment and Climate Change Canada and Transport Canada to request the prohibition of scrubbers and require the use of cleaner, lower sulphur fuels that meet sulphur content limits without the use of scrubbers, in the North American Emission Control Area, and to prioritize the use of shore power; and
- Write to the Vancouver Fraser Port Authority to express support for their actions to prohibit the discharge of scrubber washwater while a vessel is at berth or anchor and further encourage this action to apply to vessels transiting all the waters within the port, as well as support their air emissions program that incentivizes the use of cleaner fuels and shore power.

The Board also authorized the Board chair to write the port authorities of Seattle, Tacoma, and Prince Rupert to call for prohibition on the discharge of scrubber washwater, similar to the actions of the Vancouver Fraser Port Authority.

E 2.1 Proposed Amendment to the 2022 Schedule of Regular Board Meetings

APPROVED

Two meetings on the approved 2022 annual schedule of regular board meetings need to change. The new proposed dates are July 7, 2022 and April 14, 2022. Per the *Procedure Bylaw*, date changes must be approved by board resolution.

The Board amended the 2022 schedule of regular Board meetings by:

- Rescheduling the *Board Strategic Plan* review meeting set for February 26, 2022 to July 7, 2022 at 9:15 am
- Rescheduling the Board budget review meeting set for April 27, 2022 to April 14, 2022 at 1:00 pm

G 1.1 Consideration of Metro Vancouver Regional District Regional Growth Strategy Bylaw No. 1339, 2022, a Bylaw to Adopt Metro 2050

APPROVED

This report presents *Metro 2050*, via *Metro Vancouver Regional District Regional Growth Strategy Bylaw No. 1339, 2022*, to the Board for consideration of first and second readings and referral to a public hearing. *Metro 2050* is an update to *Metro Vancouver 2040: Shaping our Future*, and is the culmination of nearly three years of research, policy analysis, and deep engagement. The Board scoped the update to:

- Extend the projections and policies to the year 2050

- Align with *Transport 2050*
- Respond to member jurisdiction requests for improvements
- Strengthen policy actions to address climate change, tackle the challenges of providing affordable housing (particularly near transit), incorporate social equity outcomes, strengthen First Nations content and relationships, and do more to protect the environment

Metro 2050 introduces important new policies that will help Metro Vancouver, member jurisdictions, TransLink, and others address the significant challenges facing this region. Adopting this bylaw will result in the adoption of *Metro 2050* as the regional growth strategy for Metro Vancouver, replacing *Metro 2040*.

The Board:

- Gave first and second readings to *Metro Vancouver Regional District Regional Growth Strategy Bylaw No. 1339, 2022*, a bylaw that would adopt *Metro 2050* as the regional growth strategy
- Referred said bylaw to a public hearing to be held on April 20, 2022 at 6:00 pm

Additionally, given the urgent need to respond to climate change and prepare for extreme weather events, the Board directed staff to undertake work and engagement in order to propose an early amendment to *Metro 2050* post-adoption to strengthen climate action and policy language including the intent to improve integration of climate action into other *Metro 2050* priorities.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items and delegation summaries from standing committees.

Regional Planning Committee – March 4, 2022

Delegation Summaries:

3.1 Alex Boston, Executive Director, Renewable Cities, Centre for Dialogue, Simon Fraser University

Information Items:

5.2 Metro 2050 Phase 2 Engagement Including Activities in Q4 2021

The second phase of the *Metro 2050* Engagement Plan was carried out between January and November of 2021 and included working closely with the Metro 2050 Intergovernmental Advisory Committee and Regional Planning Committee over five months to draft *Metro 2050*, followed by a five-month comment period where member jurisdictions, local First Nations, other regional agencies and stakeholders and members of the public were invited to provide comments on the draft plan.

Participation in engagement activities was strong including 25 presentations to councils and boards, over 8,000 visits to the *Metro 2050* website, over 200 attendees at the fall webinar, and over 50 feedback forms submitted by members of the public.

Phase 2 included coordination with the *Transport 2050*, *Climate 2050*, and *Clean Air Plan* project teams to ensure that the resulting plans are fully aligned and mutually supportive. All comments received have been reviewed, considered, and organized in the *Metro 2050* issue-response table, which was presented to the Regional Planning Committee and MVRD Board in January 2022, and summarized in this report (Reference



7). When broken out by topic, over 900 individual comments were submitted. Applying this input to the draft of *Metro 2050* has made it a stronger representation of the region's collective vision for the future. This report also includes a detailed quarterly report on the engagement activities that took place during Q4 of 2021.

Greater Vancouver Water District

E 1.1 Award of Contract Resulting from Tender No. 21-001: Construction - Fleetwood Reservoir Phase 1

APPROVED

The Fleetwood Reservoir Phase 1 project is located at 9008 Fleetwood Way in the City of Surrey. The work involves the construction of a two-cell underground reservoir with a capacity of 13.6 megalitres, as well as a valve control chamber. As part of a coordinated works agreement between the City of Surrey and the GVWD, this project may include a scope of work required by the City of Surrey that will only be awarded after approval by the city.

As a result of Request for Qualifications No. 20-205, four experienced firms were shortlisted and invited to respond to the tender. Kenaidan Contracting Ltd was identified as offering the lowest compliant bid which is within the overall project budget.

The Board approved the award of a contract in the amount of \$30,959,650 (exclusive of taxes) to Kenaidan Contracting Ltd for the Fleetwood Reservoir Phase 1 project, subject to final review by the Commissioner.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items and delegation summaries from standing committees.

Water Committee – March 2, 2022

Information Items:

5.1 2022 Water Sustainability Innovation Fund Applications

The Climate Action Committee is responsible for overseeing the Sustainability Innovation Funds, and for making all funding recommendations to the respective Boards. This report presents six Water Services projects that were recommended for funding, totaling \$2,980,000 over the years 2022 to 2025, which will be funded through the Water Sustainability Innovation Fund. The projects cover a wide range of climate action areas including habitat protection, energy use, and the equity and affordability of drinking water.

5.3 Port Mann Corridor Upgrades – Completion Report

Metro Vancouver staff have successfully completed a multi-phase program to upgrade and enhance the Port Mann water supply corridor. Completion of these growth and resiliency projects is key in meeting the goals identified in the *Board Strategic Plan 2019 – 2022* for the Water Services function. By collaborating closely with staff from the cities of Coquitlam and Surrey, impacts from construction of these large water infrastructure projects were mitigated.

These projects significantly contribute to Metro Vancouver's goals to increase the supply capacity from the Coquitlam source and also ensure that the transmission components of the water system are expanded and strengthened to allow the continued supply of safe, clean drinking water to the region's residents and businesses.

5.4 GVWD Electrical Energy Use, Generation and Management

The GVWD Electrical Energy Use, Generation and Management report outlines electrical usage by the water utility, as well as energy generation and energy management projects. GVWD avoids electricity purchases of between \$250,000 to \$600,000 annually by generating electrical energy at four facilities. Energy management projects completed since 2015 provide an additional estimated annual savings of \$180,000.

Greater Vancouver Sewage and Drainage District

E 1.1 Iona Island Wastewater Treatment Plant Projects – Project Definition Engagement Results **RECEIVED**

Metro Vancouver began engagement activities for the project definition phase of the Iona Island Wastewater Treatment Plant (IIWWTP) projects in June 2018. Engagement supported project introduction, the development of an initial design concept, and the development of a revised design concept in response to identified challenges. Staff engaged the Board, standing committees, staff advisory committees, Vancouver Sewerage Area member jurisdiction staff, the public and key stakeholders, and First Nations. Key themes that emerged during engagement were treatment level, regulatory deadline, health of the Salish Sea and Fraser River, chinook salmon, southern resident killer whales, resident and migratory birds, collaboration with Musqueam Indian Band, delivery strategy, cost, funding, and governance. Many issues raised during engagement were addressed in the development of the conceptual design, with others to be addressed during preliminary design. An engagement strategy will be developed to support the next stages including the preliminary design, early works, and ecological restoration projects.

The Board received the report for information.

E 1.2 Iona Island Wastewater Treatment Plant Upgrade Projects – Project Definition and Conceptual Design Approval (Stage Gate 1) **APPROVED**

At its November 26, 2021 meeting, the Board endorsed a revised design concept for the Iona Island Wastewater Treatment Plant (IIWWTP) projects and directed staff to finalize the project definition report for Board approval in March 2022.

The project definition phase started in 2018 and the Project Definition Report Summary is attached for reference, which includes:

- The conceptual design for upgrading the WWTP, including resource recovery and ecological restoration opportunities
- A plan to construct the WWTP to meet the federal regulations by 2035
- A cost estimate using Metro Vancouver's Best Practice Cost Estimating Framework

- A recommended delivery strategy that is intentionally flexible to address some of the complex program challenges and to allow for refinement at later stages

Approval of the project definition will allow staff to focus on the next phases of the projects related to advancing the design and undertaking works to prepare the site for future construction of the WWTP upgrades, so that the proposed schedule can be maintained. This will mitigate further delays in meeting the regulatory requirements and avoid the potential for increasing costs through escalation.

Completing the project definition and confirming the project scope and budget will also allow for clearer, more focused efforts in pursuing and securing sources of funding for this major capital project and for collaborating with member jurisdictions on finalizing cost apportionment and household impacts.

With approval of the project definition and conceptual design, staff will continue with subsequent phase of works including WWTP design, as well as the early and enabling site works. Regular progress updates and approvals will be brought to the GVS&DD Board for consideration including, but not limited to, large contract approvals, land tenure changes, project funding agreements, and potential governance enhancements.

The Board:

- Approved the conceptual design for the Iona Island Wastewater Treatment Plant upgrade projects as presented, with an estimated cost of \$9.9 billion, including escalation and risk reserve, subject to further stage gate approvals
- Directed staff to continue focused efforts to pursue the cost share contribution from Provincial and Federal governments that will be required for implementation of the projects
- Directed staff to work collaboratively with member jurisdictions to confirm project cost allocations and rate impacts in accordance with *GVS&DD Cost Apportionment Bylaw No. 283, 2014*
- Directed staff to finalize a funding and financing strategy for Board approval, and to ensure capital expenditure cash flows for the projects are updated and included in the annual budgeting process
- Referred a motion to direct staff to provide context for the project by completing a 20-year asset management plan for major water and liquid waste capital projects including an asset inventory, asset condition assessment, and a proposed timeline of maintenance, repair, replacement, and funding requirements for these major projects and report back to the Board with this plan

E 1.3 Out-of-Region Trucked Liquid Waste Discharge Requests

APPROVED

As set out in *GVS&DD Trucked Liquid Waste Bylaw No. 345, 2021*, effective June 1, 2022 the discharge of trucked liquid waste (TLW) generated outside the Metro Vancouver region is restricted at Metro Vancouver wastewater treatment plants (WWTPs). Out-of-region waste may only be accepted on the basis of an out-of-region discharge number as authorized by the Board for a set period. If authorized, these discharges would be subject to all of the provisions in the TLW bylaw.

In January, 2022, the follow applicants submitted requests for continued discharge of out-of-region TLW after June 1, 2022:

- Fraser Valley Regional District (FVRD)
- Correctional Service of Canada's Kent and Mountain Institutions in Agassiz

- Point Roberts, Washington

Staff recommended discharge authorization to these applicants based on, respectively: disruptions to neighbouring infrastructure from recent unprecedented flooding in the FVRD, an existing temporary allowance for Correctional Service of Canada, and Point Roberts' long-standing reliance on GVS&DD WWTPs due to their unique geographic circumstances.

The Board, pursuant to *GVS&DD Trucked Liquid Waste Bylaw No. 345, 2021*:

- Authorized staff to issue an out-of-region discharge number for trucked liquid waste generated from wastewater treatment plants owned and operated by the Fraser Valley Regional District from June 1, 2022 to May 31, 2024
- Authorized staff to issue an out-of-region discharge number for trucked liquid waste generated from Correctional Service of Canada's Kent and Mountain Institutions, Agassiz, BC from June 1, 2022 to December 31, 2022
- Authorized staff to issue an out-of-region discharge number for trucked liquid waste generated from Point Roberts, Washington, US from June 1, 2022 to May 31, 2027

E 1.4 Contract Amendment of RFP No. 14-205 - Design Build Consulting Services for the Lions Gate Secondary Wastewater Treatment Plant to Design Consultant, Engineer of Record Service **APPROVED**

Metro Vancouver terminated its contract with Acciona Wastewater Solutions LP and is moving forward with a new project delivery model to complete the North Shore Wastewater Treatment Plant Project. Under the new model, Metro Vancouver will work with a general contractor to finalize construction and a design consultant to complete the design, to be the engineer of record, and to provide quality assurance services.

Metro Vancouver staff have worked collaboratively with AECOM for them to become the design consultant. This will require an amendment to their current "Owners Engineering" agreement which will allow AECOM to assume all design responsibilities and obligations for the North Shore Wastewater Treatment Facility including both the constructed and future works. Initial amendment of AECOM's contract in the amount of up to \$15,000,000 reflects the Phase 1 scope of services under this new delivery model.

The Board amended the contract resulting from RFP No. 14-205 - Design Build Consulting Services for the Lions Gate Secondary Wastewater Treatment Plant in an amount of up to \$15,000,000 (exclusive of taxes) to allow AECOM Canada Ltd. to become the design consultant for the project, subject to final review by the commissioner.

G 1.1 Development Cost Charge Review Process and Rate Amending Bylaw **APPROVED**

As part of a plan to update the liquid waste development cost charge (DCC) program more frequently, a program review was initiated in 2020, with approval from the Board in July 2021 to proceed with engagement on the proposed update to the liquid waste development cost charge program.

Significant engagement with industry, member jurisdictions, First Nations, and the public took place in the fall of 2021 in which feedback and comments were received and addressed. Of note is the inclusion of interest associated with financing growth capital in the calculation of DCC rates based on specific feedback from member jurisdictions.

The Board approved the implementation of new development cost charge rates as proposed, and endorsed the inclusion of interest costs directly related to activities that are approved by the Inspector of Municipalities in the development cost charge program.

The Board gave first, second, and third readings to the relevant bylaw, and directed staff to forward said bylaw to the Inspector of Municipalities for approval.

Once the *GVS&DD District Development Cost Charge Amending Bylaw No.353* is approved by the Inspector of Municipalities, staff will bring it back final adoption by the Board.

G 1.2 Greater Vancouver Sewerage and Drainage District Trucked Liquid Waste Amending Bylaw No. 352, 2022 **APPROVED**

This amending bylaw addresses enforceability issues identified after the adoption of *Greater Vancouver Sewerage and Drainage District Trucked Liquid Waste Bylaw No. 345, 2021* on May 28, 2021.

The Board gave first, second, and third readings to the amending bylaw, then passed and finally adopted it.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items and delegation summaries from standing committees.

Liquid Waste Committee – March 9, 2022

Information Items:

5.4 Development of a Wet Weather Pricing Approach

The Metro Vancouver region has been facing increasing challenges from climate change induced events, such as atmospheric rivers, alongside its aging public and private assets. These challenges have led to higher levels of inflow and infiltration (I&I), compromising the capacity of the region's sanitary sewage systems and directly leading to an increasing number of wet weather sanitary sewer overflow events.

Current approaches used by the GVS&DD for cost allocation do not adequately incentivize action to address I&I, such as replacement of aging private and municipal sewers. As per Board direction, staff are developing an approach to split this existing levy into separate “dry” and “wet” components for each member, initially without financial consequence for the 2022 billing year. Additional new approaches for wet weather cost allocation are being developed and will be reviewed in consultation with municipal staff prior to providing staff recommendations to the Liquid Waste Committee.

Metro Vancouver Housing Corporation

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items and delegation summaries from standing committees.

Housing Committee – March 3, 2022

Information Items:

5.1 Case Study Comparison - Modular versus Woodframe Construction

The *Metro Vancouver Housing 10-Year Plan* seeks to expand Metro Vancouver Housing's portfolio. To ensure efficient and cost-effective delivery of new housing, the Housing Committee directed staff to explore modular construction compared to conventional woodframe construction. In July 2021, staff brought forward a high level review of the pros and cons of modular construction, and recommended further exploration at the feasibility stage of a project.

This report presents a feasibility study comparison of modular versus woodframe for a sample project site. This analysis shows that woodframe construction currently remains the most financially feasible and suitable construction method. While modular construction can offer efficiencies, such as a shorter construction timeline, it is significantly more expensive than woodframe construction. Because it is an evolving industry, Metro Vancouver will continue to monitor costs and trends for modular and other forms of construction, and identify the most viable options for future development projects.



Parks, Recreation and Cultural Services Committee

Date: Tuesday, March 29, 2022

Place: Council Chambers
Richmond City Hall

Present: Councillor Harold Steves, Chair (by teleconference)
Councillor Michael Wolfe (by teleconference)
Councillor Chak Au (by teleconference)
Councillor Bill McNulty
Councillor Linda McPhail (by teleconference)

Also Present: Councillor Day
Councillor Hobbs
Councillor Loo

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 Parks, Recreation and Cultural Services Committee held on March 1, 2022, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

April 26, 2022, (tentative date) at 4:00 p.m. in the Council Chambers

PARKS, RECREATION AND CULTURAL SERVICES DIVISION

1. **2022 ENVIRONMENTAL ENHANCEMENT GRANT PROGRAM**
(File Ref. No. 03-1085-01) (REDMS No. 6852646)

Discussion ensued with respect to grant allocations. As the full amount of the budget has not been allocated, a second intake of applicants was suggested.

1.

Parks, Recreation & Cultural Services Committee
March 29, 2022

It was moved and seconded

- (1) *That the 2022 Environmental Enhancement Grants be awarded for the total recommended amount of \$27,600 as identified in Attachment 1 of the staff report titled "2022 Environmental Enhancement Grant Program" dated March 9, 2022, from the Director, Parks Services;*
- (2) *That the amendments to the City Grant Program Policy 3712 as identified in Attachment 5 of the staff report titled "2022 Environmental Enhancement Grant Program" dated March 9, 2022, from the Director, Parks Services be approved and that \$2,500 be awarded to the Sharing Farm Society; and*
- (3) *That the grant funds be disbursed accordingly.*

CARRIED

2. ARTS SERVICES YEAR IN REVIEW 2021

(File Ref. No. 11-7000-01) (REDMS No. 6848605)

Staff provided a brief video, highlighting some of the artwork achieved in 2021.

It was moved and seconded

That the Arts Services Year in Review 2021 as presented in the staff report titled, "Arts Services Year in Review 2021," dated March 3, 2022, from the Director, Arts, Culture and Heritage Services, be circulated to Community Partners and Funders for their information.

CARRIED

3. PROGRAM PLAN FOR JAPANESE DUPLEX

(File Ref. No. 11-7141-01) (REDMS No. 6824261)

A brief discussion regarding the Chinese bunkhouse ensued, noting the need to embellish history as much as possible.

The branding of Britannia Shipyards was briefly discussed. Staff noted next steps will be for staff to come back with a report as part of a future budget; date to be determined as it will be based on the timeline for the required permitting, anticipated to take up to two years.

With respect to having a front desk person, staff noted the job posting and recruitment is anticipated soon.

Parks, Recreation & Cultural Services Committee
March 29, 2022

It was moved and seconded

That Option 1, Visitor Welcome Centre, Retail and Dock Support Spaces, for the Japanese Duplex at the Britannia Shipyards National Historic Site as detailed in the staff report titled "Program Plan for Japanese Duplex," dated January 19, 2022, from the Director, Arts, Culture and Heritage Services be endorsed to guide future planning.

CARRIED

3A. LIFEGUARD AND INSTRUCTOR TRAINING

(File Ref. No.)

Councillor Loo noted the shortage of instructors and lifeguards in Richmond and the lower mainland. Discussion ensued with respect to the retention of lifeguards and the substantial training costs to achieve lifeguard certification, noting it may be a contributing factor to the shortage of lifeguards.

Staff noted the City has been working with the Richmond School District in developing a curriculum based program for students to achieve credits through a program to qualify as lifeguards, and that a number of City courses have been ramped up to certify more lifeguards.

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

It was moved and seconded

That staff look into the training and hiring of more lifeguards and instructors, and creating a program to support the training costs for low income Richmond people or Richmond youth from low income families.

and report back

CARRIED

4. MANAGER'S REPORT

(i) Upcoming Events and Introduction to Egan Davis

Staff noted the following taking place on Monday, April 4, 2022:

- Official opening of the Garden City Lands Community Gardens
- Construction to begin on the Minoru Lakes Renewal Project

Egan Davis, the new Manager of Parks Operations, was introduced to the Committee.

(ii) Art Wraps & Farewell & Welcome

Staff noted the 20 years of dedicated artful service to the Richmond Art Gallery of out-going Chief Curator, Nan Capogna, and noted that Zoë Chan will be welcomed mid May as the new Richmond Art Gallery Curator.

Parks, Recreation & Cultural Services Committee
March 29, 2022

(iii) Virtual Cherry Blossom Festival (April 10)

Staff reported on the upcoming launch of the virtual Richmond Cherry Blossom Festival on April 10, 2022, noting that this year's program has been developed in collaboration with the volunteers and festival directors from the BC Wakayama Kenjin Kai and will feature 'how to' videos, including how to fold an origami cherry blossom, how to roll a sushi cone and how to make an ikebana flower arrangements and much more.

(iv) Spring Break Update

Staff noted the well attended variety of programs and services offered during the recent Spring Break, in particular:

- 1,300 in attendance for various day camps across the city,
- Many free activities for families, such as the Richmond Nature Park, Terra Nova Adventure Play Environment and the Richmond Art Gallery,
- Three tournaments took place in the arenas, represented by 117 teams, and
- 55,000 visits to Watermania and Minoru Centre for Active Living over the 16 day period.

(v) Pickle Ball Hours at West Richmond

Staff noted that the court lights at Hugh Boyd pickleball courts will be adjusted to turn off daily at 10pm and that the 300+ pickleball members will be advised.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:52 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on Tuesday, March 29, 2022.

Councillor Harold Steves
Chair

Lorraine Anderson
Legislative Services Associate



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services Committee
From: Todd Gross
Director, Parks Services
Date: March 9, 2022
File: 03-1085-01/2022-Vol 01
Re: 2022 Environmental Enhancement Grant Program

Staff Recommendation

1. That the 2022 Environmental Enhancement Grants be awarded for the total recommended amount of \$27,600 as identified in Attachment 1 of the staff report titled "2022 Environmental Enhancement Grant Program" dated March 9, 2022, from the Director, Parks Services;
2. That the amendments to the City Grant Program Policy 3712 as identified in Attachment 5 of the staff report titled "2022 Environmental Enhancement Grant Program" dated March 9, 2022, from the Director, Parks Services be approved and that \$2,500 be awarded to the Sharing Farm Society; and
3. That the grant funds be disbursed accordingly.

Todd Gross
Director, Parks Services
(604-247-4942)

Att. 5

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	
Sustainability & District Energy	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The Environmental Enhancement Grant Program was established to assist non-profit community organizations in the delivery of projects and programs that primarily benefit Richmond residents, and is built upon the City's existing plans and strategies, such as the Ecological Network Management Strategy, in order to promote community stewardship in Richmond.

This report outlines the inaugural 2022 Environmental Enhancement Grant Program process, and provides grant recommendations, as well as recommendations for the administration of the future of the Environmental Enhancement Grant Program.

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

2.2 Policies and practices support Richmond's sustainability goals.

2.4 Increase opportunities that encourage daily access to nature and open spaces and that allow the community to make more sustainable choices.

This report supports Council's Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

4.1 Robust, affordable, and accessible sport, recreation, wellness and social programs for people of all ages and abilities.

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

8.1 Increased opportunities for public engagement.

Background

Notice Given and Applications Received

In December 2021, announcements were posted on the City's website, social media channels, bus shelters, and in a press release, advising the public that applications were being accepted for the 2022 EEG Program until January 26, 2022. A link to the City's website was provided for further information and for access to the City's online application system. City Area Coordinators and community partners were also directly notified that the online application system was open for submissions. A total of 14 applications were received with an aggregate request of \$32,600.

A table outlining the 2022 grant requests and recommended grant allocations is provided in Attachment 1. Summary sheets of each grant application, are provided in Attachment 2, along with staff recommendations. As the contents of these summary sheets are taken verbatim from the applicants' submissions, they replicate any errors or omissions made by the applicants.

Analysis

Application Review Process

The Parks, Recreation and Community Events Grant Review Committee reviewed the applications against a 25 scoring criteria (Attachment 3) that were developed based on the existing 2022 EEG Guidelines (Attachment 4), as well as the existing 2022 City Grant Program. Each application was evaluated on dichotomous (yes/no) questions regarding grant eligibility, and 25 Likert scale statements (9-point range from Strongly Disagree to Strongly Agree) regarding the applicant, its grant proposal's impact on the environment, community impact and engagement, budget, and the quality of the application itself.

2022 Grant Recommendations

Twelve out of 14 applicants are recommended for the EEG full funding based on existing City Grant Program Policy.

One applicant, The Sharing Farm Society is recommended for the EEG funding should council approve the amendments to the City Grant Program Policy 3712. As the total amount requested does not exceed the 2022 EEG budget, providing full assistance to applicants is possible.

One applicant is not recommended for an EEG as outlined below:

1. Richmond Jewish Day School is not recommended for a grant as funds requested are for the improvement of private property, which is restricted to or primarily serves the membership of the organization, and therefore is not eligible for grant funding.

Recommended 2022 Grant Policy Amendments

1. The EEG Program was well received by the community. During the outreach process, staff received feedback from individuals not associated and unable to partner with non-profit organizations wanting to engage in smaller scale environmental enhancement projects such as litter clean-up's, pollinator planting, citizen science projects, and other forms of "grass roots" projects. As the EEG is restricted to non-profit organizations (as outlined in the City Grant Program Policy 3712), staff recommend amending the Policy (Attachment 5) to allow for individuals to access EEG funding which would not exceed \$500 in order to support neighbourhood based projects. Non-profit organizations will remain eligible for the full \$2,500 grant funding to develop and execute larger scale projects.

Moving forward it is recommended that \$5,000 of funding be allocated towards 10 individual recipients who would receive a maximum \$500 award.

2. Many non-profit organizations who have applied and received funding for other City Grants, have shown interest in also applying for the EEG, however are ineligible due to existing policy which stipulates that non-profit organizations can only access one City Grant per year. Due to the unique grant requirements (e.g., environmentally oriented projects) of the EEGs, staff recommend amending the City Grant Program Policy 3712 to allow non-profit

organizations who have applied, and received other City Grant funding to also receive funding from the EEG Program.

Allowing non-profits access to multiple grants is not without precedence. Historically, the City's Neighbourhood Celebration Grants have granted funding to non-profit organizations who have also received other City Grant funding. If the policy is not amended, one of the recommended grant recipients (The Sharing Farm) will be denied EEG funding for 2022.

Financial Impact

The 2022 EEG budget of \$35,000 was approved as part of the City's 2022 Operating Budget. A total of \$27,600 in allocations is being recommended to be approved for the 2022 EEG program. Should Council approve the amendments to the City Grant Program Policy 3712 to increase access to grant funding, then \$2,500 is recommended to be awarded to the Sharing Farm Society. Any remaining balance will be transferred to the Grant Provision account for future distribution.

Conclusion

The EEG Program will contribute significantly to the quality of life in Richmond by supporting community organizations who seek to enhance Richmond's environment. The projects proposed serve to improve Richmond's parks and open spaces and directly connect residents to the importance of creating and maintaining an environmentally healthy City.

Staff recommend that the City Grant Program Policy 3712 be amended to increase access to grant funding. Staff also recommend that the 2022 EEGs be allocated as indicated in Attachment 1 for the benefit of Richmond residents.



Magnus Sinclair
Coordinator - Leisure Services
(604-247-4453)

- Att. 1: 2022 Environmental Enhancement Grants – Outline of Requests and Recommended Allocations
2: Grant Application Summary for 2022 Environmental Enhancement Grant Program
3: 2022 Environmental Enhancement Grant – Application-Scoring Criteria
4: City of Richmond Environmental Enhancement Grant Guidelines
5: Proposed Amendment to City Grant Program Policy 3712 – redline version

2022 Environmental Enhancement Grants – Outline of Requests and Recommended Allocations				
Applicant Name	2022 Request	2022 Recom.	Application Summary	See Att. 2 Page No.
Richmond Garden Club	\$1,050	\$1,050	Removal of invasive species including English Ivy, Lamium, Himalayan blackberry and Laurel. Maintenance of the 30 garden beds in the surrounding areas and increase in native species planting to replace removed material. Creation of a pollinator habitat.	1-2
Ian Lai (in conjunction with Richmond Garden Club)	\$2,500	\$2,500	Reintroduction of four bee hives into Paulik Park in order to engage in scheduled public education programs which will include honey extraction, hive maintenance and food system education.	3-5
Richmond Society for Community Living	\$2,500	\$2,500	Pollinator planting in order to provide habitat for native pollinators and birds. Habitat creation including building birdhouses, mason bee houses and humming bird feeders which will be maintained on a regular basis. Ongoing public engagement through proximity to public space.	6-8
Richmond Jewish Day School	\$2,500	\$0	Educational program that links teaching about the environmental benefits of trees and the subsequent planting of trees on school property	9-11
Green Teams of Canada	\$2,500	\$2,500	Engage Richmond residents in hands-on environmental education activities, and improve Terra Nova Rural Park through the removal of Himalayan Blackberry in order to increase biodiversity and promote responsible usage of the area.	12-16
Garden City Conservation Society	\$2,500	\$2,500	Training volunteer citizen scientists to identify sphagnum moss and systematically map sphagnum moss on the Garden City Lands. Transplanting existing sphagnum moss from areas where soil will be spread to facilitate bog restoration and	17-19

			the establishment of a sphagnum propagation system.	
Terra Nova Nature School (in conjunction with Thompson Community Association)	\$2,500	\$2,500	Creation of edible landscape in the immediate area surrounding the Edwardian Cottage in Terra Nova Rural Park. This includes the removal of invasive species like English Ivy and Himalayan Blackberry and planting of indigenous plant species. Caring for existing plantings while introducing native species.	20-21
Richmond Secondary Green Team (in conjunction with Garden City Conservation Society)	\$2,500	\$2,500	Creation of an outdoor classroom which connects to existing on-site gardens in order to create a large Outdoor Learning Environment. Installation of a "Pocket Forest" to provide shade, education, mitigate climate events, and bring together the community	22-24
Birds Canada	\$2,300	\$2,300	Host a series of four or more workshops for community members, introducing them to the diversity of wild birds found in Richmond's natural areas. Provide tools to allow specific actions that people take home to monitor and steward birds.	28-30
Be The Change Earth Alliance	\$1,750	\$1,750	Creation of a community rain garden on a boulevard that provides tangible mental and physical health and environmental benefits and a habitat and shoreline clean-up to directly reduce threats to freshwater by diverting garbage and cigarette butts. The cleanup will provide students with a place based learning opportunity	31-36
Rabbitats Rescue Society	\$2,500	\$2,500	Advocacy and educational campaign focusing on the unwanted and abandoned domestic rabbits populating Richmond. The campaign will be anchored by the 2023 Chinese New Year and the Year of the Rabbit.	37-39
Coastal Partners in Conservation Society	\$2,500	\$2,500	Provide information on bat populations and offering opportunities for the public to engage in bat conservation. Installation of bat boxes by staff in areas identified as potential bat habitat	40-42

Green Seeds Music Society	\$2,500	\$2,500	Provide two community engagement events focused on wildlife education through pop-up outdoor events for the public which will involve teachers, artists who want to ensure a healthy environment for all.	43-45
Totals	\$30,100	\$27,600		
2022 EEG Grants Budget		\$35,000		
Remaining Funds		\$7,400		
The following recommendation is subject to Councils approval of amendments to the City Grant Program Policy 3712				
The Sharing Farm Society	\$2,500	\$2,500	As a working farm, The Sharing Farm’s harvests are intimately linked to the health of pollinator populations. The project would sow a quarter-acre of pollinator forage, build on existing volunteer-led flower growing program, host 2 native pollinator identification workshops to encourage Citizens Scientists.	25-27
Totals	\$32,600	\$30,100		
2022 EEG Grants Budget		\$35,000		
Remaining Funds		\$4,900		

Grant Application Summary for 2022 Environmental Enhancement Grant Program

Richmond Garden Club

Project Title: Environmental Enhancements Paulik Park

Applicant

Richmond Garden Club

Society Number

S-0015589

Grant Request: \$1,050

Description of Project (1000 words or less)

In 2008 Richmond Garden Club adopted the stewardship of the 30 plus garden beds in Paulik Park. Initially we removed invasive and aggressive weeds, restored proper drainage and soil quality. We continue to increase soil nutrients year round and have now introduced pollinator plants, native plantings, fruit trees and 18 bird houses provided by the City of Richmond. We also take care of a small canopy of conifers and deciduous trees planted originally by the Paulik family in the 1930s.

We need help on removing invasive species (ivy, lamium, Himalayan blackberry, laurel) in the forest areas, and in the 30 plus garden beds and surrounding area. We would also like to add more native plantings to replace the invasive species removed. A final project would involve creating a pollinator habitat from natural materials found in the park.

Project Start

May 2022

Project Location

Paulik Park

Community engagement and outreach

Social media, website, posters in the park, Richmond News

Primary populations and specific environmental areas of Richmond the project will benefit

Open to all citizens of Richmond who are new to gardening, want to learn how to gardening and love gardening. We will also set up the event to attract children to encourage them to get into taking care of our environment

How will the effects of the project be measured (short term and long term)

We will record all invasive plants removed and will continue to maintain the areas to keep on top of invasive species returning. We will create a monthly chart of what is growing in the park for local schools to attract young people to learning about our environment.

Partnering with other organizations – If so, who?

No

Description of expenses

Japanese weeders, pruning shears, gloves, safety glasses, native and pollinator plants

List of supplies and materials and projected cost

6 folding quadrat frames for sphagnum survey; 3-100 gallon plastic stock tanks for sphagnum propagation, 12 floating seedling trays for s.p.; hoses and hardware for sphagnum propagation system

\$950

List of marketing expenses and projected cost

\$100

List of other expenses and projected cost

None

Any other sources of funding

no

Ian Lai

Project Title: The Homecoming – Honeybees return to Paulik Park

Applicant

Ian Lai (in conjunction with the Richmond Garden Club)

Society Number

S 0054738

Grant Request: \$2,500

Description of Project (1000 words or less)

Urban Bounty (UB) would like to reintroduce four beehives into Paulik park after they were vandalized and relocated last year. The bee yard at Paulik Park was a showcase for visitors and provided multiple opportunities to for public education. Park visitors, community gardeners, local school children, and Richmond Garden Club members all benefitted from having beehives at Paulik park.

UB will provide scheduled hive inspections and community members are able to visit, ask questions(socially distanced), and even participate in honey extractions and hive duties. UB will also provide a formal workshop series three times in the season. This will include one in the spring, one in the summer, and one in the fall. Public engagement only daylight the importance of bees and puts an end to the myths and misinformation around bees.

Bees are critical to our food system. Every third bite of food requires some form of pollinator and as bee populations continue to decline, we need to provide much-needed education and create diverse natural year-round forage and biodiverse spaces in Richmond parks spaces.

UB will be amplifying and adding value to extensive tiered natural and managed area which includes:

- a) Paulik Park Native Planting Extension,
- b) community gardens, and
- c) landscaped areas by the Richmond Garden Club.

UB will work in close collaboration with the Richmond Parks grounds crews, the Richmond Garden Club, and community gardeners to prepare a cohesive pollination plan that extends the availability of forage for late and early season food sources. This strategy is exactly what a model of sustainable urban agriculture looks like.

Bees are the front lines in the battle against climate change. “Evidence has shown that global warming is one of the key drivers of the decline of bees globally. Some wild bees and other pollinators have only a small temperature window where they can live. So when temperatures rise, they are forced to head to colder climates to seek refuge, reducing the overall territory they

can inhabit, and reducing population sizes. This can have ripple effects on the surrounding ecosystem.

For example, when specialized insect species go extinct, these populations are often replaced by generalist species, which can survive in a wide range of temperatures and conditions. But as generalist species take specialists' place, the whole system becomes far more susceptible to sudden changes because of their inability to perform specialized functions.

The result can be an ecological cascade that threatens the integrity of the whole ecosystem. As climate change accelerates, more ecosystems will be placed under this kind of pressure, and it's expected that populations will continue to decline."

(<https://www.globalcitizen.org/en/content/importance-of-bees-biodiversity/>)

UB feels that it is in a strong position to:

- 1: Manage and enhance Richmond's ecological assets,
- 2: Strengthen City infrastructure,
- 3: Create, connect and protect diverse and healthy spaces, and
- 4: Engage through stewardship and collaboration

Project Start

March 1, 2022 - February 28, 2023

Project Location

Paulik Park

Community engagement and outreach

Via newsletters, social media, and through the City of Richmond's "City Page" in the local newspaper.

Organizations capacity and experience in hosting similar events

UB has a strong history of event planning and a proven track record based on events such as Chefs to the Field, Farm Fest, Harvest Fest, Earth Day Celebrations, World Food Day events, multiple Neighbourhood Celebration events, and annual Seedy Saturday events. Ian Lai the Executive Director is an experienced beekeeper, educator and event planner.

Primary populations and specific environmental areas of Richmond the project will benefit

Our project covers all age groups across multiple demographic bands. There is no charge to any of our events and is intended to promote and invite diversity within the community. We will be collaborating with an Artist in Residence as well and programming will cover a general audience. We will also provide virtual access to those that are homebound.

How will the effects of the project be measured (short term and long term)

UB will provide feedback forms and ask participants, formal and informal to submit feedback. The numbers of visitors and touchpoints will be tracked. Meeting minutes will be recorded. Beehive tracking sheets will also be available for those interested.

Partnering with other organizations – If so, who?

Yes – Richmond Garden Club

What amount is requested from the EEG program

\$2,500

Description of expenses

Four bee hives

List of supplies and materials and projected cost

Equipment, hardware and live bee packages

\$5000

List of marketing expenses and projected cost

UB will provide our own marketing and cross-promotional material

List of other expenses and projected cost

Honoraria, honey jars, extraction supplies, staff time

Any other sources of funding

Yes – another approved funder.

Richmond Society for Community Living

Project Title: Youth Employment Pollinator Garden Project

Applicant

Richmond Society for Community Living – Annabel Melnyk

Society Number

S-17001

Grant Request: \$2,500

Description of Project (1000 words or less)

We are fortunate that we have access to some of the garden tools we will need through our HandyCrew program, as well as having an existing arrangement with the City of Richmond that has enabled us to borrow necessary tools when working on projects in City Parks.

We became aware of this grant close to the application deadline so are still in the process of completing a garden plan, and reaching out to collaborate with the City Park's staff, but our vision for the garden includes:

Planting Pollinator Attracting Flowers

Under the guidance of our Garden Designer, we will be planting annual and perennial bedding plants, such as Cardinal Flower, Bee Balm, Black eyed Susan, Purple Verbena, Native Asters, Native Goldenrods, Joe Pyes and Milkweeds along with flowering shrubs such as Buddlia, Potentilla, Hibiscus, Caryopteris in a central garden bed. Established plants will be planted at the beginning of the project in July. Along the margins of the pond we will do ground preparation to sow Organic Bee and Hummingbird Garden seed blends at the end of August, reserving some of the seeds for re-seeding in the spring as required.

Habitat Creation

We are planning to create both bee and bird habitats. We will be doing some ground prep in the garden and along the margins of the pond as many as 70% of native bee species nest below ground. In addition we will be installing mason bee houses that have viewing ports so people can observe bees in action, as well as providing bird houses.

The habitat will be enhanced by providing squirrel proof bird feeders, and humming bird feeders which will be maintained on a regular basis by participants in our Avenues Day Program adjoining the Park.

Flowering hedges in the garden will help to protect the garden from wind and create warm micro-climates.

Education

We will be conducting educational modules with Day Program participants, inviting them to participate in seed starting and hosting garden tours. We also plan to install interpretive signage in the garden to provide ongoing education for park users.

Project Start

July/August 2022

Project Location

Agriculture Park in Richmond BC

Community engagement and outreach

Our working group will be comprised of the participants of our summer IMPACT Youth Employment Program for youth with developmental disabilities, aged 15 to 19 years, program staff and volunteers.

In addition we will be using this as an opportunity to create educational opportunities in our Day programs and participants will be involved with starting seeds to be grown in our community gardens at Terra Nova in preparation for transplant to the Pollinator Garden in early July.

We will be promoting the project within RSCL in our newsletter and social media, as well as with our community partners and in the community adjoining the Park. As part of the project we plan to install interpretive signage to provide ongoing education about the importance of pollinators to our environment.

Organizations capacity and experience in hosting similar events

RSCL has been involved in community projects for much of our 40 year history. This past year, our Work Experience participants volunteered at the Richmond nature park and were involved with projects such as building their hummingbird garden, fencing, pruning and trail maintenance. During the fall they volunteered at the Sharing Garden helping with the harvest and preparing produce for shipping to food banks.

This particular project will be directly supported by our HandyCrew Landscaping team, IMPACT Youth Employment counsellors and the participants of IMPACT and the Avenues Day program. We will also benefit from the support of our Manager of Community Development who will assist with promotion of the project.

Primary populations and specific environmental areas of Richmond the project will benefit

We will be supporting students with developmental disabilities to develop work readiness skills as well as providing a horticulture related work experience. Individuals attending our Day Programs will also be invited to participate and contribute by getting involved with seed starting and growing along with providing ongoing support to the garden by tending and maintaining the bird feeders throughout the year. The project would add a welcome new dimension to the park and community both visually, and environmentally.

How will the effects of the project be measured (short term and long term)

We would deem the project a success if it educates our participants about environmental concerns, provides useful work experience, enhances the park environmentally and improves the experience of park users. In the long term we intend to provide continuing support to the park and actively use it to provide environmental education to individuals in RSCL programs and the community at large.

Partnering with other organizations – If so, who?

Yes – Handy Crew Co-Operative – City of Richmond

Description of expenses

Plants

- Bedding plants
- Pollinator seed blends
- Flowering Shrubs

Habitat

- Bee Viewing home
- Mason Bee Hotel
- Mason Bee Mud

Feeders

- Humming Bird Feeders
- Squirrel proof bird feeders

Supplies

- Interpretive signage
- Hardware for installing feeders and bee homes.

Honorarium

List of supplies and materials and projected cost

Plants • Bedding Plants – 8 varieties x 15 each • Seeds – Bee Pollinator, Hummingbird Mix, Butterfly blend • Flowering shrubs x 5 (Buddlia, Potentella, Hibiscus, Caryopteris) Habitat • Bee Viewing h

\$2,500

List of marketing expenses and projected cost

All marketing will be done at no cost through existing RSCL channels.

List of other expenses and projected cost

None, we will supply the required staffing, and liability insurance to support the project.

Any other sources of funding

No confirmed dedicated funding as yet, however we are wily, incredibly resourceful and may be able to access additional resources, support and funding!

Richmond Jewish Day School

Project Title: The Planting Promises Project

Applicant

Richmond Jewish Day School - Sabrina Bhojani – Michael Alan Sachs

Society Number

13335 4605 RR 0001

Grant Request: \$2,500

Description of Project (1000 words or less)

The mission of the “Planting Promises Project” will be to teach students about the importance of the conservation of trees in our natural environment. They will learn about native tree species and their positive impacts on our environment. Components that will be addressed will be tree growth and life cycles as well as the benefits of trees on our planet. Specifically, students will learn how trees shield the earth from wind and rain, act to prevent soil erosion, provide food and habitat for wildlife, clean our air through the process of photosynthesis and add to the natural beauty of our earth.

There is a special relationship between Jewish thought, the trees, and caring for the environment. One of the interpretations of the Torah that teaches us: “When G-d created the first man He took him and showed him all of the trees of the Garden of Eden and said to him ‘See My works, how beautiful and praiseworthy they are. And everything that I created, I created for you. Be careful not to spoil or destroy My world – for if you do, there will be nobody after you to repair it.’” (Midrash Kohelet Rabbah 7:13).

By connecting environmental sciences and the ethical teachings in the holy scripture, these lessons will culminate in students engaging in invasive species pulls to prepare the land and subsequently planting trees on our school property. Students will be primarily planting fruit trees as growing fruit-bearing species offers a unique chance to teach children about the importance of healthy foods and nutrition. These trees will enhance the natural resources system in Richmond by delivering shade, soil conditioning, food and habitat for local wildlife.

When students are able to see the effort and care needed to grow plants, they develop a sense of ownership for these living organisms. Developing this awareness of how precious nature is, can help our children become better connected to their environment, learning to be strong community ambassadors and advocates in protecting our planet.

Judaism is not alone in advocating for environmental protection. From Buddhism to Christianity to Hinduism to Islam, various faiths acknowledge the need for environmental stewardship and their scriptures urge followers to be caretakers of the planet, looking after the natural Earth and the organisms that live in it.

Located on No. 5 Road in Richmond, we hope to spread the message of environmental conservation and stewardship throughout the community.

Project Start

We would like the Planting Promises Project to commence in late March with classroom instruction. Students will learn about the life cycle of trees and the environmental benefits of trees as part of their science curriculum. Students will subsequently plant trees with community partners on our school property in the first week of April. Our students often engage in activities with senior residents in Richmond, and this may be an opportunity for intergenerational relationship building.

Project Location

The Planting Promises Project will take place at Richmond Jewish Day School located at 8670 No. 5 Road, Richmond B.C. Trees will be planted on our extensive property on the ALR.

Community engagement and outreach

We will promote the Planting Promises Project through our parent newsletter, community flyers and through our school website and the Jewish National Foundation which has engagement in the thousands across Metro Vancouver.

Organizations capacity and experience in hosting similar events

Our school has organized large-scale community events and has initiated environmental programming and stewardship numerous times before. We house a community garden in which students harvest the produce for personal consumption as well as to share with local food banks. Our staff of over 15 members are eager to help in making the Planting Promises Project come to 'fruition.'

Primary populations and specific environmental areas of Richmond the project will benefit

The Planting Promises will serve many purposes; as a potential outdoor classroom, the section of planted trees will provide children with the opportunity to receive engaging, environmental education and hands-on learning experiences. When the trees start fruiting, children will gain nutritional values from the fruits to harvest and excess fruit could be donated to local food banks developing their core competencies of social and environmental responsibility. Children will be taught how to propagate seedlings and build awareness of environmental conservation and sustainability.

How will the effects of the project be measured (short term and long term)

We will be measuring impact through the following ways by surveying students and community participants prior to the project and after to determine their levels of concern about the environment and ways that they can "do their part."

Partnering with other organizations – If so, who?

Yes – Jewish National Foundation

Description of expenses

- Materials: plants, soil, natural fertilizers
- Supplies: equipment rentals, tools, safety equipment
- Marketing and Promotion Materials: flyers, ad in local paper
- Education: Resource material; educational expert in agriculture
- Honorarium for Community Volunteers

List of supplies and materials and projected cost

Plants, soil, natural fertilizers, equipment rental, garden tools, safety equipment

\$2000 - Plants - \$1200; Soil - \$150; Natural fertilizers - \$250; Equipment rental - \$250; Garden tools/safety equipment - \$150

List of marketing expenses and projected cost

\$150 - Flyers, Posters, Ad in local news

List of other expenses and projected cost

\$350 - Education - \$200; Honorarium - \$150

Any other sources of funding

Yes – School fundraising

Green Teams of Canada

Project Title: Terra Nova Environmental Education & Restoration

Society Number
XS-0063065

Grant Request: \$2,500

Description of Project (1000 words or less)

Green Teams of Canada (GTC) is seeking support from the Richmond Environmental Enhancement Grant for its Lower Mainland Green Team (LMGT) to run one hands-on environmental education activity removing invasive plants at Terra Nova Rural Park.

This project supports goals outlined in the City of Richmond's Official Community Plan and Ecological Network Management Strategy. Through this collaborative partnership between GTC and the City of Richmond, environmental education and stewardship relevant to a multicultural audience along the West Dike will be provided to enhance the Ecological Network and reduce the biodiversity loss and economic impact of invasive species expansion.

This project will provide direct benefits for Richmond including:

- More opportunities for Richmond residents, especially youth, to engage in hands-on environmental education activities, connect to nature, get exercise outdoors, and build skills
- Improvement of Terra Nova Rural Park through the removal of invasive plants to increase in biodiversity and promotion of responsible usage
- Increased public education on the threat of invasive plants and climate change through participation and media articles
- Additional capacity for park staff to conduct conservation work
- Positive media exposure for Richmond parks
- A cost effective way to increase environmental stewardship among residents

The community impacts of this project include:

- 20+ community members, mostly aged 12-40 and from Richmond (communities from neighbouring municipalities will also be welcomed) will be engaged and contribute 60+ volunteer hours. Of the participants engaged, it is expected:
 - 60% will be introduced to stewardship activities
 - 40% will be introduced to Terra Nova Rural Park

These community members will:

- Develop a sense of belonging to community and place, enabling them to take care of each other and the places they live. This is especially important during COVID-19 when physical distancing is leading to greater social isolation and loneliness;
- Connect to nature, which cultivates a deeper respect for nature and leads to responsible environmental behaviour;
- Learn about environmental issues such as climate change and how it impacts local ecosystems;
- Have improved mental and physical health;

- Have increased confidence, resilience, and perseverance (vital in the COVID-19 pandemic and climate crisis);
- Build life skills such as critical thinking, leadership, and teamwork;
- Realize the power they have to make a difference as a group of committed people working together towards a common goal;
- Gain practical ecological restoration skills (plant identification, how to remove invasive plants);
- Become aware of civic responsibility and the role they can play in improving the environment and strengthening their community;
- Increase biodiversity and restore habitats in Richmond, making them more resilient to climate change

Ecological impacts of this project:

- 3+ cubic metres of invasive plants removed
- 3+ trees and 10+ native shrubs freed from being smothered by invasive plants

Community activities that focus on environmental action are needed now more than ever. The COVID-19 pandemic has amplified the need for social connection, sense of community, and connection to nature. Activities are organized to ensure community members feel welcomed, supported and serve as a space to encourage social connection. This is vital, in particular for youth, newcomers and minorities who disproportionately experience social isolation, mental health challenges and lack of connection and belonging. GTC has found ways to engage these demographics often under-represented in stewardship and will support these communities through this project.

Recent extreme weather events in BC affected many Richmond residents and have brought climate change to the forefront of the conversation. The impacts of climate change are especially being felt by young people who are expected to solve the problem and deal with its consequences. This project will turn climate anxiety into climate action by creating opportunities for Richmond residents, particularly those aged 12-40, to take direct action to improve environmental health in their community while learning about the local impacts of climate change through hands-on education. This project will instil hope and empower individuals and communities in the COVID-19 pandemic and climate crisis.

The following will take place as part of this project:

- Site visits and planning the activity (determining exact location, invasive plants to target) with City of Richmond staff
- Creation of activity registration and marketing materials
- Extensive outreach through social media, emails, media and personalized invitations to participate extended to community groups, local businesses, schools and First Nations
- Securing in-kind environmentally conscious rewards
- Managing volunteer inquiries
- Purchasing tools, gloves, refreshments and COVID-19 supplies
- Environmental education for participants including park history (including Indigenous connection), climate change, health benefits of being out in nature, native and invasive plants, and a thorough demonstration on how to identify and remove invasive plants
- Safety instruction for participants including how to use tools safely and COVID-19 protocols

- Transportation, set up and take down of tent, supplies, tools, gloves, communication banners, etc. for activities
- Sanitizing tools and washing gloves
- Documentation of activities through 50+ photos and 2+ videos of community members in action, sharing the impact of their participation
- Recording, tracking, assessing and compiling participant and ecological impact in database management system
- Administering a survey asking participants for feedback and impact
- Writing volunteer letters
- Reporting through a detailed blog describing community and ecological impacts (including before and after photos). The blog is posted shortly after the activity and disseminated to participants, the public and media through social media and emails
- Contacting media before and after each activity

This project will run in-person outdoors and will have strict COVID-19 safety measures that follow local health guidelines.

Project Start

This project will take place between March 1 and November 30, 2022. The exact date of this project will be confirmed with Magnus Sinclair/City of Richmond. Possible dates include but are not limited to March 26, April 23, May 28, June 18, July 16 September 17 or October 1, 2022.

Project Location

This project will take place at Terra Nova Rural Park. This location was chosen as it is accessible, provides an environmental education opportunity, and builds on previous work of the LMGT.

Community engagement and outreach

GTC's unique community engagement model includes conducting extensive outreach to everyone in the community, especially those who may not normally participate in stewardship activities. This includes researching and contacting potential participants, schools, organizations and businesses, utilizing social media, media outlets (local newspapers) and tapping into the LMGT's volunteer base of over 5,000 people, including Richmond residents.

Organizations capacity and experience in hosting similar events

Since 2013, Green Teams of Canada (GTC) has connected, built and empowered diverse communities through hands-on educational activities that promote health, well-being and environmental stewardship. Activities include invasive plant removals, planting of native species and clean-ups. GTC has won 11 social innovation awards (national, provincial and local) because it has reached and engaged a previously untapped young demographic aged 12-40. GTC's Lower Mainland and Greater Victoria Green Team programs are among the largest environmental volunteer groups in their respective regions. So far, the two programs have:

- Run 750+ activities in 120 green spaces and 30 municipalities
- Engaged 12,000+ community members of all ages, backgrounds and abilities
- Removed 4,600 cubic metres of invasive plants (equivalent to 28,750 bathtubs)

- Planted 25,395 native trees, shrubs and herbaceous plants
- Removed 7,200+ pounds of garbage, mostly from shorelines
- Worked with 65 schools and 100+ government agencies, non-profit organizations, educational institutions, land trusts and stewardship groups
- Raised environmental awareness to 2 million people through media coverage (120 times, including Global News, CBC Radio, and local newspapers)

Environmental and human health depends on our connection to community and nature, and this has never been more clear than during the COVID-19 pandemic. GTC's community engagement model was first developed in 2011 in the Lower Mainland to address social isolation, sedentary lifestyles, and a lack of local opportunities for individuals, particularly youth, to make a positive tangible impact on the environment.

Using activities that enhance natural habitat, GTC focuses on people. In changing and impacting people, health and well-being is prioritized, lifelong environmental stewardship is promoted, and community members are enabled to take care of each other and the places they live.

The Lower Mainland Green Team (LMGT) has run activities in Richmond since its founding in 2011, and has recently run activities with the City of Richmond at Terra Nova Rural Park in 2020 and 2021. To read summaries of these activities, please click the following links:

- April 24, 2021: <https://greenteamsCanada.ca/2021/04/25/terra-nova-park-april-24-2021/>
- April 17, 2021: <https://greenteamsCanada.ca/2021/04/19/terra-nova-park-april-17-2021/>
- November 20, 2020: <https://greenteamsCanada.ca/2020/11/09/terra-nova-park-november-7th-2020/>

Primary populations and specific environmental areas of Richmond the project will benefit

Activities are inclusive and engage people of all ages, abilities and backgrounds, notably those aged 12-40. Participants include but are not limited to students, at-risk youth, new immigrants, religious groups and Indigenous communities. Those with varying abilities are welcome and provided with alternative tasks (e.g. supervising and taking photos) that suit their needs. 65% of GTC participants are engaging in stewardship activities for the first time.

It is easy to sign up and attend a GTC activity as no experience is necessary. At no cost to participants, an educational talk and detailed training is provided in addition to tools, gloves, refreshments and rewards. GTC acknowledges the Indigenous territory where each activity takes place and ways GTC is contributing to reconciliation.

This project will take place at Terra Nova Rural Park, which is part of the West Dike Ecological Network Strategy Area. GTC will enhance this natural area by educating participants on and removing invasive plants that are overtaking native vegetation and trees.

How will the effects of the project be measured (short term and long term)

- Take 50+ photos of participants in action for the activity and post them online
- Take videos of participants in action and sharing their experience

- Conduct a post-activity survey to receive feedback on the activity and benefits experienced by participants
- Measure the volume of invasive plants removed in cubic metres using a measuring tape
- Measure the area of habitat revitalized in square metres using a GPS
- Count the number of trees and shrubs freed from invasive plants

All data is inputted into a database management system to track and report on outcomes. A blog will be published on GTC's website within 36 hours of the completion of the activity reporting the outcomes and showcasing photos. A PDF report summarizing the activity will be provided.

Partnering with other organizations – If so, who?

Yes – in-kind products from sustainable businesses to give to participants

Description of expenses

- Materials
- Supplies
- Community engagement work (plan and run activities, conduct outreach, provide education, manage volunteers, measure and report on impact)
- Insurance

List of supplies and materials and projected cost

Shovels, loppers, pruners, rakes, gloves, refreshments, tarps, COVID-19 safety supplies (masks, hand sanitizer, disinfectant spray)

\$205

List of marketing expenses and projected cost

Conducting outreach, providing volunteers with hands-on education, managing volunteers

\$1,972

List of other expenses and projected cost

Transportation of tools and supplies to and from activities, and activity administration including insurance and database management system for evaluation

\$323

Any other sources of funding

The full cost of a GTC activity is \$2,500 and this project will be fully funded by this grant. GTC provides \$2,016 of in-kind including media coverage, photos, volunteer time and volunteer rewards.

Garden City Conservation Society

Project Title: Sphagnum Moss Restoration on the Garden City Lands

Applicant

Garden City Conservation Society – Sharon MacGougan and Mike Bomford

Society Number

S-0053257

Grant Request: \$2,500

Description of Project (1000 words or less)

There would be five aspects to this project:

1. Training local volunteer 'citizen scientists' to identify sphagnum and understand key aspects of its biology and ecology in order to engage in the other aspects of this project;
2. Systematic sphagnum mapping for the bog side of the GCL;
3. High resolution evaluation/mapping of sphagnum growth in the 'mowed vs. unmowed' experimental site on the east side;
4. Transplanting any existing sphagnum from areas where soil will be spread to the bog restoration area on the east side;
5. Establishment of a sphagnum propagation system to allow ongoing transplanting to the bog restoration area.

Project Location

Spring 2022 - mapping and assessment of sphagnum

Summer 2022 - setting up propagation system

Fall 2022 - Transplanting of sphagnum

Project Location

Garden City Lands

Community engagement and outreach

Reaching out to GCCS membership and "Friends of the GCL" through newsletter/emails and the wider community through local and social media. KPU 's sustainable agricultural students will be involved in the project and students interested in ecology such as as Richmond's Green Team. The GCCS is already engaging students at the elementary and high school levels and would continue to build on this.

Organizations capacity and experience in hosting similar events

We have a history of engaging with a wider community:

1. Nature bog walks with Michael Wolfe have introduced many people to native plants of the bog.

2. Our participation at Harvestfest and Farmfest have been focussed on conservation education. The last Farmfest we highlighted birds and their habitat and signed people up for a bird walk with a Birds Canada representative. It was held at Garden City Community Park.
3. We hosted a first ever Earth Day event on the GCL in 2019, that included ceremonial tree planting.
4. Currently we're preparing to create a Miyawaki Pocket Forest at Richmond High School and are launching a monthly video podcast that will follow the project's progression. A wider community has already been created through this project through a regular email update.
5. KPU has a teaching garden on the GCL for school children and will be including sphagnum propagation at that site.

Primary populations and specific environmental areas of Richmond the project will benefit

Primary area of benefit in the GCL. Anything that strengthens the bog, benefits us all (wildlife and human populations). Bogs are considered the lungs of the earth.

How will the effects of the project be measured (short term and long term)

The ultimate goal would see increased areas of 'keystone species' sphagnum moss on the GCL. We will be tracking our work from the beginning.

Partnering with other organizations – If so, who?

Yes - KPU

Description of expenses

1. Materials needed for transplanting sphagnum;
2. Materials for propagation of sphagnum;
3. Expert advice
4. Video equipment rental and production costs to facilitate following the sphagnum moss story on the GCL;
5. Costs related to public outreach

List of supplies and materials and projected cost

6 folding quadrat frames for sphagnum survey; 3-100 gallon plastic stock tanks for sphagnum propagation, 12 floating seedling trays for s.p.; hoses and hardware for sphagnum propagation system

\$1000

List of marketing expenses and projected cost

Equipment rental, production on social media costs, graphics, audio, production and editing and post-production.

\$1150

List of other expenses and projected cost

Honorarium for ecology experts

\$350

Any other sources of funding

no

Terra Nova Nature School

Project Title: Natural Food Gardens

Applicant

Terra Nova Nature School with Thompson Community Association

Grant Request: \$2,500

Contact

P: 604-238-8437

Email: natureschool@richmond.ca

Description of Project (1000 words or less)

We propose a two pronged approach to maintaining an edible landscape in the gardens and immediate area surrounding the Edwardian Cottage in Terra Nova Rural Park: the removal of invasive species such as English Ivy and Himalayan Blackberry; AND, the planting and maintenance of indigenous plant species (such as huckleberry, thimbleberry, salal, oregon grape) and existing historical orchards of pear, cherry, apple, and hazelnut trees. Caring for existing plantings, while re-introducing native species, honours both the settler and Indigenous contexts of Terra Nova Rural Park.

Project Start

March- June, 2022, with both one time and regular times for community participation

Project Location

lands around Edwardian Cottage, bordered by pollinator meadow to south, parking lot to east, ditch and River Road to north, property line to east

Community engagement and outreach

TNNS has a large community of families connected through both year long and seasonal programs, and all will be invited to participate in the removal, planting, and maintenance of plants. In partnership with Thompson Community Association, TNNS has extensive social media resources such as Facebook, Twitter, blog, and websites. In addition, connections with Early Childhood Educators and local school and teacher groups are possible.

Organizations capacity and experience in hosting similar events

TNNS has hosted numerous seasonal and one-time educational opportunities for children, families, and educators. As TNNS coordinators, we have designed and led many workshops addressing place-based educational practices. In addition, we have a staff of 16, many of whom have significant training in environmental and food sustainability programming. We are very familiar with operating outdoor programs that meet COVID safety guidelines.

Primary populations and specific environmental areas of Richmond the project will benefit

Children and their families; interested community individuals and partners; lands around Edwardian Cottage as described above.

How will the effects of the project be measured (short term and long term)

Participant feedback will be gathered. Photo documentation and written reports will be created to share and showcase the work. Previous projects undertaken by TNNS (ie school gardens, caring for bird nesting boxes) have been maintained and developed over the years.

Partnering with other organizations – If so, who?

No

Description of expenses

plants

tools

honorarium for project lead

List of supplies and materials and projected cost

plants, shrubs & trees indigenous to local landscape; sturdy leather gloves for blackberry removal; orchard tools (ladders, pruners); printing costs of photo documentation booklet, field guide and map

\$1900

List of marketing expenses and projected cost

\$100

List of other expenses and projected cost

honorarium; refreshments for work party participants

Any other sources of funding

No

Richmond Secondary Green Teams

Project Title: Miyawaki Pocket Forest

Applicant

Richmond Secondary Green Team – Devika Soumya Prakash & Bruno Vernier

Society Number

S-0053257

Grant Request: \$2,500

Description of Project (1000 words or less)

We are creating an Outdoor Classroom, which connects to our existing gardens (community and school gardens plus berry patch) to create a large Outdoor Learning Environment. We already have a grant to create the outdoor classroom, but we are planning to install a “Pocket Forest” right beside it, to provide shade, education, mitigate climate events, and bring together the community.

The Pocket Forest idea comes from the Miyawaki Method of creating urban forests that grow quickly, densely and attract biodiversity, while mitigating the effects of climate change such as extreme weather, floods and drought. This is also a participatory project in that different community partners will be involved in the planning, planting and maintenance of the area. Furthermore, it will help to educate our local community and youth on native species, the importance of biodiversity and strategies to protect from climate events. (<http://urban-forests.com/miyawaki-method/>) All of the plants that will be implemented in this unique project are complimentary or native to Richmond. Employing these plants will not only densen the biodiversity in Richmond flora, but also conserve the land from floods, droughts, and other weather extremes as mentioned previously.

Project Date

October/ November 2022- Ongoing

Project Location

Richmond Secondary School Grounds

Community Engagement and Outreach

This project is an extreme community based one. To promote it, the Richmond Secondary Green team has already held a workshop in which Board member- Garden City Conservation Society Bruno Vernier explained the significance and impact Miyawaki Pocket forests can make. In the future, the RSGT plans to continue these workshops and promote this project to the extent of the school. We also will be inviting Urban Bounty and the Richmond Garden Club. Social media posts will be made by the RSGT, RHS and RSS_OLE (Richmond Secondary School Outdoor Learning Environment) on Instagram. Lastly, our project will also be written up by the Richmond News.

Organizations capacity and experience in hosting similar events

The Richmond Secondary Green Team is a coalition of individuals who are passionate about the upkeep of the environment. We are a group of around 10 people along with a teacher sponsor, but our outreach goes far to the entire school, as well as other organizations. We have experience in hosting multiple workshops, building outdoor learning environments and even advocating for and installing solar panels on our own school. To sum up, we have had many good examples of hosting a plethora of events of all sizes.

Primary populations and specific environmental areas of Richmond the project will benefit

This project will mostly be benefitting the environmental area of the Richmond Secondary Outdoor Learning Environment, and adjacent areas. This environment is mostly city-like, so building a “pocket-forest” inside of it will be advantageous in many aspects. This will be for students of the school, locals, and community members. It will proceed to provide shade, and nutrition for not only the people of the community but also the neighboring fauna.

How will the effects of the project be measured (short term and long term)

Short term:

- Community building through the planting and maintenance process.
- Education and workshops around the project.
- Due to the rapid growth in the beginning, opportunities to attract attention for science related activities such as experiments and observations will sprout.
- Within the first year, will already provide habitat for multiple species.
- Due to the rapid growth in the beginning,
- Excitement and awareness about this technique will be spread rapidly, in the short term.

Long Term:

- Environmental impact such as: Added greenery, improved air quality of the surroundings, surface stormwater runoff mitigation, countering to head island effect, Habitat, reduction of noise pollution, studies have shown that forests and greenery are beneficial to mental health, increase in biodiversity in soil.
- Forest will basically be maintenance free due to the nature of this method.
- This forest will be statistically 30x the density, 100x the biodiversity, and 16x the absorption of carbon than of normal forests.
- Balance of biodiversity, complex connections between organisms form.
- Density of this forest makes Richmond Secondary more resilient to flooding, making it a more reliable evacuation center.

Sources-

Schibli, H. S. (2021, February 8). Crafting tiny, fast-growing forests with the Miyawaki method. CanPlant. Retrieved January 18, 2022, from <https://can-plant.ca/blog/crafting-tiny-fast-growing-forests-with-the-miyawaki-method.htm>
<https://www.sugiproject.com/about>

Partnering with other organizations – If so, who?

Yes – Garden City Conservation Society

Description of expenses

Materials (e.g. plants, soil, amender);

800\$ (Plants and planting workshop supplies)

Soil (500\$)

Compost (200\$)

Supplies (e.g. equipment rentals, tools, safety equipment);

Bobcat rental (500\$)

Truck rental (200\$)

Marketing and promotion;

Food for volunteers (200\$)

Videography (100\$)

NOTE- Cost of the project exceeds the limitations of this grant, our team has applied to other grants to fulfill these needs.

List of supplies and materials and projected cost

Listed above

List of marketing expenses and projected cost

Listed above

List of other expenses and projected cost

Education (Materials and workshops), Honorarium (up to \$350), and Insurance (TBD).

Any other sources of funding

Yes - \$8000

'- Applied to Trees Canada grant. - Applied to Farm To School grant, unsuccessful. - Donations, and volunteer hours.

The Sharing Farm Society

Project Title: Enhancing Pollinator Habitat – Terra Nova Park

Applicant

The Sharing Farm Society – Sarah Drewery

Society Number

86323 8515 RR0001

Grant Request: \$2,500

Description of Project (1000 words or less)

Pollinator populations continue to decline dramatically, which also seriously threatens our own food security, for native pollinators and honey bees pollinate upwards of 75% of human food crops.

As a working community farm, The Sharing Farm's harvests are intimately linked to the health of these pollinator populations. Our project will do the following: 1) sow a quarter-acre of pollinator forage, timed to flower during the mid-late summer dearth period; 2) build on the existing volunteer-led flower growing program, to increase plantings of perennial forage plants and annual flowers in the healing garden and the north path and 3) host 2 native pollinator identification workshops to give Citizen Scientist training to volunteers and community members using the iNaturalist app. Workshop attendees will then be able to monitor our pollinator populations using the app. (<https://www.inaturalist.org> is an app for community members to contribute to biodiversity science, allowing the farm to gather data about current pollinator populations.) Expert pollinator activist Lori Weidenhammer (author of the book "Victory Gardens For Bees," Douglas & McIntyre, 2016) will conduct these workshops, in coordination with the Farm's Director of Operations & Beekeeper, who will support volunteers in using the iNaturalist app, identifying pollinators, and caring for the additional plantings.

The project would increase both pollinator habitat and the public's interaction with, and knowledge of, pollinators. The pollinator habitat would be increased both in the long-term and the short-term, via annual as well as perennial plantings.

Project Start

May-Oct 2022

Project Location

At the Sharing Farm, in Terra Noval Rural Park. 2771 Westminster Highway.

Community engagement and outreach

We will recruit volunteers for the flower growing program through Richmond Cares, Richmond Gives, I Can Help Richmond, Volunteer Connector, Charity Village and through our own social media (5000+ followers) and that of the Native Bee Society of BC. We will also look to partner

with other non-profits in Richmond to bring to the Farm groups of people who might not otherwise join our program, including Minoru Seniors Centre and Richmond Centre for Community Living. The workshop will be advertised to our volunteers, but also to the general public through our social media; a paid Facebook/Instagram ad; press releases to the local newspapers and, if permitted, advertising through the City of Richmond's social media and community centres.

Organizations capacity and experience in hosting similar events

We have been hosting a successful volunteer program for many years. With this grant we are looking to support and expand a new volunteer-led initiative to grow more flowers on the farm, which started in 2020, during the pandemic. We have hosted many workshops at the farm in the past and have worked with Lori Weidenhammer on several occasions. Our Director of Operations, Leslie Williams, is a master beekeeper and will also undertake the training on the iNaturalist app. Leslie and Lori both serve on the Board of Directors of the Native Bee Society of BC. Leslie will be able to provide on-site support for citizen scientists using the app.

Primary populations and specific environmental areas of Richmond the project will benefit

Our volunteers and workshop attendees come from a wide range of backgrounds and ages and The Sharing Farm takes positive steps to encourage underrepresented groups to come to the farm.

The environmental area will be Terra Nova Rural Park.

How will the effects of the project be measured (short term and long term)

- * Number of volunteers working on the flower growing program
- * Number of attendees to the citizen scientist workshops
- * Number of pollinator contributions to the iNaturalist app from the Terra Nova area
- * Square footage of pollinator forage planted

Partnering with other organizations – If so, who?

Yes – Native Bee Society of BC

Description of expenses

Seeds, perennial plant starts, organic amendments, tools (snips, floral scissors, pruners, gardening gloves, kneelers), irrigation equipment

List of supplies and materials and projected cost

Seeds, perennial plant starts, organic amendments, tools (snips, floral scissors, pruners, gardening gloves, kneelers), irrigation equipment
\$2,100

List of marketing expenses and projected cost

Facebook/Instagram marketing for the workshops

\$50

List of other expenses and projected cost

Honorarium for Lori Weidenhammer (workshop leader)

\$350

Any other sources of funding

Funding pending for New Horizons for Seniors for our general volunteering program of which the flower growing will form a part. We don't have other sources of funding for workshop/forage planting

Birds Canada

Project Title: Engaging Richmond Community for the Birds

Applicant

Birds Canada – David Bradley

Society Number

119024313 RR 0001

Grant Request: \$2,300

Description of Project (1000 words or less)

As identified within the City of Richmond's Ecological Network Management Strategy the city, as part of the Fraser River Estuary supports globally significant populations of birds. Although not mentioned within the strategy significant portions of Richmond have been identified as part of the Fraser River Estuary Important Bird and Biodiversity Area. The abundance and diversity of birds provides a remarkable opportunity to educate and engage people of all walks of life with Richmond's natural environment. In addition, there are tangible steps community residents can take to make their homes and neighbourhoods safer for birds. The two largest human-caused sources of direct mortality to birds are window collisions and cat predation. Individuals can take positive conservation steps to reduce these stressors by treating their windows and keeping cats indoors. People can also contribute to Richmond's efforts to monitor the impacts of the Ecological Network Management Strategy by participating in established, long-running citizen science programs. Birds Canada is asking for the City of Richmond's support through the Environmental Enhancement Grant to increase community engagement with birds for positive environmental outcomes.

With the support of the City of Richmond, Birds Canada will host a series of four or more workshops for community members, introducing them to the remarkable diversity of wild birds found in Richmond's natural areas. We will also provide tools to allow specific actions that people take home to monitor and steward birds. The workshops will begin with an introduction to birding, during which Birds Canada will provide binoculars and birding identification guides for up to 10 people per trip.

The introduction to birding workshops (Birding 101) will be followed by a Planning a Bird Friendly Backyards module based on content in <https://birdgardens.ca>. Understanding that not everyone will have access to a backyard, we will include other individual actions people can take such as reducing window collisions and buying bird-friendly coffee. Funds from the Environmental Enhancement Grants will be used to purchase either a bird-friendly native plant for each workshop participant or a roll of bird friendly glass treatment. In this way, every workshop participant can implement a stewardship action immediately after participating in the workshop.

The final set of workshops will be focused on bird monitoring and citizen science. Birds Canada runs a number of bird monitoring programs across Canada. Birds Canada staff will offer a course in Project Feederwatch, an introductory bird monitoring program, eBird Canada, a mid skill-level citizen science program, or the more advanced BC Coastal Waterbird Survey. If there

is enough interest, we will also include an element of the Bird Window Collision Monitoring Survey. Other monitoring programs can be incorporated into the workshops depending on the level of interest. Each workshop offered will include a real time example to ensure the data on the birds of Richmond starts growing right from the first workshop.

Project Start

The initial Birding 101 workshops will be scheduled to occur the last week of March and first two weeks of April. The Planning a Bird Friendly Backyard workshops will be planned to coincide with the Greater Vancouver Bird Celebration in the second and third weeks of May. The final set of workshops will take place in the first weeks of November as the overwintering birds that are so abundant in Richmond begin to arrive.

Project Location

The most Birding 101 walks taking place within Terra Nova Rural Park. The bird stewardship workshops would occur at the feeders at Richmond Nature Park or the Bird House project

Community engagement and outreach

Birds Canada has an extensive network of naturalist and bird tourism partners we engage with across the Fraser Delta that we will leverage to reach out to the community. For instance, Birds Canada has supported the Richmond Library in establishing their birding kit lending program, so we will work with Richmond Library to let them know about the program. Birds Canada also supports Tourism Richmond in establishing the BC Bird Trail, so we will work with Tourism Richmond to have the events posted on the www.BCBirdTrail.com website. Birds Canada is one of the organizers of the Greater Vancouver Bird Celebration, so we will post the workshops on the Greater Vancouver Bird Celebration website. Birds Canada is also a partner in the Important Bird and Biodiversity Area Caretaker Network run by BC Nature, so we will distribute notice of the workshops to BC Nature and local naturalist clubs through that network. Finally, Birds Canada has a local social media presence and an email newsletter that we will use to promote the workshops.

Organizations capacity and experience in hosting similar events

Originally registered in 1967 Birds Canada is Canada's largest and most established bird conservation organizations. Birds Canada had a number of local staff with extensive personal experience as professional bird guides. Birds Canada staff also have decades of experience offering workshops and otherwise engaging Canadians in stewardship activities. Birds Canada has coordinated the BC Coastal Waterbird Survey and Project Feederwatch and is the Canadian host of eBird-Canada the world's largest citizen science bird monitoring project. Collectively, staff at Birds Canada have contributed to over 250 peer-reviewed publications and have in house expertise on a number of the bird species found in and around the City of Richmond.

Primary populations and specific environmental areas of Richmond the project will benefit

The stewardship workshops would focus on the birds found in proximity to homes in Richmond. Fraser Delta. Species such as the Rufous Hummingbird, Chestnut-backed Chickadee, Pine Siskin and Golden-crowned Kinglet are species identified by the Canadian Wildlife Service as conservation concern that would benefit from bird friendly backyards in the Richmond area. In

addition to the immediate environmental benefits, the birds counted within the BC Coastal Waterbird Survey such as Western Grebe, gulls and loons benefit as the BC Coastal Waterbird Survey is a primary data source to informing marine planning initiatives.

How will the effects of the project be measured (short term and long term)

In the short term, the effects of the project will be measured by number of participant and number of either native plants or window treatments distributed. Over the medium term, the success of the project will be measured as the number of people participating in bird monitoring projects. Over the long term, success of the projects will be measured in the status of bird populations found on the Fraser Delta.

Partnering with other organizations – If so, who?

Yes - We would be partnering with the Garden City Conservation Society to host events at the Bird House and spread word amongst its members. We would also work with the IBA Caretaker Network, Tourism Richmond and the Greater Vancouver Bird Celebration to spread word of the workshops.

Description of expenses

- Birds Canada Staff time - \$250 per workshop x 4 workshops \$1000
- Operational cost for Birds Canada - \$300
- 1 native plant per workshop participant - \$10 per plant x 20 = \$200
- 1 roll of Feather Friendly Window Markers per participant - \$15 per roll x 20 = \$300
- Marketing cost - \$250
- Venue Rental - \$250

List of supplies and materials and projected cost

20 Native plants species to be determined in discussion with City of Richmond staff 20 rolls of Feather Friendly Window Markers

\$500

List of marketing expenses and projected cost

online promotion through Facebook and Instagram

\$250

List of other expenses and projected cost

\$250 for venue cost and potential Personal Protection supplies such as masks and hand sanitizer

Any other sources of funding

Operational cost to support Birds Canada staff / Staff time to host workshop

Be the Change Earth Alliance

Project Title: Clean Water Champions

Applicant

George Radner

Society Number

S-49829

Grant Request: \$1,750

Description of Project (1000 words or less)

Clean Water Champions (CWC) aims to empower youth aged 12 - 18 to take individual and collective action to address threats facing Canadian freshwater. The youth participants will experience hands-on learning to understand local issues surrounding freshwater, climate change, and waste management and gain valuable skills to take action. Taking action is an important antidote to 'eco-anxiety' or stress and anxiety caused by ecological destruction and climate change (Ojala, 2012).

CWC has two project activities:

Activity 1: Rain Garden

BTCEA, along with our project partners Cougar Creek Streamkeepers (CCS) and Richmond Presbyterian Church (RPC), will support and mentor youth to design and create a community rain garden that provides tangible mental and physical health and environmental benefits. A rain garden is a garden designed to absorb rainwater runoff that flows from streets, driveways, roofs, or lawns. They are critical in urban environments as they prevent pollutants and toxins from entering local bodies of water and increase the groundwater supply (CSS, n.d.). In Metro Vancouver, for example, flash flooding carries tailpipe toxins, brake and tire dust, road salt, excess fertilizers and pesticides, cigarette butts, plastic, and paper litter into the Fraser River, harming fish health (CSS, n.d.).

In addition to its environmental benefits, a community rain garden provides a vibrant urban green space for people of all racial, cultural, economic, and social backgrounds to enjoy. Especially during the COVID-19 pandemic, green spaces provide a critical mental and physical health refuge for community members. Urban green spaces have been shown to reduce temperatures and sequester air pollutants, such as car exhaust (Kruize et al., 2019).

Activity 2: Habitat/ shoreline cleanup

BTCEA will organize and facilitate youth at Richmond Secondary to conduct a local habitat or shoreline cleanup. The cleanup will directly reduce threats to freshwater by diverting garbage and (notably toxic and damaging to wildlife) cigarette butts. The cleanup will also provide

students with an experiential, place-based learning opportunity which will help youth engage with the issues surrounding freshwater. BTCEA experienced facilitators will be present on-site to educate the students and execute the logistics of the shoreline and habitat cleanups. For long-lasting personal change, it is valuable for youth to directly experience the impact of pollution on the environment and to work collectively as a school or class team to tackle a freshwater problem. BTCEA anticipates the experience will increase participants' sense of agency and galvanize them to take further individual and collective action.

To ensure the safety of our participants, staff and the communities, BTCEA will follow all relevant COVID-19 guidelines including, staying home when sick, wearing a mask, and social distancing. BTCEA will keep up to date on COVID-19 restrictions and make the necessary adjustments to the project activities.

Project Start

The rain garden will start on February 19th 2022 and will be completed by July 2022. The two-month-long project will be broken down into three phases:

Installation (February 19th - March 2022): BTCEA and CCS will provide education and training for the youth teams and help youth conduct site modification, install new hardscape elements, and plant indigenous and non-invasive species.

Enhancements (March – April 2022): BTCEA and CCS will support the youth teams in installing educational signage and accessible seating to encourage community visitation to the rain gardens.

Promotion and outreach (April – June 2022): BTCEA and RPC will engage in word of mouth and social media promotion to educate and encourage community members to visit and learn about the rain gardens.

BTCEA will lead at least one habitat cleanup on May 31st with 15-30 youth from Richmond Secondary. However, we are open to organizing and running more cleanups in Richmond if there is demand.

BTCEA staff will organize the logistics with Richmond Secondary school in advance including, equipment, transportation (if necessary), time, and meeting location.

Project Location

Rain garden: Public-facing property at Richmond Presbyterian Church, 7111 No. 2 Road

Habitat cleanup: Richmond shoreline or urban park, exact location to be determined by BTCEA & Richmond Secondary.

Community engagement and outreach

CWC's two activities will be promoted through BTCEA's website, social media, emails, newsletters and new and existing contacts.

To include and engage people in the community, we will conduct outreach in 3 ways.

Word-of-mouth. Youth participants and involved community members will seek to explain both project activities directly to neighbourhood residents as well as their friends and families. Announcements and updates about the community rain garden will be highlighted at church services and events, and congregants will be encouraged to spread the word about the new space. Community residents will also be invited to the official opening of the rain garden.

Social media. BTCEA, CCS, and RPC will post updates on social media throughout the planning and implementation of the community rain garden, encouraging reposting by youth participants, members of the congregation, and local organizations. BTCEA will promote the habitat cleanup on social media, our newsletters, and through new and existing relationships.

Signage. Community rain garden signage will be designed to attract, educate, and entice passersby to visit and enjoy the community rain garden.

Organizations capacity and experience in hosting similar events

Be the Change Earth Alliance (BTCEA) has been committed to fostering interconnected environmental and social (eco-social) change in communities and schools across BC, especially in the Lower Mainland, for the past 15 years. Our mission is to inspire, educate, and empower youth ages 11-18 to take personal and collective action for a just, sustainable, resilient, and fulfilling world.

BTCEA's flagship program, Student Leadership for Change (SLC), aims to empower teachers to deliver action-oriented, hope-inspiring environmental education to their students. The program consists of workshops delivered to both students and teachers and a free online library of learning resources that teachers can use in their classrooms. To date, SLC has reached over 1,500 teachers and 36,000 students, who have collectively taken over 150,000 actions and reduced over 628 tonnes of CO₂ equivalent emissions. We are continuously improving and adding to the online library of learning resources based on teacher and student feedback, and environmental and social justice needs.

Besides SLC, BTCEA also supports youth with meaningful opportunities for learning and sustainability action through current and past projects such as Water is Life, Waste Watchers, Climate Action Champions, and Citizens of the Future. BTCEA, along with CCS and local youth groups, has successfully designed and created a rain garden and organized five habitat cleanups with over 180 youth.

Primary populations and specific environmental areas of Richmond the project will benefit

The youth participants are the primary population that will benefit from both activities. The community will also benefit from an increased understanding of freshwater ecosystems, decreased waste in local habitats, and increased green space. Richmond scores poorly (relative to surrounding cities) on the amount of tree canopy cover and non-impervious (water absorbing) surfaces, two measures of healthy urban green spaces (Metro Vancouver, 2019). Therefore, the rain garden, although primarily benefiting those living in the Grandville neighbourhood and those who attend or visit the Richmond Presbyterian Church, will benefit all of Richmond by

increasing the available accessible green space. The habitat cleanup will also primarily benefit those living or visiting the neighbourhood in which the cleanup takes place, although the benefits will extend through Richmond as a whole by having decreased waste present in local parks, shorelines or urban areas.

Both the habitat cleanup and the rain garden will also benefit local bodies of water by reducing the amount of waste and pollution that enters them.

How will the effects of the project be measured (short term and long term)

Activity 1:

Youth participants will fill out surveys before beginning the project and after the project is complete, which will be compared to measure growth, increased understanding, and skills development. We will also conduct interviews with 2-4 youth participants once the project is complete for a more in-depth analysis on development and growth. These surveys and interviews will ensure we evaluate the following qualitative outcomes:

75% of youth participants demonstrate an in-depth understanding of how rain gardens work and their benefits for their community

75% of youth participants report an increased understanding of local issues and solutions related to freshwater

75% of youth participants report an improvement in teamwork and project management skills

75% of youth participants report an increased sense of connection and appreciation for nature

75% of youth participants report decreased eco-anxiety and improved physical and mental health

75% of youth participants report an increased sense of agency, confidence, and motivation for future environmental action projects

Youth along with BTCEA staff will directly monitor and evaluate:

10-20 youth participants

Over 100 community members reached and engaged

25 native plants and 25 non-native (non-invasive, pollinator-friendly, locally suitable) plants planted with an 80% survival rate after 1 year

At least 10,000 litres of stormwater reduced from entering the local freshwater ecosystem per year

Activity 2:

The habitat cleanup will be measured through the number of participants, the area of habitat cleaned and the kg of waste collected.

15-30 youth participants

1 ha of habitat cleaned

10 kg of waste removed

Partnering with other organizations – If so, who?

Yes – Cougar Creek Steamkeepers (CCS): Delivery partner Richmond Presbyterian Church (RPC): Delivery partner

Description of expenses

Staff and consultant time (youth supervision, facilitation, administration, planning, financial management):

CCS rain garden consultant & lead educator: \$1,350

BTCEA overall project management \$900

BTCEA rain garden planning, supervision, facilitation: \$1,800

BTCEA habitat cleanup supervision, planning, facilitation: \$1,300

Rain garden supplies + materials (already covered by existing grants):

Plants, boulders, soil, signage, planting equipment: \$2,500

Total expenses: \$7,850

List of supplies and materials and projected cost

N/A

List of marketing expenses and projected cost

N/A

List of other expenses and projected cost

Honoraria: BTCEA Overall Project Management(\$350) BTCEA Habitat Cleanup Facilitator 1(\$350) BTCEA Habitat Cleanup Facilitator 2(\$350) CCS Rain Garden Lead Educator(\$350) BTCEA Rain Garden Support(\$350)

Any other sources of funding

Environment Climate Change Canada—\$600 for BTCEA staff time, TD Friends of the Environment—\$2000 for BTCEA staff time, Pacific Salmon Foundation—\$2500 for rain garden supplies, CCS—\$1000 in-kind support

Rabbitats Rescue Society

Project Title: The Year of the Rabbit

Applicant

Rabbitats Rescue Society

Society Number

S0067441

Grant Request: \$2,500

Description of Project (1000 words or less)

Rabbitats is planning a far-reaching advocacy and educational campaign focusing on the unwanted and abandoned domestic rabbits and their invasive feral offspring populating Richmond. The campaign will be anchored by the 2023 Chinese New Year, the Year of the Rabbit. Rabbit-themed information will enjoy much added value with widespread media and citizen interest.

The campaign will be planned in 2022, kicking off in early 2023.

Richmond's large population of feral domestic rabbits is an animal welfare issue, a nuisance issue and a threat to the environment. The issue is polarizing: they are both loved and hated. The educational aspects of the project will include environmental information like nuisance advice, control options, gardening tips, contact information for unwanted pets, directions on dealing with injured rabbits, the dangers of feeding the rabbits and more.

The advocacy components will include anti-abandonment campaigns, etc, and the outreach will also feature citizen science monitoring and mapping the rabbits.

The campaign is in-part an extension of an awareness proposal made to the Richmond Community Foundation for 2020 that has been sidetracked by Covid. The proposal had focused on community meetings and direct contact with residents and businesses. The plans were stopped and restarted several times as Covid infections waxed and waned and Rabbitats re-thought the manner of outreach. The community meetings are by far preferred. From experience half or more of our target demographics are not typical social media users, nor will they attend online meetings. However, yet again stymied by the Omicron variant, it is time to move on and spend the remaining funds on alternative information distribution methods.

To that end, Rabbitats, in conjunction with the Pet Valu pet supplies chain, is developing the Rabbitats Mobile Shelter and Education Centre, a converted tour bus that can stage formal and informal interaction in parks, at festival events and outside businesses in parking lots. The bus (currently painted bright yellow with a pending major artwork project) will act as a large and bright signboard attracting citizen attention. Tables will be set up outside the bus to distribute information and engage with the community.

The bus is expected to make six to eight event visits over the course of the year. It will also act as a headquarters for citizen science rabbit mapping and tracking projects like a feral rabbit count. And it will be equipped with cages and trapping supplies to act as a mobile headquarters for major rabbit control projects (eg: the Rabbitats Dover Neighbourhood Project). It will double as a rabbit quarantine and treatment area, even when parked at the shelter.

The bus will be ready in late 2022 with a Year of the Rabbit kick-off campaign in advance of the mid-January 2023 new year date.

Rabbitats has partnership funding to convert the bus and has a working agreement to feature the work of a well-known artist, Carson Ting of Chairman Ting Industries, which is also raising the profile of the project.

We hope to form additional partnerships in particular with Chinese cultural and community societies.

Rabbitats was conceived as a feral rabbit rescue and control plan in 2011 – the Year of the Rabbit – with a strategic plan that stretched to the next Year of the Rabbit – 2023.

Project Start

Planning for the Year of the Rabbit in 2023 can begin as soon as funding is available in 2022.

The planning will culminate in an early 2023 project kick-off coinciding with the Chinese New Year.

Project Location

Richmond (multiple venues)

Community engagement and outreach

Our outreach is designed to initially target the Chinese community and others celebrating the Year of the Rabbit via direct contact with various societies and community groups to further plan a campaign for rabbit and environmental awareness. Once plans are in place with approved cooperative messaging, we will target all communities through both ethnic and regular mainstream and social media channels.

Organizations capacity and experience in hosting similar events

Rabbitats has staged community meetings and attended numerous festivals including The Salmon Festival, the Garlic Festival, London Heritage Farm's Farm Day and other celebrations. We have worked with the City of Richmond and a number of corporate sponsors including the Richmond Auto Mall. We also plan on bringing in marketing assistance to help with our outreach.

Primary populations and specific environmental areas of Richmond the project will benefit

While the Year of the Rabbit is primarily a Chinese celebration, we hope to use the celebration to raise awareness of the unwanted and abandoned rabbits and their environmental impact while working on both prevention and control involving all members of the community. Unwanted and feral rabbits populate most areas of Richmond. Areas with denser rabbit populations like Minoru Park and fast-growing populations like Steveston and Terra Nova may see increased coverage.

How will the effects of the project be measured (short term and long term)

Short term outreach goals will be realized by bringing in a number of additional partners and supporters (we're hoping for at least two) with the longer term goal of raising awareness identified by the promotional partnerships and the media coverage generated.

Partnering with other organizations – If so, who?

Yes – Pet Valu (pet supplies), Richmond Community Fund

What amount is requested from the EEG program

\$2,500

Description of expenses

Marketing Assistance

Marketing Materials

List of supplies and materials and projected cost

\$2000 assistance, \$500 Year of the Rabbit materials and advertising

List of marketing expenses and projected cost

Marketing assistance, promotional handout, some advertising

List of other expenses and projected cost

N/A

Any other sources of funding

Pet Valu - fully funding our Mobile Shelter and Education Centre; RCF - previously granted rabbit education funds for Richmond citizens covering presentation some costs

Coastal Partners in Conservation Society

Project Title: City of Richmond Bat Monitoring Project

Applicant

Coastal Partners in Conservation Society

Society Number

S0068891

Grant Request: \$2,500

Description of Project (1000 words or less)

This project will complement a Bat Research and Monitoring proposal submitted by a partner of Coastal Partners in Conservation Society (CPCS), the Wildlife Conservation Society Canada (WCSC). That project will conduct some baseline inventory in order to address four main knowledge gaps; which bat species are present within the City of Richmond, which habitats bats are using, where the critical habitat features (e.g., maternity roosts) are located and the relative size of local bat populations. Answering these questions regarding the basic population ecology of local bat species is critically important to facilitate conservation for bat species and habitats within the City of Richmond.

The City of Richmond was also the first municipality in the Lower Mainland to be certified as Bat Friendly. Because of that, the City has committed to protecting and creating bat habitat as well as educate the public and engage them in recognizing and ensuring a healthy ecological network that is available includes bats. This project will build on the City's commitment by providing further information on bat populations and offering opportunities for the public to engage in bat conservation. These efforts will foster a stewardship ethic in the community and support resident activation in environmental enhancement and monitoring of those enhancements for viability.

This project is directly applicable to two main components of the Council Strategic Plan 2018-2022: A sustainable and Environmentally Conscious City by providing information on how the utilization and naturalization of open spaces can support bat populations and by educating the public about nature and wildlife.

In addition, this project will meet all the goals of the Ecological Network Management Strategy: Goal 1: Manage and Enhance our Ecological Assets AND Goal 3: Create, Connect and Protect Diverse and Healthy Spaces – Existing bat habitat (natural and created) will be assessed to confirm occupancy and suitability for maximizing benefits to bats. Monitoring of existing bat boxes will be conducted in cooperation with the BC Community Bat Program (BCCBP) and volunteers and recommendations will be made about how to add to or modify existing habitats.

This will involve checking any existing bat boxes for occupancy via the presence of guano. If occupancy is detected, further monitoring would be conducted via the BC Bat Count:

<https://bcbats.ca/get-involved/counting-bats/>, in order to assess the size and productivity (how many pups are produced) of the colony. This can be determined by first counting bats in the maternity colony prior to having pups (how many females are present) and then counting bats after pups are born. In theory, the count should double post-pupping as most female bats only have one young per year.

Goal 2: Strengthen City Infrastructure – As part of recommendations for improving bat habitat, advice can be provided on how to make City Infrastructure Bat Friendly. Spaces identified in the WCSC Project that are City property could have habitat management and enhancement recommendations developed. If many bats are detected to occur in a particular area of land to be developed, this project can advise on how to maximize suitability for bats both in the buildings and other areas of the property (i.e., provide bat friendly spaces in the building or build a bat condo).

Goal 4: Engage through Stewardship and Collaboration – This project will work closely with the BCCBP, Naturalist Groups and other organizations or individuals who are keen to be involved in bat conservation efforts. Information booths could be set up (min. 2) in City parks to educate and engage the public. Any known or discovered colonies report through these efforts will be monitored, with a strong emphasis on Citizen Science to collect the data.

However, in order to make any of this work possible this project will need to work closely with WCSCs Project to first locate hot spots of bat activity. Currently, there are no known bat maternity colonies in the City of Richmond and bat boxes that have been installed are not yet occupied. Locating hot spots will be accomplished by first conducting acoustic monitoring, including establishing a transect through the City and setting up four static acoustic monitoring locations in accordance with the NABat Program protocols (<https://www.nabatmonitoring.org/>). Once hot spots are identified, colonies could possibly be located by assessing nearby habitats and noting signs of bat occupation (i.e., guano, emergence surveys – targeting areas bats are highly likely to be inhabiting such as older buildings or buildings with particular roof structures attractive to bats). In addition, bats may be radio-transmitted and tracked via the WCSC Project in order to significantly increase the chances of locating roosts.

Project Start

April to December including summarizing findings and providing recommendations

Project Location

Throughout City of Richmond, focusing on areas of high bat activity and highly suitable habitat that is identified.

Community engagement and outreach

Set up a minimum of two stewardship booths at City Parks; one is Spring to elicit reports of bats, and in particular colonies, and one is Summer when people often notice bats more as pups are beginning to fly.

Organizations capacity and experience in hosting similar events

CPCS has given talks or participated in stewardship events with booths on over 100 occasions for a variety of species of conservation concern, including bats.

Primary populations and specific environmental areas of Richmond the project will benefit

Areas with hot spots of bat activity would be the primary focus and beneficiary of work undertaken in this project.

How will the effects of the project be measured (short term and long term)

In the short term, the effects of the project will be measured by number of participant and number of either native plants or window treatments distributed. Over the medium term, the success of the project will be measured as the number of people participating in bird monitoring projects. Over the long term, success of the projects will be measured in the status of bird populations found on the Fraser Delta.

Partnering with other organizations – If so, who?

No

Description of expenses

- Materials - Bat boxes* ($\$100/\text{ea} * 10 = \1000). These funds could also contribute to a condo installation or other bat habitat enhancements
- Equipment rentals - Acoustic devices ($\$12/\text{night/unit} * 7 \text{ nights} * 4 \text{ units} = \336)
- Mileage - For transects and deploying/managing acoustic devices ($1000 \text{ km} * 59 \text{ cents/km} = \590)
- Honorarium - Training volunteers and expert opinion of investigating potential bat colonies/habitat enhancements and outreach = \$350
- Marketing and promotion- Citizen Science materials, booth/tent and materials rental for outreach events = \$224

List of supplies and materials and projected cost

See above

List of marketing expenses and projected cost

See above

List of other expenses and projected cost

See above

Any other sources of funding

This project will compliment WCSCs Research and Monitoring Project and work in collaboration with BCCBP Regional Coordinators and Volunteers

Green Seeds Music Society

Project Title: Richmond Nature Wonderland Fest

Applicant

Green Seeds Music Society

Society Number

S-0063613

Grant Request: \$2,500

Description of Project (1000 words or less)

This application for a City of Richmond Environmental Enhancement Grant is to provide funding for 2 community engagement events focused on wildlife education. A summary of the headlining Fest and subsequent Jam pop up events is below:

Richmond Nature Wonderland Fest (WIP title*)

- Richmond Nature Wonderland Fest (Date TBA in April 2022, celebrating Earth Month) is a family friendly, intergenerational pop up outdoor event for the public consisting of mostly Richmond, B.C., residents; organized to bring together doers, artists, teachers and those with a love of nature and their community who want to ensure a healthy environment for all. Throughout the day, the public would be able to learn about local wildlife (with a focus on content about pollinators) and invasive plant species; and be treated to a lineup of local artists, puppetry, music, stories and dance. This Richmond Climate Hub initiative by GreenSeeds Music Society, aims to enhance the City of Richmond's Ecological Assets by engaging the public through Stewardship and Collaboration.

Richmond Nature Wonderland Jam (WIP title*)

- Richmond Nature Wonderland Jam (Date TBA in June 2022), is a family friendly, intergenerational pop up event for the public consisting of mostly Richmond, B.C., residents; organized to bring together doers, artists, teachers and those with a love of nature and their community who want to ensure a healthy environment for all. Throughout the collaborative day, the public would be able to network with their community to learn about the City of Richmond's local wildlife vs invasive species up close in a workshop style event, and be treated to a lineup of local artists, puppetry, music, stories and dance. This Richmond Climate Hub initiative by GreenSeeds Music Society, aims to enhance the City of Richmond's Ecological Assets by engaging the public through Stewardship and Collaboration.

Project Start

As a Richmond Climate Hub initiative by GreenSeeds Music Society, we would like to do 2 pop up community engagement events in 2022. This application, requests funding for 2 events. Our

main hope is to host the Richmond Nature Wonderland Fest in Saturday April 23, 2022, followed by a smaller indoor (or tent covered) event in June 2022 (Date TBA) Covid permitting.

Project Location

We have been invited by Urban Bounty to host these events in Paulik Park, but would also welcome hosting either event at Garry Point Park or the Garden City Lands.

Community engagement and outreach

- We will distribute posters to coffee shops and local community centers and condo buildings, as well as, share the invite via paid social media advertisements and reach out to the Richmond News calendar team and paper regarding an announcement.

Organizations capacity and experience in hosting similar events

GreenSeeds Music Society was the organizer of the 2019, 100debates on the Environment event for the City of Richmond during the elections. We've also collaborated on multiple events with Climate Reality as hosts of Vancouver and Richmond Climate Hub initiatives and panel talk events. In 2021, we joined Pancakes and Puppetry in 3 pop up community arts based events and have access a great network of local artists and educators.

Primary populations and specific environmental areas of Richmond the project will benefit

We would engage the populations of Steveston and Richmond Center areas frequented the most by Richmond's residents and visitors.

How will the effects of the project be measured (short term and long term)

We will create event pages to gather RSVPs where possible to gather headcount and also have a #RichmondWonderland social media campaign asking attendees to share their favourite moments.

Partnering with other organizations – If so, who?

No

Description of expenses

Partner Org / Artist honorarium x 6	\$1,968.00
Indigenous Honorarium x1	\$150.00
Insurance	\$310.00
Marketing costs	72
Total	2,500

List of supplies and materials and projected cost

See above

List of marketing expenses and projected cost

\$72 for social media communications

List of other expenses and projected cost

Insurance, indigenous and artist honorariums (based on CARFAC's 2022 fee of \$328 for a half day)

Any other sources of funding

Not at present

2022 Environmental Enhancement Grant – Application-Scoring Criteria

<input type="checkbox"/>			Scoring									
			←	1	2	3	4	5	6	7	8	→
			0	1	2	3	4	5	6	7	8	9
			No Answer	Strongly Disagree		Somewhat Disagree		Neutral		Somewhat Agree		Strongly Agree
Grant Guidelines												
1	The application includes activities that will lead to positive environment results within the timeframe of the project											
2	The application includes opportunities for community members to be involved											
3	The application clarifies the specifics of the positive environmental impact the initiative will yield											
4	<p>The application is consistent with and supportive of the City's environmental goals as presented in Chapter 9.0 Island Natural Environment of the OCP as follows</p> <ul style="list-style-type: none"> - Protect, enhance and expand a diverse, connected and functioning Ecological Network - Promote green infrastructure and the Green Infrastructure Network and their underlying ecosystem services - Proactively implement practices to protect and improve water, air and soil quality - Develop Partnerships for "Ecological Gain" - Fostering Environmental Stewardship - Achieve long-term protection for ESAs through the implementation of the 2012 ESA Management Strategy <p>Note: during evaluation, applicants only have to address one of theses goals, however, they should receive a higher score relative to the number of goals that they address.</p>											
5	<p>The application includes innovative projects that will contribute to a connected and functioning Ecological Network as presented in the City's ENMS and PTMS as follows:</p> <ul style="list-style-type: none"> - Manage and enhance ecological assets - Strengthen city infrastructure - Create, connect and protect diverse and healthy spaces - Engage through stewardship and collaboration - Preserve and protect the public urban forest - Manage and maintain a healthy and safe public urban forest - Enhance and expand the extent and health of the public urban forest - Educate and engage with the community on the benefits of the public urban forest and provide opportunities for community stewardship <p>Note: during evaluation, applicants only have to address one of theses goals, however, they should receive a higher score relative to the number of goals that they address.</p>											
6	The application contributes to healthy, diverse and functioning ecosystems											
7	The application supports the development of a stewardship ethic in the community											

8	The application supports resident activation in the environmental enhancement	
9	The application supports the City's circular economy principles <ul style="list-style-type: none"> - Maximize the value of resources, by design, through responsible consumption, minimizing waste and reimagining how resources flow in a sustainable, equitable, low-carbon economy 	

Scoring									
0	1	2	3	4	5	6	7	8	9
No Answer	Strongly Disagree		Somewhat Disagree		Neutral		Somewhat Agree		Strongly Agree
Applicant									
10	The applicant is a non-profit society (Yes/No)								
12	The applicant demonstrates the ability to perform efficiency and effectively in their application								
13	The application includes information that demonstrates sufficient organizational capacity to deliver the proposed project or service.								

Scoring									
0	1	2	3	4	5	6	7	8	9
No Answer	Strongly Disagree		Somewhat Disagree		Neutral		Somewhat Agree		Strongly Agree
Core Considerations									
14	The grant will be used to improve quality of life for Richmond residents, build community and enhance, restore, or conserve Richmond's unique environment								
15	The application addresses the following items outlined in Council's Strategic Plan 2018 – 2022: A sustainable and Environmentally Conscious City <ul style="list-style-type: none"> - Addressing local climate change - Local urban agriculture - Utilization and naturalization of open spaces - Nature and wildlife education 								
16	The application includes objectives that are realistic, achievable and measurable								
17	The application demonstrates direct and measurable environmental benefit								
18	The project has clear goals and objectives								
19	The application contains a clear action plan								
20	The application includes evidence of community support								

21	The application includes evidence of an evaluation plan to measure the project effectiveness	
Financials		
22	The applicant has sought funding from sources other than the City for the proposed project or service.	
23	The budget is reasonable and realistic for the proposed project or service.	

Scoring									
0	1	2	3	4	5	6	7	8	9
No Answer	Strongly Disagree		Somewhat Disagree		Neutral		Somewhat Agree		Strongly Agree
Quality of Application									
24	The application is complete and provides detailed explanations.								
25	Information is presented in a clear, coherent and convincing manner.								

Notes:



**City of
Richmond**

Environmental Enhancement Grant Guidelines

Community Services Division
Parks Programs

Program Overview

The Community Environmental Enhancement Grant Program provides financial support to registered non-profit organizations for action-based projects that have measurable, positive outcomes on the environment in Richmond. Projects must be inclusive and focus on initiatives that contribute to the enhancement, restoration or conservation of Richmond's unique island natural environment.

Program Requirements

All projects must demonstrate that initiatives are measurable and will result in positive environmental impacts. All applications will be reviewed and prioritized according to the following criteria:

- Activities that will lead to positive environment results within the timeframe of the project;
- Opportunities for community members to be involved;
- A clarification on the specifics of the positive environmental impact that the initiative will yield;
- Consistent with and supportive of the City's environmental goals as presented in chapter [9.0 Island Natural Environment of the Official Community Plan](#);
- Innovative projects that contribute to a connected and functioning Ecological Network as presented in the City's [Ecological Network Management Strategy and Public Tree Management Strategy](#);
- Contributes to healthy, diverse and functioning ecosystems;
- Supports the development of a stewardship ethic in the community;
- Supports resident activation in environmental enhancement; and
- Supports the City's [circular economy principles](#)

Core Considerations

A successful project should address Council Strategic Plan 2018-2022: *A sustainable and Environmentally Conscious City* by aligning with the following items:

1. Addressing local climate change;
2. Local urban agriculture;
3. Utilization and naturalization of open spaces, and;
4. Nature and wildlife education.

The [Ecological Network Management Strategy](#) is the long-term ecological blueprint for the collaborative management and enhancement of the natural and built environments throughout the city, within neighbourhoods, and across land uses and development types in order to achieve ecologically connected, livable and healthy places in which residents thrive. The Ecological Network is built upon the following four primary goals:

- Goal 1: Manage and Enhance our Ecological Assets;
 - Goal 2: Strengthen City Infrastructure;
 - Goal 3: Create, Connect and Protect Diverse and Healthy Spaces; and
 - Goal 4: Engage through Stewardship and Collaboration.
-

Eligibility

Only registered non-profit societies (society incorporation number must be provided) are eligible for the Environmental Enhancement Grant. These groups include:

- Environmental groups;
- Community groups;
- Youth and seniors groups;
- Community-led associations; and
- Service clubs.

Note: Non-profit organizations operating outside of Richmond are eligible to apply for grant funding for projects occurring in Richmond, however these projects will receive lower prioritization than Richmond based organizations.

Purposes eligible for funding

Grants may be used for the following purposes:

- Materials (e.g. plants, soil, amender);
- Supplies (e.g. equipment rentals, tools, safety equipment);
- Marketing and promotion;

- Education;
 - Honorarium (up to \$350); and
 - Insurance.
-

What type of projects will be considered for grant funding?

The following are examples of eligible projects under the Community Environmental Enhancement Grants Program. These projects may be part of a larger initiative, or be carried out as one-day events:

- Invasive species pulls;
- Native tree and shrub planting;
- Create or enhance bird habitat;
- Create or enhance pollinator and beneficial insect habitat;
- Watercourse enhancement;
- Shoreline and street clean-up's;
- Wildlife education;
- Fruit tree gleaning;
- Projects that expand programs such as [Richmond's Bat Friendly City certification](#), [Barn Owl Box Program](#), [Pollinator programs](#);
- Reduce light pollution in natural areas;
- Citizen science engagement and outreach initiatives;
- Water quality monitoring; and
- Green infrastructure projects (e.g. rain gardens, bioswales).

Projects are not limited to the above examples, if you have questions on whether or not your project is eligible for grant funding please contact the grant administrator.

What type of projects are not eligible for grant funding?

The following are examples of projects that are not eligible under the Community Environmental Enhancement Grants Program:

- Projects that have received funding from other City Grant Programs;
- Projects designed only to beautify an area for cosmetic purposes;
- Projects primarily focused on and/or expenses associated with the construction of infrastructure with the exception of projects related to natural infrastructure;
- Purchase of a vehicle or other non-grant related items;
- Lobbying, advocacy or fundraising activities;

- Further disbursement of funds to a third party recipient;
 - Projects that take place outside of Richmond;
 - Projects only designed for recreation; and
 - Administrative purposes.
-

What makes for a strong application?

- Enhances, restores, conserves and/or protects the environment;
 - Includes objectives that are realistic, achievable and measurable;
 - Demonstrates direct and measurable environmental benefit;
 - Provides an opportunity for community members to become actively engaged in the project activities and educates them on environmental issues;
 - Clearly demonstrates the ability to carry out the project successfully;
 - Clear project goals and objectives;
 - Clear action plan, which is realistic and attainable in terms of timing and resources;
 - Evidence of community support and inclusiveness;
 - Evidence of an evaluation plan to measure project effectiveness;
 - Evidence of financial need and fiscal responsibility; and
 - Willingness to work in collaboration with other City-related sustainability initiatives.
-

Awarding of Grants – Spring 2022

- i) **Council decision**
 - City Council reviews recommendations forwarded by the General Purposes Committee and makes the final decisions.
 - Generally, City Council will decide on grant allocations in the first quarter of the year. Please contact staff to confirm the date.
- ii) **Grant Disbursement**
 - Applicants may receive full, partial, or be denied funding for their application.
 - Applicants who receive partial funding will have the opportunity to confirm if their project can still be implemented.
 - Grants are distributed with a cover letter indicating the amount and purpose of the Grant, a brief explanation of increase, decrease or denial if applicable, and to contact staff if further information is required.

iii) Reporting and Acknowledgement of Grant Benefits

- Those receiving a grant must provide evaluation results either at year-end.
- Successful applicants must complete and submit the Environmental Enhancement Grant Final Report which will be disseminated upon application approval.
- City support is to be acknowledged in all information and publicity materials pertaining to the funded activities. To receive an electronic copy of the City's logo, please contact staff.

iv) Recuperation of Grant

If the grant will not be used for the stated purpose, the full amount must be returned to the City.

v) No Appeal

There is no appeal to Council's decision.

How to Apply

To apply, visit <https://bit.ly/rmdenvirogrant> (case sensitive URL)

Contact Information

For any information regarding the Environmental Enhancement Grant Program, contact Parks Programs at parksprograms@richmond.ca or call 604-247-4453.



POLICY 3712:

Please note that there is a separate Sport Hosting Incentive Grant Policy (3710) and Child Care Development Policy, including Child Care Grants (4017).

It is Council Policy that:

1. The following City Grant Programs be established, to be designed, administered and reported by the respective departments:
 - Health, Social and Safety (Community Social Services)
 - Arts and Culture (Arts, Culture and Heritage)
 - Parks, Recreation and Community Events (Parks and Recreation)
 - Community Environmental Enhancement Grants Program (Parks and Recreation).
2. Casino funding may be used to create four separate line items for these City Grant Programs in the annual City operating budget.
3. Each of the-four City Grant Programs may receive an annual Cost of Living increase.
4. A City Grant Steering Committee consisting of a representative of Community Social Services, Arts and Culture, Parks and Recreation, and Environment will meet at key points in the grant cycle to ensure a City-wide perspective.
5. Applications will be assessed based on program-specific criteria that reflect the City's Corporate Vision, Council Term Goals and adopted Strategies. Information regarding assessment criteria and the review process will be provided in Program Guidelines.
6. City Grant Programs will consist of ~~two~~ **three** streams of grant requests:
 - (i) \$5,000 or less;
 - (ii) ~~over \$5,000, whereby application requirements may be streamlined for requests of \$5,000 or less; and~~
 - (iii) no more than \$500 for individuals applying for the Environmental Enhancement Grant.**
7. ~~Only registered non-profit societies governed by a volunteer Board of Directors requesting funding to serve primarily Richmond residents, are eligible, except for individuals accessing the Environmental Enhancement Grant.~~
8. Applicants may receive only one grant per year **unless applying for Environmental Enhancement Grant funding for projects not utilizing other City Grant funding.**
9. Community Partner documents submitted to fulfill annual funding agreements with the City will be considered as part of grant application requirements.



Adopted by Council: July 25, 2011
Amended by Council: July 9 ,2012

10. Due to the high number of applications for limited funding, and as applicants may apply the following year, no late applications are accepted and there is no appeal process to Council's decision.



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

From: Marie Fenwick
Director, Arts, Culture and Heritage Services

Re: **Program Plan for Japanese Duplex**

Date: January 19, 2022

File: 11-7141-01/2022-Vol
01

Staff Recommendation

That Option 1, Visitor Welcome Centre, Retail and Dock Support Spaces, for the Japanese Duplex at the Britannia Shipyards National Historic Site as detailed in the staff report titled "Program Plan for Japanese Duplex," dated January 19, 2022, from the Director, Arts, Culture and Heritage Services be endorsed to guide future planning.

Marie Fenwick
Director, Arts, Culture and Heritage Services
(604-276-4288)

Att. 3

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Facility Services & Project Development	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO

Staff Report

Origin

At the regular Open Council meeting on December 12, 2016, completion of the Britannia Shipyards site and the Phoenix Net Loft was approved as one of Council's five priority projects, along with City Centre Community Centre North, Steveston Community Centre, the Lawn Bowling Green Community Activity Centre and the Richmond Animal Shelter.

This report supports Council's Strategic Plan 2018-2022 Strategy #3 One Community Together:

Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.

3.1 Foster community resiliency, neighbourhood identity, sense of belonging, and intercultural harmony.

3.2 Enhance arts and cultural programs and activities.

3.4 Celebrate Richmond's unique and diverse history and heritage.

This report supports 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.

6.4 Recognize Richmond's history and heritage through preservation, protection and interpretation.

Analysis

Background

Britannia Shipyards is a 3.2 hectare historic cannery and shipyard site and public park bounded by the Fraser River to the south, Westwater Drive and residential development to the north and west, and the Steveston Harbour Authority to the east. The site is part of three-kilometre stretch of shoreline known collectively as Cannery Channel, which was once the most prolific salmon canning centre in British Columbia.

Britannia Shipyards consists of a collection of 14 wooden buildings related to early canning, fishing, and boatbuilding operations arranged along a wooden boardwalk, dike and bulkhead. Many buildings are original to the Britannia Shipyard operation and others were relocated to the site for interpretive purposes. The site was declared a National Historic Site in 1992 because its extant boatworks and shipyard are representative of fishing boat construction and repair activities in Canada's Pacific Coast salmon fishery.

Following the restoration and programming of some of the original buildings the site opened to the public as a historic attraction in 1995. Since that time, four additional heritage buildings were

brought to the site and restored with interpretive displays. Of the 10 buildings original to the site, all but the First Nations Bunkhouse and Japanese Duplex are restored and in use. Restoring and programming the Japanese Duplex would add important interpretive elements and visitor amenities and be a significant step towards completing the overall presentation of the Britannia Shipyards site.

In 2008, the *Britannia Shipyards Historic Zone Interpretive Plan* identified the Murchison House No. 1 as a location for a visitors centre for the Britannia Shipyards. When the group of buildings at the east end of the site known as the “Historic Zone” were restored, the Murchison House No. 1 was named the Visitor Centre for the site and fit out with a small gift shop and visitor information materials (Attachment 1). Due to the small size of the building and challenging location at the centre of the site, its use as a visitor centre was not successful. It has not functioned in this capacity for the past four years, leaving the site without adequate visitor service space.

Japanese Duplex

The Japanese Duplex is a 3,000 sq ft simple, wooden, rectangular two-storey building on the Fraser River side of the boardwalk that runs along the original dike (Attachment 2). The location is associated with an early roadway that connected the Duplex and other buildings to the Phoenix Cannery and to Steveston.

Built prior to 1919, the building’s original use was likely to support the operations of the Phoenix Cannery. However, the building is valued for its better-known use as a multi-family dwelling. As Japanese fishermen began to marry, the need for family housing arose and buildings, such as the Duplex, were converted to provide homes for Japanese families. The Duplex was part of a cluster of 16 buildings, which likely formed a Japanese community that provided a labour force for the cannery (Attachment 3). It is significant as being the only surviving dwelling of its type on the Britannia site and as a reminder of the part played by the Japanese in the history of the West Coast fishery.

Key elements that define the heritage character of the building include:

- the form of the building as it relates to the communal lifestyle of these workers, as illustrated by a central walkway which divides the lower floor into two separate living spaces and gives access to the wharf area to the south;
- its location as an integral part of the intact Britannia Shipyard structures; and
- the remaining details and materials such as the cut-iron nails and original horizontal wood plank siding.

Guiding Plans

The potential program options for the Japanese Duplex detailed below for Council’s consideration were developed based on the work of a number of previous plans.

In 1998, the City produced the *Steveston Community Industrial Adjustment Study*, commonly known as the “Cornerstone Report.” This study analyzed the feasibility of the concept of the

Britannia Shipyards as a heritage attraction. In this study, the Japanese Duplex and surrounding area was identified as the preferred location for a “Visitor Centre Complex” offering visitor orientation, retail services and supporting boat moorage at the docks. The plan also recommended a visitor traffic flow through the site with the western end of the site by the Japanese Duplex identified as the site entrance.

In July 2016, Council endorsed the *Britannia Shipyards National Historic Site Strategic Development Plan* (the Development Plan). The Development Plan explores ways for the site to continue offering diverse community programming and generate revenue to minimize the cost per visitor and build internal capacity in taking on particular initiatives. To this end, three overarching goals were identified to shape the development of Britannia Shipyards 1) completing heritage restoration and interpretation, 2) enhancing the general quality of the visitor experience, and 3) ensuring adequately trained staff and volunteers are in place.

To support achieving these goals, the Development Plan identified a number of focus areas relevant to proposed options for the Japanese Duplex including:

- increasing paid programming opportunities;
- providing space for retail services; and
- supporting the delivery of site tours, school programs, and rentals.

The *Steveston Heritage Sites 2022-2026 Destination Development Plan* presented to Council on July 12, 2021, in the *Municipal and Regional District Tax (MRDT) Strategic Overview: Five-Year Tourism Plan* outlined a number of key strategies for the Steveston heritage sites including enhancing the offer for tourism markets and identifying opportunities for revenue generation. The plan identifies a number of actions to support the delivery of these of strategies including:

- completing the conservation of the Japanese Duplex building;
- enhancing visitor amenities at Britannia Shipyards;
- developing new fee-based programming; and
- investigating options for retail space.

Lastly, the *Steveston Heritage Interpretive Framework* endorsed by Council on November 8, 2021, identified a number of interpretive themes and stories which are, or could be shared, at the heritage sites in Steveston. Additional interpretation of the Japanese Duplex would support the theme of Cultural Diversity and the story of community life presented in the Interpretive Framework.

Program Options

Both options outlined below would facilitate clearer visitor routing through the site and contribute to the heritage character of the building by reinstating many of the features original to the building including doorways, windows and the boardwalk connection to the Seine Net Loft. Additionally, both options would include a modernized, climate-controlled interior to meet code requirements and support its year-round public use.

Option 1 – Visitor Welcome Centre, Retail and Dock Support Spaces (Recommended)

The building's location at the western end of the Britannia Shipyards site makes it ideal to serve as a Welcome Centre for the site. While retaining the heritage character of the building and with interpretation integrated throughout the building, this Centre could welcome visitors arriving by foot, bicycle, car, bus, boat to the site. The Welcome Centre could provide much-needed amenities and interpretation to the site including:

- Front desk providing welcome and orientation for Britannia Shipyards visitors;
- Retail Space;
- Interpretative displays providing historical context for Britannia Shipyards site and the building's history;
- Laundry and shower facilities to support boat moorage at Britannia Shipyard docks;
- Staff and volunteer space with change rooms, workstations, and kitchenette;
- Prominent welcome signage; and
- Bike parking at exterior with charge point for e-bikes.

These amenities could provide opportunities for additional earned revenue, retail revenue and long-term moorage not found elsewhere at Britannia Shipyards. It would also be an ideal location for ticket sales for current and future programs, including school and group site tours and programs and boat tours.

There is a range of potential operating costs for this option that would increase as programming and visitation expanded. Operating costs for this option may be higher than Option 2 but could be offset by earned revenue.

The Order of Magnitude capital cost estimate for Option 1 is \$6 million for a 2023 construction start date.

This option is recommended as it will add both interpretation of the Japanese-Canadian experience in Richmond and provide space for additional services and amenities that will enhance the visitor experience onsite as identified in previous Council endorse plans.

Option 2 – Interpretative and Dock Support Space (Not recommended)

Alternatively, the Japanese Duplex could be interpreted with exhibits in a style similar to the other buildings at Britannia Shipyards. This would provide an illustration of the living quarters of a Japanese fishing family. Different rooms within the building would support interpretation of the cultural diversity and daily life of Steveston's community.

The upstairs would be used for laundry and shower facilities to support boat moorage at Britannia Shipyard docks and staff and volunteer space with change rooms, workstations, and kitchenette.

There is a range of potential operating costs for this option depending on the level of in person programming offered.

The Order of Magnitude capital cost estimate for Option 2 is \$6.5 million for a 2023 construction start date. This option is not recommended as the exhibits would be similar in presentation to what is offered in the Murakami House and overlap with the stories of fishermen told in the Men's Bunkhouse and Seine Net Loft. In addition it would not provide for services and amenities identified in previous Council-endorsed plans.

Capital costs for both options include design, replacement of the existing foundation to ensure compliance with current seismic codes, preservation and/or restoration of heritage features, and program fit out. Capital budget costing was created through consultation with one of the City's shortlisted Construction Managers. Costing for the approved option will be further refined through program development/design and reported back to Council.

On-going operating costs for the program and building have not been included in current costing. These costs will be developed in conjunction with program development and design and will be reported back to Council with capital costs.

Engagement

The recommended program plan was informed by feedback received about the site during a survey of Britannia Shipyards visitors conducted in 2013. Comments identifying areas for improvement included the need for improved wayfinding and additional site activities as well as better communication about the site's offerings. Recent community engagement related to the Phoenix Net Loft and Steveston Heritage Interpretive Plan reiterated these sentiments and highlighting the need for a more identifiable entrance for Britannia Shipyards and amenities such as retail and boat moorage services.

The Britannia Shipyards National Historic Site Society provided input on the program options for the Japanese Duplex and at their board meeting on September 23, 2021, endorsed the recommended option described in this report.

If endorsed by Council, further community engagement will be undertaken as part of the development of more detailed planning.

Next Steps

Should Council approve the recommended program, staff will proceed with design to confirm scope, develop cost estimates, and commence with environmental permits to reduce the lead-time to start construction. Staff will report back with recommended levels of service and a capital submission for consideration as part of a future budget process.

Financial Impact

None.

Conclusion

The recommended programming for the Japanese Duplex will provide visitors a more complete experience of the Britannia Shipyards site by offering a welcoming site entrance, needed amenities and additional interpretation. The facility would also provide new revenue streams

January 19, 2022

- 7 -

with the addition of a retail space, and increase revenue from boat moorage and fee-based programs.

This program supports the interpretive themes identified in the *Steveston Heritage Interpretive Framework* and the goals identified in the 2016 *Britannia Shipyards Strategic Development Plan* and *Steveston Heritage Sites 2022-2026 Destination Development Plan*.



Rebecca Clarke
Manager, Museum and Heritage Services
(604-247-8330)

- Att. 1: Photo of Murchison Building No. 1
2: Photo of Japanese Duplex in 2021
3: Photo of housing for Japanese peoples in 1942, Japanese Duplex on right side



ATTACHMENT 2



ATTACHMENT 3



CN-1398



City of Richmond

Report to Committee

To: General Purposes Committee

Date: March 16, 2022

From: Claudia Jesson
Director, City Clerk's Office

File: 12-8125-80-14-05/Vol 01

Re: Amendments to the Council Procedure Bylaw – Remote Public Participation

Staff Recommendation

That Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10373, which introduces amendments relating to the requirement for pre-registration for participation by means of electronic or other communication facilities, be introduced and given first, second and third readings.

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

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

Staff Report

Origin

Since April 2020, the public has had the opportunity to participate remotely in Regular Council, Regular Council for Public Hearing or a Standing Committee meeting. To enable remote public participation, a pre-registration requirement was implemented requiring prospective remote public participants to pre-register in advance. The requirement for pre-registration is not referenced in the Council Procedure Bylaw No. 7560.

This report recommends an amendment to the Council Procedure Bylaw No. 7560 that will stipulate that a person or organization wishing to address council by electronic means or other communication facilities will be required to pre-register with the City Clerk by 1:00 p.m. of the day of the meeting.

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

Due to the pandemic, there have been a number of changes and adjustments made to ensure that the public is informed and has the opportunity to engage in the Council meeting process. Since April 2020, the public has had the ability to participate remotely and delegate on agenda items via electronic means. To enable a person or organization to participate remotely in order to delegate on an agenda item, a pre-registration process was implemented by the City Clerk's Office.

Members of the public wishing to delegate remotely have been required to register in advance with the City Clerk's Office by 1:00 p.m. of the day of the meeting. Once registered, the registrants would receive email communication from the City Clerk's Office containing detailed instructions pertaining to joining the respective meeting. While this process has worked well to date, the current Council Procedure Bylaw is silent on this requirement and as such the public may not be aware of this specific requirement. In order to ensure there is clarity regarding the rules of delegating remotely, staff propose that the requirement for pre-registration be specified in the Council Procedure Bylaw. In addition, the section of the bylaw outlining the general rules for delegations has a proposed language addition to clarify that section 13.8.3 does not refer to remote participation.

When the Provincial State of Emergency expired on September 28, 2021, Regular Council, Standing Committee, Special Council and Regular Council for Public Hearing meetings have been open for the public to attend in person. With the recent opening of City Hall to the public and the relaxation of covid related protocols, it should be noted that no pre-registration requirement will be applied for a person or organization wishing to delegate in person on an agenda item. The pre-pandemic process for public delegations will resume where members of the public in attendance will be able to delegate without pre-registering, if they wish to do so.

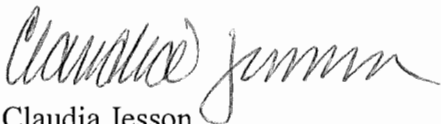
It should be noted that pre-registered speakers for any meeting will be afforded the opportunity to speak first, followed by members of the public who wish to delegate in person and have not pre-registered.

Financial Impact

None.

Conclusion

Staff recommends that Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10373, that introduces amendments relating to the requirement for pre-registration for participation by means of electronic or other communication facilities, be introduced and given first, second and third readings.

A handwritten signature in cursive script, appearing to read 'Claudia Jesson', written in black ink.

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



Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10373

The Council of the City of Richmond enacts as follows:

1. "Council Procedure Bylaw No. 7560", as amended, is further amended as follows:

- a) Delete Section 1.4.2 and insert new Section 1.4.2 as follows:

"1.4.2 A person or organization wishing to address a Special Council Meeting, a Regular Council Meeting, a Regular Council Meeting for Public Hearings or a Standing Committee Meeting as a delegation may be offered the option to be heard at that meeting by means of electronic or other communication facilities, provided the communication facilities are available and operational, and a resolution of Council authorizing communication in this manner is in effect and the person or organization pre-registers in advance with the City Clerk by 1:00 p.m. on the day of the meeting."

- b) Delete Section 13.8.3 and insert new Section 13.8.3 as follows:

"13.8.3 A delegation intending to use audio and audio-visual equipment or both in Council Chambers, for the purposes of making a submission to council, must advise the City Clerk prior to the council meeting of the intent to use such equipment, on the understanding that the City will assist with, but not be responsible for, the provision of the necessary equipment."

2. This Bylaw is cited as "Council Procedure Bylaw No. 7560, Amendment Bylaw No. 10373"

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER





City of Richmond

Report to Committee

To: Finance Committee
From: Ivy Wong, CPA, CMA
Acting Director, Finance
Re: Appointment of External Auditor

Date: March 7, 2022

File:

Staff Recommendation

That KPMG LLP be appointed as the external financial auditor for the City of Richmond for a five-year period, beginning with the 2022 fiscal year that ends December 31, 2022 through to the 2026 fiscal year that ends December 31, 2026.

Ivy Wong, CPA, CMA
Acting Director, Finance
(604-276-4046)

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER Acting GM, F&CS	
SENIOR STAFF REPORT REVIEW	INITIALS:
APPROVED BY CAO 	

Staff Report

Origin

Pursuant to Section 169 of the Community Charter, Council must appoint an auditor for the municipality.

The City's current auditor, KPMG LLP (KPMG) was appointed as the City's auditor for the fiscal years 2017 – 2021.

Analysis

The City has been using KPMG's auditing services for over 20 years with the last contract being a five year term applying to the fiscal years 2017-2021. The current auditing services agreement between the City and KPMG will expire with the presentation of the fiscal 2021 Financial Statements in May 2022.

KPMG has provided the City with an offer for a five-year audit service proposal. The proposal submitted by KPMG covers a five year term with the first year for the City's component being \$82,000. The cumulative amount for the City over the term is \$435,100.

Included in the proposal are a complimentary value added session in each of the five years of the audit term, at no extra charge, on relevant topics of the City's choosing. These sessions which would otherwise require additional funding, will be provided to the City by KPMG senior specialists in the Accounting and Advisory teams.

Staff have reviewed market data comparison information for two recent contract awards from our comparator cities and determined that the proposal provided by KPMG meets the City's requirements and offers the comparable value to the City.

KPMG is the largest public accounting firm in BC, and has the most significant Public Sector and Local Government practice in the Province. Additionally, KPMG has significant knowledge of our processes, technology and accounting systems that result in cost effective and timely services.

Financial Impact

The annual cost for this work is \$82,000 plus tax for fiscal 2022, with a five-year contract value of \$435,100 excluding GST. Funding for these services for fiscal 2022 is available in the 2022 Operating budget and funding for the remaining years of the term is included in the Five-Year Financial Plan.

Conclusion

The City and KPMG have worked effectively together over the previous term of their engagement. Based on the evaluation done by staff, staff recommends that KPMG be appointed as the City's auditor for the fiscal years 2022 – 2026.

A handwritten signature in black ink, appearing to read 'Cindy Gilfillan', is positioned above the printed name.

Cindy Gilfillan, CPA, CMA
Manager, Financial Reporting
(604-276-4077)



City of Richmond

Report to Committee

To: Finance Committee **Date:** March 7, 2022
From: Ivy Wong **File:** 03-0900-01/2022-Vol
Acting Director, Finance 01
Re: Revenue Anticipation Borrowing (2022) Bylaw No. 10368

Staff Recommendation

That Revenue Anticipation Borrowing (2022) Bylaw No. 10368 be introduced and given first, second and third readings.

Ivy Wong
Acting Director, Finance
(604-276-4046)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Law	<input checked="" type="checkbox"/>	 Acting GM, F&CS
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The City of Richmond (the City) maintains a credit facility agreement with its bank, which includes: (i) \$15,000,000 in standby letters of credit, demand promissory notes or bank overdraft; (ii) \$4,500,000 in leasing lines of credit; and (iii) \$2,000,000 in commercial card credit facility. The purpose of this report is to seek Council's approval and authorization of the proposed Revenue Anticipation Borrowing (2022) Bylaw No. 10368.

This bylaw requires annual review and adoption in accordance with Section 177 of the *Community Charter*.

This report supports Council's Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

Accountable, transparent, and responsible financial management that supports the needs of the community into the future.

5.1 Maintain a strong and robust financial position.

Analysis

The City continues to maintain a sound financial position with access to cash and liquid investments to meet its financial obligations. Consistent with ongoing practice, it is prudent for the City to maintain an adequate level of credit facility as a contingency plan in the event that the City requires bridge funding to meet current lawful expenditures and obligations.

The City's Credit Facility Agreement

\$15,000,000 Standby Letters of Credits/Demand Promissory Notes/Bank Overdraft

- The purpose of the operating line of credit is to ensure that the City has a secondary source of credit in place to protect its bank accounts from the unlikely event of going into an overdraft position.
- Staff regularly monitor the City's cash flow position to prevent the possibility of having to draw down on the credit facility. The credit facility has never been utilized by the City.

\$4,500,000 Leasing Lines of Credit

- The purpose of the leasing lines of credit is to ensure that a leasing facility is available in the event it is required.

\$2,000,000 Commercial Credit Card Facility

- The purpose of the commercial credit card facility is to provide a convenient and cost-effective method of procuring and paying for low value goods and services.

The credit facilities are offered to the City by its bank at no charge unless they are being drawn upon. The following table summarizes the interest rates under the City's existing credit facility agreement:

	Operating Lines of Credit	Leasing Lines of Credit	Commercial Credit Card
Interest Rate	Scotiabank's prime lending rate minus 0.50%	Scotiabank's prime lending rate or leasing base rate plus 0.60%	Scotiabank's prime lending rate plus 12%
Grace Period	None	None	3 days after statement date

The current bank's prime lending rate at the time of this report is 2.70%.

Proposed Revenue Anticipation Borrowing (2022) Bylaw No. 10368

The proposed Revenue Anticipation Borrowing (2022) Bylaw No. 10368 does not automatically result in any borrowing upon adoption.

With the City's solid financial position, the City has never activated any credit facilities in the past. The purpose of maintaining these credit facilities is to ensure that they will be available in the event that funds are required to meet short-term operational cash flow needs. Should any of these credit facilities be utilized resulting in the City incurring interest charges for a consecutive period of more than two weeks, staff will prepare a memo to inform Council of such financial activity.

The Revenue Anticipation Borrowing Bylaw is required to be adopted annually by Council. There was no change to the credit facility arrangement since it was last adopted in 2021. Credit facility arrangements are reviewed with the bank at least once a year to evaluate the City's credit needs in determining the optimal level of credit facility balances to maintain.

Financial Impact

None.

Conclusion

Staff recommend that the Revenue Anticipation Borrowing (2022) Bylaw No. 10368 be introduced and given first, second and third readings.



Venus Ngan, CPA, CA
 Manager, Treasury and Financial Services
 (604-276-4217)
 Att. Revenue Anticipation Borrowing (2022) Bylaw No. 10368



REVENUE ANTICIPATION BORROWING (2022) BYLAW NO. 10368

The Council of the City of Richmond enacts as follows:

1. Council shall be and is hereby empowered and authorized to borrow upon the credit of the City, from a financial institution, a sum not exceeding \$21,500,000 at such times as may be required.
2. The form of obligation to be given as acknowledgement of the liability shall be \$15,000,000 in the form of standby letters of credit, demand promissory notes or bank overdraft, \$4,500,000 in the form of leasing lines of credit, and \$2,000,000 in the form of commercial credit card facility.
3. All unpaid taxes and the taxes of the current year (2022) when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.
4. Revenue Anticipation Borrowing (2021) Bylaw No. 10270 is hereby repealed.
5. This Bylaw is cited as **“Revenue Anticipation Borrowing (2022) Bylaw No. 10368”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept.
VN
APPROVED for legality by Solicitor
BRB

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Planning Committee
From: Wayne Craig
Director, Development

Date: March 14, 2022
File: RZ 21-927633

Re: Application by Praise Design & Construction Inc. for Rezoning at
7420/7440 Langton Road from the "Two-Unit Dwellings (RD1)" Zone to the
"Single Detached (RS2/B)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10369, for the rezoning of 7420/7440 Langton Road from the "Two-Unit Dwellings (RD1)" zone to the "Single Detached (RS2/B)" zone, be introduced and given first reading.

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

WC/NA:blg
Att. 7

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

Staff Report

Origin

Praise Design & Construction Inc. (Paul Sih) has applied, on behalf of the owner Hong Chen, to the City of Richmond for permission to rezone 7420/7440 Langton Road from the “Two-Unit Dwellings (RD1)” zone to the “Single Detached (RS2/B)” zone to permit the property to be subdivided to create two single-family lots with vehicle access from Langton Road (Attachment 1). The proposed subdivision plan is shown in Attachment 2. The conceptual development plans are shown in Attachment 3.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is provided in Attachment 4.

Subject Site Existing Housing Profile

The duplex on the property has been demolished and did not contain secondary suites.

Surrounding Development

Development immediately surrounding the subject site is as follows:

To the North: A duplex on a lot zoned “Two-Unit Dwellings (RD1)” fronting Langton Road.

To the South: A single-family home on a lot zoned “Single Detached (RS1/E)” fronting Langton Road.

To the East: Single-family homes on lots zoned “Single Detached (RS1/E)” fronting No. 2 Road.

To the West: Across Langton Road, a single-family home on a lot zoned “Single Detached (RS1/E)” fronting Langtree Avenue.

Related Policies & Studies

Official Community Plan

The Official Community Plan (OCP) designation for the subject property is “Neighbourhood Residential.” The proposed rezoning is consistent with this designation.

Zoning Bylaw 8500/Single-Family Lot Size Policy 5463

The subject property is located within the area governed by Single-Family Lot Size Policy 5463, adopted by Council on February 19, 1996, and subsequently amended on November 16, 2015 (Attachment 5).

This Single-Family Lot Size Policy permits properties with an existing duplex fronting Langton Road to be subdivided consistent with the requirements of the “Single Detached (RS2/B)” zoning bylaw. The proposed rezoning and subdivision are compliant with this 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.

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

This redevelopment proposes to rezone and subdivide one two-unit dwelling property into two new single-family lots with vehicular access from Langton Road. One of the two new lots will provide a secondary suite and a contribution to the Affordable Housing Reserve Fund will be provided for the other.

The building footprint on the proposed southern lot (Lot A) has been purposely modified in order to accommodate the retention of a tree on the site by increasing the required setbacks in the southeast corner. The conceptual development plans in Attachment 3 show the proposed building envelope modifications required to accommodate the tree protective fencing for tree tag# 893. A legal agreement will be registered on Title as a condition of rezoning to ensure that the Tree Protection Zone and additional setback requirements are maintained.

Existing Legal Encumbrances

There is currently a covenant registered on title of the subject property, restricting the use of the site to one two-family dwelling only (charge #AE6889). Prior to final adoption of the rezoning bylaw, discharge of the covenant on title is required.

There is an existing 3.0 m wide statutory right-of-way (SRW) along the east and south property line for the sanitary sewer. The applicant is aware that encroachment into the SRW is not permitted.

Transportation and Site Access

Vehicle access is proposed to be from Langton Road via existing separate driveway crossings to each new lot and off-street parking is to be provided per Zoning Bylaw 8500 requirements.

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 one bylaw-sized tree on the subject property, and one tree straddling the property line shared by the City and the neighbouring property to the south (7460 Langton Road). One untagged tree that was not part of the Report but shown on the survey plans is located on neighbouring property (7451 No. 2 Road) to north east of the subject property and will not be impacted.

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

- One on-site bylaw-sized tree (tag# 893 a 44 cm caliper Walnut) located in the rear yard of proposed Lot A is in good condition with no apparent significant structural defects and therefore should be retained and protected. The building footprint on Lot A has been adjusted to ensure the Critical Root Zone is accommodated for the Walnut tree (tag#893). The building footprint will be required to be setback a minimum of 4.8 m from the south property line and 14.0 m from the rear property line for the area of tree protection identified on the Tree Retention Plan (Attachment 6). A \$10,000.00 Tree Survival Security is required.
- One tree (tag# M1 a 46 cm caliper Cedar) located on adjacent shared City and neighbouring property (7460 Langton Road) is identified to be retained and protected. A \$10,000.00 Tree Survival Security is required. Provide tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.

Tree Replacement

The applicant wishes to remove zero on-site trees. As per Council Policy 5032 and Zoning Bylaw 8500, with the redevelopment of the property, two trees must be provided on each new lot. Given that one tree is being retained on Lot A, the applicant must plant a minimum of one new tree on Lot A, and two new trees on Lot B for a total minimum of three trees. The one new tree on Lot A must be planted within 3.0 m of the front lot line, consistent with Richmond Zoning Bylaw 8500. Lot B must have a minimum of one new tree in the front yard and the rear yard. Prior to adoption of the rezoning bylaw, the applicant must submit a landscape security in the amount of \$2,250.00 to ensure that the three trees are planted. 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
3	8 cm	4 m

Tree Protection

One on-site tree (tag# 893) and one shared City-neighbouring tree (tag# M1) are to be retained and protected. The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 6). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission of a Tree Survival Security of \$20,000.00 for the retention and protection of the one on-site and one off-site trees noted.
- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the Arborist to submit a post-construction impact assessment to the City for review.
- Prior to final adoption of the rezoning bylaw, a legal agreement will be required for modified setbacks of the southeast corner of the building footprint on Lot A to ensure tree retention of the Walnut tree (tag #893).
- 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.

Affordable Housing Strategy

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

The applicant proposes to contribute \$11,236.00 toward the City's Affordable Housing Reserve Fund for proposed Lot A, as no secondary suite is provided. The applicant has indicated that a secondary suite can not be accommodated on Lot A as the required tree protection zone is impacting the potential building footprint. The contribution is equivalent to \$4.00/ft² of the total buildable area of the lot to be created, and is consistent with the Affordable Housing Strategy requirements for single-family rezoning applications received prior to November 15, 2021.

A minimum one-bedroom secondary suite of approximately 44.3 m² (477 ft²) will be provided on proposed Lot B.

Site Servicing and Frontage Improvements

At future development stage, the applicant must complete the required water works, storm sewer, and sanitary sewer servicing works via City Work Order as described in Attachment 7. The existing frontage improvements are to be retained. No further improvements are required.

Financial Impact or Economic Impact

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

Conclusion

The purpose of this application is to rezone 7420/7440 Langton Road from the “Two-Unit Dwellings (RD1)” zone to the “Single Detached (RS2/B)” zone, to permit the property to be subdivided to create two single-family lots.

This rezoning application complies with the land use designation and applicable policies for the subject site contained within the OCP and the Richmond Zoning Bylaw 8500.

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

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10369 be introduced and given first reading.



Nathan Andrews
Planning Technician
(604-247-4911)

NA:blg

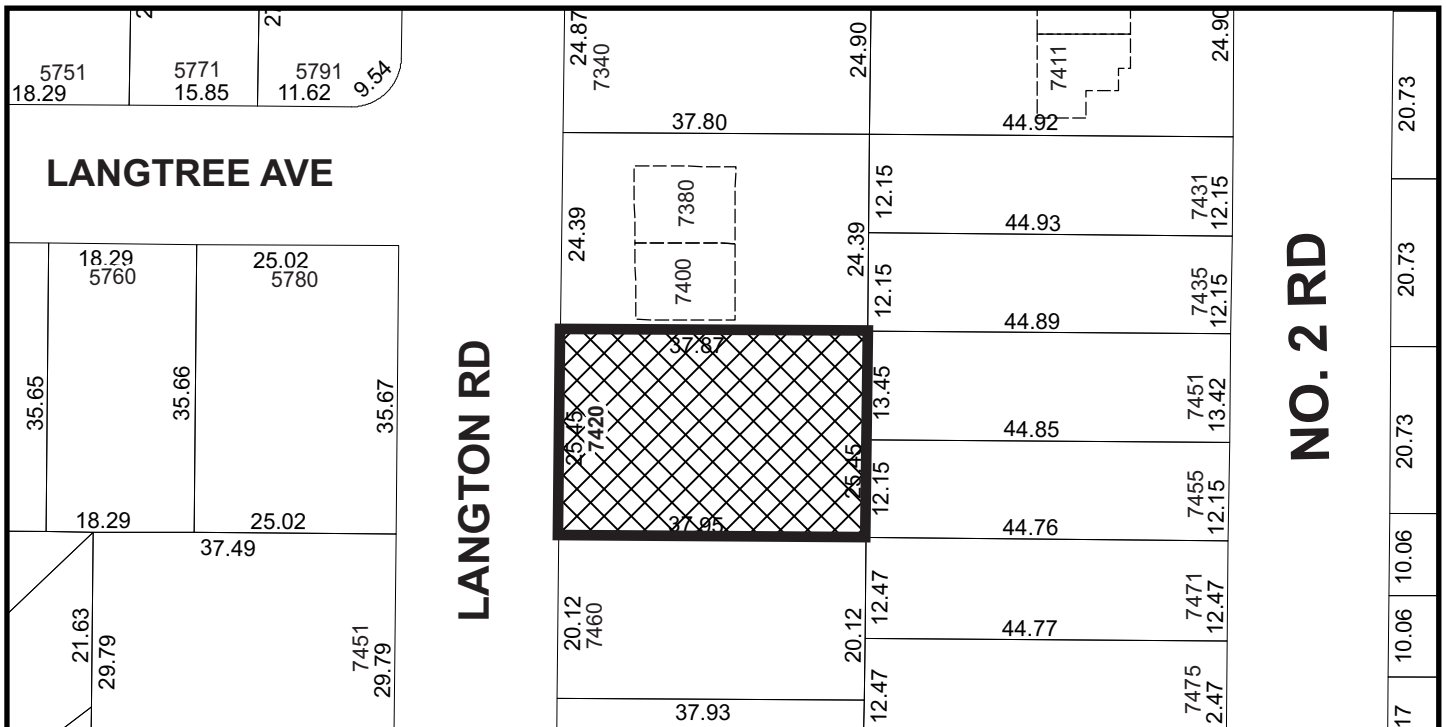
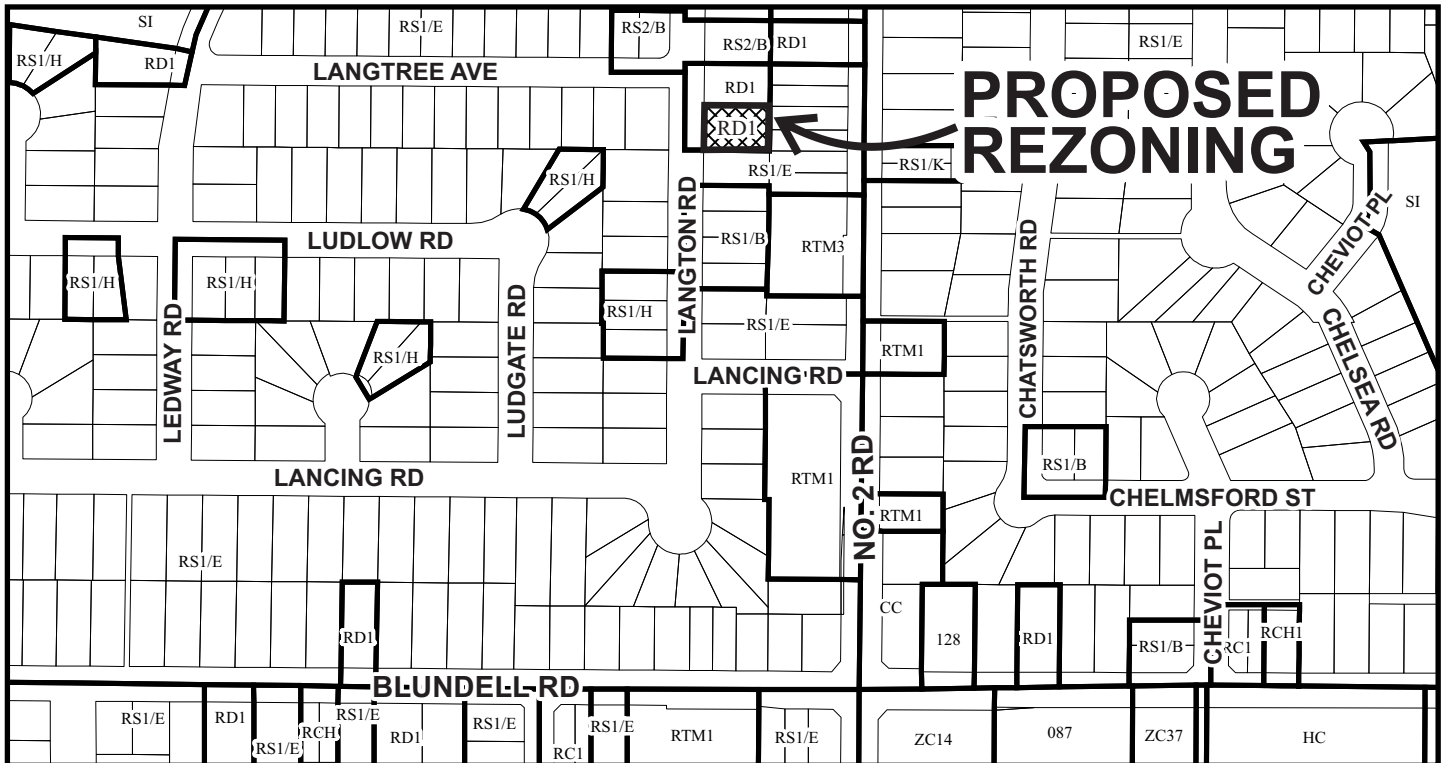
Attachments:

- Attachment 1: Location Map and Aerial Photo
- Attachment 2: Survey Plan and Proposed Subdivision Plan
- Attachment 3: Conceptual Development Plans
- Attachment 4: Development Application Data Sheet
- Attachment 5: Lot Size Policy 5463
- Attachment 6: Tree Retention Plan
- Attachment 7: Rezoning Considerations



City of Richmond

ATTACHMENT 1



RZ 21-927633

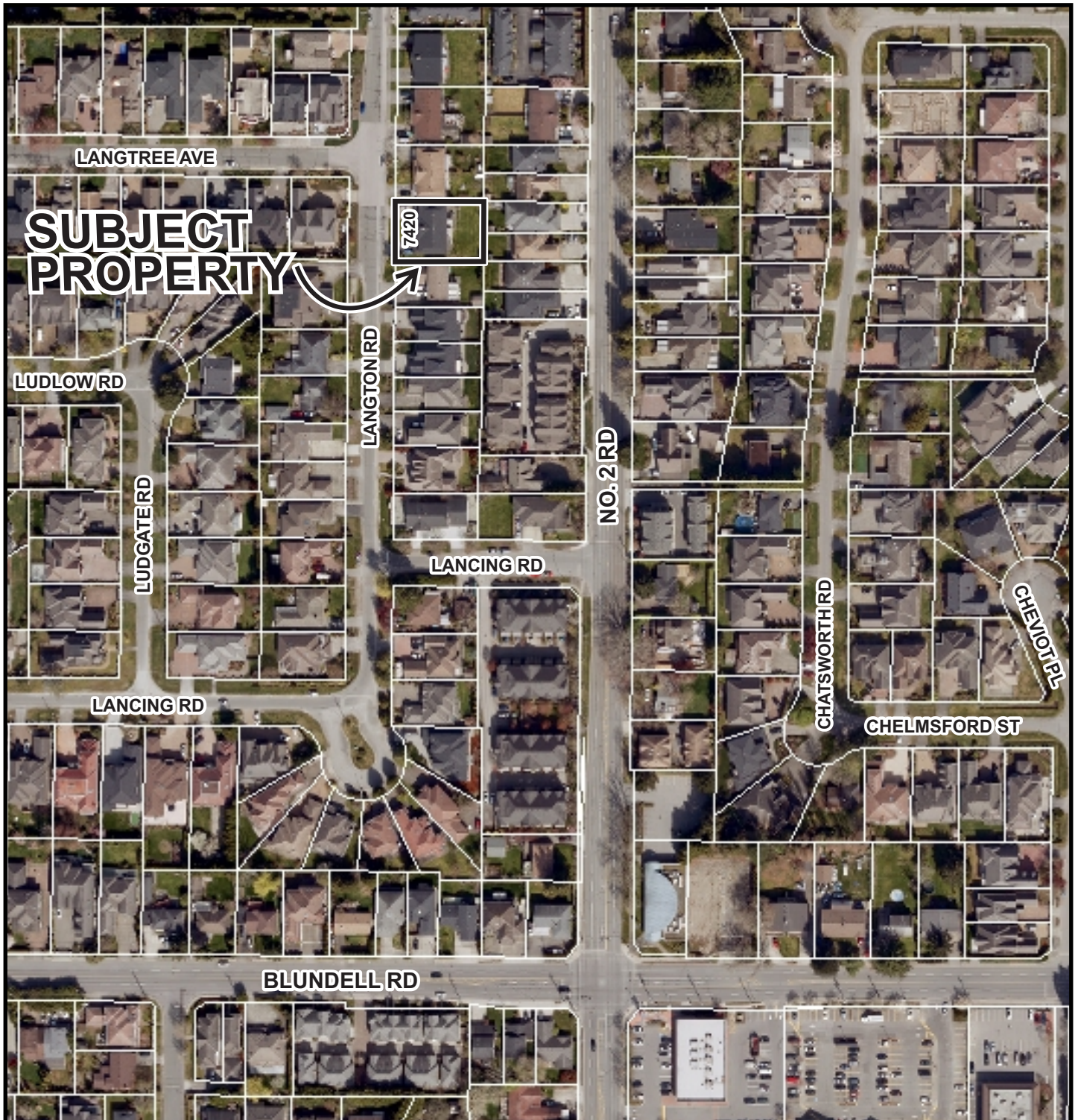
Original Date: 03/11/21

Revision Date:

Note: Dimensions are in METRES



City of Richmond



RZ 21-927633

Original Date: 03/11/21

Revision Date:

Note: Dimensions are in METRES

TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF
THE WEST 138.4 FEET LOT 2 EXCEPT:
PART SUBDIVIDED BY PLAN 45279:
SECTION 13 BLOCK 4 NORTH RANGE 7 WEST
NEW WESTMINSTER DISTRICT PLAN 10280

#7420/7440 LANGTON ROAD,
RICHMOND, B.C.
P.I.D. 003-488-721

NOTE:
Elevations shown are based on
City of Richmond HPN
Benchmark network.
Benchmark: HPN #202
Control Monument 77H4623
Elevation: 1.452m
Benchmark: HPN #234
Control Monument 77H4891
Elevation: 1.125m

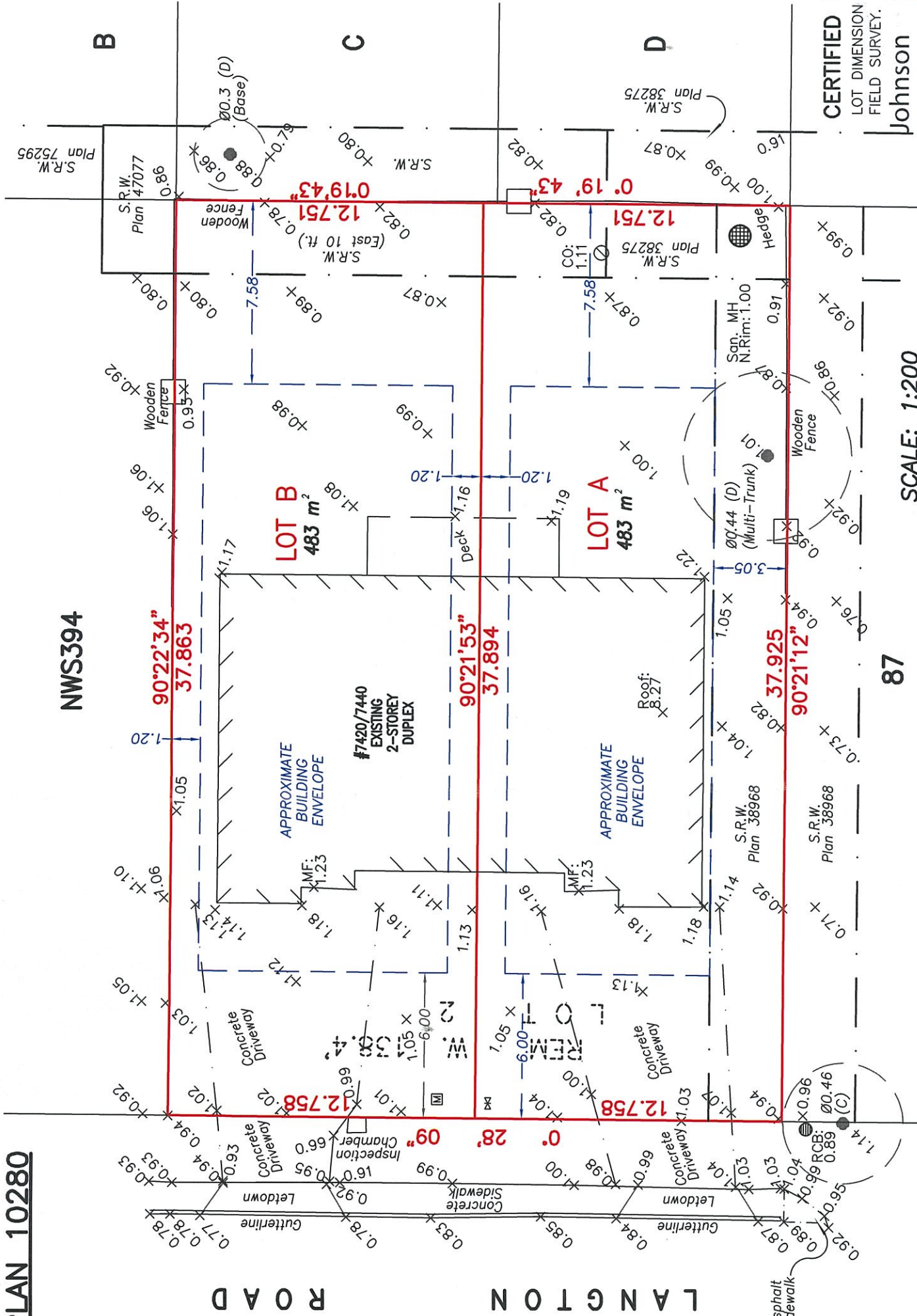
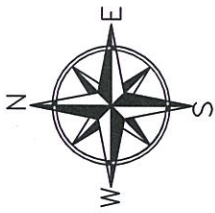
NOTE:
Use site Benchmark Tag #123 for
construction elevation control.

LEGEND:

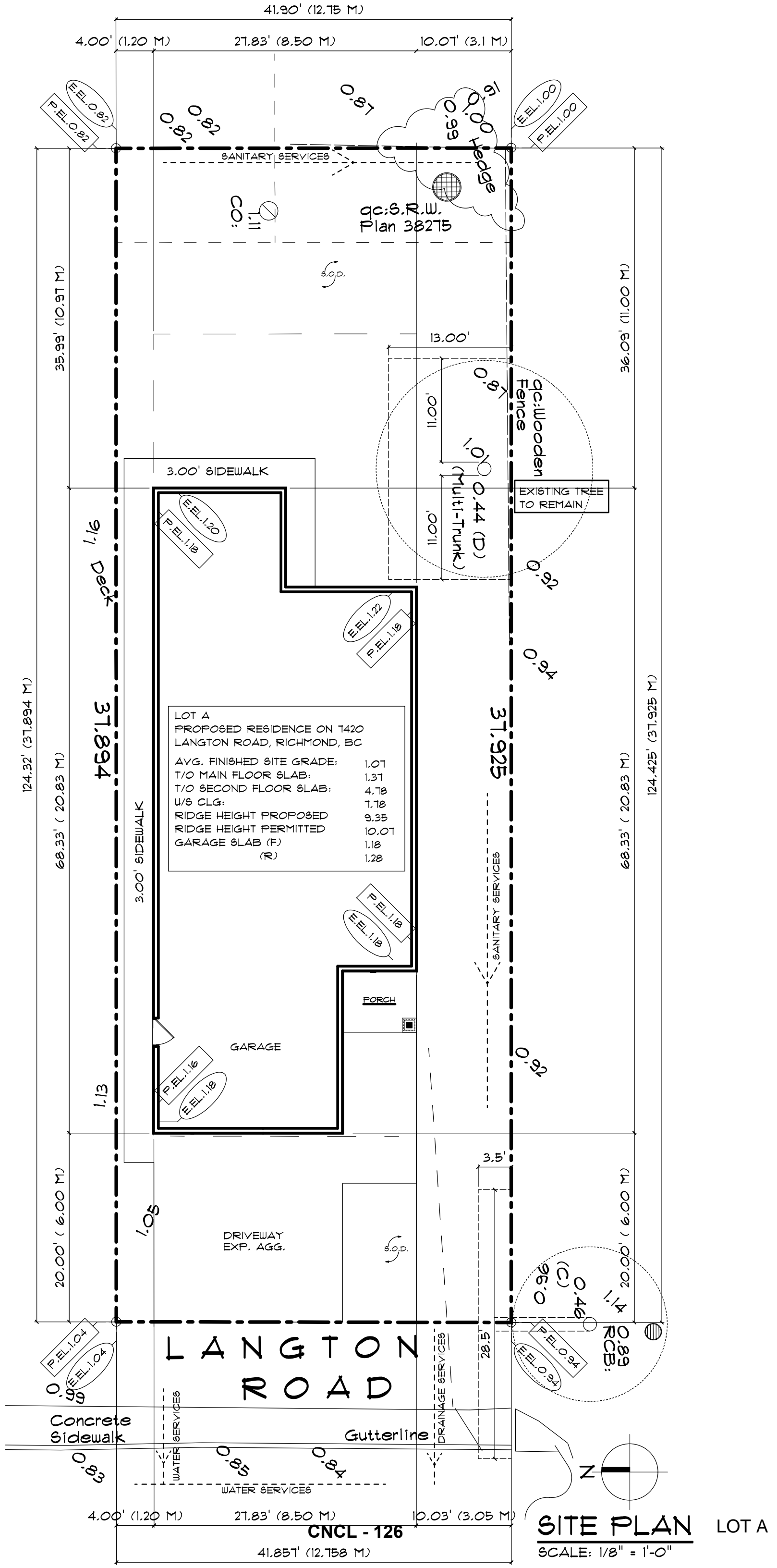
- (c) denotes conifer
- (d) denotes deciduous
- denotes round catch basin
- ⌵ denotes water valve
- ⌵ denotes water meter
- denotes manhole
- denotes cleanout
- MF denotes main floor

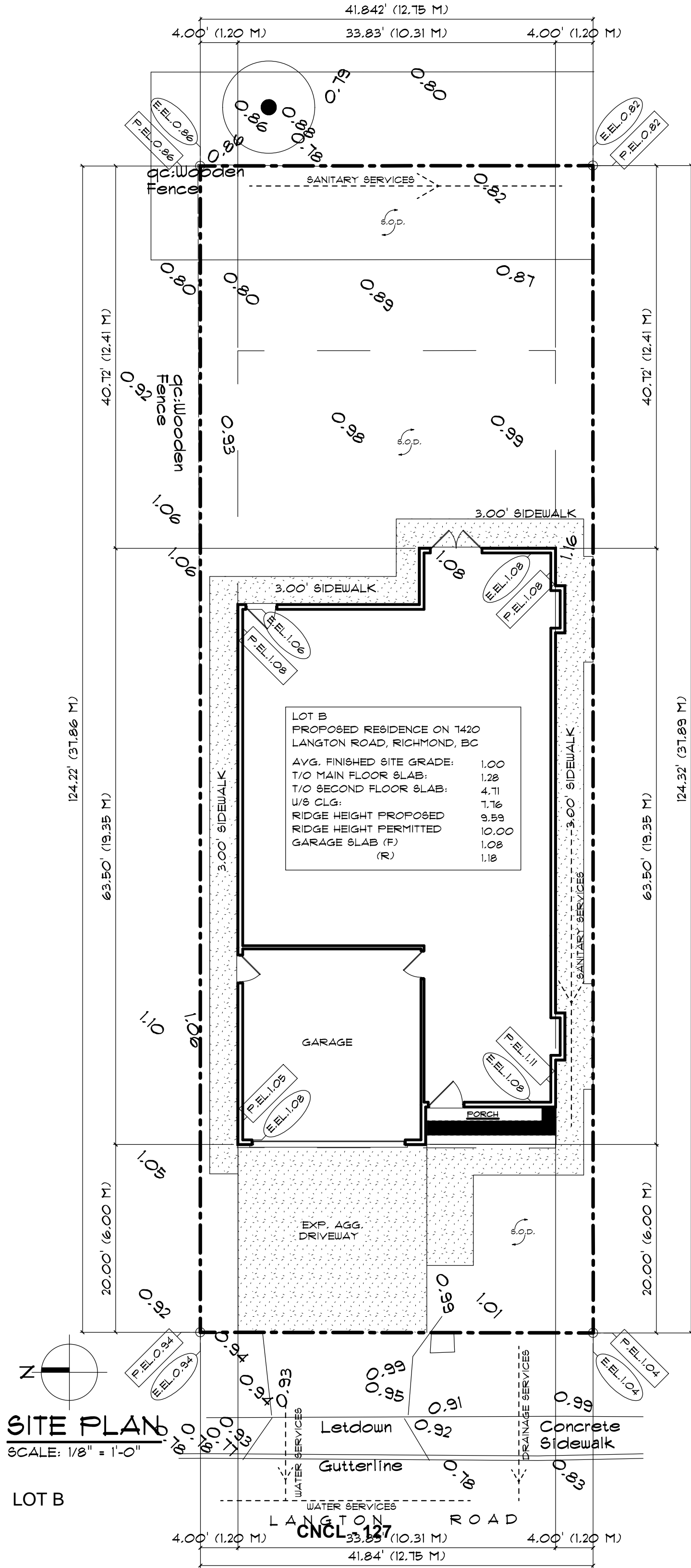
© copyright
J. C. Tam and Associates
Canada and B.C. Land Surveyor
115 - 8833 Odlin Crescent
Richmond, B.C. V6X 3Z7
Telephone: 214-8928
Fax: 214-8929
E-mail: office@jctam.com
Website: www.jctam.com
Job No. 6697
FB-315 P31-32
Drawn By: IO

DWG No. 6697-Topo-02



SCALE: 1:200
0 5 10 15
ALL DISTANCES ARE IN METRES AND DECIMALS
THEREOF UNLESS OTHERWISE INDICATED





LOT B
Secondary Suite

Garage: (20' 4" x 18' 0")
AVERAGE 4" TH. CONCRETE SLAB
6 MIL. POLY
MIN. 6" TH. COMPACT SAND
PROVIDE R 28 INSULATION CEILING ABOVE
GAS & FUME PROOF WALLS & CEILING

Bed Rooms:
BED Rm (11' 0" x 9' 4")
BED Rm (13' 4" x 10' 10")

Bathrooms:
BATH Rm (5' 4" x 8' 0")
BATH Rm (5' 0" x 8' 0")

Kitchen & Dining:
KITCHEN (13' 10" x 13' 6")
DINING Rm (14' 9" x 13' 8")
KITCHEN (13' 4" x 10' 10")

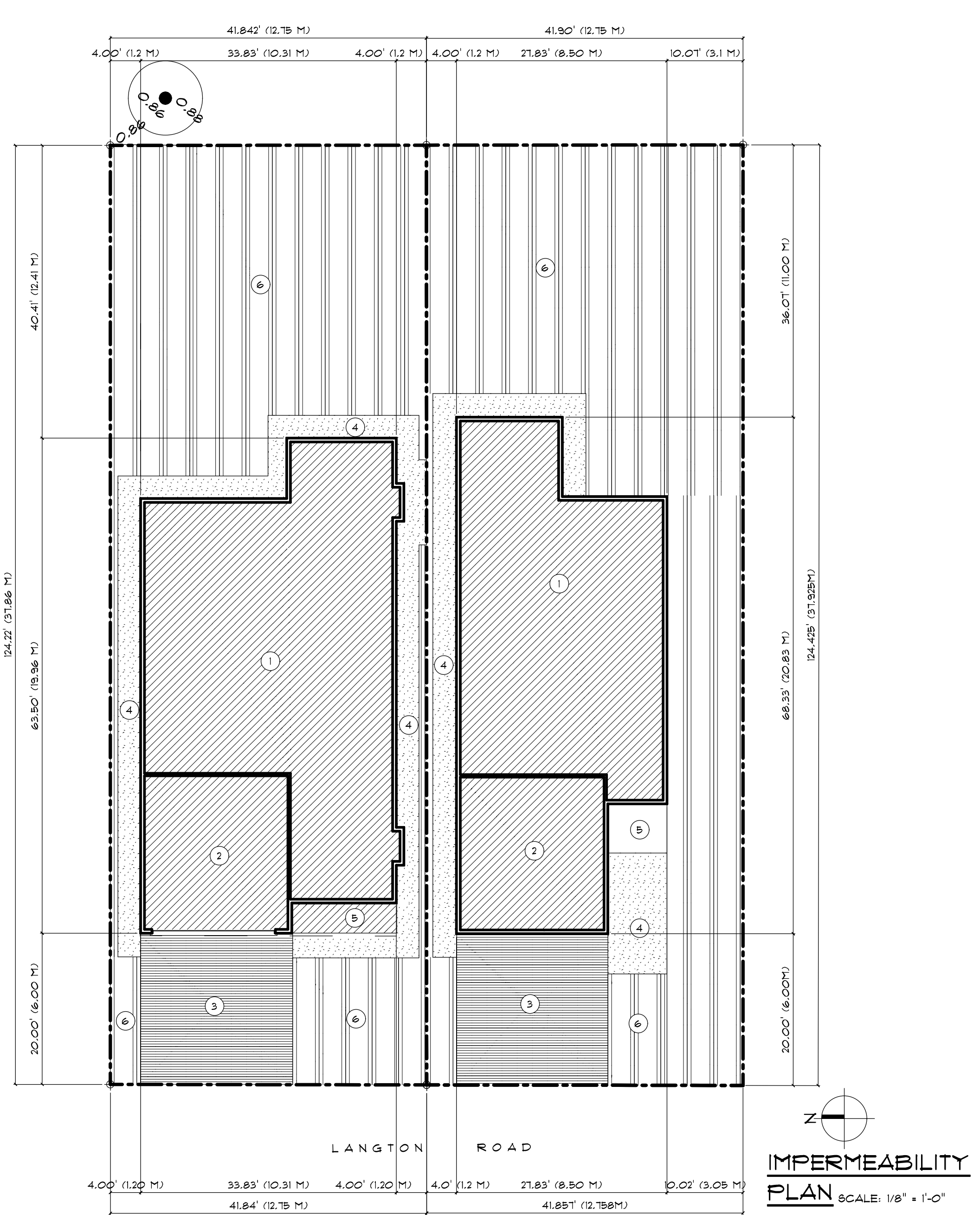
Living & Family:
LIVING Rm (13' 4" x 8' 2")
FAMILY Rm (13' 8" x 12' 0")

Other Rooms:
DEN (9' 4" x 8' 6")
WOK-KIT (8' 6" x 5' 0")
Porch (5' 0" x 1' 0")

Dimensions & Notes:
Overall dimensions: 33' 10" (width), 63' 6" (depth).
Room dimensions are provided in feet and inches.
Notes include: "LINE OF FLOOR ABOVE", "LINE OF WALL ABOVE", "UP TYPICAL RISERS 8 TREADS 10 RISE 1.5", "S.C. DOOR", "ELEC. FIREPLACE", "VSA", "S/A", "C/O", "2% SLOPE", "1.02m".

RADIANT HEAT
PRESCRIPTIVE VENTING

LIVING FLOOR AREA	1 489.50 SF
GARAGE AREA	420.00 SF
TOTAL FLOOR AREA	1 909.50 SF



IMPERMEABLE TABLE			
DESIGNATION	SYMBOL	DESCRIPTION	AREA
①		DWELLING	1 489.50 SF
②		GARAGE	420.00 SF
③		CONCRETE DRIVEWAY	400.00 SF
④		CONCRETE SIDEWALK	636.00 SF
⑤		DECK, PORCH AND STAIRS	55.00 SF
IMPERMEABLE SITE COVERAGE ALLOWED (70%)			3 639.30 SF
TOTAL IMPERMEABILITY			3 000.05 SF
⑥		LANDSCAPING	
LANDSCAPING ALLOWED (MIN 30%)			1 559.70 SF
LANDSCAPING PROPOSED			3 017.80 SF

IMPERMEABLE TABLE			
DESIGNATION	SYMBOL	DESCRIPTION	AREA
①		DWELLING	1 207.00 SF
②		GARAGE	420.00 SF
③		CONCRETE DRIVEWAY	398.30 SF
④		CONCRETE SIDEWALK	433.30 SF
⑤		DECK, PORCH AND STAIRS	51.00 SF
IMPERMEABLE SITE COVERAGE ALLOWED (70%)			3 639.30 SF
TOTAL IMPERMEABILITY			2 509.60 SF
⑥		LANDSCAPING	
LANDSCAPING ALLOWED (MIN 30%)			1 559.70 SF
LANDSCAPING PROPOSED			2 616.00 SF



RZ 21-927633

Attachment 4

Address: 7420/7440 Langton Road

Applicant: Praise Design & Construction Inc.

Planning Area(s): Blundell

	Existing	Proposed
Owner:	Hong Chen	To be determined
Site Size (m²):	966 m ²	Lot A: 483 m ² Lot B: 483 m ²
Land Uses:	One (1) duplex	Two (2) single-family homes
OCP Designation:	Neighbourhood residential	No change
Area Plan Designation:	Neighbourhood residential	No change
702 Policy Designation:	Two-Unit Dwellings (RD1)	Single Detached (RS2/B)
Zoning:	Two-Unit Dwellings (RD1)	Single Detached (RS2/B)
Number of Units:	2	2

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m ² plus 0.30 for area in excess of 464.5 m ²	Max. 0.55 for lot area up to 464.5 m ² plus 0.30 for area in excess of 464.5 m ²	None permitted
Buildable Floor Area (m ²):*	Lot A: Max. 261 m ² (2,809 ft ²) Lot B: Max. 261 m ² (2,809 ft ²)	Lot A: Max. 261 m ² (2,809 ft ²) Lot B: Max. 261 m ² (2,809 ft ²)	None permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70%	Building: Max. 45% Non-porous Surfaces: Max. 70%	None
Lot Size:	Min. 360 m ²	Lot A: 483 m ² Lot B: 483 m ²	None
Lot Dimensions (m):	Width: Min. 12.0 m Depth: Min. 24.0 m	Width: 12.75 m Depth: 37.90 m	None

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Setbacks (m):	Front: Min. 6.0 m Rear: Greater of 6.0 m or 20% of the total lot depth, for max. width of 60% of the rear wall of the first storey; and 25% of the total lot depth, for the remaining 40% of the rear wall of the first storey and any second storey, or half storey above, up to max. required setback of 10.7m Side: Min. 1.2 m	Front: Min. 6.0 m Rear: Min. 7.58 m for 60% of the rear wall of the first storey and min. 9.47 m for remaining 40% of the first storey and any second storey Rear for tree retention area of tag# 893 (Lot A): Min. 14.0 m Side: Min. 1.2 m Lot A south side: 3.0 m; with the exception of side for tree retention area of tag# 893: 4.8 m	None
Height (m):	Max. 9.0 m	Max. 9.0 m	None

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

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



City of Richmond

Policy Manual

Page 1 of 2

Adopted by Council: February 19, 1996

POLICY 5463

Amended by Council: November 16, 2015

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 13-4-7

POLICY 5463:

The following policy establishes lot sizes for properties within the area generally bounded by **Railway Avenue, Blundell Road and No. 2 Road**, in a portion of Section 13-4-7 as shown on the attached map:

That properties within the area generally bounded by Railway Avenue, Blundell Road and No. 2 Road, in a portion of Section 13-4-7, be permitted to rezone and subdivide in accordance with the provisions of the "Single Detached (RS2/H)" zone in Richmond Zoning Bylaw 8500, with the exception that:

1. The "Single Detached (RS2/E)" zone applies to lots with frontage on No. 2 Road and Blundell Road that do not have a lane or internal road access;
2. The "Single Detached (RS2/B)" zone applies to properties with duplexes on them with the exception that the "Single Detached (RS2/E)" zone applies to those properties with frontage on No. 2 Road and Blundell Road that do not have lane or internal road access;
3. The "Single Detached (RS2/B)" zone applies to properties generally fronting Lindsay Road and Linfield Gate in the western portion of Section 13-4-7; and

That this policy be used to determine the disposition of future single-family rezoning applications in this area, for a period of not less than five years, unless amended according to Richmond Zoning Bylaw 8500.

PROPOSED SUBDIVISION OF

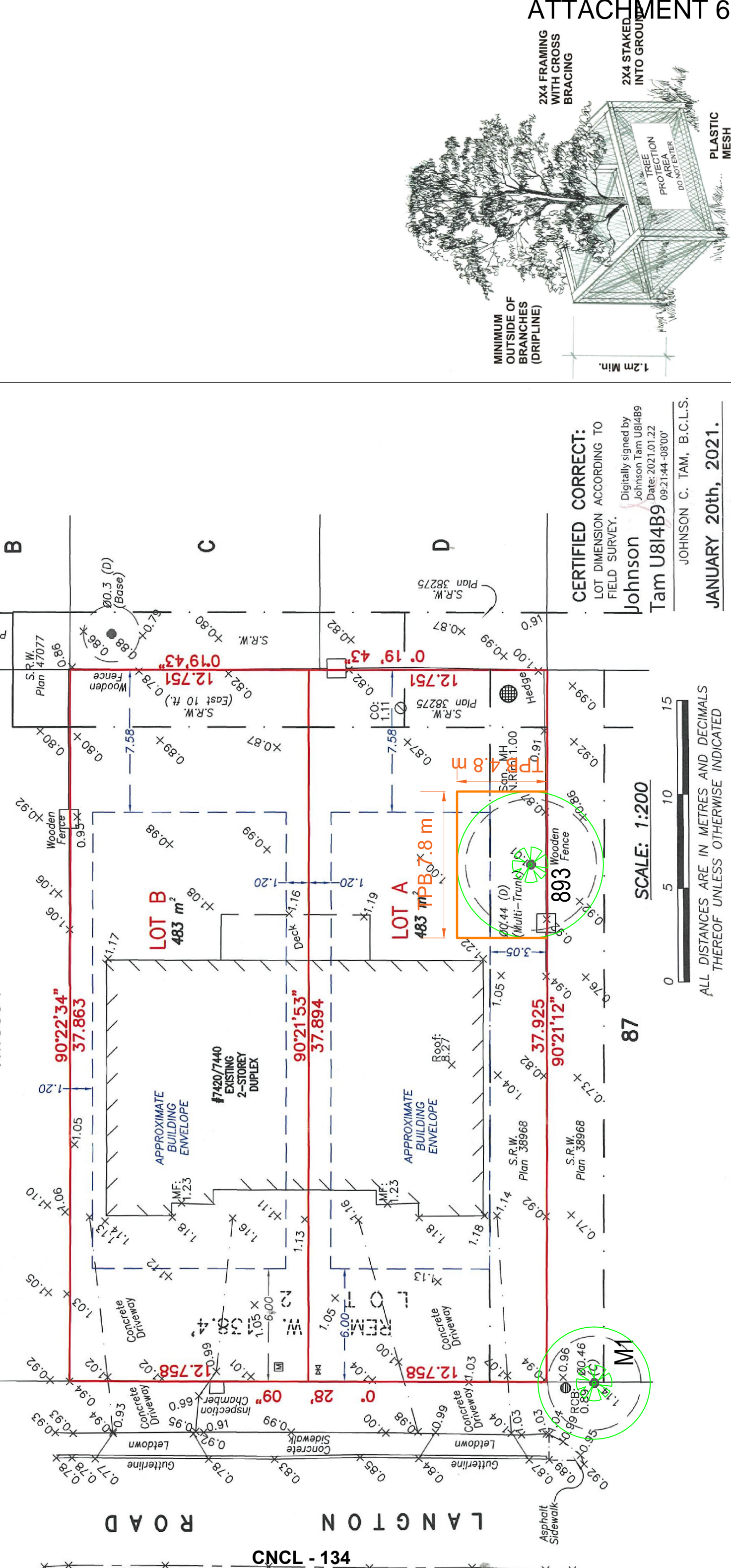
2 EXCEPT:

45279;

TH RANGE 7 WEST

PLAN 10280

Tag #	Common Name	DBH (cm)	CRZ Radius (m)	CRZ Diameter (m)	Health	TRAQ Rating	Retention Suitability	Comments	Retain / Remove
893	Walnut	60	3.60	7.80	Fair	Low	Poor	No conflict with proposed development	Retain Crown clean
M1	Deodar cedar	46	2.76	5.98	Fair	-	-	No conflict with proposed development	Retain



Drawing No.	Sheet Title	Job Name	Project Title	Revision No.	Revision Date	Revision Description
3 of 5	Tree Removal and Retention Plan	Praise Design and Construction 20210413	Arborist Report for Development Purposes	2	March 9 th , 2022	
Page 12 of 17		Client Name	Site Address			
		Praise Design & Construction Inc. - Paul Sih	7440 Langdon Rd, Richmond - Lot A			
		Philip Kin Cho	ISA Certified Arborist #HK-1086AM			
		ISA Certified Arborist Municipal Specialist	P: 604-575-8727			
		ISA Tree Risk Assessment Qualification	F: 604-576-2972			
		Forester in Training #5727	E: info@bcplanthealthcare.com			
		BSSc, MSc, MSFM	24 Hour Emergency Pager: 604-607-1616			
		BC Plant Health Care Inc.	18465 53 rd Avenue, Surrey, BC.			
		Tree Protection Barrier (TPB)				
		Property Line				
		Tree Reference				
		Critical Root Zone				



Address: 7420/7440 Langton Road

File No.: RZ 21-927633

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10369, the developer is required to complete the following:

1. Discharge of existing covenant AE6889 registered on title, which restricts the use of the property to a two-family dwelling only.
2. Registration of a flood indemnity covenant on Title (2.9 m GSC – Area A).
3. Submission of a Landscape Security in the amount of \$2,250 (\$750/tree) to ensure that a total of three trees are planted and maintained (one tree on Lot A and two trees on Lot B) minimum 8 cm deciduous caliper or 4 m high conifers). **NOTE: minimum replacement size to be as per Tree Protection Bylaw No. 8057 Schedule A – 3.0 Replacement Trees.**
4. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
5. Submission of a Tree Survival Security to the City in the amount of \$20,000.00 for the two trees (tag# 893 and M1) to be retained.
6. Registration of a legal agreement on title, ensuring that additional setbacks on Lot A are maintained for the building envelope as it relates to tree retention of tree tag# 893. The increased rear yard setback from 7.58 m to minimum 14.0 m and side yard setback from 3.0 m to minimum 4.8 m for the southeast corner façade for Lot A is to be maintained to ensure retention of the Walnut tree (tag# 893). Specific setbacks are to follow the Conceptual Development plan (Attachment 3 of the staff report) and the Tree Retention Plan (Attachment 6 of the staff report).
7. The City's acceptance of the applicant's voluntary contribution of \$4.00 per buildable square foot of Lot A (i.e. \$11,236.00) to the City's Affordable Housing Reserve Fund.
8. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a minimum 1-bedroom secondary suite of approximately 44.3 m² (477 ft²) is constructed on Lot B, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

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

1. Complete the following servicing works and off-site improvements. These may be completed through a City work order.

Water Works:

- a) Using the OCP Model, there is 363 L/s of water available at a 20 psi residual at the Langton Road frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- b) At Developer's cost, the Developer is required to:
 - i) Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
 - ii) Retain the existing water connections to serve the proposed lots.
- c) At Developer's cost, the City will:
 - i) Remove and replace the existing water meters as required during construction.

Storm Sewer Works:

- d) At Developer's cost, the City will:
 - i) Install a new storm connection, complete with inspection chamber, to serve the proposed northern lot.
 - ii) Confirm the capacity and condition of the existing storm connection and inspection chamber. If the connection is sized adequately, and in good condition, then it may be retained to serve the proposed southern lot. If not, the existing connection shall be capped and the inspection chamber removed, and a new connection and inspection chamber installed – all at the developer's cost.

Sanitary Sewer Works:

- e) At Developer's cost, the Developer is required to:
 - i) Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
- f) At Developer's cost, the City will:
 - i) Cap the existing sanitary connection and remove the inspection chamber.
 - ii) Install a new sanitary connection at the common property line of the newly subdivided lots, complete with inspection chamber and dual service leads.

General Items:

- g) At Developer's cost, the Developer is required to:
 - i) Complete other frontage improvements as per Transportation requirements:
 - a. The existing frontage improvements are to be retained. No further improvements are required.
 - b. Vehicle access is to be from the Langton Road development frontage via existing separate driveway crossings to each new lot.
 - c. Design standards: The new driveways are to be constructed to the following City design standards (refer to City Engineering Design Specifications, Drawing R-9-DS):
 - 4.0 m wide at the property line with 0.9 m flares at the curb to meet the grade of sidewalk/boulevard.
 - A minimum separation of 0.5 m between the driveway flare (measured at the curb) and the nearest common property line with the neighbouring site is required.
 - Maximum depth and grade of driveway letdown are set at 2.0 m and 8% respectively.
 - d. Off-Street Parking: Off-street parking is to be provided per bylaw requirements (2 spaces/dwelling unit).
 - e. Electric Vehicle Charging Equipment: Per 8500 Amendment Bylaw No. 9756, the Developer is required to provide, for all resident parking spaces, Level 2 EV charging outlets (208V to 240V AC and current of 16A to 80A).
 - ii) Coordinate with BC Hydro, Telus and other private communication service providers:
 - (1) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - (2) To locate all proposed above-ground third-party utility structures onsite within a right-of-way.
 - iii) Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.

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

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

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
2. 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.
3. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

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

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

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

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

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10369 (RZ 21-927633)
7420/7440 Langton 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 **“SINGLE DETACHED (RS2/B)”**.

P.I.D. 003-488-721

West 138.4 Feet Lot 2 Except: Part Subdivided By Plan 45279; Section 13 Block 4 North Range 7 West New Westminster District Plan 10280

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10369”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER





City of Richmond

Report to Committee

To: Planning Committee
From: Wayne Craig
Director, Development

Date: March 17, 2022
File: RZ 21-936277

Re: Application by Doug Loewen for Rezoning at 4880 Garry Street from the "Single Detached (RS1/E)" Zone to the "Single Detached (RS2/A)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10370, for the rezoning of 4880 Garry Street from the "Single Detached (RS1/E)" zone to the "Single Detached (RS2/A)" zone, be introduced and given first reading.

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

WC/CL:blg
Att. 6

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

Staff Report

Origin

Doug Loewen, on behalf of the property owner (1312563 B.C. Ltd; Directors: Doug Loewen and Dave Mander), has applied to the City of Richmond for permission to rezone 4880 Garry Street from the “Single Detached (RS1/E)” zone to the “Single Detached (RS1/A)” zone, to permit the property to be subdivided to create two lots. A location map and aerial photo are provided in Attachment 1.

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

Existing Site Condition and Context

A survey of the subject site is included in Attachment 3. The subject site is located on the south side of Garry Street and west of Railway Avenue. The subject site is the last remaining large single-family lot on the south side of this block to pursue infill development.

Subject Site Existing Housing Profile

The subject site consists of a large lot containing a single-family dwelling that is occupied by a rental tenant. There are no secondary suites in the dwelling. The existing dwelling is proposed to be demolished at future development stage.

Surrounding Development

Existing development immediately surrounding the subject site is as follows:

- To the North, immediately across Garry Street, are small lots zoned “Single Detached (RS1/A)”.
- To the South, are small and large lots zoned “Single Detached (RS1/A)” fronting Dunfell Road.
- To the East, is a small lot zoned “Single Detached (RS1/A)”.
- To the West, is a small lot zoned “Single Detached (RS1/A)”.

Existing Legal Encumbrances

There is an existing Statutory Right-of-Way (SRW) registered on title of the property for the sanitary sewer along the rear (south) property line. The applicant has been advised that encroachment into the SRW is not permitted.

Related Policies & Studies

Official Community Plan/Steveston Area Plan

The Official Community Plan (OCP) land use designation for the subject site is “Neighbourhood Residential”. The Steveston Area Plan land use designation for the subject site is “Single-Family”. This redevelopment proposal is consistent with these designations.

Single-Family Lot Size Policy 5471

The subject site is located within the area governed by Single-Family Lot Size Policy 5471, which was adopted by City Council on July 29, 2002 (Attachment 4). The Policy permits properties along Garry Street to rezone and subdivide in accordance with the “Single Detached (RS2/A)” zone (minimum 9.0 m wide lots and 270 m² lot area).

This redevelopment proposal is consistent with the Lot Size Policy as it would allow for the creation of two lots, each approximately 9.7 m in width and 386 m² in area.

Affordable Housing Strategy

Consistent with the City’s Affordable Housing Strategy, the applicant has proposed to construct a one-bedroom secondary suite in the dwelling on one of the future lots and to provide a cash contribution to the City’s Affordable Housing Reserve Fund in-lieu of constructing a secondary suite on the other future lot. Prior to final adoption of the rezoning bylaw, the applicant is required to:

- Submit a cash-in-lieu contribution in the amount of \$9,140.72 to the City’s Affordable Housing Reserve Fund (single-family rezoning applications received prior to November 15, 2021 are required to provide a cash-in-lieu contribution of \$4.00 per buildable square foot).
- Register a legal agreement on title stating that no final Building Permit inspection will be granted until a secondary suite with a minimum one-bedroom is constructed in the dwelling on one of the future lots to the satisfaction of the City in accordance with the BC Building Code and the City’s Zoning Bylaw.

Floodplain Management Implementation Strategy

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

Public Consultation

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

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment.

Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis

Site Access

Vehicle access to the subject site is to be from Garry Street. There is an existing driveway crossing to service the proposed west lot, and the applicant is required to install another driveway crossing to service the proposed east lot. This work is to be undertaken via a City work order at future Building Permit stage.

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:

- Three trees on the subject property.
- Two street trees in the Garry Street boulevard on City-owned property.
- A total of five trees on neighbouring properties to the west, east, and south.

The City's Tree Preservation Coordinator and Parks Department arboriculture staff have reviewed the Arborist's Report and provided the following comments:

- Two trees (Cherry and Dogwood) located on-site in the rear yard have been heavily topped and are in very poor condition (Trees # 164, 167). These trees should be removed and replaced at a 2:1 ratio consistent with the Official Community Plan (OCP) and in accordance with the size requirements of the City's Tree Protection Bylaw No. 8057 (i.e., minimum 8 cm calliper or 4 m high).
- One on-site Pear tree (Tree # 170) in the rear yard is in fair condition and must be retained and protected.
- Two street trees (Trees # 161, 162) in the Garry Street boulevard on City-owned property are in good health and condition. It appears that Tree # 162 will be in conflict with the required vehicle access to the proposed east lot. Since the tree is a good candidate for relocation due to its size and species, the applicant is required to relocate the tree at future Building Permit stage by a certified tree moving company (coordinated by the project Arborist), to a location chosen by the City's Parks Department.
- Five trees on the neighbouring properties must be retained and protected (Trees # 165, 166, 168, 171, 173).

Tree Protection

The applicant has submitted a Tree Retention Plan showing the trees to be removed and retained (Attachment 5). To ensure that the trees identified for retention are protected at future development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of:
 - A contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones, including tree relocation, and installation or removal of servicing infrastructure and driveway crossings. 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 report to the City for review.
 - A contract with a certified tree moving company for relocation of Tree # 162 in the City boulevard (coordinated by the project Arborist) to a location chosen by the City's Parks Department.
 - A tree survival security in the amount of \$5,000.00 for the on-site tree (Tree # 170) and in the amount of \$10,000.00 for the City street trees (Trees # 161, 162). The City may retain a portion of the securities for a one-year maintenance period from the date of landscape inspection to ensure that the trees survive. To accompany the tree survival securities, a legal agreement that sets the terms for release of the security must be entered into between the applicant and the City.
- 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 Arborist's Report recommendations and the City's Tree Protection Information Bulletin TREE-03 prior to any works being conducted on-site and must remain in place until construction and landscaping is completed.

Tree Replacement

To ensure that the four required replacement trees are planted and maintained on the proposed new lots (two trees per lot, i.e., one in the front yard and one in the rear yard; minimum 8 cm calliper or 4 m high), the applicant is required to submit a Landscaping Security in the amount of \$3,000.00 prior to final adoption of the rezoning bylaw. The City may retain a portion of the security for a one-year maintenance period from the date of landscape inspection to ensure that the trees survive. To accompany the landscaping security, a legal agreement that sets the terms for the release of the security must be entered into between the applicant and the City.

Site Servicing

At subdivision stage, the applicant is required to pay Development Cost Charges (City, GVS & DD and TransLink), School Site Acquisition Charge, Address Assignment Fees, and other costs associated with the completion of the servicing works (water, storm, sanitary, and driveway installation) as described in Attachment 6.

Financial Impact

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

Conclusion

This application is to rezone the property at 4880 Garry Street from the “Single Detached (RS1/E)” zone to the “Single Detached (RS2/A)” zone, to permit the property to be subdivided to create two lots.

This rezoning application complies with the land use designations and applicable policies for the subject site that are contained within the OCP, Steveston Area Plan, and Single-Family Lot Size Policy 5471.

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 10370 be introduced and given first reading.



Cynthia Lussier
Planner 2
(604-276-4108)

CL:blg

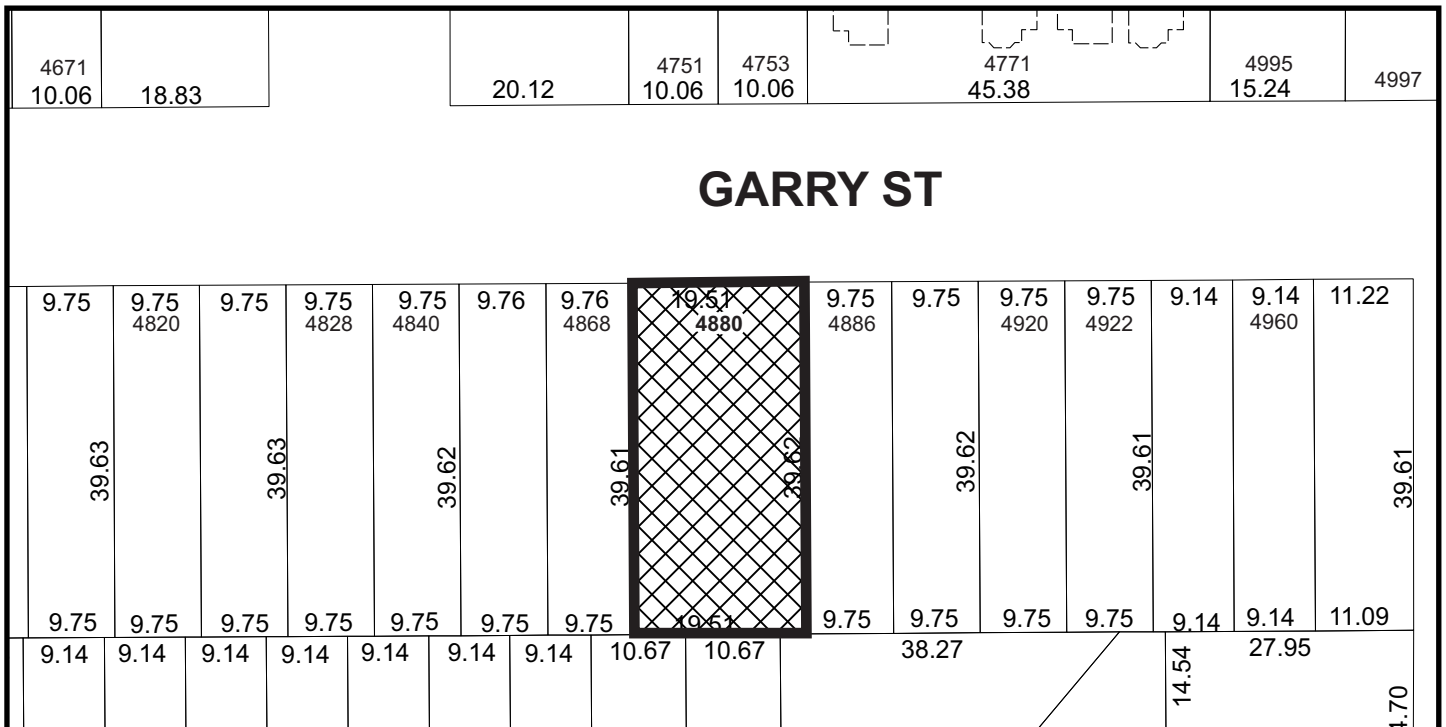
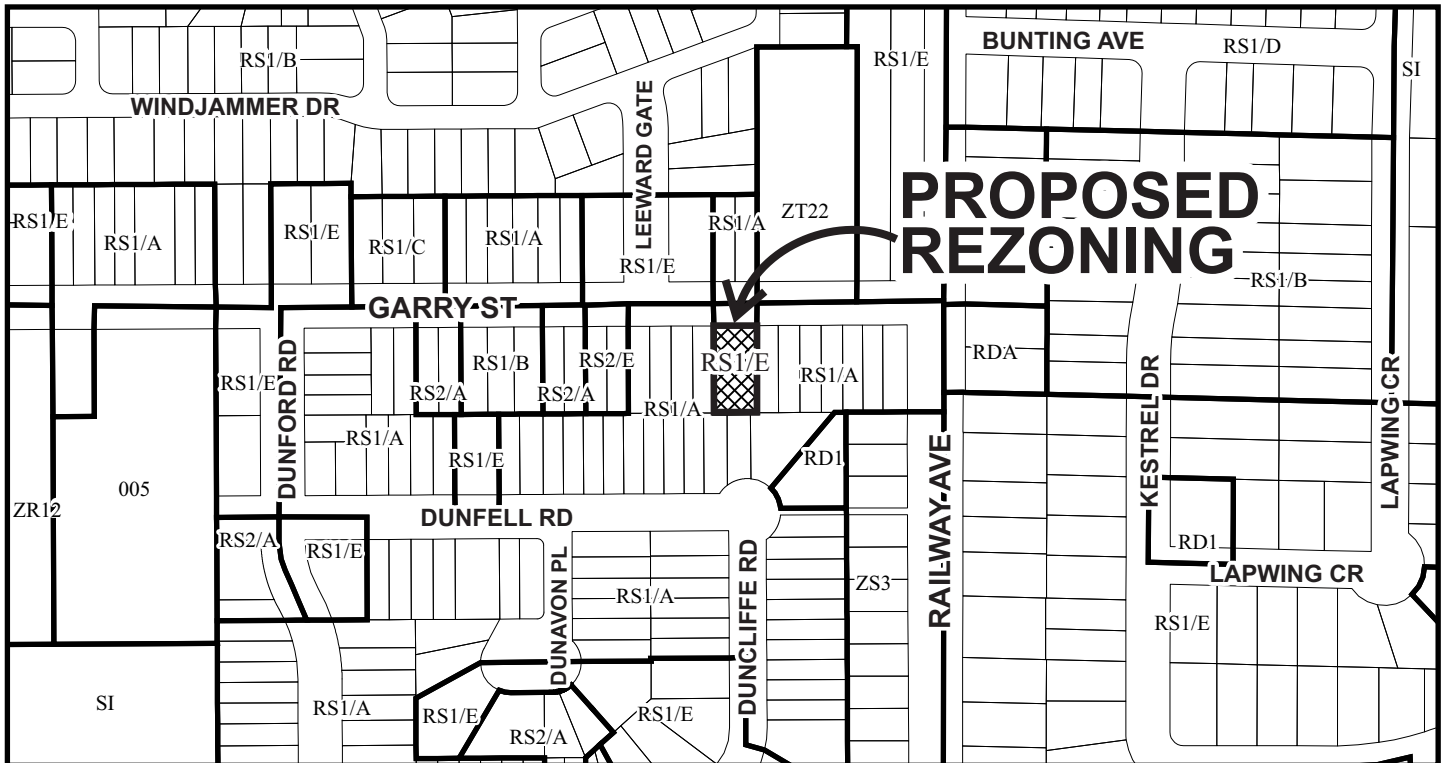
Attachments:

- Attachment 1: Location Map/Aerial Photo
- Attachment 2: Development Application Data Sheet
- Attachment 3: Site Survey
- Attachment 4: Single-Family Lot Size Policy 5471
- Attachment 5: Tree Retention Plan
- Attachment 6: Rezoning Considerations



City of Richmond

ATTACHMENT 1



RZ 21-936277

Original Date: 08/27/21

Revision Date:

Note: Dimensions are in METRES



City of Richmond



RZ 21-936277

Original Date: 08/27/21

Revision Date:

Note: Dimensions are in METRES



RZ 21-936277

Address: 4880 Garry Street

Applicant: Doug Loewen

Planning Area(s): Steveston

	Existing	Proposed
Owner:	1312563 B.C. Ltd (i.e., Doug Loewen & Dave Mander)	To be determined
Site Size (m²):	772 m ² (approx. 8,309 ft ²)	Two lots, each 386 m ² (approx. 4,154 ft ²)
Land Uses:	Single-family dwelling	Two residential lots
OCP Designation:	Neighbourhood Residential	No change
Area Plan Designation:	Single-Family	No change
Single-Family Lot Size Policy Designation:	Single Detached (RS2/A)	No change
Zoning:	Single Detached (RS1/E)	Single Detached (RS2/A)

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55	Max. 0.55	none permitted
Buildable Floor Area:*	Max. 212.3 m ² (approx. 2,285 ft ²) on each lot proposed	Max. 212.3 m ² (approx. 2,285 ft ²) on each lot proposed	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Live landscaping: Min. 20%	Building: Max. 45% Non-porous Surfaces: Max. 70% Live landscaping: Min. 20%	none
Min. Lot Size:	270 m ²	386 m ²	none
Min. Lot Dimensions:	Width: 9.0 m Depth: 24 m	Width: 9.7 m Depth: 39.6 m	none
Setbacks:	Front: Min. 6.0 m	Front: Min. 6.0 m	none
	Side: Min. 1.2 m	Side: Min. 1.2 m	
	Rear: Min. approx. 7.92 m for up to 60% of the 1 st storey rear wall; and 9.99 m for at least 40% of 1 st storey rear wall and all of 2 nd storey rear wall	Rear: Min. approx. 7.92 m for up to 60% of the 1 st storey rear wall; and 9.99 m for at least 40% of 1 st storey rear wall and all of 2 nd storey rear wall	
Building Height:	2 ½ storeys	2 storeys	none

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

**TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION PLAN OF
LOT 60 SECTION 2 BLOCK 3 NORTH RANGE 7 WEST
NEW WESTMINSTER DISTRICT PLAN 31520**

#4880 GARRY STREET,
RICHMOND, B.C.
P.I.D. 006-602-550

GARRY STREET

Nail in aluminum
Tag #5278
Site Benchmark
Elevation: 1.68m



SCALE: 1:200

0 5 10 15

ALL DISTANCES ARE IN METRES AND DECIMALS
THEREOF UNLESS OTHERWISE INDICATED

LEGEND:

- (c) denotes conifer
- (d) denotes deciduous
- ☐ denotes catch basin
- ⊙ denotes power post
- ⊙ denotes round catch basin
- WM denotes water meter
- co denotes cleanout
- T denotes top of retaining wall

NOTE:

Use site Benchmark Tag #5278 for
construction elevation control.

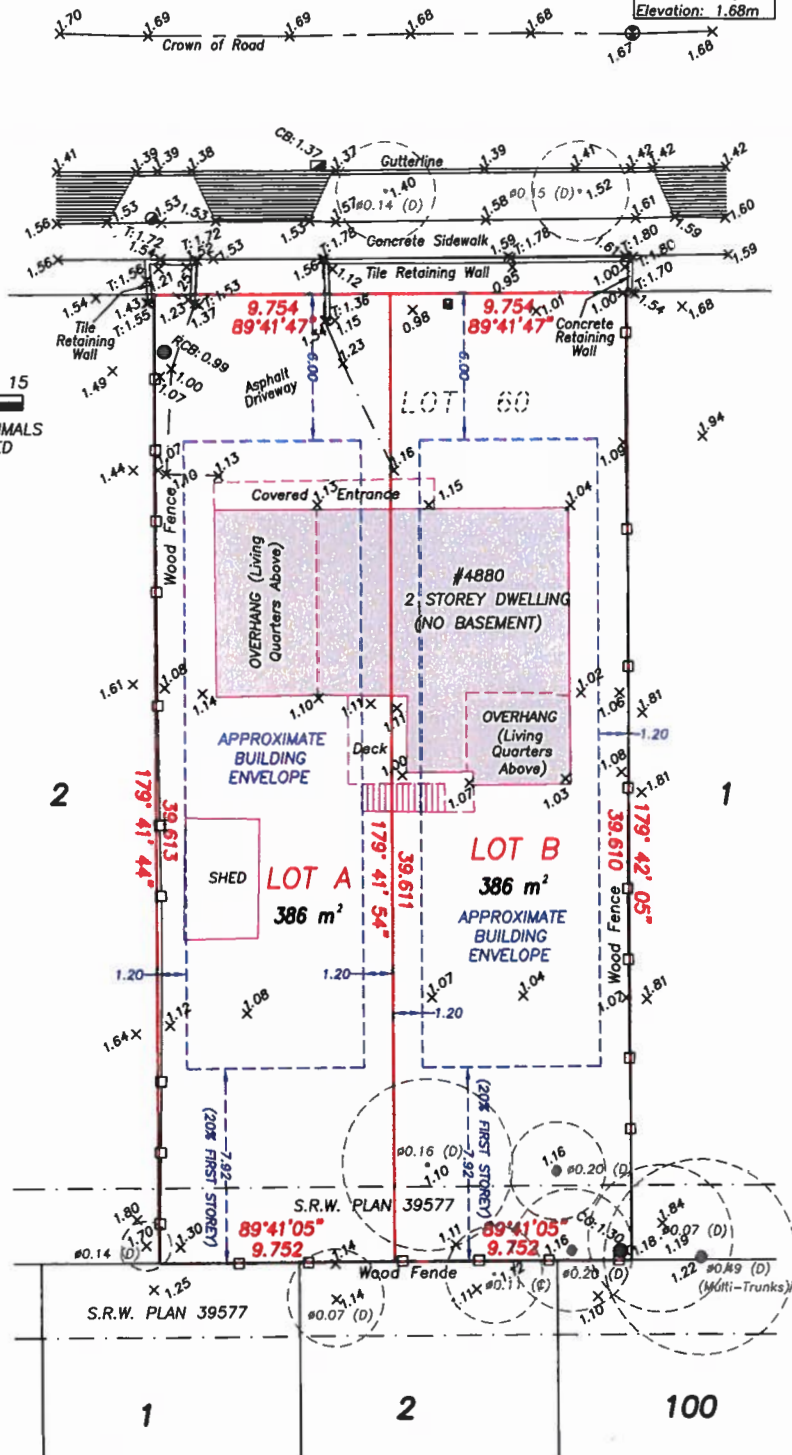
NOTE:

Elevations shown are based on
City of Richmond HPN
Benchmark network.
Benchmark: HPN #235
Control Monument 77H4885
Elevation: 1.103m

© Copyright

J. C. Tam and Associates
Canada and B.C. Land Surveyor
115 - 8833 Odlin Crescent
Richmond, B.C. V6X 3Z7
Telephone: 214-8928
Fax: 214-8929
E-mail: office@jctam.com
Website: www.jctam.com
Job No. 7719
FB-402 P57-60
Drawn By: KA

DWG No. 7719-TOPO



CERTIFIED CORRECT:

LOT DIMENSION ACCORDING TO
FIELD SURVEY.

Johnson

Tam U814B9

Digitally signed by
Johnson Tam U814B9
Date: 2021.06.18
15:43:01 -0700

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

CNCL - 149

JUNE 7th, 2021.



City of Richmond

Policy Manual

Page 1 of 2

Adopted by Council – July 29, 2002

POLICY 5471

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 2-3-7

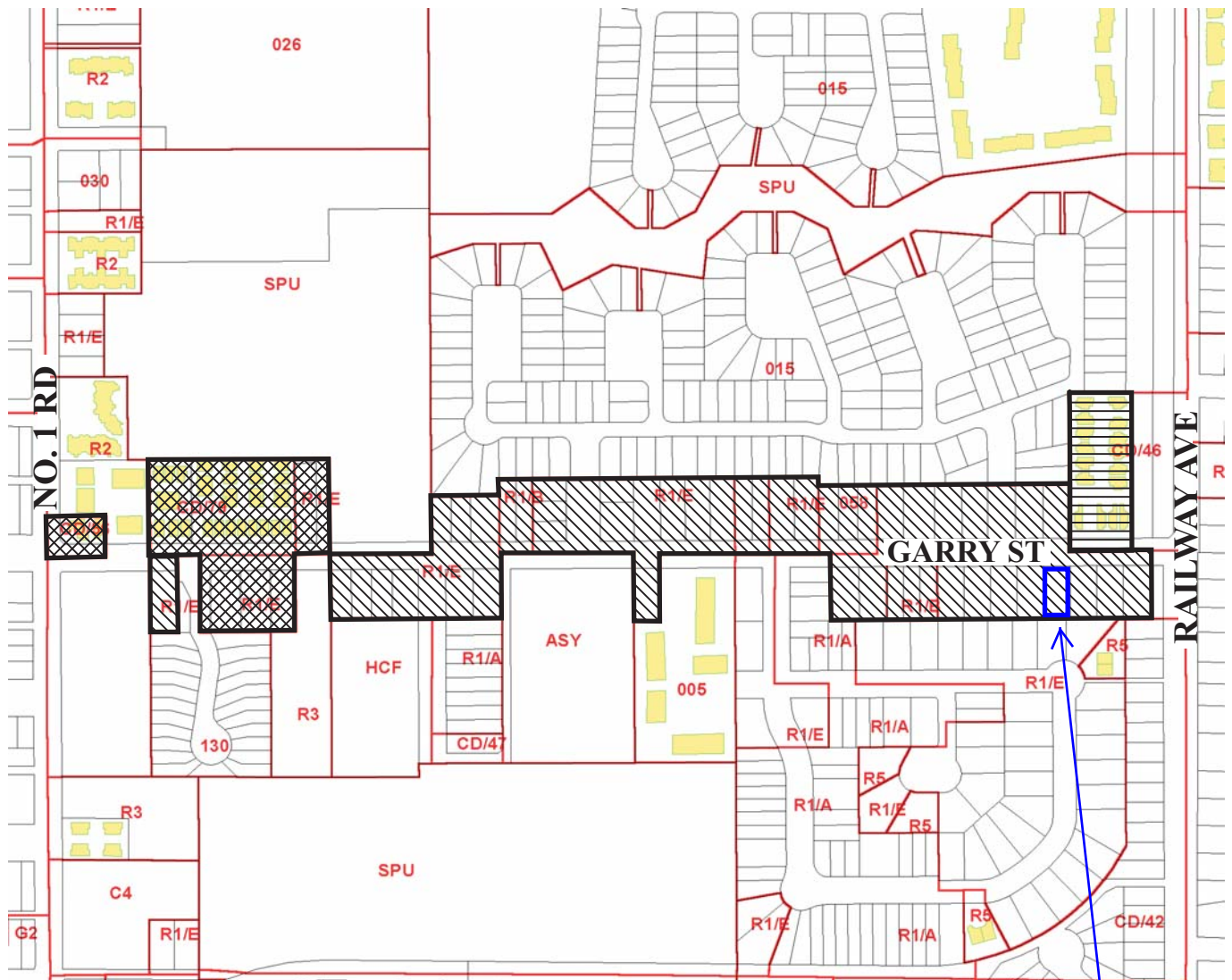
POLICY 5471:

The following policy establishes lot sizes for properties along **Garry Street, between No. 1 Road and Railway Avenue** (in a portion of Section 2-3-7):

That properties located along Garry Street between No. 1 Road and Railway Avenue, in a portion of Section 2-3-7, be permitted to subdivide in accordance with the provisions of Single-Family Housing District Subdivision Area A (R1/A) in Zoning and Development Bylaw 5300 provided that no new accesses are created onto Railway Avenue and No. 1 Road; and

That properties located at 4771, 4109, 4111, 4211, 4160, 4180, 4011 Garry Street and the north-westerly portion of 4200 Garry Street be deemed eligible for townhouse development; and

That this policy be used to determine the disposition of future single-family and townhouse rezoning applications in this area for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.



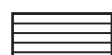
Subject
Property



Rezoning would be permitted to R1/A.
(9 m or 29.527 ft. Wide lots)



Townhouse or single-family lots.



16 detached townhouse units that
resemble single-family homes.

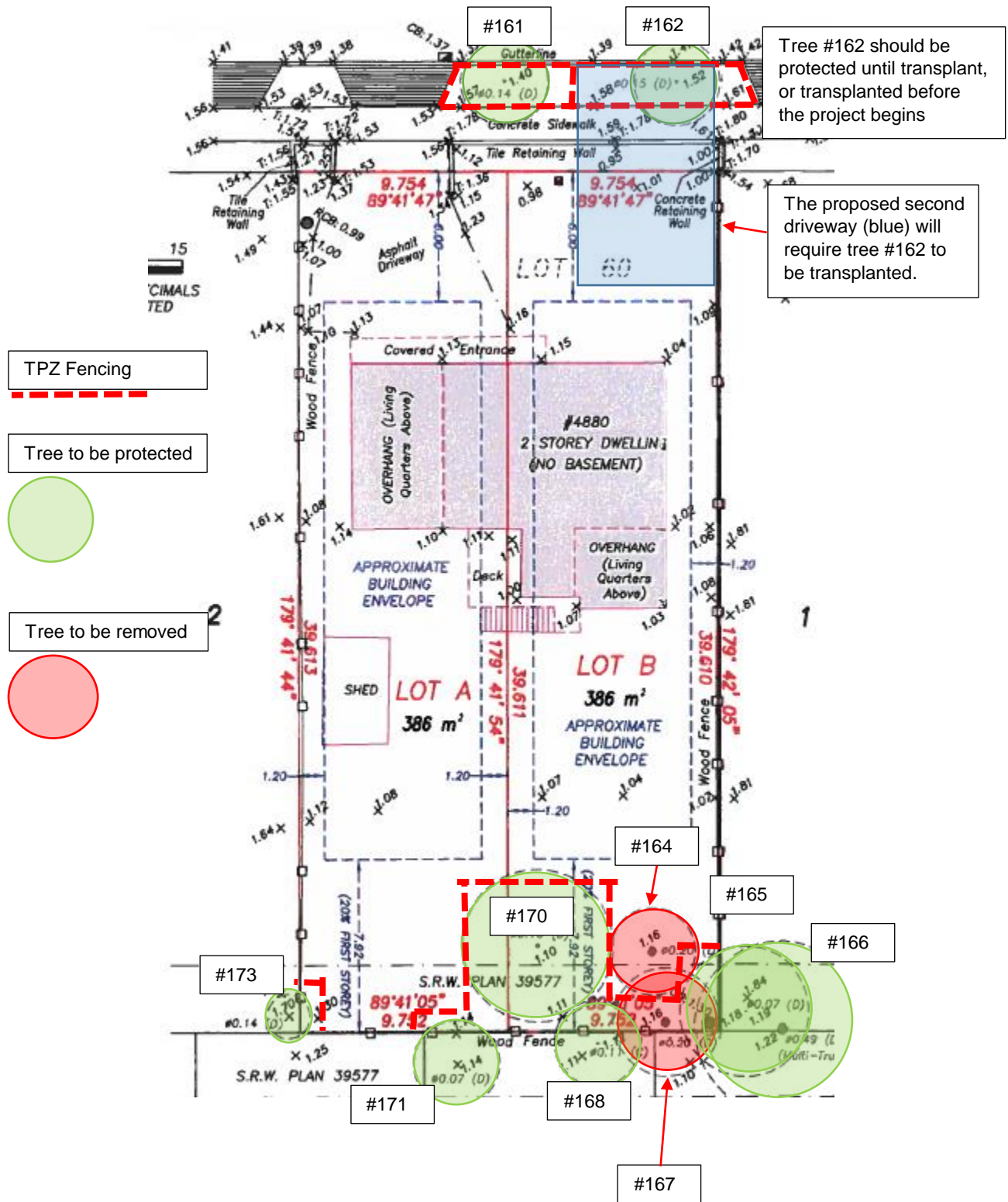


Policy 5471 Section 02-3-7

Original Date: 07/29/02

Revision Date:

Note: Dimensions are in METRES





Address: 4880 Garry Street

File No.: RZ 21-936277

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10370, the applicant is required to complete the following:

1. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any works conducted within, or in close proximity to, the tree protection zone of the trees to be retained/relocated (Trees # 161, 162, 170). The Contract should include the scope of work to be undertaken, including (but not limited to): tree relocation, installation or removal of servicing infrastructure and driveway crossings, the proposed number of site monitoring inspections, any special measures required to ensure tree protection, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
2. Submission of a Contract entered into between the applicant and a certified tree moving company for relocation of the Tree # 162 at future Building Permit stage (coordinated by the project Arborist) to a location chosen by the City's Parks Department.
3. Submission of a Tree Survival Security to the City in the amount of \$5,000 for Tree # 170 and \$10,000 for Trees # 161 and 162 to be retained/relocated. The City may retain a portion of the securities for a one-year maintenance period from the date of landscape inspection to ensure that the trees survive. To accompany the tree survival securities, a legal agreement that sets the terms for release of the security must be entered into between the applicant and the City.
4. Submission of a Landscaping Security to the City in the amount of 3,000 (\$750/tree) to ensure that a total of four replacement trees are planted and maintained on the proposed lots (two per lot, i.e., one in the front yard and one in the rear yard; minimum 8 cm caliper or 4 m high). To accompany the landscaping security, a legal agreement that sets the terms for release of the security must be entered into between the applicant and the City.
5. Submission of a contribution to the City's Affordable Housing Reserve Fund in the amount of \$9,140.72 in-lieu of constructing a secondary suite on one of the future lots (single-family rezoning applications received prior to November 15, 2021 are required to provide a cash-in-lieu contribution of \$4.00 per buildable square foot).
6. Registration of a legal agreement on title to ensure that no final Building Permit inspection is granted until a minimum one-bedroom secondary suite is constructed in the dwelling on one of the future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
7. Registration of a flood indemnity covenant on title.

Prior to Demolition Permit* issuance, the applicant must complete the following requirements:

- Installation of tree protection fencing around all trees to be retained as part of the development. Tree protection fencing must be installed to City standard in accordance with the project Arborist's Report recommendations and the City's Tree Protection Information Bulletin TREE-03 prior to any works being conducted on-site and must remain in place until construction and landscaping is completed.

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

- Pay Development Cost Charges (City, GVS & DD and Translink), School Site Acquisition Charge, Address Assignment Fees, and other costs associated with the completion of the required servicing works (water, storm, sanitary, and driveway crossing installation), including (but not limited to):

Water Works

- Using the OCP Model, there is 337.0 L/s of water available at a 20 psi residual at the road frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.

- The applicant is required to coordinate with Richmond Fire Rescue to confirm whether fire hydrants are required along the proposed development's frontage. If required by RFR, the necessary water main and hydrant installations shall be reviewed by Engineering and added to the scope of servicing works.
- At the applicant's cost, the applicant is required to:
 - Retain the existing 25mm water service connection for the east lot complete with water meter and water meter box as per standard City drawings. Water meter to be installed within the area between the sidewalk and property line.
 - Install a new water service connection complete with water meter and water meter box as per standard City drawings to service the west lot. Water meter to be installed within the area between the sidewalk and property line.
 - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
 - Provide a Statutory Right-Of-Way (SRW) for the water meter. Minimum SRW dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W2o-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized during the Subdivision or Building Permit application process.
- At the applicant's cost, the City will:
 - Complete all tie-ins for the proposed works to existing City infrastructure.

Storm Sewer Works

- At the applicant's cost, the applicant is required to
 - Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.
 - Remove the existing IC at the northwest corner of the proposed site. Confirm the condition and capacity of existing service connection at the northwest corner. Retain if in good condition to service the west lot.
 - Confirm the condition and capacity of existing east storm service connection. Retain if in good condition to service the east lot.
- The applicant's cost, the City will:
 - Complete all tie-ins for the proposed works to existing City infrastructure.

Sanitary Sewer Works

- At the applicant's cost, the applicant is required to:
 - Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
 - Install a new sanitary service connection at the common property line to service both the east and west lot complete with inspection chamber with dual connection.
 - Cut and cap the existing sanitary service connection at the south east side of the lot.
- At the applicant's cost, the City will:
 - Complete all tie-ins for the proposed works to existing City infrastructure.

Frontage works

- At the applicant's cost, the applicant is required to install a new driveway crossing to Garry Street for the proposed east lot via a City work order.

Street Lighting

- At the applicant's cost, the applicant is required to:
 - Review street lighting levels along all road and lane frontages, and upgrade as required.

General Items

- At the applicant's cost, the applicant is required to:
 - Complete other frontage improvements as per the City's Transportation Department requirements.

- Coordinate with BC Hydro, Telus and other private communication service providers:
 - To pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To underground overhead service lines.
 - Locate/relocate all above ground utility cabinets and kiosks required to service the proposed development and proposed undergrounding works, and all above ground utility cabinets and kiosks located along the development's frontages, within the development's site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development design review process. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., statutory right-of-way dimensions) and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of statutory right-of-ways that shall be shown on the architectural plans/functional plan, the servicing agreement drawings, and registered prior to SA design approval:

BC Hydro PMT – 4.0 x 5.0 m	Traffic signal UPS – 1.0 x 1.0 m
BC Hydro LPT – 3.5 x 3.5 m	Shaw cable kiosk – 1.0 x 1.0 m
Street light kiosk – 1.5 x 1.5 m	Telus FDH cabinet – 1.1 x 1.0 m
Traffic signal kiosk – 2.0 x 1.5 m	
- Provide, prior to start of site preparation works or within the first servicing agreement submission (if applicable), whichever comes first, a preload plan and geotechnical assessment of preload, dewatering, and soil preparation impacts on the existing utilities fronting the development site and provide mitigation recommendations.
- Provide a video inspection report of the existing utilities along the road frontages prior to start of site preparation works or within the first servicing agreement submission (if applicable), whichever comes first. A follow-up video inspection, complete with a civil engineer's signed and sealed recommendation letter, is required after site preparation works are complete (i.e. pre-load removal, completion of dewatering, etc.) to assess the condition of the existing utilities and provide recommendations to retain, replace, or repair. Any utilities damaged by the pre-load, de-watering, or other ground preparation shall be replaced or repaired at the applicant's cost.
- Conduct pre- and post-preload elevation surveys of all surrounding roads, utilities, and structures. Any damage, nuisance, or other impact to be repaired at the applicant's cost. The post-preload elevation survey shall be incorporated within the servicing agreement design (if applicable).
- Monitor the settlement at the adjacent utilities and structures during pre-loading, dewatering, and soil preparation works per a geotechnical engineer's recommendations, and report the settlement amounts to the City for approval.
- Submit a proposed strategy at the Building Permit stage for managing excavation de-watering. Note that the City's preference is to manage groundwater onsite or by removing and disposing at an appropriate facility. If this is not feasible due to volume of de-watering, the applicant will be required to apply to Metro Vancouver for a permit to discharge into the sanitary sewer system. If the sanitary sewer does not have adequate capacity to receive the volume of groundwater, the applicant will be required to enter into a de-watering agreement with the City wherein the applicant will be required to treat the groundwater before discharging it to the City's storm sewer system.
- Not encroach into City rights-of-ways with any proposed trees, retaining walls, or other non-removable structures. Retaining walls proposed to encroach into rights-of-ways must be reviewed by the City's Engineering Department.
- Coordinate the servicing agreement design for this development with the servicing agreement(s) for the adjacent development(s), both existing and in-stream (if applicable). The applicant's civil engineer shall submit a signed and sealed letter with each servicing agreement submission confirming that they have coordinated with civil engineer(s) of the adjacent project(s) and that the servicing agreement designs are

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

- Corridors for City utilities (existing and proposed water, storm sewer, sanitary and DEU) and private utilities.
- Pipe sizes, material and slopes.
- Location of manholes and fire hydrants.
- Road grades, high points and low points.
- Alignment of ultimate and interim curbs.
- Proposed street lights design.
- Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Prior to Building Permit issuance, the applicant must complete the following requirements:

- Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. The Management Plan shall include location for parking for services, deliveries, workers, loading, application for any traffic 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.
- If applicable, payment of latecomer agreement charges, plus applicable interest associated with eligible latecomer works.
- Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

* This requires a separate application.

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

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

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

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

(signed concurrence on file)

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10370 (RZ 21-936277)
4880 Garry Street**

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

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

P.I.D. 006-602-550

Lot 60 Section 2 Block 3 North Range 7 West New Westminster District Plan 31520

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10370”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

From: Marie Fenwick
Director, Arts, Culture and Heritage Services

Re: **Arts Services Year in Review 2021**

Date: March 3, 2022

File: 11-7000-01/2022-Vol
01

Staff Recommendation

That the Arts Services Year in Review 2021 as presented in the staff report titled, "Arts Services Year in Review 2021," dated March 3, 2022, from the Director, Arts, Culture and Heritage Services, be circulated to Community Partners and Funders for their information.

Marie Fenwick
Director, Arts, Culture and Heritage Services
(604-276-4288)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Recreation Services Parks Services	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

ArtWorks: Richmond Arts Strategy 2019–2024 was developed through extensive community engagement, guidance and consultation to help guide the City's actions in making Richmond a city with a thriving arts scene that animates the city every day; offers rich arts education and experiences, festivals and events; fosters social connections and wellness; builds arts and culture leadership; and provides creative spaces.

The Strategy provides Five Strategic Directions to guide the City and its stakeholders' involvement in supporting the arts sector and ensuring a thriving and visible arts scene in Richmond:

1. Ensure affordable and accessible arts for all.
2. Promote inclusivity and diversity in the arts.
3. Invest in the arts.
4. Increase awareness and participation in the arts.
5. Activate public spaces through (and for) the arts.

These strategic directions create a foundation and help to ensure the City is purposeful in its continued advancement of the arts in the community and that the arts play a strong role in place making, community building, tourism, health and social well-being, economic development and more. This report presents *Arts Services Year in Review 2021* (Attachment 1), which highlights this last year's achievements in the arts.

This report supports Council's Strategic Plan 2018-2022 Strategy #3 One Community Together:

Vibrant and diverse arts and cultural activities and opportunities for community engagement and connection.

3.1 Foster community resiliency, neighbourhood identity, sense of belonging, and intercultural harmony.

3.2 Enhance arts and cultural programs and activities.

3.3 Utilize an interagency and intercultural approach to service provision.

3.4 Celebrate Richmond's unique and diverse history and heritage.

This report supports Council's Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

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

Analysis

The *Arts Services Year in Review 2021* describes last year's achievements in the arts with particular attention to programs and activities led by Community Cultural Development, Richmond Arts Centre, Richmond Media Lab, Richmond Art Gallery, Richmond Public Art Program and Major Events. It also recognizes arts activities and programs offered beyond the Department of Arts, Culture and Heritage, such as in the Parks Department, Recreation and Sport Services Department and at the Gateway Theatre.

In 2021, many of the City's public programs and services continued with online delivery and reduced registration for indoor programs in response to health order restrictions on gathering. In the second year of such restrictions, the arts maintained their vital and sustaining presence in the community. Programming and artist-led themes explored Richmond's local ecology, cultural and community identities, reconciliation, climate change, and more. Amidst the COVID-19 pandemic, residents were invited to discover and share new arts experiences at cultural venues, in the public realm and, of course, online.

Highlights and achievements of 2021 include:

- The 13th annual Children's Arts Festival happened entirely online with a series of six artist-led, Lunar New Year-inspired videos that were provided to schools with accompanying hands-on art supplies for the students. As of Family Day, the videos were offered online, for free, to the general public.
- Now in its third year, the Community Mural Program saw a record six new large-scale murals completed to enhance our public realm, three of them for Richmond School District No. 38, where students and staff played a vital role in their designs. As well, Gateway Theatre's massive exterior was transformed with *Stages of Bloom*, a colourful and symbolic floral mural inspired by stories from Gateway's board, staff and Academy students as well as the broader Richmond community.
- Over the summer, Richmond Art Gallery's popular *Imperfect Offerings*, presented hundreds of broken ceramic and natural objects painstakingly repaired by way of the Japanese *kintsugi* technique whereby imperfections and cracks are mended and traced with gold. With themes of rebuilding, recovery and transformation through healing, the show mirrored our collective journey through the pandemic and our slow and careful return to sociality.
- In partnership with the Richmond Arts Coalition and Britannia Shipyards National Historic Site Society, the 18th Richmond Maritime Festival was successfully (re)imagined with a blend of online and on-site programming delivered by more than 60 local artists, performers and "pop-up" style heritage storytellers, amidst maritime-themed décor and installations throughout the site. As well, wooden and working boats along the dock included several local, restored heritage boats.
- Ranked No. 2 in B.C. and No. 5 in Canada (for mid-size cities) in 2021, Richmond continued to be a national leader with the 13th annual Culture Days campaign with 63 individual free, in-person and online activities by 32 artists and cultural organizations. Richmond's BC Culture Days Ambassador, Jeni Chen, a visual and graphic artist, was commissioned to design the volunteer t-shirts.

- \$116,815 was invested through the 2021 Arts and Culture Grant Program providing operating and project assistance grants to 20 non-profit arts organizations, in order to strengthen the infrastructure of arts and culture organizations, increase funding for arts opportunities, show support for the careers of local artists and support a wide range of artistic and cultural activity.
- The Richmond Youth Media Program (RYMP), a free referral-based program for youth aged 13–24, completed its 11th year as a signature offering of the Richmond Media Lab. In 2021, 31 RYMP members racked up more than 1,300 hours learning media arts skills and building community connections. RYMP members worked collaboratively to win the annual WorkSafe BC Student Safety Video Contest in the Grades 8–10 category.
- There were 23 Richmond-based artists contracted for public art commissions this year, which included three murals, ten utility box wraps, six No. 3 Road art column exhibitions, one permanent public art work and two community-engaged artist projects.
- Pride Week was celebrated through creative expression at three community centres (Thompson, South Arm and City Centre) who offered an online poetry workshop, *Tie Dye in the Park* event and a live musical performance, respectively.

The *Arts Services Year in Review 2021* also highlights the significant value and benefits the arts bring to Richmond by encouraging self-expression, creating a sense of community identity and pride, enhancing understanding of issues in society, providing opportunities to develop and foster new skills and encouraging collaboration and connections. All of these benefits contribute to individual well-being and healthy, sustainable communities.

Financial Impact

None.

Conclusion

The *Arts Services Year in Review 2021* highlights activities and achievements in the arts in the community and the importance the arts play in further enhancing Richmond's identity as one of the best places to live, work and play. Art in everyday life creates a sense of place as well as a sense of personal meaning and community identity.



Liesl G. Jauk
Manager, Arts Services
(604-204-8672)

Att. 1: *Arts Services Year in Review 2021*

City of Richmond

ATTACHMENT 1

ARTS SERVICES YEAR IN REVIEW 2021

Arts, Culture and
Heritage Services



Guiding Principles

- Striving for **excellence** among all who participate in and contribute to the artistic life of Richmond from City services to community organizations to individuals of all ages and skill levels.
- **Sustainability** to 'future-proof' the arts through funding, education, infrastructure, mentorship and the integration of the arts into the everyday fabric of our city.
- Expressing **creativity** through experimentation and fostering collaboration among diverse voices.
- Providing broad **accessibility** to arts experiences and advancing **inclusivity** to connect people through the arts.
- **Community-building** through creative engagement and dialogue, and honouring the spirit of Reconciliation.
- **Celebration** to showcase and inspire Richmond's artistic vibrancy.

Vision

Richmond's thriving arts scene

- animates our city every day;
- offers rich arts education and experiences, festivals and events;
- fosters social connections and wellness;
- builds arts and culture leadership; and
- provides creative spaces



Richmond Cultural Centre

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Introduction

Following almost a year adapting to the COVID-19 pandemic, 2021 was less about “pivoting” than about community resilience and perseverance. Ever-changing public health orders required regular adaptations on the number of in-person activities, but art and artists continued to meaningfully engage with our multi-faceted population be it online or in our cultural venues, schools, libraries, community centres, festivals or outdoor spaces.

Identity, public participation and local ecology were themes repeated with urgency and intention in 2021: the majority of activities and exhibitions showcased, supported and/or actively involved members of diverse, equity-seeking communities; staff training in response to the new National Day of Truth & Reconciliation and videos created for National Indigenous People's Days deepened understanding of Indigenous history and culture; hands-on activities and public art sparked awareness of climate change in terms of Richmond's unique ecosystems, plants and animals; and everywhere, we were (still) reminded to “be kind, be calm, be safe.”

From weaving with invasive species to personalized dancing Lego figures, from delicately repaired ceramics to large-scale murals, and from graphic novels by Arabic- and Farsi-speaking newcomers to Pride Week Tie Dye in the Park workshops, Richmond saw itself reflected and revealed through the arts.

Meanwhile, Richmond Youth Media Program members won a WorkSafe BC Student Safety Video Contest; winners of the 13th annual Richmond Arts Awards were, again, celebrated online rather than on stage; the Art at Work professional development program for artists attracted more than 1,500 Youtube views to recorded workshops; and the Richmond Maritime Festival made a triumphant return to the Britannia Shipyards site. Not bad at all for a “pandemic year.”

The 2021 Arts Services Year in Review recounts the myriad ways the City continues to foster vibrant and diverse arts and cultural opportunities for community engagement and connection. As such, the arts are essential to achieving the Council Strategic Plan 2018-2022 Goal: One Community Together.

For more about the arts in Richmond, visit howartworks.ca.



Guest artist Deborah Koenker at RAG/ECUAD Youth Art + Culture Lab

ArtWorks: Richmond Arts Strategy 2019 – 2024

Major Strategic Directions



1. Ensure affordable and accessible arts for all



2. Promote inclusivity and diversity in the arts



3. Invest in the arts



4. Increase awareness and participation in the arts



5. Activate public spaces through (and for) the arts

The Arts Services Year in Review summarizes progress made towards achieving the goals of *ArtWorks: Richmond Arts Strategy 2019–2024*. Throughout the document, you will see coloured icons that show how the year's activities help to advance the Strategy's five strategic directions.



BC Culture Days Ambassador, Jeni Chen, with her Culture Days t-shirt design

Community Cultural Development

Community Cultural Development refers to a wide range of programs, activities and events that support local artists and/or cultural organizations through direct investment, public profile or recognition, professional development and other creative opportunities for collaboration and mentorship.

In addition to the annual programs and events described below, Arts Services was able to fill the vacant role of Community Arts Coordinator. As in every year, Arts Services staff regularly offered practical professional advice, information and workshops to build capacity in the arts sector, for individual artists as well as not-profit organizations. In 2021, four professional development workshops covered topics that ranged from tax basics to applying to public art calls as part of the Art at Work Series (page 9). In the summer, working specifically with the Richmond Music School, staff continued coaching begun in 2020, using the Nonprofit Lifecycles framework.



Arts & Culture E-Blast and How Art Works Instagram



As part of the Richmond Arts Strategy, Arts Services continues to engage with the Richmond arts community through the Arts & Culture e-blast. In 2021, 20 e-blasts were sent to **more than 500 subscribers** including individual artists and organizations who received helpful news of artist calls, funding opportunities, professional development and more. Meanwhile, the @howartworks Instagram account, established in 2015, amassed **829 followers** and continued to offer another outlet to reach the general public.



Accessibility



Diversity



Investment



Awareness/Participation



Public Spaces

2021 RICHMOND ARTS AWARDS RECIPIENTS

Arts Education: Brigid Coult

Artistic Innovation: Artists Rendering
Tales Collective Inc.

Business and the Arts: Aberdeen Centre

Volunteerism: Jiliang Yao

Youth Arts: Jackie Lai

Cultural Leadership: Chiyoko "Mary"
Hirano

Richmond Arts Awards

Created in partnership with the Richmond Arts Coalition in 2009, the 13th annual Richmond Arts Awards recognizes artistic achievements and contributions to the cultural community by residents, artists, educators, organizations and business leaders. The purpose is to:

- honour major contributions by individuals, organizations and businesses to the arts;
- cultivate greater visibility and understanding of the value of the arts;
- encourage excellence and build new leadership within the arts community; and
- develop patrons for the arts.

This year, **51 nominations** were reviewed by a selection panel comprised of community members and six recipients were selected.

The Richmond Arts Awards ceremony is usually held every May. However, as in 2020, this year's event was cancelled due to the COVID-19 pandemic. In lieu of the ceremony, each recipient was profiled in an online campaign highlighting their work and contributions to the Richmond arts community via the @HowArtWorks Instagram account. This initiative was supported by the Arts Awards' long-standing partner, *Richmond News* with an announcement and articles published in mid-June. The 2020 and 2021 honourees will also be invited to join future recipients, in person, when the ceremony can, once again, be held that way.

A first for this year was the inclusion of a youth member from Richmond School District No. 38 on the selection panel. As part of the City's commitment to providing meaningful opportunities for youth, this member added excellent insight and context to the Youth Arts and all other categories.

Arts and Culture Grant Program

The City's Arts and Culture Grant Program was established in 2011 to strengthen the infrastructure of arts and culture organizations, increase investment in arts opportunities, show support for the careers of local artists, and support a wide range of artistic and cultural activity. The program offers two types of grants: Project Assistance and Operating Assistance to registered non-profit arts and culture organizations.

In 2021, Council approved the distribution of \$116,815. A total of **\$85,875 in Operating Assistance was distributed to 12 recipients and \$30,940 in Project Assistance went to 8 adjudicated programs and projects.**

Throughout summer and fall, grant recipients met individually with City staff to discuss the progress of their programs and share feedback about the grant application process.

In October, an article providing tips and advice on how to complete a successful grant application was included in the Arts & Culture e-blast as part of the grant deadline announcement.

"The grant allowed us to top up our Canada Summer Jobs funded position so that interns could be paid a living wage, and will also allow us to maintain our newly created Accessibility Coordinator position."

– Cinevolution Media Arts



Accessibility



Diversity



Investment



Awareness/Participation



Public Spaces



Barigold Studios Lego animation workshop

CULTURE DAYS BY THE NUMBERS:

- 32** participating artists and cultural organizations
- 63** free, public activities
- 270** volunteer hours

Culture Days



The 13th annual Culture Days (September 24 to October 24, 2021) offered a hybrid of in-person and online activities providing free, hands-on and behind-the-scenes access to arts and culture in Richmond. The theme for 2021 titled, *Re:Imagined*, reflected a continuing pivot to the changing climate, while adhering to the evolving health protocols. Following the 2020 strategy, Culture Days was programmed over four weeks, instead of the traditional three-day weekend.

The Richmond Cultural Centre opened Culture Days with in-person programming with an estimated 1,500 attendees over the first three days. Many resident art groups hosted displays, demonstrations, and interactive opportunities in the outdoor plaza. Richmond Culture Days at the Cultural Centre also marked the opening of *Reinventing Richmond*, the latest Richmond Museum exhibition, on until October 2022. The Richmond Public Library and Richmond Public Art offered self-guided walking tours.

Richmond's BC Culture Days Ambassador, Jeni Chen, a visual and graphic artist, offered online and in-person art journaling workshops. Chen was also commissioned to design a graphic art piece for Richmond Culture Days volunteer t-shirts.

One highlight was an interactive workshop led by Barigord Studios. Visitors were able to create unique Lego figurines used in a stop-motion animated dance sequence for a film called *Reconnecting* that featured a full re-creation of the Richmond Cultural Centre that remains on display in the lobby of the facility.

Richmond, once again, ranked within the **Top 10 most engaged cities across Canada**, and placed in the Top 5 for mid-size cities, as well as in second place for all of British Columbia. While continuing to adjust to the realities of the pandemic, Richmond hosted 63 events across the four weeks. Feedback from post-event surveys indicated that participants were in favour of the hybrid model for Culture Days, noting that online events created accessibility opportunities for some who may not have otherwise been able to participate. Respondents also noted the impact of being able to meet in-person, going to events, and feeling more connected with the community.



Cecilia Point

National Indigenous People's Day



Two new video works were created and/or presented to coincide with National Indigenous People's Day in 2021:

- Local Indigenous artist Atheana Picha presented a video speaking of her art practice, influence and mentors. The video was created as part of the artist's engagement activity with students from Tomekichi Homma Elementary School, where she created a mural exploring themes of local Indigenous stories and community connections.
- Richmond Art Gallery produced a new welcome video with Cecilia Point of x̱məθḵwəy̱əm (Musqueam) Nation. Shot on the banks of the Fraser River in Steveston, Point shared stories of her family's lineage in the area. The video continues to play within the gallery and is accessible on the Gallery website and on YouTube.



Accessibility



Diversity



Investment



Awareness/Participation

CNCL - 169



Public Spaces



Sonya Lalli at Finale event

Writer-in-Residence

In Fall 2021, Richmond hosted its 10th annual Writer-in-Residence program both online and in-person. Acclaimed novelist, Sonya Lalli, offered a professional development workshop series and mentorship to local and emerging Richmond writers.

The Writer-in-Residence program kicked off with an in-person Meet & Greet with Sonya at the Richmond Public Library on September 25. This event offered a glimpse of Sonya's work, and her continued efforts in improving representation of women of colour in novels, as well as supporting female writers of colour. Sonya's workshop series, *Breaking Down Barriers*, focused on editing, and the publishing process, helping emerging writers in professionalizing their work.

Sonya Lalli is a romance and fiction author of Punjabi and Bengali heritage. Her books have been featured in *Entertainment Weekly*, *NPR*, *Washington Post*, *Glamour*, *Globe and Mail*, *CBC*, *Toronto Star* and more. Her debut novel, *The Matchmaker's List*, was a Target Diverse Book Club Pick and a Cityline Book Club Pick. Her fourth novel, *A Holly Jolly Diwali*, was published last October and her debut psychological thriller, *Are you Sara?*, will be published in summer 2022.

The 2021 Writer-in-Residence program offered seven workshops, and events over two months. This residency culminated in a digital legacy project, where workshop participants had their readings filmed, as both a keepsake and professional development experience. Richmond's Writer-in-Residence program is presented by Richmond Community Cultural Development, Richmond Public Library and the Minoru Seniors Society.

ART AT WORK BY THE NUMBERS:

4	Free professional development workshops
161	Participants
1,578	Post-event Youtube views

Art at Work Program

Presented in collaboration with the Richmond Art Gallery Association and Public Art, Art at Work provides professional development opportunities for local artists and others working in the cultural sector. The goals of the program are to:

- support the growth and development of the arts and cultural sector;
- provide artists and cultural workers with practical, inspiring and career-enhancing programming; and
- encourage networking and sharing within the arts and culture community.

In 2021, Art at Work presented the following free workshops:

- **Tax Basics for Artists** virtual presentation by Marianna Scott. Attendance: 45
- **Financial Management for Artists** virtual presentation by Zachary Kennedy. Attendance: 35
- **How We Make Public Art** virtual presentation with Germaine Koh, Alyssa Schwann, Sara Graham. Attendance: 30
- **Paying Artists for Online Work** with Annie Briard and April Britski. Attendance: 51



Accessibility



Diversity

CNCL - 170



Investment



Awareness/Participation



Public Spaces



Weaving with invasive species



Chromatography workshop

"I set out to help community members connect with each other and with our environment here in Richmond ... to share my excitement about the very unique ecosystems, earth and islands here."

– Rachel Rozanski

Branscombe House Artist Residency

During her 11-month tenure in Steveston, the sixth annual Branscombe House Artist-in-Residence, Rachel Rozanski, offered a range of workshops, events and installations that helped build community connections and sparked conversations about the arts and environment. Activities included printmaking, chromatography, weaving with invasive plant species, film screenings, zine-making, artist talks, professional development workshops, online arts-integrated family programs and an open house event.

Rachel Rozanski is a Canadian artist whose interdisciplinary works explore biological, geological and material transformations appearing as we enter the Anthropocene era. She studied Visual Arts at Emily Carr, Capilano and Langara, and received an MFA from Ryerson University in Documentary Media.

The artist has exhibited across Canada and internationally, showing interdisciplinary works that explore scientific concepts focusing on environmental timelines. Through residency projects in the Yukon, Northwest Territories, Nunavut and Iceland, she has collaborated with researchers and been inspired by the study of land change, pollutants and adaptations, and extinctions.

Following this residency, Rozanski will continue to contribute to Richmond's vibrant arts scene as a new resident and artist instructor at Richmond Arts Centre.

Highlights can be found at rachelrozanski.com/branscombeblog2021



Accessibility



Diversity



Investment



Awareness/Participation



Public Spaces



"I really hope that you do this again!!! My out of town family said it was the best salmon they ever had...and hats off to all the volunteers that day of pickup!

Thanks for help making some great memories!"

– Canada Day attendee

Canada Day at Home presented by Steveston Salmon Festival 🇨🇦 ❤️ 💬 📍

Given ongoing restrictions on gatherings, the Steveston Salmon Festival Organizing Committee, comprised of members from the Steveston Community Society and City staff, celebrated the decades-long traditions of the Steveston Salmon Festival with a primarily online program in 2021. Canada Day at Home was shared and celebrated through performances, demonstrations, storytelling and interactive activities that showcased local talent and highlighted the community's history, diversity and resilience. Leading up to July 1, the program focused around the theme of a "Salmon BBQ at Home" that supported the Society's drive-thru Salmon Sale fundraiser. Supportive online content on the stevestonsalmonfest.ca website included:

- demonstrations from local chefs sharing different ways to prepare salmon;
- Sammy's Fun Zone, featuring activities for kids as well as a salmon-themed public art scavenger hunt; and
- a video produced in collaboration with the Gulf of Georgia Cannery.

Additional online content released on July 1 included:

- a Digital Parade featuring video messages from community organizations, sports and arts groups, local businesses and cultural groups;
- a Japanese Cultural Show highlighting the contributions that Japanese-Canadians have made to the Steveston Community Centre, as well as martial arts demonstrations;
- a virtual Mainstage featuring pre-recorded performances by local artists including the Coastal Wolfpack, a local Coast Salish song and dance group; and
- a re-imagined Horticulture Show featuring an online photo contest along with videos providing gardening and nature photography tips.

The online program generated more than 3,700 interactions across all social media platforms and 7,000+ video views.

CANADA DAY BY THE NUMBERS:

3,700+ social media interactions

7,000+ video views



Cherry Blossom Festival



Britannia Shipyards site interpreters at Richmond Maritime Festival

RMF BY THE NUMBERS:

9,000	est. visitors over two days
4,500	website visits
60+	artists, performers and storytellers
70	volunteers
360	volunteer hours

Richmond Maritime Festival

The 18th annual Richmond Maritime Festival (RMF) was re-imagined for 2021 with an event program that included a blend of online and on-site programming. The eclectic program, organized in collaboration with the Richmond Arts Coalition and Britannia Shipyards National Historic Site Society, included maritime-themed décor and installations throughout the site, roving performances, “pop-up” style heritage storytellers, five food trucks and 10 wooden and working boats along the dock that included several local, restored heritage boats.

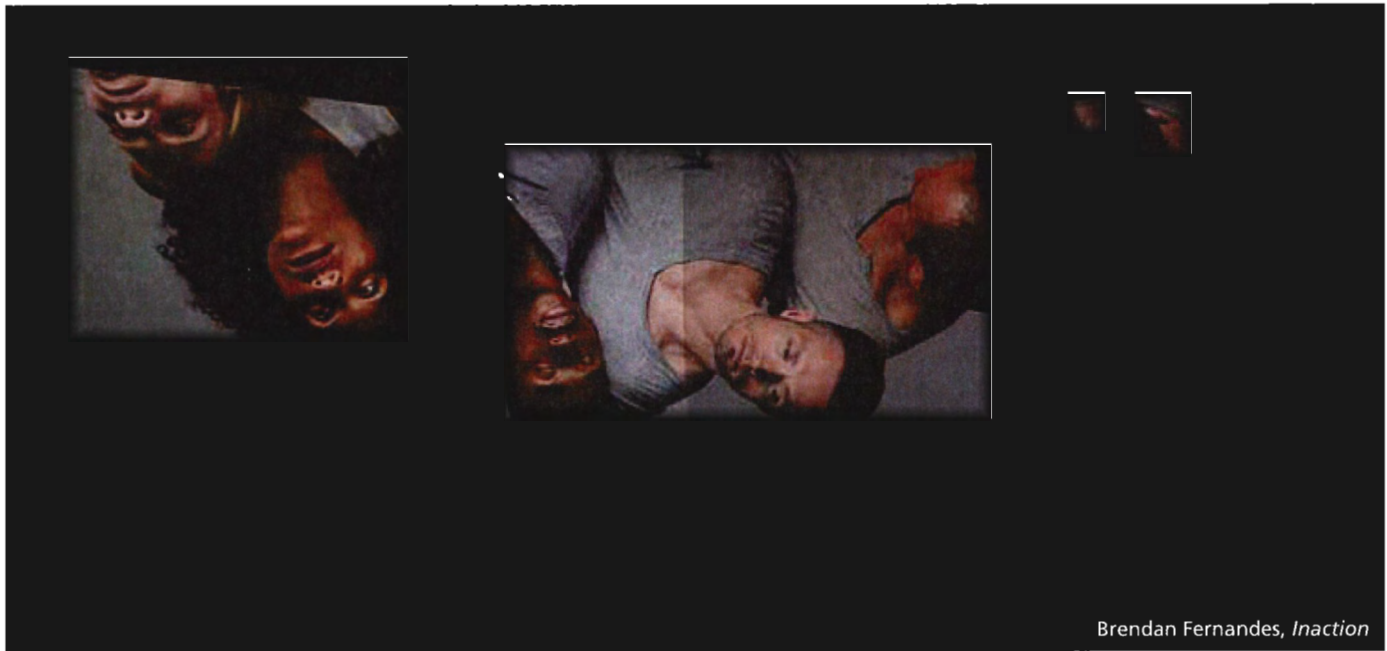
Richmond Cherry Blossom Festival

Following the cancellation of 2020's event due to COVID-19, a virtual festival launched on April 11, 2021. The online festival, produced in collaboration with the festival directors from the Wakayama Kenjin Kai, featured a custom website at richmondcherryblossomfest.ca that gave viewers the opportunity to click on five virtual “tents” to explore facets of local Japanese culture through a series of new videos presenting performances, how-to demonstrations and more. The theme of this year's festival was the Japanese word 希望 (Kibou) or “hope”, a timely concept as the country continued to navigate the challenges of the pandemic.

Social media content reached more than 80,000 individuals and the online program, uploaded as videos to YouTube, was viewed almost 4,000 times. The **website saw more than 5,300 users throughout the cherry blossom season**, which resulted in more than 13,000 page views.



Chromatography workshop at Branscombe House during Culture Days

Brendan Fernandes, *Inaction*

Richmond Art Gallery

Richmond Art Gallery (RAG) is a nationally recognized municipal gallery featuring Canadian, Indigenous and international artists. It is known for a diverse array of exhibitions, educational programs and events that address issues and ideas of importance to our community and contribute to the growth of a vibrant cultural scene in Richmond.

RAG continues to navigate the ongoing pandemic. Through 2021, it continued to welcome audiences into the space itself and hosted limited in-person events to great success. The gallery continues to develop its digital programming via RAG@Home, an ongoing series of live digital talks and on-demand video content found on the gallery's website and YouTube. By having all these sessions recorded, the gallery is collecting a growing archive of digital content.

2021 EXHIBITION ATTENDANCE

451	Inaction
871	UNION
1,709	Imperfect Offerings
1,400	A Practice in Gestures
799	ArtRich 2021

Exhibitions



RAG presented four exhibitions in the gallery and two off-site installations in 2021, representing emerging to senior artists from the Lower Mainland and beyond. Each exhibition highlights a range of contemporary artistic mediums.

GALLERY

INACTION

Brendan Fernandes

February 12 – April 3, 2021

Inaction addressed the potential for change through collective action. Working in collaboration with the design firm Norman Kelley, Fernandes designed a set of mobile dance supports for activation by local dancers. In performances throughout the exhibition, Fernandes' choreography guided dancers to utilize

the sculptural objects in movement, referencing a mix of childhood play and professional dance warm-up exercise. Paired with the installation was the video work *Free Fall: for Camera* exploring the act of falling. Featuring 16 dancers, the work demonstrates the cataclysmic moments when bodies fall onto a stage. *Inaction* reflects on this current moment, how our bodies are affected by systemic violence, and the potential for positive change through gathering, protest and physical collectivity. Presented in partnership with the Ezra and Cecile Zilkha Gallery at Wesleyan University.

UNION

Nancy Lee 李南屏 and Kiran Bhumber ਕਰਿਨਸੀਪ ਕੌਰ ਭੰਬਰ

April 24 – June 5, 2021

UNION presented a new body of work created by Vancouver-based, interdisciplinary media artists, Nancy Lee and Kiran Bhumber: a speculative sci-fi exhibition centred around a narrative of two beings discovering their ancestral memories through the longing for touch and the rituals practiced in their post-apocalyptic wedding ceremony. The exhibition incorporated XR, performance, sculpture, multi-channel sound and video installation. Co-presented with Cinevolution Media Arts Society.

"As a cancer survivor, it has me thinking about my scars and the journey I have been going through to accept and love my new body with all of its imperfections."

– gallery visitor,
Imperfect Offerings

IMPERFECT OFFERINGS

Jesse Birch, Naoko Fukumaru and Glenn Lewis

June 26 – August 22, 2021

Imperfect Offerings featured new commissions and past works by three BC artists with a ceramics practice whose works embody both function and beauty. Recalling the artists' hands, foregrounding the tactility of creating, rebuilding and healing, the exhibition's core themes resonated with our collective journey through the COVID-19 pandemic, highlighting recovery and a careful return to sociality. Several of the pieces were also functional pieces of pottery used to serve tea or share food and drink. Each featured artist has a unique connection to the rich history of pottery in the province, which was influenced by the revolutionary studio pottery movements of renowned Japanese potter Shōji Hamada and British ceramicist Bernard Leach.



Naoko Fukumaru, *Imperfect Offerings*



Nancy Lee and Kiran Bhumber, *UNION*



Accessibility

CNCL - 176

Investment



Awareness/Participation



Public Spaces

Barbara Zeigler, *A Practice in Gestures*

ArtRich 2021

"Staff-guided tour comments certainly enriched my visit. Many thanks for having a real person as well as not only by QR codes! Merci!"

– gallery visitor,
A Practice In Gestures

A PRACTICE IN GESTURES

Farheen HaQ, Deborah Koenker, Bev Koski, Mitra Mahmoodi, Bettina Matzkuhn and Barbara Zeigler

September 10 – November 14, 2021

A Practice in Gestures drew together works by six artists living and working in British Columbia whose practice includes textile works such as beading and embroidery as well as video, ceramic and mixed media. The diverse selection of works and approaches shared a vocabulary of simple gestures rooted in domestic familiarity giving shape to meaningful rituals and practices. At the same time, the works confronted colonial and patriarchal narratives in addition to environmental imperatives.

ARTRICH 2021

December 3 – December 31, 2021

ArtRich 2021 is the fourth bi-annual, juried exhibition presented in partnership with the Richmond Arts Coalition. This year's eclectic selection of works by more than 50 artists from Greater Vancouver included paintings, drawings, sculptures, textile arts and digital art. In a partnership with Richmond Public Art, three *ArtRich* artists were selected to have their artwork featured on the No.3 Road Art Columns in 2022.



Naoko Fukumaru

Artist Interviews on Video



For each exhibition, RAG produces video interviews of the artists or curators talking about their work. In 2021, there were seven exhibition videos produced: Naoko Fukumaru, Glenn Lewis, Jesse Birch and Mick Henry were interviewed for *Imperfect Offerings*; Brendan Fernandes for his work in *Inaction*, Nancy Lee and Kiran Bhumber for their work in *Union*; and Curator Nan Capogna introduced the six artists for *A Practice in Gestures*.



Accessibility



Diversity



Investment



Awareness/Participation



Public Spaces

OFF-SITE

CAPTURE FESTIVAL ON THE CANADA LINE

Chun Hua Catherine Dong and Brendan Fernandes

April 1, 2021 – March 15, 2022

(In partnership with Richmond Public Art and Capture Festival)

In 2021, RAG presented a series of photo-based installations at Lansdowne and Aberdeen Canada Line stations and offered online tours featuring the artists.

Chun Hua Catherine Dong's *The Misfits* illustrates the rich symbolic value of Chinese textiles to explore issues of gender and culture. The phoenix and dragon are interconnected symbols in Chinese culture and are often used together to symbolize auspicious and blissful relations between husband and wife. In ancient Chinese history, the phoenix could be male or female. However, as the dragon became associated with Chinese emperors as an imperial symbol, the phoenix became exclusively associated with female identities. Within this diptych installed at Aberdeen Station, Dong envisions the phoenix and the dragon not as opposites but as mirrors of each other. Adding her own twist to a traditional medium, the artist used blue to return masculinity to the phoenix and plum blossoms to offer femininity to the dragon.

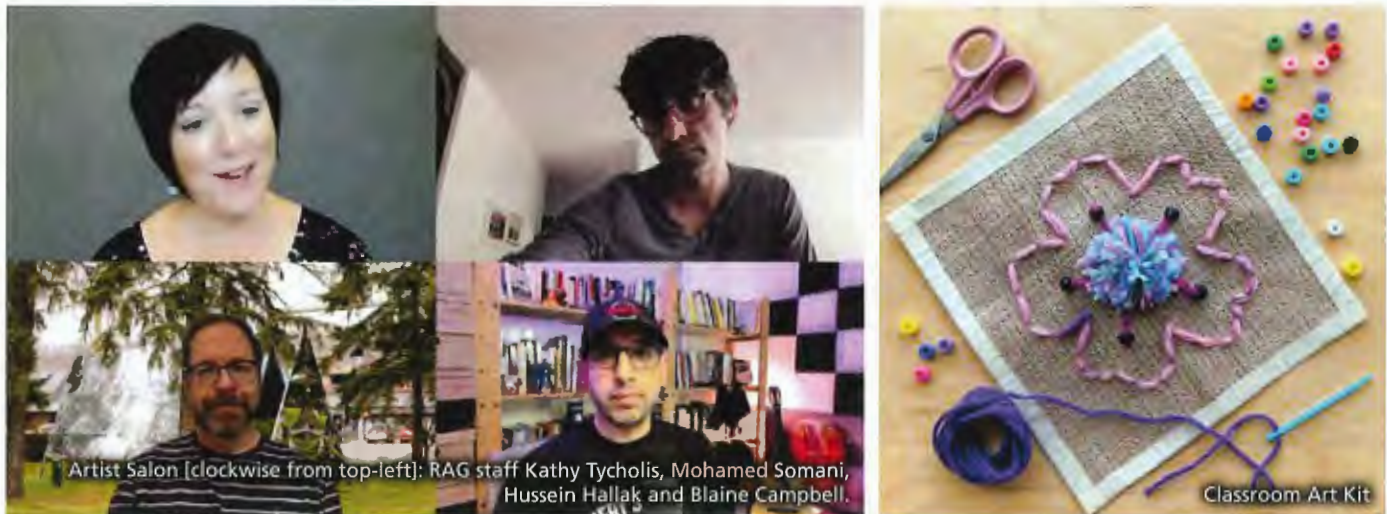


Brendan Fernandes, *The Left Spaces*



Chun Hua Catherine Dong, *The Misfits*

Brendan Fernandes' *The Left Space* uses historically significant patterns to tell stories of power and resistance. Evoking a sense of urgency and emergency, "dazzle" patterns, which were painted on warships to confuse the enemy, are coupled with purple and magenta plaid, which at once symbolizes British colonial rule in Kenya, a warning to predators in the wild, and the flashing of police lights. Fernandes playfully wrapped this symbolic print across Lansdowne Station. The gesture offered a moment to contemplate solidarity, resiliency, protection and care during these trying times.



Community Outreach and Programs

Through 2021, RAG stayed connected with Richmond's artists and art lovers through a combination of unique digital and in-person programming.

ARTIST SALON SERIES

Artist Salon is an ongoing program for visual artists supported through the City of Richmond's Arts and Culture Project Assistance program. The series connects local emerging and established artists, particularly those who live or work in Richmond, with professional artists and arts workers to provide information, feedback and discussion on career development opportunities.

The program moved to a hybrid format in 2021, delivered as monthly live-streams or in-person artist or curator talks that included Q&A with participants. All online sessions were recorded and provide a video library of resources for artists, available via the RAG website and YouTube Channel, and are viewed by participants from all over the world. The in-person sessions provided a more intimate setting where participants could connect directly with presenters for personalized discussions as well as a networking opportunity.

EXHIBITION TOURS IN ENGLISH AND MANDARIN

The gallery resumed in-person tours in the summer of 2021, and started to offer online tours to groups within Metro Vancouver. In-person tours were led by gallery staff or exhibiting artists to provide a deeper understanding of the exhibitions and to offer visitors the opportunity to ask questions directly to the artist or curator.

Online tours were also available for groups no longer able to visit in person, particularly those in seniors homes, post-secondary institutions and language schools.

As well, a tour in Mandarin was scheduled for each exhibit, both online and in-person, providing some Richmond residents the opportunity to learn about the local art scene in their first language.

"I attribute the successful application of my first public art to the Richmond Artists Salon because of the knowledge I've learned and the encouragement from the people I've met. I have really benefited a lot from the knowledge and support."

– Artist Salon participant

2021 ARTIST SALON ATTENDANCE

237 Livestream and In-person

762 Video views



RAG/ECUAD Youth Art + Culture Lab program



RAG/ECUAD Youth Art + Culture Lab program

Youth Programming

SCHOOL ART PROGRAM

The Richmond Art Gallery Association's School Art Program introduces students from Preschool to Grade 12 to the world of contemporary art through interactive gallery tours and exhibition-based, hands-on art activities. The program also provides professional development opportunities for teachers with online workshops and resources to help them incorporate content on local, regional and national Canadian art and artists into their lessons.

In 2021, RAG partnered with Cree and Métis artist Michelle Sound on the creation of two Classroom Art Kits on the topic of Indigenous art that launched in January and September. **Twenty-eight art kits were purchased by teachers for use in their classrooms, serving a total of 561 students.** As well, the collection of free online programming was expanded with four new videos of classroom art activities on topics such as printmaking and drawing with a total of **1,007 views**.

Limited in-gallery school programs included free tours for elementary and high school students, and field trips for spring and summer camps. The gallery offered 18 in-gallery school programs in 2021.

ECUAD YOUTH ART + CULTURE LAB

Continuing the partnership started in 2018 with Emily Carr University of Art + Design (ECUAD), RAG co-hosted an art course for youth aged 12–15 years. For the 2021–2022 session, the program was hosted in-person at the gallery, bi-weekly over seven months. Students met online as a group with an ECUAD instructor, or on site with a RAG instructor. Both facilitators shared images and videos from current exhibitions to develop projects that explored the artistic practices of contemporary artists. The culmination of the program will be a curated student exhibition in the Cultural Centre Rotunda Gallery in April 2022.

Guest artists Deborah Koenker, Jane Wong and Jeni Chen were also included via in-person sessions to share their work and practices directly with the students. The program is gaining in popularity each year, and the **course registration reached capacity once again for this session.**

"I have never seen the whole class into an art lesson as much before. I have some boys who hate art, and can never sustain focus, always doing the bare minimum, but they really got into this. Thank you!"

— Grade 5 teacher



Accessibility



Diversity

Investment



Awareness/Participation



Public Spaces



RAGA BOARD OF DIRECTORS 2020-2021

Simranpreet Anand

Kurt Aydin

Vivian Ching

Kristal Hamakawa

Jenny Ho

Gina Holliday Jones

Russna Kaur

Jas Lally – President

Allison Liu

Daria Sheina

Lei Tian

Council Liaison: Councillor Carol Day

Richmond Art Gallery Association

The Gallery benefits from financial and in-kind support of many organizations via the Richmond Art Gallery Association (RAGA). In 2021, RAGA received cash and in-kind assistance from three levels of government, businesses, private foundations and individuals. Through the COVID-19 pandemic, RAGA has been supported with emergency funding from BC Arts Council and Canada Council for the Arts, allowing it to continue public programs through the pandemic.

RAGA is an independent, non-profit society formed to support the Richmond Art Gallery through fundraising, membership and advocacy. In 1987, RAGA was registered as a non-profit society to enable the Gallery to receive donations and issue tax receipts as a charitable organization.

By developing educational and public programming, RAGA provides the community with opportunities to learn about contemporary art and participate in art-making activities. Proceeds from RAGA's fundraising efforts contribute to the gallery's active program of artist and curator talks, panel discussions, tours, workshops and video interviews as well as brochures and catalogues that serve as interpretive texts accompanying exhibitions.

Partnerships

The Richmond Art Gallery has developed and continues to consolidate relationships with numerous community partners such as the Capture Photography Festival, Canadian Artists Representation / Les Front des Artistes Canadiens (CARFAC) BC, Emily Carr University, Mobil Art School, Richmond School District No. 38, Richmond Public Library, Richmond Museum Society, Richmond Public Art Program, Richmond Arts Centre, Richmond Media Lab, SUCCESS, University of British Columbia Faculty of Education, Cinevolution Media Arts, Centre A, Art Gallery of Greater Victoria, Nanaimo Art Gallery, Quilchena Elementary School, Wesleyan University, and Vancouver Asian Heritage Month Society.

These partnerships allow the gallery to create mutually beneficial opportunities for audience crossover, resource sharing and cooperative programming and help to extend the understanding of art's significance in everyday life.



Bagua Artists Collective, *From Earth to Water*

RICHMOND PUBLIC ART PROGRAM TO-DATE:

344	Total number of artworks to date
192	Permanent artwork installations
147	Temporary installations (69 no longer on display)
36	New works of art installed in 2021 (including 28 temporary and 7 permanent artworks)
263	Total number of permanent and temporary artworks currently on display
16,000+	hours of community participation in the Artists Engaging Community Program to-date

Richmond Public Art Program

The Richmond Public Art Program provides a means for including art in the creation of a vibrant, healthy and sustainable city. In addition to permanent and temporary artworks, the Public Art Program offers a stimulating program of educational and community engagement activities to increase public awareness of the arts and encourage public dialogue about art and issues of interest and concern to Richmond residents.

Civic Public Art Program

In 2021, public art was commissioned by the City and installed on two civic properties.

FROM EARTH TO WATER

Bagua Artists Collective
Alexandra Greenway

This integrated artwork into the asphalt multi-use pathway celebrates the local natural heritage of the Alexandra Neighbourhood and is inspired by Chinese ornamental patterns and Richmond's native bog. The emblematic design highlights local plant and animal species. The work is installed along the multi-use pathway from Alexandra Road to Alderbridge and brings local ecology and history together to raise awareness and celebrate the aspirations of a sustainable and connected Richmond.



Portals to the Future

PORTALS TO THE FUTURE | RELOCATION PROJECT

Mark Gallant, Yoli Garcia, Gilles B Herbert, Michael Hilde, Kathy Hill, Vedran Jelincic, Reto Marti, Noemi Pullvers, Alberto Replanski, Sandra C Sinclair and Erik Stainsby

Tait West Park

This series of five stone pillar sculptures was originally installed along the dike path at Hollybridge in 2003. In 2015, upgrades to the urban realm and road construction required some of the pieces to be removed and temporarily stored. In July 2021, the sculptures were “re-united” when they were all relocated to Tait West Park at No. 4 Road and River Drive.

Portals into the Future is a legacy “Millennium” project that was developed through a partnership between the artist Alberto Replanski (1939–2008) and the Community Arts Council of Richmond, who funded the project with support from the Vancouver Academy of Art. Under the direction of Replanski, five artist teams each created an original sculpture based on the theme of “portals and gateways.”

Jacqueline Metz and Nancy Shew,
koyo-te, through the bog

Private Development Public Art Program



Through the development applications process, private developers continued to provide high quality public art to enrich the public realm. In 2021, the following projects were completed:

KOYO-TE, THROUGH THE BOG

by Jacqueline Metz and Nancy Chew
23100 Garripie Avenue

koyo-te, through the bog is an enigmatic assemblage of elements that reference the local ecological and cultural history of a site that includes thousands of years of food gathering and farming.

A finely detailed plinth suggests weathered wooden crates, such as those that may have been used for storing cranberries, perhaps by Japanese settlers at one time. Set atop is the sculptural bronze form of a coyote, still and watchful, and located slightly above the eye level of passers-by. The animal is at home in this neighbourhood, moving between the lush landscape of the bog and the river, almost invisibly interwoven with the lives of residents.

Devon Knowles, *Lily Tree*

LILY TREE

by Devon Knowles
8199 Capstan Way

Lily Tree references the lily pad plant that thrives near the threshold between land and water. This artwork consists of four lily pads, considerably enlarged, abstracted, and made of brightly painted steel. Just as the lily pad provides cover for fish and aquatic life in the water, these structures provide shade for passers-by. Meanwhile, at a distance, they resemble an abstracted version of a windswept forest.



Accessibility



Community

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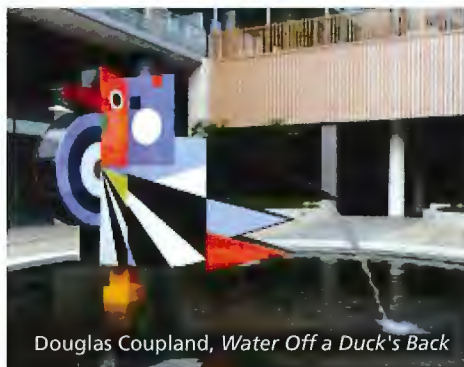
Investment



Awareness/Participation



Public Spaces

Douglas Coupland, *Water Off a Duck's Back*

WATER OFF A DUCK'S BACK

by Douglas Coupland

6699 River Road

Richmond's waters are home to many species of birds including ducks, most of which are at their most visible during seasonal migration. In this water feature, we see a quartet of waterfowl drakes: a Harlequin duck, Wood duck, Mallard duck and Mandarin duck. The sculpture heightens the simple joy of birds, and the richness they bring to those lucky enough to share their habitat. Douglas Coupland is a celebrated Canadian author and artist with public artworks commissioned across Canada.

Khan Lee, *Bell*

BELL

by Khan Lee

8699 Hazelbridge Way

In this work, a single plate of steel has been transformed into a tall, three-dimensional form in a manner that does not create any waste, nor require additional materials such as fasteners or welding. As such, Bell invites viewers to compare the nature and functions of this single element in two different states. Khan Lee works in performance, media, sculpture and drawing. His practice involves experimentation with form and process in order to express inherent relationships between material and immaterial content.

Lucien Durey and Jeff Kulak, *High-Fives*

HIGH-FIVES

by Lucien Durey and Jeff Kulak

8155 Capstan Way

High-Fives is an airbrushed mural depicting five birds in flight amongst five floating clouds to offer a hopeful message to residents and passers-by. Based on their research into Chinese numerology and symbolism, the artists chose to work with the number five to represent the five elements (earth, water, fire, wood and metal) and to depict clouds to represent abundance and good fortune. For the artists themselves, the project also reflects a spirit of possibility and celebration, inspired by the act of collaboration.

Civic and Public art projects commissioned in 2021 for installation in 2022-23 are listed in Appendix 2 (page 52).

Community Mural Program

The City of Richmond Mural Program provides opportunities to add vibrancy to highly visible public spaces, foster community dialogue and cross-cultural exchange, and engage diverse and multi-generational communities. The program is funded through the voluntary contributions of private developers to the City's Public Art Program Reserve fund.

LET'S PLAY LET'S GO

by Dawn Lo and April dela Noche Milne

Westwind Elementary School, 11371 Kingfisher Drive

Through a series of engaging workshops with students, the artists found that Westwind Elementary School was a safe space for all to feel welcomed for who they are. This mural is about friendships and the relationship between play and learning, as well as showing care to nature and the environment.



Accessibility



Diversity



Investment



Awareness/Participation



Public Spaces

Andrew Tavukciyan, *Richmond Ice Centre Mural*Dan Lo and April dela Noche Milne,
Let's Play Let's GoKaren Yurkovich and Tristesse Seeliger, *Metamorphosis*

"The mural does more than beautify our space! It is amplifying a sense of community to our neighbourhood. It tells a story of play, relationships, nature and learning. We are blessed and so happy with the final expression."

— Principal, Westwind Elementary School

RICHMOND ICE CENTRE MURAL

by Andrew Tavukciyan

Richmond Ice Centre, 14140 Triangle Road

This large-scale mural references the activities that take place at the Richmond Ice Centre, including hockey, figure skating, ringette and ball hockey. The dynamic nature of these activities is conveyed through the composition and form of the abstracted sports equipment, while the colour palette was inspired by the teams that play there: blues for the Richmond Jets Minor Hockey and Richmond Ringette teams, reds for the Richmond Ravens Female Hockey team, and yellows for the Connaught Skating Club and Richmond Ball Hockey Association. Created with support from the Richmond Arenas Community Association.

METAMORPHOSIS

by Karen Yurkovich and Tristesse Seeliger

12651 Mitchell Road

Interconnected and interwoven, *Metamorphosis* makes visual the essential cycles of nature as it responds to both historical and existing shifting relationships with place and territory. The mural honours these endless transformations and, metaphorically, the return of industry back to nature. The three plants that are depicted — Lyngbye's sedge, *Typha latifolia* and *Juncus balticus* — are native to British Columbia and Mitchell Island. The artwork's form also reflects the theme as the design allows passers-by and motorists to recognize the cyclical theme, regardless of which direction they are travelling.



Accessibility



Diversity



Investment



Awareness/Participation



Public Spaces

McMATH SCHOOL MURAL

by Dean and Christina Lauzé

McMath Secondary School, 4251 Garry Street

Dean and Christina Lauzé's process included community engagement workshops with Grade 11 leadership students from McMath Secondary School to inspire the design of the mural, which celebrates the activities taking place in the school while considering the themes of school spirit, recreation and local landmarks. Created with support from McMath Secondary School.

THINKING LEARNING CARING

by Fiona Tang

Thompson Elementary School, 6211 Forsyth Crescent

This mural was inspired by Thompson Elementary School's motto: Thinking. Learning. Caring. Through her large scale drawings, the artist's goal was to minimize the distance between humans and animals. The viewers engage with the work emotionally and physically and are overwhelmed with a sense of vulnerability and wonder by the sheer size. Through interacting with these animals, the audience is made aware of their existence and reverses the passive relationship between the viewer and artwork.



Dean and Christine Lauzé,
McMath School Mural



Fiona Tang, *Thinking Learning Caring*



Carmen Chan, *Stages of Bloom*

STAGES OF BLOOM

by Carmen Chan

Gateway Theatre, 6500 Gilbert Road

This mural aims to reflect the magical personal transformation and unity experienced by students, staff, visitors and patrons of the Gateway Theatre, a safe place that welcomes, inspires, explores and encourages growth through play. The variety of flowers in different stages of bloom symbolize the diversity and inclusive nature of the individuals who make up the Gateway Community: poppies represent the marginalized, wild and free; hibiscuses originate from the South Pacific, so represent the many immigrant families that have found their home in the City of Richmond; a reimagined daisy with rainbow-coloured petals represents all who identify with the LGBTQ2S+ community; and lastly, there is a classic pink peony, a poetic and beautiful flower beloved by all, just like Gateway Theatre itself. Created with support from Gateway Theatre Society.

Creative Café Collective, *Whimsical Garden*Rachel Rozanski,
Exploring Ecology Through Place

2021 PUBLIC ART BY THE NUMBERS

- 195** submissions received for 9 Public Art Calls
- 23** Richmond artists contracted for Public Art commissions
- 12** Community groups engaged to inform and create public art projects
- 80+** volunteer hours
- 400+** participants at Public Art events and programming

Engaging Artists in Community Public Art Program



The following programs were funded through the voluntary contributions of private developers to the City's Public Art Program Reserve fund.

WHIMSICAL GARDEN

by Creative Café Collective

Artist-In-Residence, William Cook Elementary School

Whimsical Garden was led by community-based artist J Peachy with support by Pat Calihou, Yolanda Weeks, Melissa West Morrison and Tiffany Yang. The year-long project engaged Grades 4 and 5 students at William Cook Elementary to activate outdoor spaces in their school yard through a series of virtual and outdoor in-person art activities and workshops incorporating Indigenous carving, puppetry and eco-arts. A legacy artwork entitled *Four Directions Canoe Garden* was completed in June and was installed on the school grounds to be enjoyed by park visitors and neighbourhood residents alike. For more information about this project, visit cookwhimsicalgarden.ca

EXPLORING ECOLOGY THROUGH PLACE

by Rachel Rozanski

Richmond Public Library

This year-long artist-initiated project aimed to showcase and highlight Richmond's natural heritage and unique ecosystems through artist-led workshops presented at the Steveston and Brighthouse Library branches. The workshops engaged a variety of community members including families, seniors and youth. The artist used natural and locally found materials and processes for all of the workshops. A final legacy artwork was completed by the artist with contributions from community members. The legacy artwork is presented and displayed at the Brighthouse Library branch. For more information about the project, visit exploringecology.wixsite.com/home

Jean Bradbury, *Stories of Home – Past and Present*Sam McWilliams, Paige Gratland and Phranc with WRCA, *Signs of Pride*

STORIES OF HOME – PAST AND PRESENT

By Jean Bradbury

Richmond Multicultural Community Services

In partnership with Richmond Multicultural Community Services (RMCS), this community-engaged project invited Arabic- and Farsi-speaking newcomers to participate in a series of drawing and painting workshops with the artist. Participants were invited to share their stories of home and learned how to draw using simple graphic novel formats, combining painting and embroidery. In collaboration with the artist, participants presented an exhibition of their completed artworks in partnership with the Richmond Public Library–Brighthouse Branch and the launch of a Community Art Wall. The exhibition, on display from November 6, 2021 to January 6, 2022, included a celebratory exhibition opening and gathering with the participating community artists leading conversation circles with visitors to discuss the work and newcomer experiences.

“This project, for me, was a great success, not just because of the beautiful artwork that was produced, but because of the wonderful time the youth had during the project, and the access to meaningful mentorship.”

– Youth Development Coordinator

SIGNS OF PRIDE AT WEST RICHMOND COMMUNITY CENTRE

by Sam McWilliams, Paige Gratland and Phranc
with the West Richmond Community Association

In celebration of Richmond’s Pride Week, the Public Art Program partnered with the West Richmond Community Association to commission artists Sam McWilliams, Paige Gratland and Phranc to create a public artwork in collaboration with LGBTQ2S+ youth. The youth played an active role in developing the project opportunity, including the development of the artist call, artist selection, concept development and implementation of the public art project.

Signs of Pride is presented on three exterior concrete columns on the west façade of the West Richmond Community Centre. The work mixes archival material of LGBTQ2S+ history and imagery with some of the youth’s more personal ephemera and symbols of pride expressed visually as line drawings and incorporated into a vibrant colour pattern. The contributions from the youth responded to the prompt: “What makes you feel welcome in a space?”



Accessibility



Diversity



Investment



Award-winning Participation

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Public Spaces

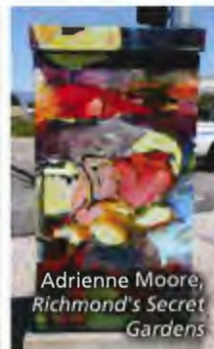
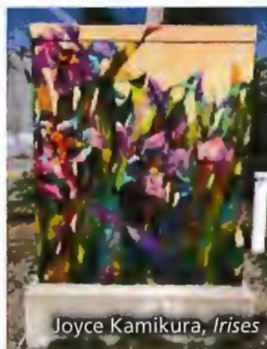
Community Public Art Programs

The following programs were funded through the voluntary contributions of private developers to the City's Public Art Program Reserve fund.

ART WRAP PROGRAM

The Public Art Program partners with BC Hydro, Engineering and Public Works, Parks Services, Museum and Heritage Services, Transportation and Environmental Programs to beautify new and existing utility boxes throughout the city. In 2021, ten traffic cabinets were wrapped in partnership with Engineering and Transportation with works by Jeni Chen, Krystle Coughlin Silverfox, Joyce Kamikura, Adrienne Moore and Loraine Wellman.

- **Recharge and Renewal, Jeni Chen, Gilbert Road and River Road**
These art wraps acknowledge and celebrate the natural resources of the Fraser River and its vital habitats for a wide diversity of fish, birds, mammals, invertebrates and plants. The artworks aim to highlight the delicate balance between building a vibrant community and protecting an important bio-diverse ecosystem.
- **Untitled, Krystle Coughlin Silverfox, Cambie Road and No. 3 Road**
As a First Nations visual artist, Krystle is inspired by land, identity, belonging and culture to create visual artworks. Her practice combines Northwest Coast formline design elements with digital photography, scenography and traditional collage.



- **Poppies and Irises, Joyce Kamikura, River Parkway & Leslie Road**
These works depict the artist's love of poppies and irises, and their natural beauty. The artist used original paintings entitled *Revelling in Spring* and *Dashing Poppies* to digitally create compositions for the art wraps.
- **Richmond's Secret Gardens, Adrienne Moore, River Parkway and Cambie Road**
Digital reproductions and compositions were produced from original paintings by the artist entitled *Waterlily Garden* and *Secret Garden*. The works reference natural and unspoiled lily ponds near Garry Point Park and the well-tended city gardens of the city of Richmond, whose unofficial title of "Garden City" is well-known.
- **Rudbeckia, Loraine Wellman, River Parkway and Ebco Crossing**
The compositions for these art wraps were produced from original paintings by the artist depicting a garden of Rudbeckia flowers.





NO. 3 ROAD ART COLUMNS EXHIBITION 15

Public Art continued to support the #RichmondHasHeart Campaign in 2021, aimed at bringing the community, residents and businesses together to show their support for those working to fight the COVID-19 pandemic and to explore new and meaningful ways to find connection while maintaining physical distancing protocols. Two exhibitions of work by local artists were presented as part of the No. 3 Road Art Columns program, featuring artwork by Aman Aheer, Glen Andersen, Fanny Bok Yin Tang, Anja Novkovic, Keely O'Brien, and Manuel Axel Strain.

PART I

- ***Rhododendron, Crazy Yellow Daisy, Spring Dream Pink Magnolia Flowers & Gill, Fanny Bok Yin Tang*** A series of flower paintings captures life's journey, surrounded by the earth's ethereal beauty and glory, and within a world that is undeniably separate from the one in which we are living. Isolation and uncertainty are present during the pandemic but we can still hope to grow strong and beautiful.
- ***Dearest, Keely O'Brien*** A series of postcards celebrates the kindness, interconnection and care community members expressed for one another during a recent snail mail-based interactive art project. Each message is both a record of an intimate correspondence between participants and a public wish extended to all passers-by.
- ***The Old Normal – a storyboard for simple pleasures, Glen Andersen*** A photographic series depicts playgrounds set in mysterious spaces around Richmond as if set in a parallel world. The children playing on them symbolize the hope, resilience and adaptation of a new generation despite the current trying and turbulent times.

PART II

- ***A Closer Walk (Scarlet Stilts), Beyond The Break, Divine Flight, Bridge, Aman Aheer*** This series highlights transformation and defiance by depicting the intimate relationship between the spirit and the human body. Aman Aheer is a Richmond-based, queer painter of Indian heritage. His practice weaves textiles into the surfaces of his works and often mixes seemingly opposing or contradictory materials.
- ***Barn Owl & Dandelion, Blue Heron & Plantain Leaf, Rabbits & Red Clover, Coyote & Milk Thistle, Anja Novkovic*** This series of illustrations depicts medicinal plants and animal species found in the Garden City Lands. Anja Novković is a Richmond-based artist. In her illustrations, she often focuses on nature and employs symbolism, dreamy line-work and joyful colour palettes to depict flora and fauna.
- ***Different Grounds, Manuel Axel Strain*** This photographic work asserts the presence of the Indigenous body to uplift and honour the relationship to the ground we walk upon. Manuel Axel Strain is a non-binary, Two-Spirit artist of Musqueam, Simpcw and Inkomupulux ancestry whose art practice confronts and undermines the imposed realities of colonialism, proposing a new space beyond these systems of power.



Emily's Pandemic Food Experience (RSCL)

Eating in the Time of COVID-19

Eating in the Time of COVID-19 was initiated in 2020 as one of four artist-initiated projects for #RichmondHasHeart campaign and was completed in December 2021. In answer to the question "How has your relationship with food changed since the pandemic?", artists Christy Fong and Denise Fong collated responses and stories from The Sharing Farm Society, Richmond Food Security Society, Turning Point Recovery Society, Storey's Café, local farmers, grocery store owners, restaurateurs, food bloggers and the general public in Richmond.

A final **video is available online** along with an exhibition to document the voices, feelings, and visual representations of the COVID-19 experience. Through 2021, the website attracted **more than 600 visitors from 20 countries**. For more information, visit richmondfoodstories.ca.

CAPTURE PHOTOGRAPHY FESTIVAL ON CANADA LINE

In partnership with Richmond Art Gallery, a series of photo-based installations at Aberdeen and Lansdowne Canada Line Stations were installed as part of the Capture Photography Festival: *The Misfits* by Chun Hua Catherine Dong and *The Left Space* by Brendan Fernandes. (More information about these works on page 17.)

Education and Outreach

Richmond Public Art partnered with other City service divisions to incorporate public art-based activities and programs as part of signature events for the City.

2021 RICHMOND CULTURE DAYS

The Public Art Program, in partnership with community partners, offered a variety of free, family-friendly activities and events for Culture Days:

- **Richmond Public Art Walking Tour** Public Art staff led a walking tour of public art works in the Olympic Oval precinct including recent additions to the collection such as *Water Off a Duck's Back* by Douglas Coupland, *Wind Flowers* by Alyssa Schwann and Mike Seymour, as well as established works such as *Water Sky Garden* by Janet Echelman
- **StoryWalk(R) with Rachel Rozanski and Richmond Public Library** This artist-led and nature-inspired activity at Minoru Park playground invited children to follow a story by visiting trees with storybook pages on them. The event promoted literacy, learning and outdoor play and was presented in partnership with the Richmond Public Library.
- **Richmond Public Art Self-Guided Mural Tour** The public was invited to take a self-guided tour of six new murals created through the 2021 Community Mural Program.

"It was my first art walk ever, I learned a lot about my own community, and the different public art sectors. Thank you for having me, I had so much fun."

– Art Walk participant



Accessibility



Diversity



Investment



Awareness/Participation



Public Spaces

"My kids had fun doing the scavenger hunt, and it got us out and about in Richmond. Great work in putting it together. We enjoyed it."

– Salmon-themed Scavenger Hunt participant



Annual RPAAC walking tour

2021 RPAAC MEMBERS:

Bronwyn Bailey

Imu Chan – Vice Chair

Ceri Chong

Emily De Boer

Paul Dufour – Chair

Jose Larano

Rebecca Lin

Jerome Teo

Minghui Yu

Council Liaison: Councillor Harold Steves

- **Artist Salon with Signs of Pride** LGBTQ2S+ youth artists joined professional artists Sam McWilliams, Paige Gratland and Phranc to speak about their public art project at the West Richmond Community Centre. They discussed what it was like for the artists and the youth to work on developing a community art project, and provided insight into what artists need to consider when planning works or programs that work directly with a community. This event was presented by the Richmond Art Gallery.
- **Whimsical Garden: Four Directions Canoe Garden Party** Creative Café Collective (J Peachy, Pat Calihou, Tiffany Yang, Melissa West Morrison, Yolanda Weeks) with Simon Daniel James and special guest Ian Lai, Executive Director of Urban Bounty, hosted a family-friendly event with artist-led tours of the garden, eco art-making activities and a natural salve-making demonstration using local beeswax and Indigenous plants.

PUBLIC ART SALMON-THEMED SCAVENGER HUNT

Public Art offered a Public Art Salmon-Themed Scavenger Hunt as part of the Canada Day at Home celebrations presented by the Steveston Salmon Festival. The on-demand activity was accessible from the festival's website for the month of July and took players across Richmond to find a series of ten salmon-themed artworks. The contest received 14 submissions and offered a fun, family friendly activity that followed safe, social distancing protocols.

Richmond Public Art Advisory Committee

The Richmond Public Art Advisory Committee (RPAAC) is a Council-appointed voluntary advisory committee that provides input on public art policy, planning, education and promotion. At monthly Committee meetings, members receive presentations on new civic, private development and community project proposals and provide feedback and recommendations.



Accessibility

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Investment



Awareness/Participation



Public Spaces



ARTS EDUCATION PROGRAMS BY THE NUMBERS:

- 360+** courses
- 1,500+** registered students
- 30+** professional instructors
- 16,000+** visits (virtual & in-person)

Richmond Arts Centre

The Richmond Arts Centre provides high quality arts education opportunities in a wide variety of disciplines, including visual arts, dance and movement, music and theatre. The Centre is also home to 11 local arts organizations known as the Resident Art Groups.

The vision for the Richmond Arts Centre is to be the hub of artistic opportunity within Richmond, activating and inspiring artists and community members to connect through the arts. The creative contributions of Richmond residents, through dance, theatre or visual arts, have a significant positive impact on community health and celebrate the vibrancy of Richmond as a diverse and dynamic city.

The Richmond Arts Centre is also home to the Children's Arts Festival.

Arts Education Programs 🗝️❤️📈💬📍

The Richmond Arts Centre continues to develop and diversify its Arts Education offerings to meet community demand for high quality arts education. The programs ensure affordable access to a strong base of introductory and beginner arts education programs as well as higher-level learning opportunities.

In 2021, virtual, outdoor and in-person programs ran throughout the year, responding to current health protocols and conditions. By fall, eight studios successfully re-opened for in-person registered programs and community use.



Art Truck: Bowling Painting

"When our pottery studio reopened we all took a huge breath of relief! It gave us the opportunity to restart our connection with long-time friends, rekindle our love for creating pottery and remind ourselves what 'normal' feels like!!"

— Richmond Potters' Club member

11 RESIDENT ART GROUPS:

- Richmond Artists' Guild
- Cathay Photographic Society
- Chinese Artists Association of Richmond
- Richmond Chinese Calligraphy and Painting Club
- Richmond Gem and Mineral Society
- Richmond Photo Club
- Richmond Potters' Club
- Richmond Reelers Scottish Country Dancing
- Richmond Weavers and Spinners Society
- Textile Arts Guild of Richmond

Community Programs and Outreach

ART TRUCK SUMMER OUTREACH

Over the summer, the Art Truck program visited Minoru Arenas to bring free, engaging art workshops to day camps. The program strived to meet three community needs:

- provide arts experiences for community members who may not otherwise have access to them,
- promote public awareness of art within the community, and
- make arts education readily available to the public.

Two summer students designed and facilitated four inspiring camps, with guidance and support from Arts Centre staff. Creating art through embodied activity, movement or sport, like "bowling painting" or "dance painting", and large-scale mural activities, made for a fun and inspiring introduction to art-making.

ARTS PROGRAMMER ROUNDTABLE

Initiated by the Richmond Arts Centre, the inter-municipal Arts Programmer Roundtable unites 20+ programmers representing 12 municipalities. In light of the pandemic, meetings were held bi-monthly, focusing on identifying successes and challenges, supportive and creative problem solving, and sharing best practices.

RESIDENT ART GROUPS

The Richmond Arts Centre is home to some of the city's longest-running community arts organizations who receive reduced rates on regular room rentals for their activities. Throughout the year, typically, these groups provide workshops, exhibitions and demonstrations for their members as well as participate in community events such as Culture Days.

In 2021, these groups continued to access the studio spaces, for limited numbers of members at a time, when permitted by public health orders. Partnering on a special project, the Richmond Arts Centre provided the Textile Arts Guild of Richmond with a digital platform and support for a series of four live online workshops. These workshops were attended by 126 participants.

COMMUNITY ART EXHIBITIONS

In 2021, the Cultural Centre Upper Rotunda resumed community art exhibitions including the Richmond Arts Centre's Resident Art Groups, children and youth, and local artists. Highlights included:

- Richmond Arts Centre Instructors Show with artists Tony Bowden, Jill Raymond, Laura Rivera and Ming Yeung.
- *Any Day Now* by Keely O'Brien, a site-responsive installation that explored experiences of displacement, especially in circumstances of renovation, development and gentrification.
- *Density of Light* by Dominique Norville, a series of purely abstract paintings and an experiment in the expression of movement and balance.



Accessibility



Diversity



Investment



Awareness/Participation



Public Spaces



National Day of Truth & Reconciliation

Arts Services is advancing the City's *Cultural Harmony Plan* by responding to the Calls to Action from the Truth and Reconciliation Commission and integrating inclusion and accessibility in program offerings. To recognize the recently designated National Day of Truth & Reconciliation on September 30, 2021, two Reframing Relations workshops led by Indigenous and Non-Indigenous artist facilitators from the Community Arts Council of Vancouver were delivered to 40 Arts, Culture & Heritage Department managers, staff and arts educators.

To augment the workshop, a staff-engaged art installation was created and displayed at the Richmond Cultural Centre. Participants were invited to reflect on their knowledge of Truth & Reconciliation, creating weavings of orange yarn in commemoration of Orange Shirt Day.

2021 CHILDREN'S ARTS FESTIVAL BY THE NUMBERS

2,800+	Virtual Attendees
37	Schools
800+	students
7	Artists



Special Events

BLACK HISTORY MONTH EXHIBITION

As in-person attendance to the Cultural Centre was minimal in February, the Black History Month exhibition was postponed until August 2021. Artist Eric Mazimpaka's exhibition, *Afrofuturism* explored the rich history of East African art, and classical and Renaissance painters within a contemporary African pulse. The exhibition marked Richmond's sixth Black History Month celebrated by the City and its community partners.

CHILDREN'S ARTS FESTIVAL

The annual Richmond Children's Arts Festival was re-imagined to happen online with two components: an outreach program for schools and a series of free, online activities for the general public. Presented in partnership with Richmond School District No. 38, Gateway Theatre, Richmond Public Library and Richmond Art Gallery, six artist-led videos were produced and shared with Richmond schools, accompanied by hands-on art supplies for the students:

- *Introduction to Chinese Shadow Puppetry* with Annie Katsura Rollins
- *Air Dry Clay Moons* with Sean Karemaker
- *Red Decorations* with Dawn Lo
- *Dragon Puppets* with Keely O'Brien
- *Scroll Creation* with Mr. Tony
- *Clay Creations* with Emily Sheppard

The Children's Arts Festival saw registration from 37 schools, resulting in participation by more than 800 students throughout the community.

Following school participation, all videos were released to the public on Family Day, February 15, accompanied by supply lists for each activity. In addition to the videos released by the Children's Arts Festival, the Richmond Art Gallery created a video, *Fabulous Figures*, for community members to enjoy.



Drawing and Painting – Preteens. Instructor: Serisa Fitz-James



Accessibility



Diversity



Investment



Awareness/Participation



Public Spaces



RICHMOND MEDIA LAB BY THE NUMBERS:

- 31** Richmond Youth Media Lab (RYMP) members
- 1,303** hours RYMP members spent learning media arts skills and building community connections
- 9** Media Lab courses
- 50+** registrations for Media Lab courses

Richmond Media Lab

Located in the Richmond Cultural Centre and operated in conjunction with the Richmond Arts Centre, the Media Lab is designed to increase technology literacy, accessibility and creativity in our community, particularly among youth. Media Lab participants are taught skills and techniques for applying media and computer technology towards artistic activities and practical marketable skills.

Richmond Youth Media Program (RYMP) 📱❤️💬

The Richmond Youth Media Program (RYMP), a free referral-based program for youth ages 13–24, has been running continuously for more than ten years as a signature offering of the Richmond Media Lab. RYMP members gain skills in media arts and build connections in the community, with a focus on asset development. This year saw a continuation of support from presenting sponsor, Viva Pharmaceuticals and Vancouver Coastal Health's ongoing grant support in partnership with Richmond Addiction Services Society (RASS).

RYMP continued to present flexible programming, including outdoor summer sessions at RYMP in the Park, Remote RYMP online sessions on Discord and Zoom, and a return to in-person skill sessions.

In 2021, 31 members, 62 guests, 24 adult mentors (including youth workers and professional media artists) and one work placement student spent 1,303 hours at RYMP skill sessions and events. RYMP members also participated in a variety of community events and initiatives, including the following:

RICHMOND REMEMBERS IN PLACE LIVE VIDEO SIMULCAST

Under the direction of professional filmmakers Kryshan Randel and Zac Fudge, six RYMP youth came forward to provide live coverage of *Richmond Remembers In Place* for a live community webcast. The video attracted **more than 2,670 views**.



"In total, we received 58 entries this year, so you should feel particularly proud given the tough competition this year! Your video was fun, creative and thoughtful."

— WorkSafe BC

RYMP AT 2021 U-ROC AWARDS

During Youth Week, three RYMP members were recognized as Outstanding Youth at the annual U-ROC Awards: Lucas Lee, Noble Bhathena and Vashika Jain. One RYMP graduate was recognized as an Asset Champion: Sammi Zheng and so was RYMP staff member, Mia Mascarina.

In order to ensure the safety of all U-ROC Award winners, RYMP staff led the production of the U-ROC Awards Ceremony on Zoom. The event featured a black-tie emcee (youth worker Omar Rajan), guest speakers, VIPs and pre-recorded musical performances by two local youth artists.

108 people tuned in to enjoy the show.

WORKSAFE BC STUDENT SAFETY VIDEO CONTEST WINNER

In 2021, RYMP members collaboratively created an animated video PSA for the annual WorkSafe BC contest while remaining physically distant throughout the process. *Pandemic Teamwork*, went on to win the contest in the Grades 8–10 category, one of four winners among 58 entries. The youth producers were awarded \$2,500 and video has been **viewed more than 800 times**.

YOUTH WEEK – CAREERS IN MEDIA ARTS (CIMA)

Careers in Media Arts is an annual event that introduces youth to professionals working in different areas of media arts. On May 7, CIMA was presented online, and featured a location scout from the film industry (Tonya Hartz), a 3D animator (Aerone Elpa), and a musician and entrepreneur (Masia One) who joined from Malaysia. There were 15 participants from Canada and the US.

CULTURE DAYS: RYMP FM

The annual RYMP FM broadcast, created by six youth members, was recorded remotely this year and included one interview program recorded over Zoom. The show was broadcast from the Media Lab in the Cultural Centre over a low-power FM signal on Saturday, October 17, and the recording was later published to Mixcloud.com.

YOUTH ART MART

A youth-led initiative, this annual event has been running since 2013, but was cancelled in 2020 due to the pandemic. In 2021, RYMP staff organized an expanded event to two days, and invited a wider range of artists to participate (ages 13–30). Each vendor was also provided with a \$25 gift card to support the creation of their art. Over November 5 and 6, 167 customers shopped at the Youth Art Mart.

RICHMOND YOUTH MUSIC VIDEO CONTEST (MVC)

RYMP partnered with West Richmond Community Centre for the inaugural Richmond Youth Music Video Contest (MVC). The idea came from musician and former RYMP volunteer, Rob Fillo, who needed a music video for a newly released song. This led to a city-wide contest showcasing local young talent with lots of ideas, varying degrees of video experience and a drive to learn who together created four videos. All were thrilled to be part of something meaningful.



"Just wanted to say that I'm so glad you have the Sat sessions in-person. It's been a place for [my son] to decompress and just hang out after doing online classes during the week. He never wants to miss it; he really loves it that much. It's been pretty isolating for him so the Sat drop-in sessions has been his life-line during Covid-19. Thanks so much!"

– RYMP parent

Programs & Activities

MEDIA ARTS EDUCATION COURSES

2021 saw the year begin with Media Lab courses being held online and transitioning to in-person classes with the reopening of the Richmond Arts Centre. Throughout 2021, students took classes on a range of topics, including Digital Illustration, Manga & Comics, and Digital Photography. In the fall, the Media Lab introduced a new series of Filmmaking and Stop-Motion Animation courses in response to increased demand for instruction in video creation during the pandemic.

DIGITAL STUDIOS

The Media Lab set up a number of digital studios in the Richmond Cultural Centre to facilitate online programming for both Media Lab courses and the Richmond Arts Centre courses. Stations were set up with multiple cameras and lighting to support the teaching of digital arts, visual arts and dance programs.

SPRING BREAK & SUMMER CAMPS

The Media Lab and Arts Centre joined forces to offer enriching arts camp programming across disciplines for both spring break and summer. Programmers also partnered with the Richmond Art Gallery to provide field trips and enhanced art experiences.

Media Creation Services

Media Lab staff members have worked with partners from a range of City departments and community partners to support the production of original videos to highlight program achievements, assist with staff training, provide documentation, and/or offer technical support and advice.

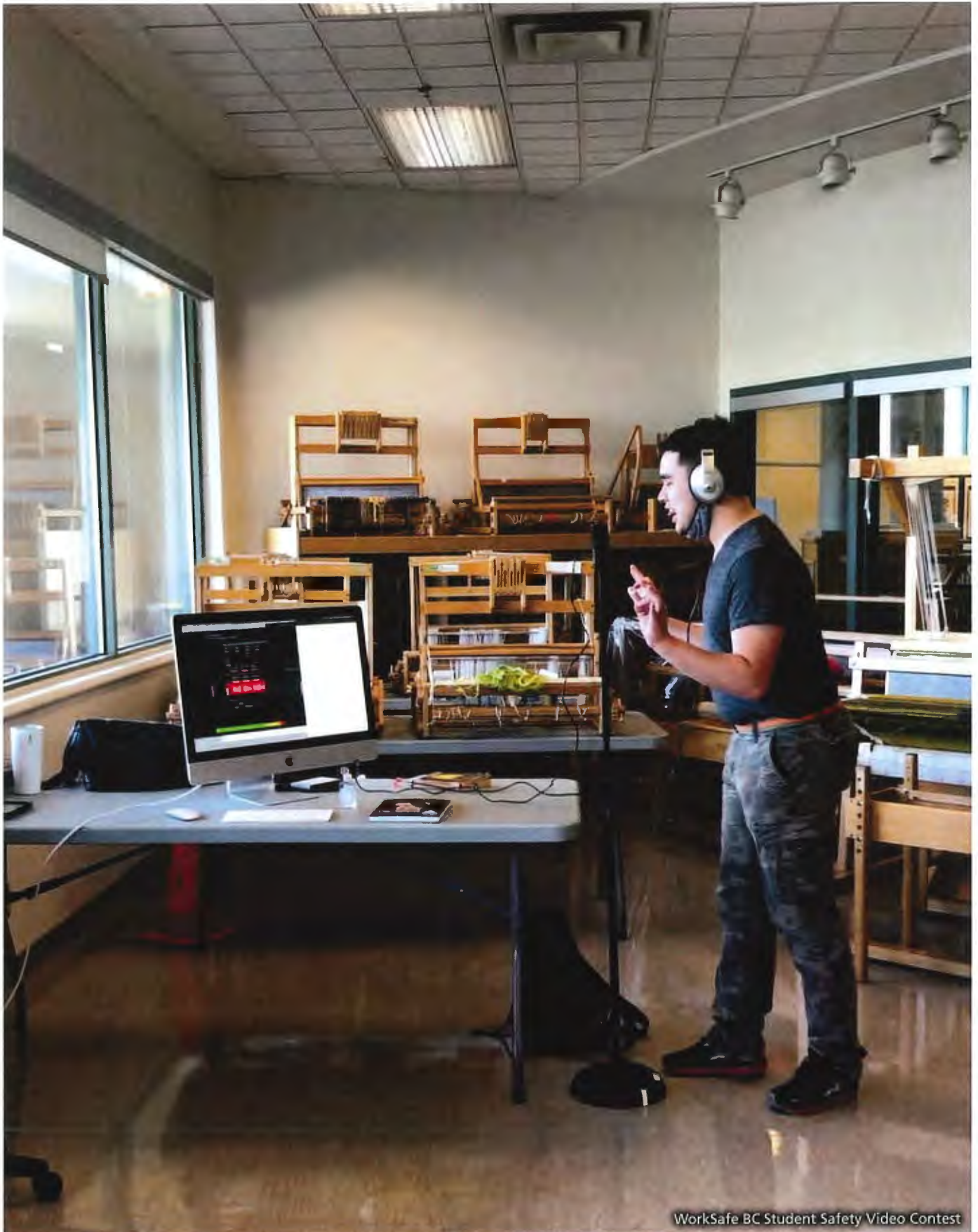
In 2021, the list of projects included: PerfectMind online registration instruction videos, 2020 Arts Services Year in Review video, 2020 Heritage Services Year in Review video, 2020 Wellness Strategy Update video, U-ROC Awards video intro and livestream hosting of awards show, Cherry Blossom Festival video edits, Canada Day video edits for the online O Canada performance, 2021 Arts Awards photography of awards recipients, Richmond Maritime Festival video edits, Writer-in-Residence Program event filming and Culture Days welcome video with Mary Point.

Partners and Funders

In 2021, the Media Lab confirmed the ongoing support of Richmond Addictions Services Society and presenting sponsor VIVA Pharmaceuticals.

The Richmond Media Lab continues to develop relationships with service agencies across the region. RYMP members have been referred to employment, volunteer and workshop opportunities as part of the program benefits.

The Richmond Youth Media Program (RYMP) is at the end of its current three-year funding cycle with the Vancouver Coastal Health SMART Fund, and will be seeking renewal in 2022.



WorkSafe BC Student Safety Video Contest



Beyond Arts Services

While much of Richmond's arts programs, exhibitions, events and experiences are offered through the Department of Arts, Culture & Heritage, the arts play a vital role in the activities of other areas in the Community Services Division, including Parks Services and Recreation and Sport Services.

COMMUNITY ASSOCIATION ARTS PROGRAMS BY THE NUMBERS:

- 1,500** Arts courses offered
- 4,900** Registered participants
- 9** Participating community associations

Community Associations

As part of our relationship-based approach, the City of Richmond works with community associations and societies who deliver a wide variety of programs and services at community centres across the city, including the Minoru Centre for Active Living. Program offerings and events include visual arts, dance, music and theatre opportunities which play a vital role in the continuum of arts programming in Richmond. Although the delivery of arts programs continued to be impacted by the COVID-19 pandemic, more than 1,500 visual arts, dance and music courses were offered in 2021 for 4,900 participants in both virtual and in-person formats. Many of these activities were adapted to take place outdoors to adhere to health and safety protocols.

Participating associations include City Centre Community Association, East Richmond Community Association, Hamilton Community Association, Sea Island Community Association, South Arm Community Association, Steveston Community Society, Thompson Community Association, West Richmond Community Association and Minoru Seniors Society.

Activities

OUTDOOR ART IN THE PARK

Piloted in 2020 in response to the pandemic, this outdoor activity at South Arm Community Centre's courtyard provided creative opportunities to inspire children to explore a combination of art mediums while developing new skills.



"Musical Interludes gives me something to look forward to, even if we can't sing in-person, I feel like I'm still a part of it."

– Richard Y., participant



In addition to the children's program, Outdoor Art in the Park was offered to youth over the summer season, when participants explored a variety of process-based art projects, enabling their creativity to flourish.

OUTDOOR DANCE

To ensure the health and safety of participants and staff during the pandemic, the Steveston Community Society adapted their summer preschool and children's dance programs to be held safely outdoors in Steveston Community Park. These programs were wildly successful and included Outdoor Fairy Tale Dancing, Princess Dance and Storybook Ballet.

MUSICAL INTERLUDES

The Minoru Seniors Society at the Seniors Centre at Minoru Centre for Active Living continued to offer an online bi-weekly music program. Seniors participated in sing-along-style piano and guitar performances that enhanced moods and improved cognition. These sessions also provided a much-needed social connection for the participants.

ONLINE ORIGAMI FOLDING

The Minoru Seniors Society presented two workshops on the Art of Origami in early 2021. Participants joined online to learn the skills of this beautiful yet simple Japanese art form, as they created colourful paper shapes. Workshops included an intergenerational session on Family Day.

JAZZ PIANO COMPING AND CLARINET

The Minoru Seniors Society introduced new music programs to increase skill, build knowledge and have fun with Beginner Jazz piano and clarinet lessons. Participants learned the basics and met weekly to "tune up" their abilities and gain confidence in playing and performing. The sessions have hit a "high note" with additional levels added for 2022.

VIRTUAL FAMILY PAINT NIGHT

In collaboration with seven community associations, an arts instructor from Hamilton Community Centre led families to complete a step-by-step painting of a snowman. This virtual event was a wonderful opportunity for families to connect and have fun together through the arts.

DRAMA, PHOTO AND GLEE ONLINE

Throughout 2021, arts groups from the Seniors Centre at Minoru Centre for Active Living continued to meet and practice online. The Platinum Players Drama group met weekly to rehearse short skits and performed the comedic parody *The Peppersonis* over Zoom for Seniors Week and Culture Days. The Minoru Photo Group and Glee singers attended their programs online throughout the year, maintaining their vital connections to the arts and to each other. A member of the photo group was also named as a Street Banner photo contest winner.



Pride Out Loud



2021 Street Banner Contest

The 2021 street banner contest, organized and coordinated by Richmond's Parks Department, was launched on August 10, 2020 and concluded with the banner unveiling ceremony on February 22, 2021. The contest attracted more than 650 original submissions consisting of photographs, graphic art, collages and other art medium formats. A community judging panel reviewed the submissions and selected 20 designs as semi-finalists. The public was then invited to vote for their favourite designs through the City's Lets Talk Richmond website. The Top 10 designs with the most votes were chosen as the winners.

The winning artists were Alissa Ritchie, Brian Phillips, Dawn Levelton, Eva Wong, Jaida Siu, Jenyse Grimm, Megan Yung, Micah Groberman, Paul Lung and Vergilio Gloriani.

Special Events



Throughout the year, arts programming supports important themes and special events, such as the Harvest Full Moon Project, ERASE Bullying Day and Pride Week.

HARVEST FULL MOON PROJECT

The Harvest Full Moon Project legacy continued at City Centre Community Centre with a creative adaptation in response to the COVID-19 pandemic. Project and artist lead, Marina Szijarto, and her team activated the centre to reflect the significance of the Harvest Full Moon Project where cultures from the east to west come together to give thanks and gratitude as we celebrate the harvest season through intercultural activities and art. Activities included a mooncake-making demonstration, box and bunny lantern making and an interactive Indigenous storytelling session led by Coast Salish artist, Christine Mackenzie.

ERASE BULLYING DAY

While inclusion, kindness and acceptance are a year-round focus, the City and community associations continued to raise awareness and stand up against bullying on February 22 for ERASE Bullying Day. This year was accomplished with several initiatives. For example, Cambie Community Centre's Youth Taking Charge leadership group formed positive messages that held personal meaning to the members. These messages were turned into graphic designs as well as stencils. These designs were printed and posted around the Centre and on the @CambieYouth Instagram account, and the stencils were used to spray rain-activated graffiti on the Cambie grounds. These positive messages were revealed when it rained, bringing brightness and inspiration to the dreary winter days.

PRIDE WEEK

For Pride Week 2021, Thompson Community Centre hosted an online poetry workshop facilitated by queer and non-binary poet, Angelic Goldsky, titled *Abundance in Poetry: Claim Your New Beginnings*. The opportunity was free, designed for the LGBTQ2S+ community, and open to all "word weavers" of any kind. It was a meaningful evening of personal connection through creative expression and attracted viewers from as far away as Korea!

As part of South Arm Community Centre's Pride Week festivities, park-goers were invited to experiment with colours and designs to create patterned t-shirts at the *Tie Dye in the Park* workshop. Participants were also invited to test their knowledge of the history and origins of Pride Week with the *Pride Trivia Challenge*. Through scanning rainbow QR codes scattered throughout South Arm Park, this activity sought to inform and engage the community in conversation and knowledge sharing.

City Centre Community Association celebrated Pride Week with *Pride Out Loud*, a free indoor concert with live entertainment by Richmond-based singer and songwriter, Jason Qiu.





MISSION

To enrich the quality of life in Richmond and surrounding communities by creating outstanding professional theatre and a dynamic hub for the performing arts.

Gateway Theatre

Gateway Theatre is managed and operated by Richmond Gateway Theatre Society, a registered charity and not-for-profit organization. Supported by the City, the theatre facility is Richmond's live performing arts hub, normally drawing audiences in excess of 35,000 to more than 150 performances.

In recent years, Gateway Theatre has collaborated with companies such as Western Canada Theatre, Pi Theatre, ITSAZOO, Ruby Slippers Theatre, Vertigo Theatre and Royal Manitoba Theatre Centre. Building on a tradition of artistic residencies in the venue, in 2021, Gateway launched a more formal Company-in-Residence pilot program, welcoming New(to)Town Collective as the inaugural company.

Gateway's newer community-driven initiatives include participatory and immersive artistic offerings which take place off-site or make innovative uses of Gateway's premises. Recently, Gateway has partnered with other organisations, such as S.U.C.C.E.S.S, Aberdeen Centre and the Gulf of Georgia Cannery National Historic Site, in these artistic offerings.

Gateway also remains an important local rental venue, home to many recitals, events and performances produced by community and professional organisations.

Artistic Offerings

TRANSFORMATIONS PROJECT

January 11 – 21, 2021

Taiwanese-Canadian artist Johnny Wu responded to the question “What would it take to transform our society for the betterment of all?” in his piece, *Relearning Filial Piety: The Journey From Keeping My Head Down To Speaking Up*. Commissioned by Gateway Theatre, this piece was part of the Transformations Project, an initiative of the National Arts Centre. Johnny’s thought-provoking video piece attracted **239 views** and was followed by a discussion with fellow Transformations Project artist Norman Yeung, hosted by Gateway Theatre’s Artistic and Community Producer, Jasmine Chen, over **Facebook Live with 50 participants and 365 views afterwards**.

CHINESE SHADOW PUPPETRY WORKSHOPS

February 15 – March 31, 2021

Hosted in collaboration with the Richmond Children’s Arts Festival, these hands-on, digital workshops by artist and researcher Dr. Annie Katsura Rollins gave families, schools and artists an opportunity to explore this ancient theatre practice. The workshops (in two languages) **engaged 47 households and 18 artists**.

MAD PRACTICE: SANITY SKILLS FOR CRAZY TIMES

May 15, 2021

With normalcy on hold, mental well-being was more important than ever. *Mad Practice: Sanity Skills for Crazy Times* invited community members to take a moment for themselves with JD Derbyshire, performing artist and “certified insane person,” in a space where humour and grief could co-exist. At this mental health Zoom meet-up, JD drew connections between emotional, mental and physical health, and allowed **49 attendees** to participate in discussion at their own comfort level.

SONGS OF SUMMER

July 10 & August 14, 2021

Showcasing three local performing artists, these outdoor in-person concerts welcomed back Gateway audiences after a long pause and brought the joy of music and live performance to the Gateway Theatre Grove, a pleasant patch of grass just outside this venue. In total, **132 community members attended these performances**.

HALLOWS’ EVE POP-UP THEATRE

October 23, 24, 30 & 31, 2021

A free, family-friendly artistic offering brought the whimsical world of Hallows’ Eve to life. This life-size recreation of the miniature Hallows’ Eve paper theatre kit from 2020 included a cast of fun-loving, adventurous characters and brought the Halloween spirit to the Gulf of Georgia Cannery National Historic Site and Aberdeen Centre. Families created magical moments as they stepped into this enchanting set, beautifully illustrated by local artist Keely O’Brien. This presentation attracted **569 participants**.

“The two hours flew by, with a blend of history, video, how-to instructions and time to complete a puppet. Skilled and amateur artists all felt welcome. I look forward to the next Gateway workshops.”

– Chinese Shadow Puppetry workshop participant

“JD is a first rate excellent facilitator and mentor and mental health spokesperson, role model and advocate and activist and all round mental health super hero!”

– Mad Practice participant



Accessibility



Diversity



Investment



Awareness/Participation



Public Spaces



"[Gateway Theatre] gives us enjoyment, camaraderie and gets us more active in the community. Arts is an essential part of a community and Gateway is a big part of that."

– Gateway Theatre patron

"I was so moved at some parts, due to the COVID-19 situation, that I was tearing up. I only wish the performers could have seen our smiling faces behind our masks. I really appreciated the social distancing Gateway had in place with our seating."

– A Broadway Holiday attendee

S.U.C.C.E.S.S PLAY READING

November 17 and 22, 2021.

Gateway Theatre hosted three online play readings for S.U.C.C.E.S.S language learning students. Each class had the opportunity to read excerpts from JD Derbyshire's play *Certified*, which is to be presented at Gateway Theatre in March 2022. During the reading, **46 students in three classes** had the chance to interpret the script and bring forward their ideas about the play. Through reading the script, students engaged with relevant themes of mental health, peer support, and self-discovery.

A BROADWAY HOLIDAY

Musical Direction by Jenny Andersen

Stage Direction by Barbara Tomasic

Created by Christopher King and Barbara Tomasic

December 16-23, 2021

This holiday season, Gateway invited audiences back to the beautiful theatre to celebrate everything we love about Broadway and the holidays. There was also a digital video-on demand version of the concert for those who preferred to sing along in the comfort of their own home. With nine performances featuring seven talented singer-musicians, patrons were treated to festive hits from Broadway shows like "Let it Snow", "Sleigh Ride" and "White Christmas" to name a few. This presentation attracted **1,215 in-person audience members with 67 households experiencing it at home.**

Gateway Academy

The success of the Education Department's Academy programming during these uncertain times lies in the adaptability of the Academy families, students and faculty, and the creativity and flexibility of the artist-educators.

Creative expression is vital to the mental well-being and resilience of many young people, and this knowledge motivated Gateway Theatre to find a way to offer classes despite the constraints of COVID-19. Year-long classes were shifted entirely to a sessional structure, offering Acting and Musical Theatre classes in-person, and Speech classes online. To ensure everyone's safety, class sizes were reduced, class schedules were shifted, and hygiene protocols were stipulated.



Accessibility



Diversity



Investment



Awareness/Participation



Public Spaces

"The program gave our daughter a very good introduction to the world of acting. It was surprising to see her perform with such emotion and enthusiasm. We enrolled her to allow her to explore her curiosity about acting, and we could not be happier with the results."

– Academy parent

Under unusual circumstances, Academy instructors dove deeper into process with their students, creatively adapting curriculum and class plans to make way for the world of physical distancing, masks and online teaching.

In 2021, the Gateway Academy delivered **more than 500 hours of education to a total of 142 students**. The classes were as follows:

- In-person Acting Classes (January–April, September–December 2021) Acting students not only developed skills integral to all theatrical disciplines, but also universal skills such as confidence, focus, listening, and trust-building.
- In-person Musical Theatre Classes (January–April, September–December 2021) Musical Theatre students built confidence as they explored vocal techniques, choreography, and expressing lyrics musically and dramatically.
- Online Speech Classes (January–April 2021) Speech students learned to use their voice with strength and confidence, improving their vocal technique and public presence while developing a greater sense of self-awareness.
- In-person Acting Summer Camp (July 2021) Acting campers not only developed skills integral to all theatrical disciplines, but also universal skills such as confidence, focus, listening, and trust-building.
- In-person Musical Theatre Summer Camp (July 2021) Musical Theatre campers built confidence as they explored vocal techniques, choreography, and expressing lyrics musically and dramatically.



Carmen Chan, *Stages of Bloom*

Stages of Bloom

Gateway Theatre, in collaboration with Richmond Public Art, engaged artist Carmen Chan to transform its Gilbert Road-facing wall into a colourful, uplifting artistic piece embodying the beloved theatre and its community. Engaging with Gateway's board, staff, Academy students, and the wider Richmond community, they shared their stories and favourite Gateway moments with Carmen, to inspire the mural design. Details on page 26.

Photo artist & designer credits:

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Hallows' Eve Pop-up Theatre at Gulf of Georgia Cannery National Historic Site. Photo by Irina Dordic.

Page 47

Songs of Summer. Jason Sasaki and Tiana Jung. Photo provided by Gateway Theatre.

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S.U.C.C.E.S.S. Play Reading. Photo provided by Gateway Theatre

Cast of *A Broadway Holiday*. Musical Director: Jenny Anderson. Stage Director: Barbara Tomasic. Production Design: Sophie Tang. Costume Associate: Melicia Zaini. Photo by David Cooper

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Stages of Bloom Mural. Photo by Kary Cheng.



APPENDIX 1

2021 Arts and Culture Grant Program

The following 20 organizations received \$116,815 in financial support:

OPERATING ASSISTANCE

Canadian YC Chinese Orchestra Association	\$8,100
Cinevolution Media Arts Society.....	\$9,200
Community Arts Council of Richmond	\$8,400
Richmond Arts Coalition	\$9,300
Richmond Community Band Society.....	\$1,600
Richmond Community Orchestra and Chorus Association	\$8,000
Richmond Delta Youth Orchestra	\$8,000
Richmond Music School Society	\$9,400
Richmond Potters' Club	\$5,800
Richmond Singers	\$8,000
Richmond Youth Choral Society	\$8,000
Textile Arts Guild of Richmond	\$2,075

PROJECT ASSISTANCE

Arisun Yue Opera Society.....	\$3,490
BC Philharmonic Society.....	\$4,000
Direct Theatre Collective Society.....	\$2,500
Philipine Cultural Arts Society of BC	\$3,500
Richmond Art Gallery Association	\$4,450
Steveston Historical Society	\$4,000
Uzume Taiko Drum Group Society.....	\$4,550
Vancouver Cantonese Opera	\$4,450

"[Our] Society was awarded a grant to support a series of three virtual concert events streamed on YouTube May and June 2021. The project gave 14 artists and two technical crew motivation and inspiration to create during COVID times when many performing opportunities were cancelled.

We are thankful for the Grant Program that made it possible for us to create online arts programming for the benefit of Richmond residents and beyond!"

— Uzume Taiko Drum Group Society



Accessibility



Diversity



Investment



Awareness/Participation



Public Spaces

APPENDIX 2

Richmond Public Art scheduled for completion in 2022-23

CIVIC PUBLIC ART PROJECTS:

- *Typha*, Charlotte Wall and Puya Khalili
- *Wake*, Tait Waterfront Park, Aaron and Christian Zenga
- *Pergola Garden*, Polymetis

PRIVATE PUBLIC ART PROJECTS:

- *Cascade*, Marie Khouri
- *Fireside*, Nathan Lee
- *Sea to Sky*, Thomas Cannell



Thomas Cannell, *Sea to Sky*

How Richmond supports and invests in arts and culture

The City wears many hats, acting as a supporter, presenter, facilitator, communicator, investor and facility operator

Supporter



COMMUNITY ART EXHIBITIONS

10 exhibitions
in **2** locations



RICHMOND ARTS AWARDS

51 nominations
6 awards presented annually



CULTURE DAYS

63 registered activities¹
by **37** local arts groups and individuals

1: Ranked Number 2 in BC, Number 5 in Canada for medium-sized cities; in Top 10 overall



RICHMOND ARTS CENTRE

provided **8** arts groups
2,000+ hours of room rentals at a subsidy of
\$42,829 to assist them through the pandemic

Facility Operator



RICHMOND CULTURAL CENTRE

1,688 face masks provided to maskless visitors



RICHMOND ARTS CENTRE

360+ arts courses
30+ professional instructors
1,500 students registered



RICHMOND MEDIA LAB

9 media arts courses
31 Richmond Youth Media Lab members spent **1,303** hours at the Media Lab



RICHMOND ART GALLERY

7 exhibitions onsite, offsite and online presenting **67** artists
870 school program participants of **8** in-gallery programs
28 classroom kits
28 free public programs in-person and online with **1,019** participants
3,514 YouTube video views



COMMUNITY CENTRES²

1,500 visual arts, dance & music courses
4,900 participants

2: Delivered by Community Associations Plus: Libraries, Museums and Heritage sites that partner with Arts Services

Communicator



ARTS & CULTURE E-BLASTS

20 e-newsletters
500+ subscribers

ART AT WORK PROGRAM

4 free professional development workshops for artists & organizations
161 participants
1,578 YouTube views

Investor



ARTS & CULTURE GRANTS PROGRAM

\$116,815 to **20** organizations



PUBLIC ART PROGRAM

344 artworks to date
36 new works in 2020
23 Richmond artists contracted for civic art commissions
12 community group partners
16,000 hours of community participation in the Engaging Artists in the Community Program to-date

Presenter



FESTIVALS

5 major events showcasing
82 local artists and performers
165 performances
256 virtual experiences
54,600+ in-person and online attendees



GATEWAY THEATRE³

1 community engagement event
5 types of online offerings
11 in-person performances attracting **2,665** attendees
Provided more than **500** hours of education to **142** students

3: Operated by Richmond Gateway Theatre Society with support of City of Richmond; 2020/2021 Season

Facilitator



FILM OFFICE

6 purpose-built film studios
1,870 employed in Richmond
\$17.9 million earned annually by Richmond residents in film sector



ARTISTS-IN-RESIDENCE

2-month Writer-in-Residence
11-month Branscombe House Artist-in-Residence
10 Artists-in-Residence as part of Engaging Artists in the Community Program

* 2021 statistics presented unless otherwise noted

"Everybody's creative.
We create our songs and
our paintings, our families
and our children. Every
one of us is on the cutting
edge of the future."

— Buffy Sainte-Marie



City of Richmond

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Cover art by Amerie

Drawing and Painting — Preteens

[Instructor: Keely O'Brien, Richmond Arts Centre]



To:	General Purposes Committee	Date:	March 14, 2022
From:	Cecilia Achiam General Manager, Community Safety	File:	08-4150-01/2022-Vol 01
Re:	Proposed Ongoing City of Richmond Patio Program		

Staff Recommendation

1. That the City of Richmond Patio Program, as described in the staff report titled "Proposed Ongoing City of Richmond Patio Program", dated March 14, 2022, from the General Manager, Community Safety, be approved for implementation;
2. That Council introduce a new process for issuing patio permits as described in the staff report titled "Proposed Ongoing City of Richmond Patio Program", from the General Manager, Community Safety, dated March 14, 2022, by giving first, second and third readings to:
 - a. Public Space Patio Regulation Bylaw No. 10350;
 - b. Development Permit, Development Variance Permit and Temporary Commercial and Industrial Use Permit Procedure Bylaw No. 7273, Amendment Bylaw No. 10366;
 - c. Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10367; and,
 - d. Heritage Procedures Bylaw No. 8400, Amendment Bylaw No. 10363;
3. That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw No. 10362 be introduced and given first reading;
4. That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw No. 10362, 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;


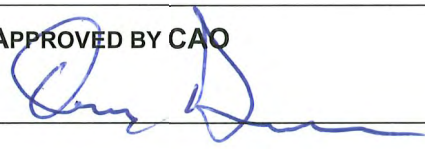
is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the *Local Government Act*;
5. That Richmond Official Community Plan Bylaw 7100, Amendment Bylaw No. 10362, having been considered in accordance with Section 475 of the *Local Government Act* and the City's Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation;

6. That the expiry date for valid Expedited Temporary Outdoor Patio (TOP) Permits be extended to June 1, 2023;
7. That a letter be sent to the BC Liquor and Cannabis Regulation Branch (LCRB) requesting an extension to existing Temporary Expanded Service Area authorizations in Richmond until June 1, 2023; and,
8. That staff be directed to provide an update in the fall of 2023 to Council regarding implementation of the City of Richmond Patio Program.



Cecilia Achiam
General Manager, Community Safety
(604-276-4122)

Att. 4

REPORT CONCURRENCE	
ROUTED TO:	CONCURRENCE
Building Approvals	<input checked="" type="checkbox"/>
Development Applications	<input checked="" type="checkbox"/>
Engineering	<input checked="" type="checkbox"/>
Law	<input checked="" type="checkbox"/>
Parks	<input checked="" type="checkbox"/>
Policy Planning	<input checked="" type="checkbox"/>
Richmond Fire-Rescue	<input checked="" type="checkbox"/>
Real Estate Services	<input checked="" type="checkbox"/>
Transportation	<input checked="" type="checkbox"/>
SENIOR STAFF REPORT REVIEW	INITIALS: 
APPROVED BY CAO 	

Staff Report

Origin

In May 2020, the City of Richmond introduced the Expedited Temporary Outdoor Patio (TOP) Program as a COVID-19 pandemic response measure to enable food and beverage service establishments to quickly expand their outdoor seating areas as public health orders restricted their indoor seating capacity and impacted their viability. It was not intended to increase the total number of patrons permitted in an establishment or to accommodate permanent structures.

TOP Program Guidelines were developed to outline health and safety requirements for temporary patios on public and private property adjacent established businesses. All municipal application and permit fees were waived, with the exception of a nominal fee for licence agreements to use public property. The review and approval process for TOP Permits was expedited.

Due to the ongoing pandemic, Council subsequently extended the program on two occasions. The most recent Council resolution dated October 12, 2021, authorized an extension of the program to June 1, 2022, and directed staff to explore the development of an ongoing patio program:

1. *That the Expedited Temporary Outdoor Patio (TOP) Program as detailed in the staff report titled “Temporary Patio Program Update and Options for Permanent Expansions”, dated September 20, 2021, from the Acting Director, Corporate Business Service Solutions be extended until June 1, 2022; and*
2. *That staff be directed to explore the development of an ongoing program to allow patios on public property, and to report back.*

This June 1, 2022 program expiry date was selected in order to coincide with the end of the BC Liquor and Cannabis Regulation Branch (LCRB) Temporary Expanded Service Area (TESA) Program, as the majority of TOP permit holders serve alcohol on their patios. Following this resolution, a letter was sent to existing TOP Permit holders notifying them of this extension and advising them of the process to implement permanent, year-round patios on private property.

This report proposes to replace the TOP Program with a proposed ongoing City of Richmond Patio Program. The proposed Patio Program would provide flexibility for businesses considering their future options by enabling additional patio types, including those on public property and those on private property, where patio operation is seasonal and does not result in an increase to occupancy limits. Applicants seeking to increase their total occupancy limit or build a permanent patio structure can continue to apply through existing processes to ensure adherence to the Building Code and City of Richmond Building Regulation Bylaw No. 7230.

Analysis

Demand for Public Space and Seasonal Patios

As a result of Richmond’s TOP Program, demand has emerged from local businesses and the broader community to allow additional patio scenarios that cannot be accommodated within the

City's existing municipal processes and regulations. The proposed ongoing City of Richmond Patio Program (Patio Program) is intended to address this demand by providing an ongoing mechanism to consider patios on public property and seasonal patios on private property.

During the development of this program, technical analysis was undertaken by an interdepartmental working group including Business Licenses, Transportation, Engineering, Building Approvals, Development Applications, Parks, Economic Development, and others. In addition, staff conducted stakeholder engagement and a public survey, which concluded on December 5, 2021. An overview of the TOP Program and community engagement can be found in Attachment 1, with detailed survey results in Attachment 2.

Proposed City of Richmond Patio Program ("Patio Program")

The proposed Patio Program would enable additional patio types that cannot be accommodated within the City's existing municipal processes and regulations. A new patio permit process would allow food and beverage establishments to apply to utilize adjacent public property, such as sidewalks or curbside parking, for outdoor dining. It would also enable establishments to create seasonal patios on private property from April 1st to October 31st of each year (i.e. some or all of permitted indoor seating is relocated to an outdoor patio).

The proposed Patio Program would not allow increases to overall permitted restaurant seating capacity. Proposals for increased seating capacity will continue to be considered through existing municipal processes as there are various health, safety and other associated considerations such as the need for additional washrooms or improved kitchen capacity.

Applications for patio permits would be reviewed on a case-by-case basis. Guidelines have been developed to help businesses assess the feasibility of a patio expansion related to their location and circumstances. The main aspects of the program are outlined below.

Program Goals

The proposed Patio Program seeks to achieve the following high-level goals:

1. Support local businesses by expanding their outdoor seating options and simplifying the patio application process.
2. Ensure patios are safe, accessible and do not cause undue disturbance to communities, neighbours or passersby.
3. Support the creation of vibrant streetscapes, build a sense of community and create unique street experiences in Richmond.

Guiding Principals

In order to achieve these goals and to consider the needs of businesses and the community, the following Guiding Principals have been drafted.

- **Sense of Community:** patios should enhance the vibrancy of local streets, animate the streetscape, and strengthen community connections by facilitating social interaction among local businesses, patrons, neighbours and visitors.
- **Neighbourhood Character:** patios should enhance, respect and celebrate the unique character of the surrounding buildings and neighbourhood, while complementing the look of the business holding the license.
- **Ease of Movement:** locations and designs of patios should ensure that the mobility of people walking and rolling along sidewalks and surrounding pathways is not negatively impacted.
- **Safety & Accessibility:** patio designs should ensure that people of all ages and abilities can safely access and enjoy each patio space.
- **Welcomeness & Inclusion:** patio designs should support an open and welcoming environment that encourages a diversity of people to use and share the space together.

Program Guidelines

Patio Program Guidelines have been developed based on the above noted goals and guiding principles, as well as technical analysis and review of best practices. These would be used to streamline the application process for businesses and the review process for staff. The guidelines focus on technical aspects such as health, safety and accessibility requirements, together with other key elements outlined below. The complete Patio Program Guidelines would be made available to applicants through the City's website should approval be granted to proceed with implementation. A draft simplified Applicant Guide (Attachment 3) outlines key aspects of the program including related fees. This document would be used to communicate the program to the public and help businesses understand their options.

Patio Types

This program is intended to provide flexibility for businesses by allowing additional patio types beyond year-round patios on private property that involve permanent structures or increases to occupancy limits. New patio types that would be enabled through this program, which include curbside patios, sidewalk patios and seasonal patios on private property. All patio types are explained in the draft Applicant Guide.

Program Fees

Whereas the TOP Program was delivered by the City at no cost to participants as a COVID-19 response measure, the proposed Patio Program would involve application and renewal fees to recover City costs associated with administering the program. The application fee would be \$300 and renewable every two years. Applications for a small sidewalk patio would be \$100 and

renewable every two years. Fees would also be charged for the use of public property, which aligns with public feedback and the *Community Charter* general prohibition against providing assistance to business.

Use of Parking

The proposed Patio Program would allow food and beverage establishments to utilize adjacent curbside and off-street parking spaces to operate patios with some restrictions as outlined below that address concerns regarding loss of parking and safety.

1. Seasonal Patios on Private Property (Off-Street Parking)

To minimize potential displacement of customer parking, the Patio Program would permit seasonal patios within off-street surface parking areas where a private property includes a minimum of 20 commercial parking spaces and the proposed seasonal patio occupies no more than 10% of that commercial parking. All other proposals for seasonal patios within off-street parking spaces would be considered on a case-by-case basis subject to a parking study satisfactory to staff. Safe setbacks and protection from drive aisles will be a requirement of all patio designs proposed on private property.

2. Curbside Patios (On-Street Parking)

To minimize potential impacts on public parking and street operations, curbside patios would only be considered for on-street parking spaces that are not subject to parking restrictions such as loading zones, passenger drop-off, accessible parking spaces or taxi zones. Furthermore, for safety reasons, curbside patios will typically be limited to non-arterial classified streets with posted speed limits of 30km/hr or less. Streets with a maximum posted speed of 50km/hr may be considered on a case-by-case basis based on a detailed review, additional design requirements (which may limit patio seating capacity) and enhanced traffic protection to the satisfaction of the City. Adequate clearance and protection from adjacent traffic will be required together with accessibility measures and access to utilities, City infrastructure and Fire response.

Patios using established parking areas either on- or off-street, will require the applicant to acknowledge that any resulting identifiable safety, operational or off-site parking concerns can result in amendments to the permit.

Use of Public Property

The proposed Patio Program includes additional guidelines, requirements and regulations for the use of public property. For example, a fee would be charged for the private use of public property, based on the size of the patio, and an applicant would be required to maintain comprehensive general liability insurance. Additionally, the City would retain access to the property for the purpose of installing, maintaining or repairing works or services, or in the event of an emergency. Specific terms and conditions would be included in the permit issued to the applicant.

Neighbourhood Notification Requirements

The application process would include notification to neighbouring property owners and tenants. This is to allow for the adjustment of the application to address possible concerns raised by the local community. For applications involving a patio that includes a liquor service area, a report would be brought forward to Council for consideration that would provide a summation of the notification process and feedback from neighbouring property owners and tenants.

Area Specific Considerations

1. Steveston Village

Overall, 14 of the 67 TOP Permits issued were for temporary patios in Steveston, eight of which involved the use of City property. Patio configurations in this area are varied and include tables and chairs placed on a sidewalk, curbside patios, as well as temporary patios contained on private property.

Design guidelines have been developed for patios through the proposed new Patio Program in order to ensure the heritage character of the village is maintained. The guidelines specify the types of permitted fencing material (i.e., wood, metal or composite materials that resemble wood), the colours that must reflect a heritage palette and the types of exterior lighting. For patios within the Steveston Heritage Village Conservation Area (SHVCA) where a Heritage Alteration Permit (HAP) is required for building and landscape alterations, the new Patio Program would streamline the HAP process for public and private properties as follows:

- for patios comprising of tables and chairs only (i.e. no fencing, decks, use of parking spaces, or similar features), only a Patio Program Permit shall be required (i.e. no HAP); and
- for patios involving a structure, a HAP shall be required in addition to the patio permit. Authority to issue HAPs would be delegated to the Director of Development for patios on public property (i.e. sidewalk patios, curbside patios) and seasonal patios located on private property that is not a protected heritage property, provided that a construction value of the patio is less than \$10,000. The HAP application fee would be combined with the Patio Program Permit application fee if the HAP can be issued by delegated authority. Any patio with a construction value exceeding \$10,000 or located on a protected heritage property (regardless of construction value) would require a HAP issued by Council, and a separate HAP application fee would be required.

2. City Center

The majority of TOP Permits issued in the City Center were for temporary patios contained on private property. It is anticipated that as new developments are constructed in accordance with the City Center Area Plan (CCAP), there may be additional demand for patios on public property such as on sidewalks, curbside parking spaces or Parks property. The CCAP contains policies intended to enhance enjoyment of the public realm including providing “better places to stay & linger” and pedestrian-oriented retail precincts. The proposed Patio Program can create a mechanism for future business tenants to expand their seating areas into the public realm in alignment with this vision.

The Patio Program Guidelines include considerations for patio encroachments onto public space in the City Center.

At this time, Design Guidelines have been developed for Steveston Village only. The general Program Guidelines focus on technical aspects such as health, safety and accessibility requirements. Additional area-specific Design Guidelines may be developed in the future as new outdoor dining districts in the City Center and elsewhere are identified.

Grace Period for Existing TOP Permit Holders

In order to ensure minimal disruptions for businesses wishing to transition from the TOP Program to the proposed Patio Program, staff recommend extending valid TOP Permits until June 1, 2023. For patios on public property, this would be subject to the renewal of licence agreements with the City. This would allow businesses sufficient time to work with staff to pursue ongoing patio expansions through the proposed Patio Program or an existing municipal process such as a Building Permit depending on a business' individual circumstances.

This grace period would only apply to City bylaws and regulations and would not include third party requirements. For example, temporary outdoor patios with alcohol service are not permitted beyond June 1, 2022, which is the current expiry date of the BC Liquor Cannabis Regulation Branch (LCRB) Temporary Expanded Service Area (TESA) program.

City Staff raised this matter through the Union of British Columbia Municipals (UBCM) Local Government Working Group on Liquor Policy. Correspondence was submitted on February 25, 2022, from the UBCM executive to the Minister of Public Safety and Solicitor General and the LCRB requesting an extension to the June 1, 2022 expiry date for TESA authorizations to allow a smooth transition to permanent expanded service areas for businesses. To date no policy changes have been announced by the Province.

Complementary Initiatives

A number of initiatives are planned or underway that would complement the proposed Patio Program by encouraging alternate modes of transportation and providing outdoor dining spaces for the broader public. These are summarized in Attachment 4.

Summary of Bylaw Changes

The following bylaw changes would be required in order to implement this program:

1. Public Space Patio Regulation Bylaw No. 10350
 - To authorize and regulate the use of public property for patios and to delegate the authority to issue and renew Public Space Patio Permits to staff.
2. Development Permit, Development Variance Permit and Temporary Commercial and Industrial Use Permit Procedure Bylaw No. 7273, Amendment Bylaw No. 10366

- To introduce a Temporary Commercial Use Permit process for seasonal outdoor patios on private property. This would include waiving the formal Public Hearing process and the requirement to erect a sign on site. The application fee would be reduced from \$2,464 to \$300 for applications and from \$1,236 to \$300 for renewals. The decision on permit issuance, renewal and rejection will be delegated to the General Manager of Community Safety.
- 3. Official Community Plan Bylaw No. 7100, Amendment Bylaw No. 10362
 - To introduce design guidelines for patios in the Steveston Area Plan.
- 4. Heritage Procedures Bylaw No. 8400, Amendment Bylaw No. 10363
 - To delegate the issuance of Heritage Alteration Permits within the Steveston Village Heritage Conservation Area for patios on public property and seasonal outdoor patios on private property that is not a protected heritage property to the Director of Development provided that the construction value of the patio is less than \$10,000, and subject to the applicant obtaining a Public Space Patio Permit or Temporary Commercial Use Permit for a Seasonal Outdoor Patio.
- 5. Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10367
 - To introduce an application and renewal fee for Public Space Patio Permits and Temporary Commercial Use Permits for Seasonal Outdoor Patios, and to waive the Heritage Alteration Permit Fee for patios that can be approved by the Director of Development (i.e. patios on public property and seasonal patios on private property that is not a protected heritage property, provided that a construction value of the patio is less than \$10,000).

Consultation

In accordance with Section 475 of the *Local Government Act* and the City's OCP Consultation Policy No. 5043, staff have reviewed the OCP amendments and recommend that the bylaw does not require a referral to other external stakeholders as consultation has already occurred with stakeholders such as businesses and regulators, along with the general public. There will also be further public consultation opportunities regarding the proposed amendments to the OCP that relate to the design guidelines in the Steveston Area Plan as part of the bylaw adoption process, which includes a public hearing for the proposed Official Community Plan Bylaw No. 7100, Amendment Bylaw No. 10362. Public notification for the public hearing will be provided in accordance with the *Local Government Act*.

This measured approach will provide interested stakeholders with a number of opportunities to share their views with Council as part of the statutory bylaw amendment process without creating further delay or uncertainty for the businesses who want to continue operating their seasonal patios approved under the TOP Program.

Financial Impact

None.

Conclusion

The City implemented an Expedited Temporary Outdoor Patio (TOP) Program as a COVID-19 response measure to help local food and beverage establishments quickly expand their outdoor seating areas. As this program is nearing its end, staff recommend implementing a new, ongoing Patio Program to provide flexibility for businesses considering their future options by enabling additional patio types beyond permanent, year-round patios on private property. The introduction of a new bylaw and a series of bylaw changes, as described in this report, are necessary to facilitate its implementation.

The proposed Patio Program was developed through inter-departmental staff analysis, business engagement and broader community consultation. A grace period is recommended for existing valid TOP Permit holders in order to ensure minimal disruption for businesses pursuing ongoing patio expansions through the proposed Patio Program or existing municipal processes.

Staff would monitor program implementation and continue to make any necessary adjustments based on business and community feedback. A report would be provided to Council in the fall of 2023.

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Director, Corporate Business Service
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Mark Corrado
Director, Community Bylaws and
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- Att:
1. Overview of TOP Program and Community Engagement
 2. Detailed Survey Results re: Public Space Patio Program
 3. Draft City of Richmond Patio Program Applicant Guide
 4. Patio Program - Complementary Initiatives

Overview of TOP Program and Community Engagement

Overview of Expedited Temporary Outdoor Patio (TOP) Program

Overall, 67 TOP Permits were issued. Ten of these involved the use of public property, mostly in Steveston with the exception of two in the City Center. The remaining 57 were for patios on private property.

Table 1: TOP Program Statistics

TOP Location	Public Property	Private Property	Total
Steveston	8	6	14
City Centre	2	28	30
Elsewhere in Richmond	Nil	23	23
Total	10	57	67

66% of TOP Permits included a liquor service component, which was facilitated through the complementary Temporary Expanded Service Area (TESA) program administered by the LCRB. Council provided, by resolution, a one-time pre-approval to the BC LCRB for all individual requests for expanded liquor service areas related to temporary patios to further expedite the process for local businesses.

The City received overwhelmingly positive feedback about the TOP Program from participants who indicated that the program helped them to endure the hardships the pandemic imposed on their businesses and that the process was easy to navigate. Minimal concerns about the program were raised by the public. Since 2021, a total of ten complaints were received and were only related to a small number of program participants. These complaints related to violations of the Noise Regulation Bylaw No. 8856 and Solid Waste and Recycling Regulation Bylaw No. 6808.

Participants were polled regarding their plans to apply for permanent patio expansions beyond the TOP Program. 44 businesses responded, with 64% indicating that they were interested in pursuing an ongoing patio expansion beyond the TOP Program.

Existing municipal processes, such as the Building Permit process, can facilitate some patio expansion scenarios such as those involving permanent structures or increases to allowable occupancy limits. Any patio application involving a liquor service area will require an amendment to the existing liquor licence and a resolution from Council. In parallel, an application to the LCRB will be required for a permanent structural change to the liquor licence. Outreach has been conducted to existing TOP Permit holders providing them a point of contact at the City to help them understand their options and make applications.

The proposed new Patio Program would create an ongoing mechanism for existing TOP permit holders and other businesses to consider additional patio options.

Stakeholder and Public Engagement

In addition to outreach to existing temporary patio permit holders, broader community feedback was sought in order to inform the development of a new patio program. A survey was administered through Let's Talk Richmond. 458 responses were received between November 15 and December 5, 2021. While this survey focused on patios on public property, much of the feedback can also be applied to seasonal patios on private property.

Detailed survey results can be found in Attachment 2, with highlights included below.

- Respondents self-identified their affiliation(s) to a Richmond-based food or beverage establishment. This included Customer (420), Neighbour (109), Business Owner/Manager/Operator/Employee (27), and Other (14).
- 78% of respondents were in support of utilizing public property for outdoor patios for food and beverage establishments. 13% were not in support and 9% were unsure.
- A similar percentage of respondents indicated that they visit outdoor patios in Richmond by sustainable modes of travel including cycling, walking and transit (44%) as by car (43%).
- Steveston was the location where most respondents (322) wished to see future patios on public space, followed by the City Center (283), Neighbourhood Service Centres (278) and Ironwood (239).

Respondents were also asked to provide feedback regarding elements about patios that they enjoy or that are concerning to them. Outdoor dining options, support for small businesses, neighbourhood vibrancy and opportunities to socialize were among the top aspects respondents enjoyed. With respect to areas of concern for respondents, health and safety, loss of parking, impact to pedestrian flow, privatization of public space, and noise from the patio were among the most frequently cited concerns.

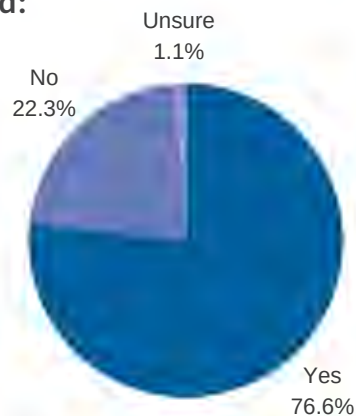
In addition to receiving business and public feedback, staff also engaged with and incorporated feedback from the LCRB and Vancouver Coastal Health.

PUBLIC SPACE PATIO PROGRAM

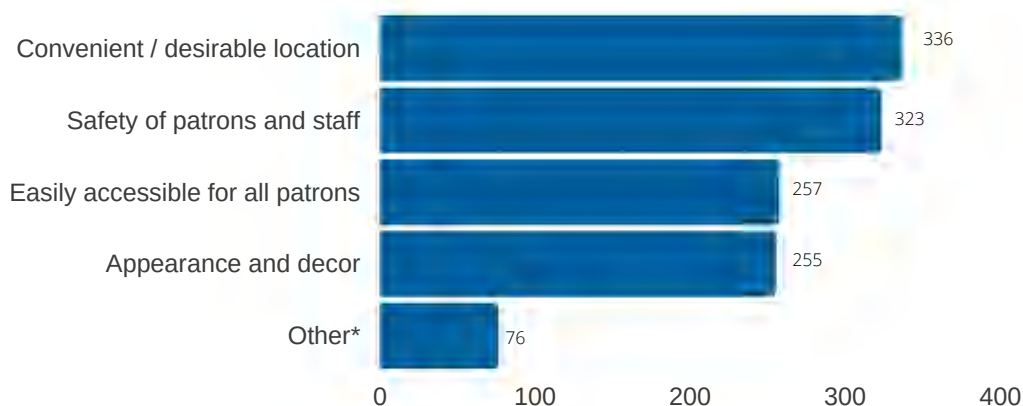
Let's Talk Richmond - Survey Data

The City sought feedback from the public and local businesses to inform the development of a program to allow food and beverage establishments to apply for an outdoor patio on an adjacent public space such as a sidewalk, on-street parking area, or other public space. A Let's Talk Richmond survey was open from November 15 to December 5, 2021. Upon conclusion of the consultation period, 458 survey responses had been received by the City. The data is as follows:

Q1. Since January 1, 2021, I have visited an outdoor patio of a food or beverage establishment in Richmond:



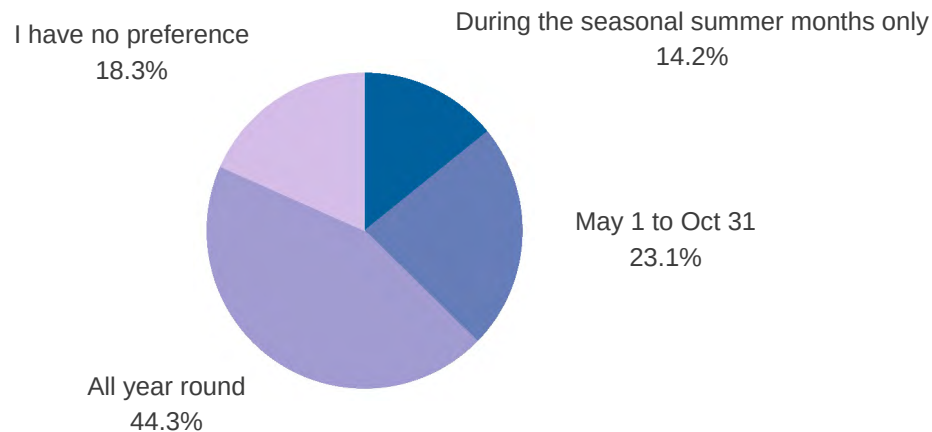
Q2. The aspects of an outdoor patio that are most important to me are (select all that apply):



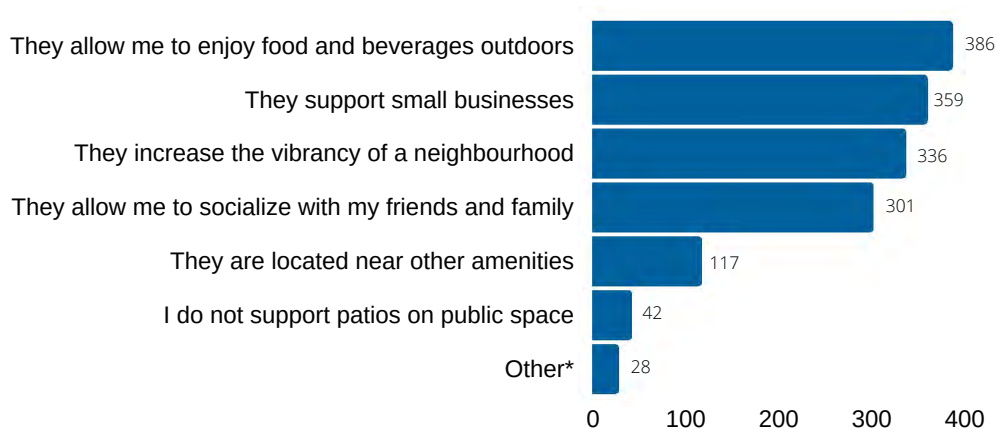
* Key themes from 'Other' include:

- Community vibrancy and wellbeing
- Accessibility:
 - Avoid interference with intended use of space i.e. sidewalks, parking
 - Accessible entrances and exits for patios themselves
- Weather protection from the elements

Q3. I would prefer that patios on public property be open:



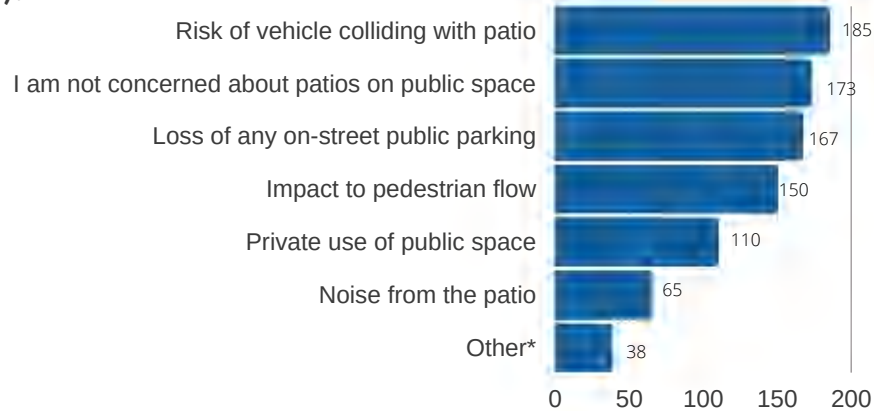
Q4. The aspects I enjoy, or would enjoy, most about patios on public space are (select all that apply):



* Key themes from 'Other' include:

- They provide a safe, enjoyable outdoor eating option during the COVID-19 pandemic and beyond
- They can re-prioritize the use of public space from being vehicle-centric
- They are more accessible for some patrons
- They can enhance the public realm and create opportunities for artistic expression

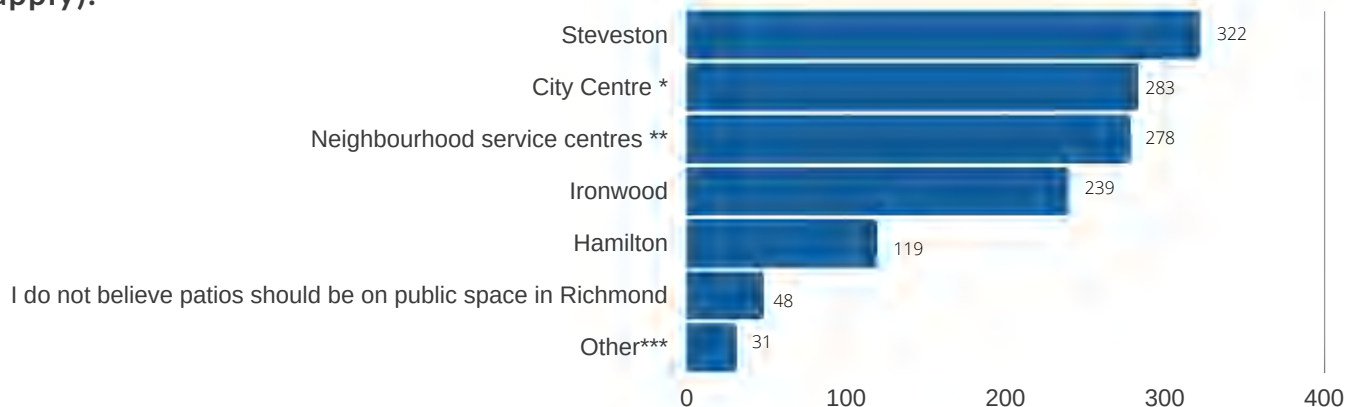
Q5. The aspects that concern me most about patios on public space are (select all that apply):



* Key themes from 'Other' include:

- Cleanliness, appearance and upkeep of patio
- Nuisances from crowds or alcohol consumption
- Impact to traffic flow
- Conflict between vehicles, pedestrians and patrons i.e. exhaust fumes from surrounding traffic

Q6. Many of the current temporary patios on public space are located in Steveston. I would like to see future patios on public spaces in the following neighbourhoods (select all that apply):



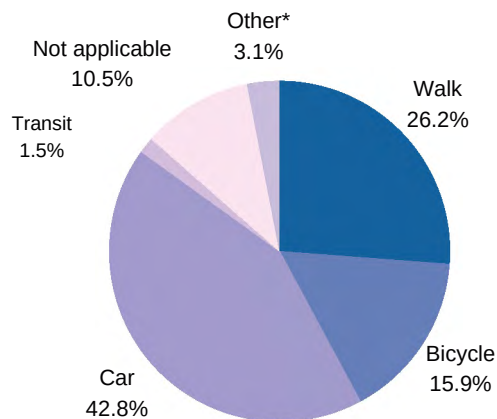
* Oval Village, Brighthouse, Aberdeen, Capstan Village, Lansdowne, Bridgeport

** Seafair, Terra Nova, Broadmoor

*** Key themes from 'Other' include:

- Consider the Richmond Oval area or anywhere there is demand from businesses
- Anywhere in Richmond that is safe from vehicular traffic
- Anywhere so long as there is enough room to ensure accessibility

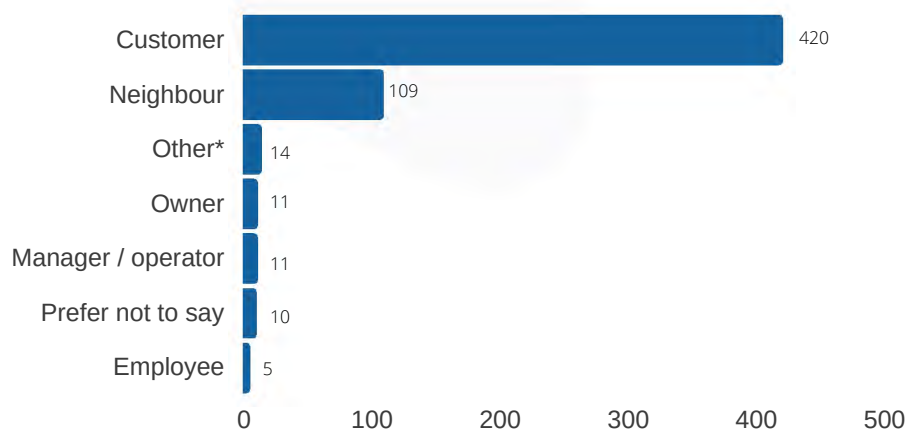
Q7. When I visit an outdoor patio in Richmond, the most common mode of travel has been:



*Key themes from 'Other' include:

- Additional transportation options:
 - Wheelchair
 - Disability scooter
- Active transportation options to and from patio destinations could help reduce reliance on car traffic

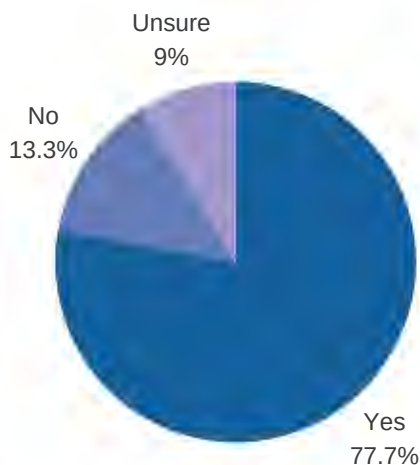
Q8. My affiliation to a food or beverage establishment in Richmond is (select all that apply):



* Key themes from 'Other' include:

- Citizen
- Regulatory Agency (Environmental Health)
- No affiliation

Q9. I am in support of utilizing public space (such as sidewalks, on-street parking areas or other public space) for outdoor patios for food or beverage establishments.



The following table displays results filtered by specific categories of respondents. Please note responses with no opinions were omitted from chart percentages.

	Owner / Manager / Operator / Employee (27)	Customer (420)	Neighbour (109)
TRUE: I am in support of utilizing public space for outdoor patios for food or beverage establishments.	94.1%	79.8%	89.0%
FALSE: I am in support of utilizing public space for outdoor patios for food or beverage establishments.	0.0%	11.7%	7.3%

PUBLIC SPACE PATIO PROGRAM

Let's Talk Richmond - Feedback Highlights

Respondents were also invited to provide additional feedback through the survey or by email. Highlights of this feedback are included below and categorized under three main themes.

Support for a Public Space Patio Program

- Outdoor patios are positive as long as they and their surroundings are safe and accessible for patrons, pedestrians and the general public.
- Outdoor dining spaces create friendlier neighbourhoods, in turn promoting healthy communities and an improved ambiance.
- Allowing patios on public space supports small family owned businesses and provides more safe and enjoyable dining experiences for customers.
- Outdoor patios were a response to COVID-19 that should continue to help support businesses while enhancing neighbourhoods.

Opposition to a Public Space Patio Program

- Public spaces must be preserved for public use only to provide safe and accessible spaces for all people to enjoy - not just for economic gain by businesses.
- The loss of parking spaces will impact surrounding small businesses and cause additional traffic congestion.
- The safety and convenience of pedestrians and accessibility for people with disabilities is more important than patios.
- Outdoor patios can cause disturbances and nuisances for neighbours.

Suggestions for the Regulation of a Public Space Patio Program

- Private businesses benefiting from the use of public space should be charged a fee and responsible for safe and respectful operation of the patio.
- A public notification process should be included to consider neighbourhood feedback.
- Regulations should consider noise, operating hours, and means of mitigating nuisances to ensure harmony with neighbourhood and adjacent residential dwellings.
- Permissions should be granted for a minimum of 2 years to provide stability and allow time for cost recovery by businesses investing in patios.
- Accessibility for patrons and public should be prioritized.
- Weather protection and heating elements should be allowed recognizing the mild weather and year-round outdoor dining opportunities in Richmond. Seasonal patios should be encouraged so parking is returned during months of inclement weather.
- Patio size and duration should be considered to mitigate loss of parking or impacts to pedestrian traffic.
- Outdoor dining spaces should be made available to the general public and not only restaurants and their paying customers.
- Access to, and use of, public walkways in Richmond should be protected and expanded where possible. Curblanes should be used for patios rather than sidewalks.

City of Richmond Patio Program



About this guide

Overview

This guide provides an overview of the City of Richmond Patio Program ("Patio Program" or "Program"). The guide also explains the steps required to apply for a Patio Permit, and details the design requirements for building an outdoor patio adjacent to a food and beverage establishment.

Building on the success of the City's Expedited Temporary Outdoor Patio Program, which was launched in 2020 as a pandemic response measure, this Patio Program provides flexibility for businesses considering their future options by enabling additional patio types.

This guide is designed to help you through the application process for a Patio Permit. It outlines the detailed design and operational requirements your business will need to follow, based on what type of patio you plan to install. This guide adheres to the City of Richmond Patio Program Guidelines. The full set of Guidelines can be found at: <http://www.richmond.ca/patiopermits>

Who is this guide for?

The Applicant Guide is for businesses that want to establish either:

- A patio on **public property** adjacent to their business; or
- A **seasonal** patio on **private property** adjacent to their business.

To build one of the patio types above, businesses require a Patio Permit. This program allows businesses to expand their seating areas and animate outdoor space, by shifting some of their seating capacity to an outdoor patio.

This Program does not apply to permanent, year-round patios on private property. Businesses that want to pursue year-round patios on private property or increases to their existing permitted occupancy limits must follow the standard building permit application process, which can be found at: <http://www.richmond.ca/patiopermits>





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1

► Program overview

Program overview

In 2020, the City of Richmond introduced an Expedited Temporary Outdoor Patio (TOP) Program as a pandemic response measure. The purpose of this program was to allow food and beverage establishments to quickly expand their seating areas to accommodate COVID-19-related public health orders.

To support local businesses in a timely manner, the review process was expedited, and all municipal application, licence and permit fees (with the exception of a nominal fee for the use of public property) were waived.

The new City of Richmond Patio Program provides a comprehensive, long-term solution to the original temporary program, allowing food and beverage establishments to apply for ongoing patios on public property, or seasonal patios on

private spaces, adjacent to their business. Existing valid TOP Permits will be extended until June 1, 2023 to allow businesses sufficient time to pursue ongoing patio expansions. Patios on public property would be subject to the renewal of license agreements with the City.

The Patio Program Guidelines were developed based on a comprehensive review of existing bylaws, regulations and technical requirements. The process involved input and review from multiple City departments, including Economic Development, Transportation, Planning, Engineering & Public Works, Building Approvals, Law, Customer Service, Business Licensing, Development Applications, as well as Richmond Fire Rescue. Feedback from a public consultation process, including a public survey and outreach to businesses, was also incorporated.



1.1. Goals

This Patio Program seeks to achieve the following high-level goals:

1. Support local businesses by expanding their outdoor capacity and simplifying the patio application process.

2. Ensure that patios are safe, accessible and do not cause undue disturbance to communities, neighbours or passersby.

3. Support the creation of vibrant streetscapes, build a sense of community and create unique street experiences in Richmond.



1.2. Guiding principles

In order to achieve the goals above, and to consider the needs of businesses and the community, public property or seasonal patios should reflect and apply the following guiding principles:



Sense of Community

Patios should enhance the vibrancy of local streets, animate the streetscape, and strengthen community connections by facilitating social interaction among local businesses, patrons, neighbours and visitors.



Ease of Movement

Locations and designs of patios should ensure that the mobility of people walking and rolling along sidewalks and surrounding pathways is not negatively impacted.



Neighbourhood Character

Patios should enhance, respect and celebrate the unique character of the surrounding buildings and neighbourhood, while complementing the look of the business holding the licence.



Safety & Accessibility

Patio designs should ensure that people of all ages and abilities can safely access and enjoy each patio space.



Welcomeness & Inclusion

Patio designs should support an open and welcoming environment that encourages a diversity of people to use and share the space together.

1.3. Types of patios

Before deciding which type of patio to apply for, please read the definitions below to understand which type of patio is possible for your business location.



Curbside Patio

A Curbside Patio is fully detached from buildings and located on public property. It occupies on-street parking spaces that are dedicated for parking at all times without any parking restrictions. Curbside patios cannot be located in any other areas, including loading zones, accessible parking stalls, passenger drop-off, taxi only, construction, etc. Liquor-primary establishments are excluded from curbside patios.

See pages 16-21 for more details on this type of patio.



Sidewalk Patio

A Sidewalk Patio may occupy public property on the sidewalk, provided it is adjacent to the business making the patio application.

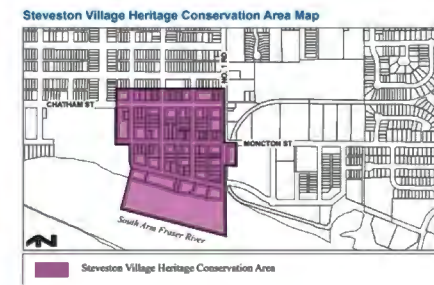
See pages 16-21 for more details on this type of patio.



Seasonal Patio

Seasonal patios involve a patio located on private property adjacent to a food service or neighbourhood public house establishment. It can only operate seasonally between April 1 and October 31. Seasonal Patios are located either on private land or private, off-street parking spaces. Each location has slightly different requirements. In Section 3.1 (Patio Requirements Checklists), these patio types are referred to as "Seasonal (Private Land)" and "Seasonal (Off-street Parking)".

See pages 16-21 for more details on this type of patio.



Steveston Village Patio

Patios located within Steveston Village must be built in a way that maintains Steveston's heritage character. These patios must meet the relevant general patio requirements detailed on pages 16-21, as well as specific guidelines for patios on both public or private property in Steveston Village.

A Heritage Alteration Permit (HAP) is required for all patios located in the Steveston Village Heritage Conservation Area, regardless of its construction value and location. The application fees is included in the Patio Permit application fee if the HAP can be issued by the Director of Development. If a patio requires a HAP issued by council, there will be a separate HAP application fee in addition to the Patio Permit application fee.

See pages 22-24 for more details on this type of patio.

Note: Patios on private property that are operated year-round or result in increased occupancy are permitted. This applicant guide does not apply to those patios. Learn more about year-round patios on private property at www.richmond.ca/patiopermits.

2

► How to apply

How to apply for a patio permit

2.1. Before you get started

Before you begin planning your patio, please review the requirements in this guide. In addition to the patio's location, design, and appearance, businesses need to consider their patio's accessibility and safety for patrons, as well as more detailed requirements like clearance, access, fencing, and weather protection. Detailed location-based requirements are detailed on page 17, followed by the design, safety, accessibility, fencing and weather protection requirements for each patio type.

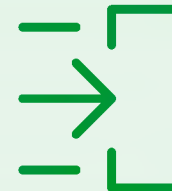
Location

Before beginning an application, businesses should determine the type of patio they intend to build. Patio requirements differ depending on whether the patio is located on public space (for example, a sidewalk or curbside parking spot), or on private space, including parking lot spaces. Patios in Steveston have additional requirements.



Clearance & access

It's essential that patios do not block access points for utilities and emergency services. Patios must also keep clear of existing infrastructure, including bike racks, doorways, and parking spaces.



Accessibility

Patios should be inclusive and welcoming to people of all ages and abilities, even if they are not using the patios. Patios must be designed in a way that is accessible to people using wheelchairs and strollers, and cannot block public pathways around the patio area.



Design & appearance

The look and feel of your patio should complement your business, without impacting the street's existing character. Patios in Steveston have more detailed design requirements to maintain the neighbourhood's historic character. Generally, no signage or branding is allowed.



Safety

Patios that are on the street or in parking spots must prioritize the safety of their customers and vehicles on the street, by following specific hazard marking and barrier requirements.



Perimeter fencing

There are specific fencing requirements for patios that are located on the street or serve alcohol.



Weather protection

While it's important to keep customers comfortable year-round, weather protection features must be contained within the patio area and follow specific safety requirements. Patios cannot be fully enclosed.



2.2. What's not allowed



Enclosed patios

Any partial enclosures or weather protection must have adequate ventilation. Full enclosures are not permitted.



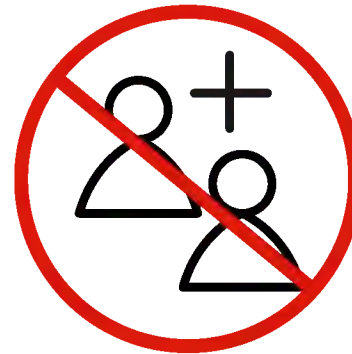
Use of speakers, amplified sound systems or live music

The use of speakers, amplified sound systems or live music in patios is prohibited.



Cooking

All food preparation, processing, and cooking devices and/ or activities are prohibited on patios.



Increased capacity

Patios approved and built under this program cannot increase a business' existing permitted occupancy load. Businesses that would like to receive approval to increase their occupant load must submit an application through the Buildings Approvals department. To learn more about how to increase your capacity, visit www.richmond.ca/patiopermits



Open fires or ground heaters

The use of open-air fires (bonfires) and ground heaters are prohibited on patios.

2.3. Application requirements

To apply for a Patio Permit, you will need to provide:

1. A completed Patio Program Application Form (see www.richmond.ca/patiopermits)
2. Location and design checklist
3. Drawings that include all requirements laid out in this guide. Clear drawing requirements are outlined in the Application Form.
4. A copy of your business license
5. Heritage Alteration Permit Application (for patios in Steveston only. This requires a separate application process ([see here](#) for more information). This process will be streamlined with your Patio Permit application.
6. Application Fee Payment as listed in the fee schedule below on page 14

Note: Applicants are not required to secure approval from a structural engineer for their designs.

The Patio Program Application Form will also ask for the following information:

- General business-related and property-ownership information
- Patio location and design details (to ensure you have met the requirements in this guide)
- Additional patio-specific information like dates, and whether you will be serving liquor
- Summary checklist (to ensure you've included all the required documents)
- Declarations (signatures) that you understand and acknowledge the terms and conditions for operation of a patio, as well as the associated bylaws and regulations

After you've submitted your application

For patios on public property, proof of insurance will need to be provided prior to issuing a Patio Permit. Approved applications will need to provide a Certificate of Insurance (minimum \$5,000,000) that names the City of Richmond as an additional insured.

2.4. Cost

Annual patio permit fees:

The Patio Permit application fee for a seasonal patio on private property is \$300 and is subject to renewal every two years. Additional fees are required for the private use of public property. The cost varies based on the number of tables and chairs it includes and whether it includes a liquor licence. All public property Patio Permit fees are outlined below

Small Sidewalk Patios

A Small Sidewalk Patio may have up to three tables and six chairs. One extra table and two chairs can be added for an additional fee.

This option is only available for a Sidewalk Patio application (patio types detailed on page 8).

General permit fees		
Application fee	\$100 + GST	Valid for two years
Renewal fee	\$100 + GST	Required every two years
Annual public property use fees		
Small Sidewalk Patio	\$300 + GST	Flat fee for up to three tables and six chairs.
Small Sidewalk Patio addition	\$100 + GST	Fee for one additional table with two chairs.

**Individual requests for patios exceeding 37.16 square metres will be subject to further review and pricing will be established on a case-by-case basis.*

***For Large Public Space Patios operating on a seasonal basis only, fees will be prorated based on the number of months the space is occupied. A minimum of six months is required.*

Large Public Space Patio

A Large Public Space Patio includes any Sidewalk Patio with five or more tables and 10 or more chairs, any patio with a liquor licence, and any Curbside Patio. A Large Public Space Patio must have a perimeter fence, as defined in the general design guidelines. Large Public Space Patios are charged per square metre.

This option is available for either a Sidewalk Patio or a Curbside Patio (patio types detailed on page 8).

General permit fees		
Application fee	\$300 + GST	Valid for two years
Renewal fee	\$300 + GST	Required every two years
Annual public property use fees		
Large Patio - Steveston & City Centre	\$107.64 / m ² + GST	Up to a maximum of 37.16 square metres.
Large Patio - all other areas in Richmond	\$86.11 / m ² + GST	Up to a maximum of 37.16 square metres.

3

► Patio requirements

Patio requirements

3.1. Patio requirements checklists

This section details the requirements for each type of patio. Each line detailed in the checklist is a distinct element that the City will be looking for in your patio application.

How to use the checklists

The tables on the following pages provide a reference tool for all applicants to the City of Richmond Patio Program to ensure that their patio application meets all of the City's requirements. The left-most column outlines the guidelines. Applicants should then follow the appropriate column for the type of patio they wish to install, and ensure that they check off all of the empty boxes under that column. Greyed out squares indicate that that guideline does not apply for that type of patio. Unique requirements apply to any patio type located in Steveston (pages 22-24).

EXAMPLE

Your patio...	CURBSIDE	SIDEWALK	SEASONAL (PRIVATE PROPERTY)	SEASONAL (OFF-STREET PARKING & PRIVATE PROPERTY)
Is located in the City of Richmond	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.1. Patio requirements checklists

Prior to submitting your application, select the type of patio you are applying for and confirm that it aligns with all of the criteria below:

LOCATION

Your patio...	CURBSIDE	SIDEWALK	SEASONAL (PRIVATE PROPERTY)	SEASONAL (OFF-STREET PARKING & PRIVATE PROPERTY)
Occupies on-street parking spaces that are dedicated to parking at all times, with no parking restrictions.	<input type="checkbox"/>			
Is not in a loading zone, accessible parking space, passenger drop-off, taxi only or construction zone.	<input type="checkbox"/>			
Is not on an arterial street.	<input type="checkbox"/>			
Does not block or reroute pedestrians.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does not block fire routes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is located in a parking lot where your business has at least 20 parking spaces.				<input type="checkbox"/>
Is in a parking lot, and does not reduce your business' available parking spaces by more than 10%.				<input type="checkbox"/>

CLEARANCE & ACCESS

Your patio...	CURBSIDE	SIDEWALK	SEASONAL (PRIVATE PROPERTY)	SEASONAL (OFF-STREET PARKING & PRIVATE PROPERTY)
Does not block access to City-owned infrastructure, BC Gas valves, or underground kiosks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does not block exits or doors to adjacent buildings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is at least 1m away from all fire department connections.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is at least 5m away from fire hydrants.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does not block access to bike racks, garbage cans, or other existing structures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is at least 2m away from all City-owned utilities other than fire hydrants.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is at least 1m away from other patios.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is at least 1m away from vehicle lanes or adjacent parking spots.	<input type="checkbox"/>			
Is at least 6m away from street corners, stop signs, and traffic control.	<input type="checkbox"/>			
Is at least 2m away from the nearest sidewalk obstruction (bike rack, parking meter post, sign post, utility pole, bench, bus shelter, etc.).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is at least 1m away from accessible parking spaces.	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Is at least 6m away from residential zones.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ACCESSIBILITY

Your patio...	CURBSIDE	SIDEWALK	SEASONAL (PRIVATE PROPERTY)	SEASONAL (OFF-STREET PARKING & PRIVATE PROPERTY)
Provides enough width for wheelchairs and strollers at every entry/exit point.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Includes furniture placed in a way that allows people using wheelchairs to pull up to each table or sit next to other seats.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uses materials and surface treatments that are safe and accessible for all users.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Keeps or provides clear and safe vehicle, pedestrian, wheelchair and bicycle routes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leaves a path of at least 2m on the public sidewalk.	<input type="checkbox"/>	<input type="checkbox"/>		

DESIGN & APPEARANCE

Your patio...	CURBSIDE	SIDEWALK	SEASONAL (PRIVATE PROPERTY)	SEASONAL (OFF-STREET PARKING & PRIVATE PROPERTY)
Can be removed within a 24 hour period.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does not display a business name, logo, banners, signs or ads.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is not wider than 1.8m.	<input type="checkbox"/>			

SAFETY

Your patio...	CURBSIDE	SIDEWALK	SEASONAL (PRIVATE PROPERTY)	SEASONAL (OFF-STREET PARKING & PRIVATE PROPERTY)
Includes reflective posts at least 1.2m high at each corner of the patio that is next to moving traffic or parking spots.	<input type="checkbox"/>			<input type="checkbox"/>
Has reflective hazard object marker signs on traffic posts and on its perimeter.	<input type="checkbox"/>			<input type="checkbox"/>
May require an extended concrete barrier taper at the start of the patio in the direction of traffic for streets with posted speed limits greater than 30 km/hr.	<input type="checkbox"/>			
Provides easy access to a working fire extinguisher inside your business' building.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PERIMETER FENCING

Your patio...	CURBSIDE	SIDEWALK	SEASONAL (PRIVATE PROPERTY)	SEASONAL (OFF-STREET PARKING & PRIVATE PROPERTY)
Has fencing that is 0.75m to 1.0m tall (if serving alcohol, adjacent to a road/parking space).	<input type="checkbox"/>	Only if serving alcohol	Only if serving alcohol	Only if serving alcohol
Has not damaged or drilled into the sidewalk, roadway or curb.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uses fencing materials that complements the character of the business and the neighbourhood.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WEATHER PROTECTION

Your patio...	CURBSIDE	SIDEWALK	SEASONAL (PRIVATE PROPERTY)	SEASONAL (OFF-STREET PARKING & PRIVATE PROPERTY)
Does not have structural components that connect to existing buildings (canopies, roof coverings, extensions or attachments).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does not have umbrellas or other items (fences, planters, etc.) that extend over the edge of the patio area.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cannot be not fully enclosed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uses only approved propane heating devices.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uses coverings and/or walls made of registered NFPA 701 flame retardant materials with visible labels, when a heating device is included.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3.2. Additional Steveston Village patio requirements

Steveston Village is known for its history and heritage. Patios in this neighbourhood must be built in a way that maintains Steveston's traditional character and charm.

In addition to meeting all the relevant patio requirements in the checklists above (pages 17-21), patios located within the Steveston Village Heritage Conservation Area must follow these additional requirements:

GENERAL STEVESTON VILLAGE REQUIREMENTS

Your patio...	PATIOS ON PUBLIC PROPERTY IN STEVESTON	PATIOS ON PRIVATE PROPERTY IN STEVESTON
Has applied for a Heritage Alteration Permit.	<input type="checkbox"/>	<input type="checkbox"/>
Meets the general requirements for patios on public property (Curbside or Sidewalk, respectively) (pages 17-21).	<input type="checkbox"/>	
Meets the general requirements for patios on private property (pages 17-21).		<input type="checkbox"/>

DESIGN & APPEARANCE

Your patio...	PATIOS ON PUBLIC PROPERTY IN STEVESTON	PATIOS ON PRIVATE PROPERTY IN STEVESTON
Respects the character of adjacent buildings in terms of scale, material and character.	<input type="checkbox"/>	<input type="checkbox"/>
Does not visually dominate the heritage buildings or streetscape.	<input type="checkbox"/>	<input type="checkbox"/>
Is either unpainted, or uses strong but muted heritage colours that are compatible with Steveston's character.	<input type="checkbox"/>	<input type="checkbox"/>
Has minimal landscaping, or small planters that do not block the view of the buildings if on Moncton Street between No. 1 Road and 3 rd Avenue.	<input type="checkbox"/>	<input type="checkbox"/>
Planters should not be used to provide a continuous solid barrier to mark off the patio area.	<input type="checkbox"/>	<input type="checkbox"/>
Does not use light fixtures that are directly attached to the patio structure.	<input type="checkbox"/>	<input type="checkbox"/>
Uses light fixtures that have warm and soft lighting that does not cause glare for neighbours.	<input type="checkbox"/>	<input type="checkbox"/>
Does not have any advertisement or signage, except for signage required due to safety reasons.	<input type="checkbox"/>	<input type="checkbox"/>

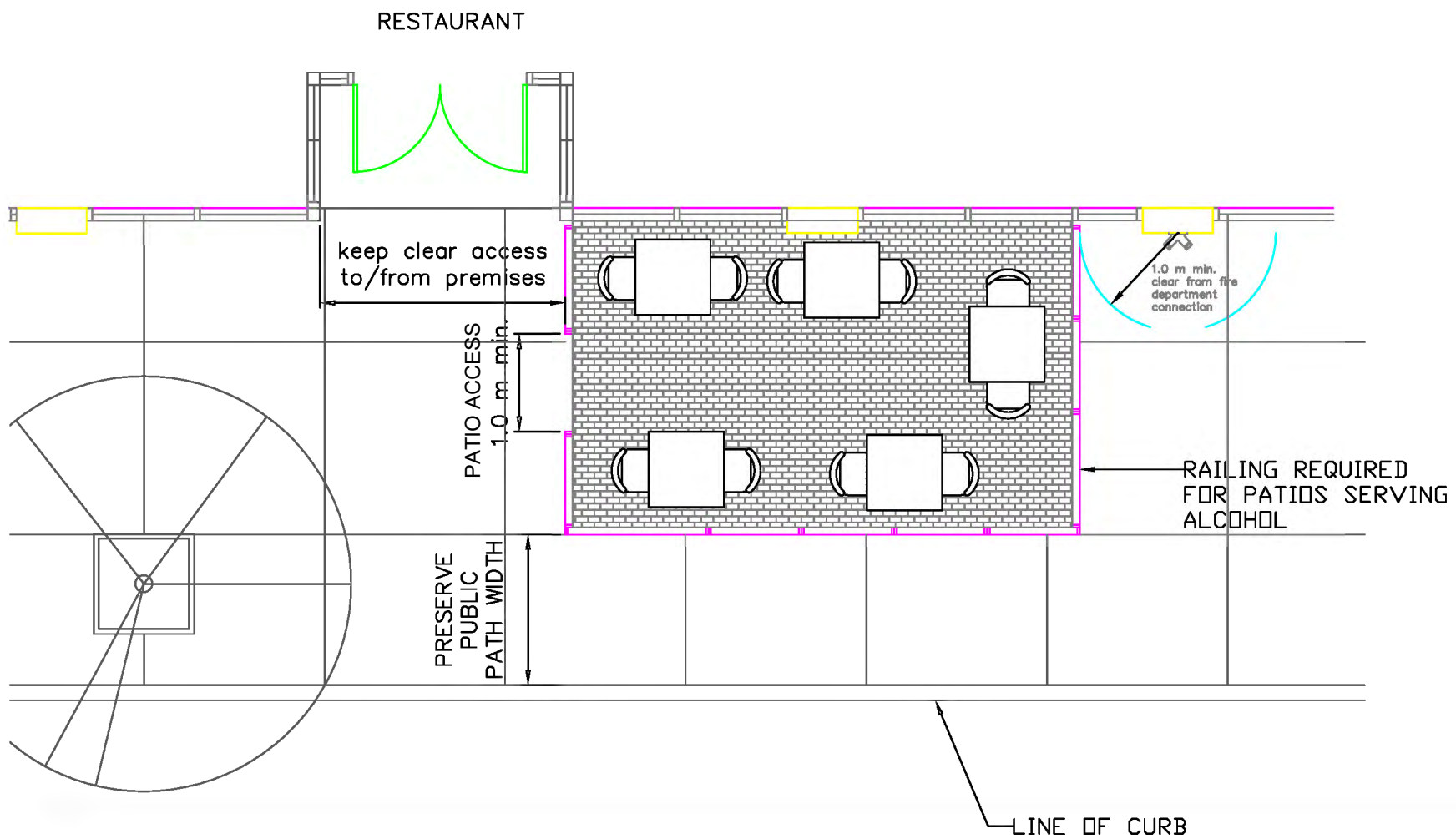
PERIMETER FENCING & BARRIERS

Your patio...	PATIOS ON PUBLIC PROPERTY IN STEVESTON	PATIOS ON PRIVATE PROPERTY IN STEVESTON
Does not have a solid, continuous barrier, and has an "open" appearance.	<input type="checkbox"/>	
Visually obstructs less than 50 of the total area of the barrier (length x height).	<input type="checkbox"/>	
Uses high-quality materials to mark off the area, and does not use plastic barriers or chain fencing.	<input type="checkbox"/>	<input type="checkbox"/>
Uses either wood, metal, or composite material designed to resemble wood for railings and fencing.		<input type="checkbox"/>
Uses material that aligns with the architectural finish of nearby buildings.	<input type="checkbox"/>	<input type="checkbox"/>
Does not have any barriers above 0.9m tall.		<input type="checkbox"/>
Does not have any elements that exceed 0.9m for patios on sidewalks and 1.1m for curbside patios.	<input type="checkbox"/>	

3.3. Patio layout example diagrams

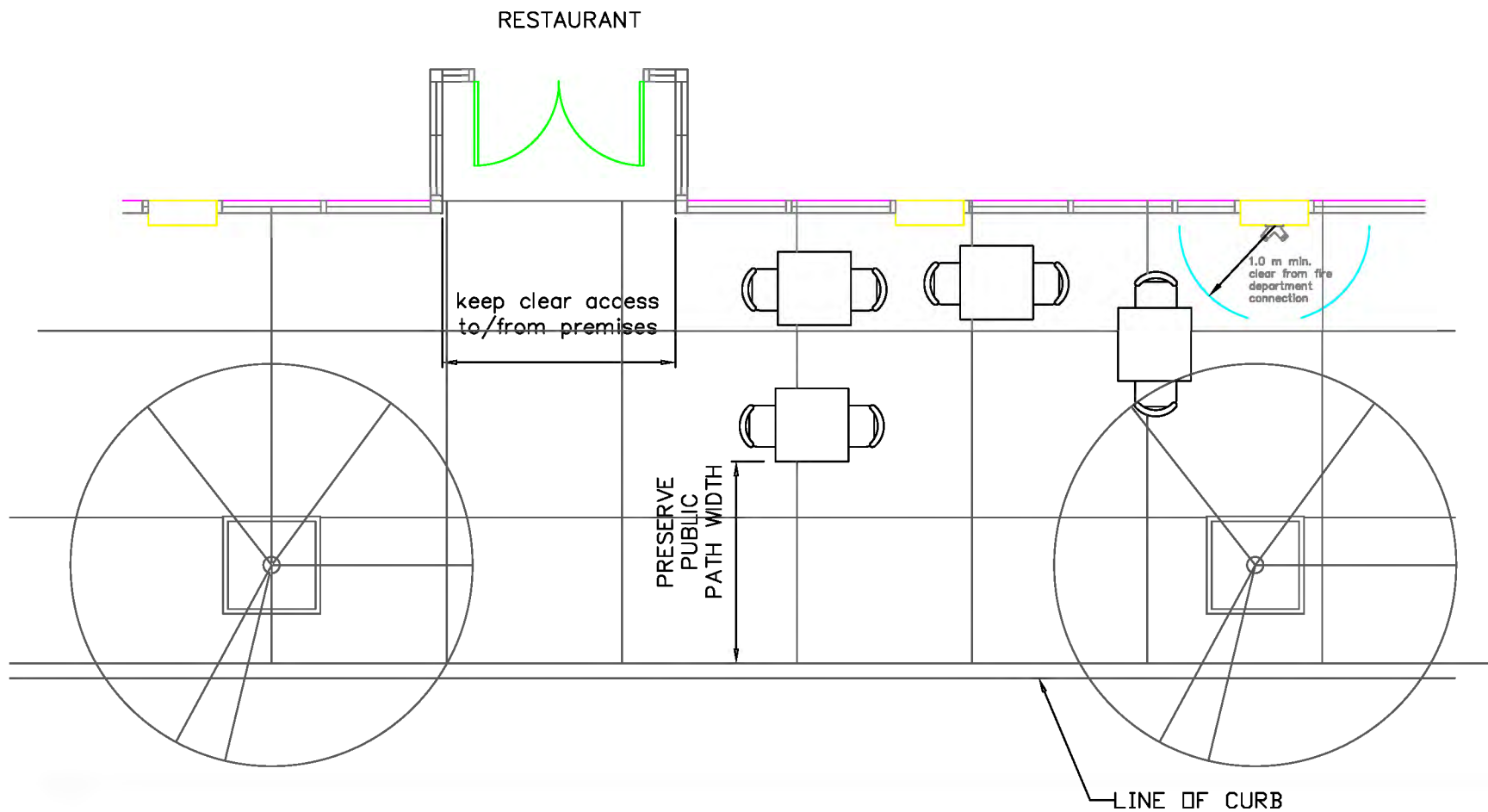
The following three pages provide examples of site sketches for different patio types. They highlight some of the key requirements detailed in the checklist above.

EXAMPLE: SIDEWALK PATIO - LARGE PUBLIC PROPERTY PATIO - SERVING ALCOHOL



3.3. Patio layout example diagrams

EXAMPLE: SIDEWALK PATIO - SMALL SIDEWALK PATIO WITH ADDITIONAL TABLE AND CHAIRS - NO RAILING OR FENCING REQUIRED, NO ALCOHOL SERVED



EXAMPLE: CURBSIDE PATIO - LARGE PUBLIC PROPERTY PATIO



3.4. Legal requirements

In addition to the location and design requirements detailed in this guide, businesses must ensure their patios meet and maintain the following six legal requirements:

- You must hold a valid City of Richmond business licence.
- If you intend to serve liquor on the patio, you will need to obtain a liquor licence endorsement from the British Columbia Liquor and Cannabis Regulation Branch.
- Patio liquor service must comply with Provincial liquor licensing requirements and policy directives.
- If your patio is on public property, you will need to maintain a \$5,000,000 general liability insurance policy that names the City as an additional insured.
- Approval for a patio permit does not automatically result in an increase to permitted occupant load, such increases would require additional levels of processing to ensure adherence to health and safety regulations such as the BC Building Code.
- Your business must adhere to all municipal and other governing bylaws and regulations.
- Patio service ends at 10:00 p.m.

3.5. Operational requirements

Once your patio has been approved and built, your business is responsible for successfully operating it. This responsibility includes:

- Shifting a portion of your permitted seating or capacity outside between April 1 and October 31.
 - Note: A patio permit does not automatically result in increased seating or capacity. For an increase, apply to udbuilding@richmond.ca.
- You must remove any patio structures, furniture or fixtures within 30 days of your permit expiration date.
- You are responsible and liable for all maintenance repairs of your patio.
- If your patio stays in place through the winter, you are responsible for clearing all snow and ice from the patio and from its entry and exit points.

This program will be reviewed, with consideration for policy and design adjustments. Input from applicants is welcome at economicdev@richmond.ca.



City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1

Telephone: 604-276-4000

www.richmond.ca

Patio Program – Complementary Initiatives

Complementary Initiatives

The following initiatives would complement the Patio Program while helping to achieve its objectives.

1. Pacific.Authentic. Pop-up Picnic Areas

Not all businesses have access to adjacent outdoor space on which to operate a patio. In 2021 Tourism Richmond launched the Pacific. Authentic. Pop-up Picnic Program to provide inviting outdoor dining spaces close to restaurants. This provided new outdoor dining areas for the broader public while supporting take-out programs for restaurants without access to patio space, such as those located in shopping malls. In 2022, Tourism Richmond is planning to bring back the pop-up picnic areas and work with more local artists to paint additional Richmond themed picnic tables.

2. Alternative Transportation Initiatives

Outdoor patios increase the vibrancy of neighbourhoods, making them a destination for residents and visitors and providing an incentive for a bike ride, walk or other types of non-vehicle trips.

In a Let's Talk Richmond survey undertaken from November 15 to December 5, 2021, 44% of respondents indicated they visited outdoor patios by sustainable modes of travel such as cycling, walking and rolling.

There are initiatives underway that support active transportation and low carbon travel that will reduce demand for parking and free up space for other uses such as patios.

- **Richmond Discovery Shuttle:** This service, a joint project between the City, the Richmond Hotel Association and Tourism Richmond, provides a seamless connection for visitors between the City Center and Steveston. It was first piloted in 2019 and is in the planning stages for implementation again over the 2022 summer period.
- **Steveston Bike Valet:** In partnership with Tourism Richmond, the new bike valet is being planned for summer 2022 that will provide a free to end user service where visitors to Steveston can securely store their bikes, strollers, skateboards or other mobility devices. This allows them to enjoy the village and support local restaurants, shops and attractions.
- **E-Scooter Pilot Project:** Part of a Provincial initiative, this came into effective in July 2021 and a public e-scooter share pilot program will launch in spring, 2022.

- The City's Active Transportation Network: This continues to expand and improve with additional routes, signage and facilities. Future improvements are prioritized in the 2021 update of the Cycling Network Plan.

Increased use of sustainable transportation modes will aid Richmond in reducing its carbon footprint and complement the patio program and other enhancements to the vibrancy of the community.



CITY OF RICHMOND

PUBLIC SPACE PATIO REGULATION BYLAW

BYLAW NO. 10350

WHEREAS section 8 of the *Community Charter* allows Council to set regulations on the use of public places;

WHEREAS section 194 of the *Community Charter* allows Council to impose fees payable in respect of the use of municipal property; and

AND WHEREAS the Council of the City of Richmond deems it advisable to set fees, and regulate the operation of public space patios within the City of Richmond.

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

PART 1: CITATION

- 1.1 This Bylaw may be cited for all purposes as “Public Space Patio Regulation Bylaw No. 10350”.

PART 2: INTERPRETATION

- 2.1 In this Bylaw, the following terms have the following meanings:

- (a) **“Applicant”** means an applicant for a **Public Space Patio Permit**, and for the purposes of this Bylaw, also means the holder of a **Public Space Patio Permit**, once issued;
- (b) **“Applicant’s Personnel”** means the **Applicant’s** officers, directors, employees, agents, contractors, subcontractors, permittees, invitees and sublicensees;
- (c) **“Application”** means an application for a **Public Space Patio Permit**;
- (d) **“Business”** means a Business as defined in the City’s Business Regulation Bylaw No. 7538;
- (e) **“City”** means the City of Richmond;

- (f) **“City Personnel”** means the City’s officials, officers, employees, agents, contractors, subcontractors, permittees and invitees;
- (g) **“Consolidated Fees Bylaw”** means Consolidated Fees Bylaw No. 8636;
- (h) **“Council”** means the duly elected Council for the City;
- (i) **“General Manager”** means the City’s General Manager, Community Safety, or designate;
- (j) **“Losses”** means losses, judgments, builder’s liens, damages, costs (including legal costs), expenses, actions, proceedings, suits, debts, accounts, claims and demands, including any and all claims of third parties;
- (k) **“Public Space Patio”** means an outdoor patio, sidewalk patio, street patio or deck located on a sidewalk or other portion of a street, including parking stalls, or publically owned property, permitted by a **Public Space Patio Permit** for the purpose of serving food and beverages in an outdoor setting to seated patrons in conjunction with an existing **Business**. For certainty, a **Public Space Patio** includes a **Small Sidewalk Patio**;
- (l) **“Public Space Patio Permit”** means a permit for a **Public Space Patio** issued under this Bylaw; and
- (m) **“Public Space Patio Permit Area”** means the area designated in a Public Space Patio Permit for a Public Space Patio.
- (n) **“Small Sidewalk Patio”** means a **Public Space Patio** located on a publically owned sidewalk adjacent the Applicant’s Business that has four or fewer tables and a combined maximum total of 8 or fewer chairs.

PART 2 – APPLICATION AND PUBLIC SPACE PATIO PERMIT REQUIREMENTS

Public Space Patio Permit Required

- 2.1 Unless otherwise exempted by this Bylaw, a **Public Space Patio** is only allowable with a valid **Public Space Patio Permit** and no person shall construct, erect, modify, convert, expand, reconstruct, relocate or replace any such **Public Space Patio** without first having obtained a valid **Public Space Patio Permit**.

Application Requirements

- 2.2 No **Public Space Patio Permit** for erection of a **Public Space Patio** shall be issued until:
 - a) A full and complete **Application** has been submitted. The Application will include, without limitation, plans and details of the proposed **Public Space Patio** showing:

- i. the area of the sidewalk, street or other publically-owned space to be occupied;
 - ii. the location and type of all fixtures or other objects which shall be placed within any area of the sidewalk, street or other publically-owned space to be occupied; and
 - iii. any other materials, documents and information as determined by the General Manager;
- b) The proposed work set out in the **Application** conforms to this Bylaw and all other applicable bylaws and **City** guidelines applicable to **Public Space Patios**;
 - c) The **Applicant** for the **Public Space Patio Permit** has paid the prescribed application fee as specified in **Consolidated Fees Bylaw**;
 - d) The **Applicant** for the **Public Space Patio Permit** has paid the prescribed fee for the use of public space as determined by the City's Director, Real Estate Services, or designate;
 - e) Evidence of the **Applicant's** comprehensive general liability insurance in accordance with the amounts and other requirements set out in this Bylaw, has been received; and
 - f) Until the Application has been approved by the General Manager.

PART 3 – PUBLIC SPACE PATIO CONDITIONS OF PUBLIC SPACE PATIO PERMIT

- 3.1 Every **Public Space Patio Permit** is subject to the conditions of use set out in Part 3 of this Bylaw.

Validity Period

- 3.2 A **Public Space Patio Permit** may be valid for a maximum of 24 months, subject to the terms of this Bylaw. Upon expiry or early termination.
- 3.3 No **Public Space Patio** shall be permitted to operate later than 10:00 p.m.
- 3.4 Subject to Section 4.1, upon expiry of a **Public Space Patio Permit**, all fixtures and structures placed within or surrounding a **Public Space Patio** must be completely removed within 30 days and must replace and restore the sidewalk, street or other publically-owned space to a safe and proper condition to the satisfaction of the **General Manager**.
- 3.5 Where an **Applicant** neglects, refuses or fails to cease occupation of the **Public Space Patio** as required pursuant to this Bylaw, or fails to do so within the time specified, the **General Manager** may cause any fixtures, furnishings or personal property located on the **Public Space Patio** to be removed and may cause the sidewalk, street or other publically-owned place to be restored to a safe and proper condition and may charge the

costs of such removal and restoration to the **Applicant**. Where the **City** has incurred costs pursuant to this Section, a certificate of the **General Manager** setting out those costs shall be final and the **City** may recover such costs from the **Applicant** in any Court of competent jurisdiction as a debt owing by the **Applicant** to the **City**.

- 3.6 Where an **Applicant** is required to remove any fixtures, furnishings and personal property pursuant to this Bylaw, the **Applicant** must not make any claim against the **City** on account of such removal.

Compliance with Applicable Laws

- 3.7 An **Applicant** will:

- (a) comply with all applicable laws including, without limitation, City bylaws, policies and guidelines pertaining to the use of the **Public Space Patio Permit Area**;
- (b) not release, dump, spill or place, or allow to be released, dumped, spilled or released on the **Public Space Patio Permit** any waste or special waste (as defined in the Environmental Management Act, S.B.C. 2003, c. 53, as it may be amended or substituted from time to time), or any toxic substance (as defined in the Canadian Environmental Protection Act, S.C. 1999, c. 33, as it may be amended or substituted from time to time), or any matter which the British Columbia Ministry of Environment considers a risk to the environment or to human health;
- (b) exercise its rights under the **Public Space Patio Permit** so as to cause as little inconvenience to the **City** and the public users of the **Public Space Patio Permit Area** and surrounding area as is reasonably practicable in the City's sole discretion; and
- (c) comply promptly with the legal requirements of all authorities, including any association of fire insurance underwriters or agents, and all notices issued by them that are served upon the **City** or the **Applicant**.

Location and Use of Public Space Patio

- 3.8 The location of a **Public Space Patio** may not extend beyond the location indicated on the **Public Space Patio Permit**.
- 3.9 The **Public Space Patio Permit Area** must not be used for any purpose other than seating and serving customers.

Design and Maintenance of Public Space Patio

- 3.10 All Public Space Patios will comply with the City's design guidelines.
- 3.11 The **Applicant** must keep and maintain the **Public Space Patio** in a clean, sanitary, attractive condition and must keep the sidewalk surrounding or adjacent to the **Public Space Patio** free from papers, rubbish and debris of any kind.

- 3.12 The **Applicant** must repair and/or replace, to the **City's** satisfaction, any damage to the **Public Space Patio Permit Area**, any other lands, structures, buildings, improvements, the sidewalks, lanes, utilities or streets adjacent or in proximity to the **Public Space Patio Permit Area** that is caused by, either directly or indirectly, or is contributed to by, either directly or indirectly, the existence of the **Public Space Patio**.
- 3.13 For the purpose of constructing, installing, repairing or maintaining any street, municipal work, service, utility or other improvement owned by the **City** or a permitted third party utility company, the **Applicant** must:
- (a) allow employees or agents of the City and any permitted third party utility company to enter the portion of the **Public Space Patio Permit Area**; and
 - (b) when requested by the **General Manager**, remove at the cost of the **Applicant** part of the **Public Space Patio** within 48 hours, or immediately in the event of an emergency, for regularly scheduled utility or service installation, maintenance or repair.

Insurance, Indemnity and Release

- 3.14 The **Applicant** shall obtain and maintain comprehensive general liability insurance with a limit of not less than \$5,000,000.00 for loss, damage, injury or death arising out of any one occurrence. The policy shall name the City as an additional insured thereunder and shall indemnify and protect the City against all claims for any **Losses**, damage, injury or death to any person or persons and for damage to any public or private property occurring within or about the **Public Space Patio Permit Area** or arising by virtue of the **Applicant's** occupation and/or use of the **Public Space Patio Permit Area**. The policy shall contain such other terms and conditions satisfactory to the City's Risk Manager. The Applicant shall provide the **City** with satisfactory proof of such coverage prior to the construction or installation of the **Public Space Patio**.
- 3.15 In consideration for the issuance of a **Public Space Patio Permit**, each **Applicant** indemnify and save harmless the **City** and **City Personnel** in respect of any and all **Losses** which the **City** or any City Personnel may suffer, incur or be put to, arising out of or in connection, directly or indirectly, with the **Public Space Patio Permit** or the **Public Space Patio** or that would not or could not have occurred "but for" the **Public Space Patio Permit** or the **Public Space Patio**, including without limitation:
- (a) the occupation and/or use of the **Public Space Patio Permit Area** by the **Applicant** and the **Applicant's Personnel**, supplies, machinery and equipment;
 - (b) injury or death to any person occurring in or about the **Public Space Patio Permit Area** and damage to or loss of property owned by any person occurring in or about the **Public Space Patio Permit Area**, or relating to or arising from the occupation and/or use of the **Public Space Patio Permit Area** (including claims under the *Occupier's Liability Act*) by the **Applicant**, the **Applicant's Personnel**, any of their machinery, tools, and equipment, and/or the use of the **Public Space Patio Permit Area**; and

- (c) any breach by the **Applicant** of any condition or covenant contained in this Bylaw.
- 3.16 The Applicant does hereby waive, remise and release the **City** and **City Personnel** from absolutely any and all **Losses** which the **Applicant** or any **Applicant's Personnel** may suffer, incur or be put to, arising out of or in connection, directly or indirectly, with the **Public Space Patio Permit** or the **Public Space Patio** or that would not or could not have occurred "but for" the **Public Space Patio Permit** or the **Public Space Patio**, including without limitation:
- (a) the occupation and/or use of the **Public Space Patio Permit Area** by the **Applicant** and the **Applicant's Personnel**, supplies, machinery and equipment;
 - (b) injury or death to any person occurring in or about the **Public Space Patio Permit Area** and damage to or loss of property owned by any person occurring in or about the **Public Space Patio Permit Area**, or relating to or arising from the occupation and/or use of the **Public Space Patio Permit Area** (including claims under the *Occupier's Liability Act*) by the **Applicant**, the **Applicant's Personnel**, any of their machinery, tools, and equipment, and/or the use of the **Public Space Patio Permit Area**; and
 - (c) any breach by the **Applicant** of any condition or covenant contained in this Bylaw.

The release and indemnification provisions contained in this Bylaw shall survive the termination or expiration of a **Public Space Patio Permit**.

PART 4 - AUTHORITY OF THE GENERAL MANAGER

4.1 The **General Manager** is authorized to:

- a) determine the form of an **Application** for a **Public Space Patio Permit**;
- b) to determine and prescribe the terms and conditions to be included in the **Public Space Patio Permit**;
- c) issue a **Public Space Patio Permit** for the operation of a **Public Space Patio** in accordance with terms and specifications set out in this Bylaw, and impose additional terms, conditions, restrictions and requirements;
- d) issue design guidelines for **Public Space Patios**;
- e) refuse to issue a **Public Space Patio Permit**, if
 - i. the information submitted is insufficient to determine compliance with the provisions of this bylaw or another enactment;
 - ii. the incorrect information is submitted;

- iii. it would be prohibited by any other bylaw or regulation; or
 - iv. the **General Manager** considers that the activities proposed or contemplated under the **Public Space Patio Permit** cannot be carried out safely and with a minimum risk of injury to persons, damage or loss to property, inconvenience to others using the street, residents or businesses in the vicinity, or to the public generally.
- f) suspend, amend, vary, revoke, or cancel any **Public Space Patio Permit**, without compensation to the permit holder, if
- i. there is a contravention of any specification or condition of the **Public Space Patio Permit**;
 - ii. the **Public Space Patio Permit** was issued in error;
 - iii. the **Public Space Patio Permit** was issued on the basis of incorrect information;
 - iv. in the opinion of the **General Manager**, a portion of the **Public Space Patio** area is required for the maintenance, repair or installation of municipal utilities or other municipal purposes; or
 - v. the **General Manager** considers that the activities under the **Public Patio Permit** are not being carried out safely and with a minimum risk of injury to persons, damage or loss to property, inconvenience to others using the street, residents or businesses in the vicinity, or to the public generally.
- g) Upon suspension, amendment, variation, revocation, or cancelation of a **Public Space Patio Permit**, the **General Manager** may order the **Applicant** to immediately remove all fixtures and structures placed within or surrounding a **Public Space Patio** and the replacement and restoration of the sidewalk, street or other publically-owned space to a safe and proper condition to the satisfaction of the **General Manager**.

PART 5 – SEVERABILITY

- 5.1 If any part, sub-section or phrase of this Bylaw is held to be invalid by a court of competent jurisdiction, the invalid portion shall be severed, and the remainder of the Bylaw shall be deemed to have been enacted without the invalid portion.

PART 6 – EFFECTIVE DATE

- 6.1 This Bylaw comes into force and effect upon its adoption.

- iv. in the opinion of the **General Manager**, a portion of the **Public Space Patio** area is required for the maintenance, repair or installation of municipal utilities or other municipal purposes; or
- v. the **General Manager** considers that the activities under the **Public Patio Permit** are not being carried out safely and with a minimum risk of injury to persons, damage or loss to property, inconvenience to others using the street, residents or businesses in the vicinity, or to the public generally.
- g) Upon suspension, amendment, variation, revocation, or cancelation of a **Public Space Patio Permit**, the **General Manager** may order the **Applicant** to immediately remove all fixtures and structures placed within or surrounding a **Public Space Patio** and the replacement and restoration of the sidewalk, street or other publically-owned space to a safe and proper condition to the satisfaction of the **General Manager**.

PART 5 – SEVERABILITY

- 5.1 If any part, sub-section or phrase of this Bylaw is held to be invalid by a court of competent jurisdiction, the invalid portion shall be severed, and the remainder of the Bylaw shall be deemed to have been enacted without the invalid portion.

PART 6 – EFFECTIVE DATE

- 6.1 This Bylaw comes into force and effect upon its adoption.
- 6.2 Notwithstanding Section 8.1 of this Bylaw, this Bylaw shall not apply to persons who hold a valid temporary patio permit issued by the City.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CITY OF RICHMOND	
APPROVED for content by originating dept. <i>KF</i>	
APPROVED for legality by Solicitor <i>LB</i>	

CORPORATE OFFICER



**Development Permit, Development Variance Permit and Temporary
Commercial and Industrial Use Permit Procedure Bylaw No. 7273
Amendment Bylaw No. 10366**

The Council of the City of Richmond enacts as follows:

1. **Development Permit, Development Variance Permit and Temporary Commercial and Industrial Use Permit Procedure Bylaw No. 7273**, as amended, is further amended by adding the following as Section 1.2.4:

“1.2.4 Notwithstanding subsection 1.2.1 above, an **applicant** for a **temporary use permit** for a **seasonal outdoor patio** is not required to provide signage as set out in subsections 1.2.1 and 1.2.2.”

2. **Development Permit, Development Variance Permit and Temporary Commercial and Industrial Use Permit Procedure Bylaw No. 7273**, as amended, is further amended by adding the following as Section 2.4.4:

“2.4.4 Notwithstanding subsections 2.1.1, 2.4.1 and 2.4.2 above:

- (a) the **General Manager, Community Safety** is responsible for processing and reviewing applications for **temporary use permits** for **seasonal outdoor patios**;
- (b) where a request for a renewal of a **temporary use permit** for a **seasonal outdoor patio** has been made, the **General Manager, Community Safety** must process and review such application generally in the same manner as an application for a new permit under subsection 2.4.4(a).

3. **Development Permit, Development Variance Permit and Temporary Commercial and Industrial Use Permit Procedure Bylaw No. 7273**, as amended, is further amended by adding the following as Section 5.4:

“5.4 Delegation of Temporary Use Permits for Seasonal Outdoor Patios

- 5.4.1 Notwithstanding Section 5.2 above, **Council** delegates to the **General Manager, Community Safety** the authority to:

- (a) approve, issue, and renew **temporary use permits** for **seasonal outdoor patios**;
- (b) reject applications for **seasonal outdoor patios**;
- (c) vary and supplement **seasonal outdoor patios** and impose conditions and requirements on said permits; and

- (d) cancel **temporary use permits** for **seasonal outdoor patios** if a permit holder fails to comply with a term or condition of the permit.
- 5.4.2 The **General Manager, Community Safety** must send a notice of their decision in writing to the **applicant**, which notice shall be deemed to have been received by the **applicant** 10 days after the notice is mailed by the **City**.
- 5.4.3 An **applicant** for a **temporary use permit** for a **seasonal outdoor patio** is entitled to have **Council** reconsider the decision of the **General Manager, Community Safety** in accordance with the following process:
- (a) the **applicant** must apply for the reconsideration by delivering to the **City Clerk**, and providing a copy to the **General Manager, Community Safety**, within 30 days after the decision of the **General Manager, Community Safety** is deemed to be received by the **applicant**, a reconsideration application in writing setting out the following:
 - (i) the date of the decision of the **General Manager, Community Safety** and the nature of the decision;
 - (ii) reasons why the **applicant** wishes the decision to be reconsidered by **Council**;
 - (iii) a request from the **applicant** that the decision be made by **Council**, with brief reasons in support of the request; and
 - (iv) a copy of any materials the **applicant** considers to be relevant to the reconsideration by **Council**.
 - (b) the **General Manager, Community Safety** must present to **Council**, a report on the application and decision to be reconsidered, consisting of a recommendation, and any other information the **General Manager, Community Safety** considers to be relevant;
 - (c) reconsiderations must occur at a regular meeting of **Council** held at least two weeks after the date on which the reconsideration application is delivered to the **City Clerk** and notice shall be provided in accordance with Section 3.2 of this Bylaw;
 - (d) the **applicant** may delegate to **Council** in accordance with Council Procedure Bylaw No. 7560 at the regular meeting of **Council** at which the **General Manager, Community Safety**'s report is on the agenda;
 - (e) upon receipt of the recommendation from the **General Manager, Community Safety** and the delegation from the **applicant**, and **Council**'s reconsideration of the **General Manager, Community Safety**'s decision, **Council** must:
 - (i) confirm the decision of the **General Manager, Community Safety**; or

- (ii) vary, or set aside the decision of the **General Manager, Community Safety** and substitute the decision of **Council**, and either:
 - (A) issue the **temporary use permit** for a **seasonal outdoor patio**, or approve the renewal of the **temporary use permit**; or
 - (B) reject the application for a **temporary use permit** for a **seasonal outdoor patio**, or the renewal of a **temporary use permit**.”
- 4. **Development Permit, Development Variance Permit and Temporary Commercial and Industrial Use Permit Procedure Bylaw No. 7273**, as amended, is further amended by adding the following as Section 8.1.3:

“8.1.3 Where the **General Manager, Community Safety** issues a **temporary use permit** for a **seasonal outdoor patio** the **City Clerk** must ensure that such permit is properly executed and must mail or otherwise deliver such permit to the **applicant**, and cause the appropriate “Notice of Permit” to be filed in the Provincial Land Title Office.”
- 5. **Development Permit, Development Variance Permit and Temporary Commercial and Industrial Use Permit Procedure Bylaw No. 7273**, as amended, is further amended by adding the following as Section 10.1.2(d):

“(d) prior to issuance by the **General Manger, Community Safety** of a **temporary use permit** for a **seasonal outdoor patio**.”
- 6. **Development Permit, Development Variance Permit and Temporary Commercial and Industrial Use Permit Procedure Bylaw No. 7273**, as amended, is further amended at Section 12.1 by adding, the following defined terms in their proper alphabetical order:

SEASONAL OUTDOOR PATIO means a patio constructed on private property adjacent to a **food service establishment, liquor primary establishment, marine public house, or neighbourhood public house** establishment which is subject to a temporary use permit, which can operate only from April 1 to October 31.

FOOD SERVICE ESTABLISHMENT means a business which, in return for consideration, serves prepared food to the public for consumption on or off the premises, and includes coffee shop, restaurant or drive-in restaurant, cafeteria, dining lounge, ice cream parlour, and refreshment or food vending stand, but specifically excludes neighbourhood public house.

LIQUOR PRIMARY ESTABLISHMENT means a premise, licensed under the Liquor Control and Licensing Act, where liquor is served for consumption on-site.

NEIGHBOURHOOD PUBLIC HOUSE means a premise, licensed under the Liquor Control and Licensing Act, where liquor is served for consumption on-site, with a maximum occupant load of 125 persons.

7. This Bylaw is cited as “**Development Permit, Development Variance Permit and Temporary Commercial and Industrial Use Permit Procedure Bylaw No. 7273, Amendment Bylaw No. 10366**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept. KF
APPROVED for legality by Solicitor LB



**CONSOLIDATED FEES BYLAW NO. 8636,
AMENDMENT BYLAW NO. 10367**

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding Schedule A attached to and forming part of this bylaw as a schedule to Consolidated Fees Bylaw No. 8636, in alphabetical order.
2. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding Schedule B attached to and forming part of this bylaw as a schedule to Consolidated Fees Bylaw No. 8636, in alphabetical order.
3. That **Consolidated Fees Bylaw No 8636**, as amended, is further amended at SCHEDULE – DEVELOPMENT APPLICATION FEES by deleting the Heritage Application No. 8951 table and replacing it with Schedule C attached to and forming part of this bylaw.
4. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10367.**”

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>KF</i>
APPROVED for legality by Solicitor <i>LB</i>

MAYOR

CORPORATE OFFICER

SCHEDULE A – Public Space Patio Fees**Public Space Patio Regulation Bylaw No. 10350**

Sections 2.3(c)

Public Space Patio Permit Application Fee	2022 Fee
Permit	\$300
Renewal	\$300
Small Sidewalk Patio Permit Application Fee	2022 Fee
Permit	\$100
Renewal	\$100

SCHEDULE B**DEVELOPMENT APPLICATION FEES****Temporary Use Permits No. 8951**

Section	Description	Base Fee	Incremental Fee
Section 1.6.1	Temporary Use Permits for Seasonal Outdoor Patio	\$300	Not Applicable
Section 1.6.1	Temporary Use Permit Renewal for Seasonal Outdoor Patio	\$300	Not Applicable

DEVELOPMENT APPLICATION FEES

Heritage Applications No. 8951

Section	Description	Base Fee	Incremental Fee
Section 1.15.1 (a)	<u>Heritage Alteration Permit</u> No Development Permit or Rezoning Application With Development Permit or Rezoning Application	\$272 (20% of the total applicable development permit or rezoning fee, whichever is greater)	Not Applicable Not Applicable
Section 1.15.1 (b)	<u>Heritage Alteration Permit</u> For patios to be considered by the Director of Development with the City of Richmond Patio Permit Application	No Fee	Not Applicable
Section 1.15.1 (c)	<u>Heritage Revitalization Agreement</u> No Development Permit or Rezoning Application With Development Permit or Rezoning Application	\$272 (20% of the total applicable development permit or rezoning fee, whichever is greater)	Not Applicable Not Applicable



**Heritage Procedures Bylaw 8400
Amendment Bylaw 10363**

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

1. Heritage Procedures Bylaw 8400 is amended by adding the following new subsection 5.1.7 immediately after subsection 5.1.6:

“5.1.7 issuance of a Heritage Alteration Permit in respect of patios on public property and seasonal patios on private property that is not a protected heritage property, provided that its construction value does not exceed \$10,000.00 and the applicant obtains a Patio Permit through the City of Richmond Patio Program.” ;
2. This Bylaw may be cited as **“Heritage Procedures Bylaw 8400, Amendment Bylaw 10363”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED by <i>JH</i>
APPROVED by Manager or Solicitor <i>LB</i>

MAYOR

CORPORATE OFFICER



**Richmond Official Community Plan Bylaw 7100
Amendment Bylaw 10362 (Revisions to the Steveston Area Plan)**

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

1. Richmond Official Community Plan Bylaw 7100 (OCP Bylaw) is amended by adding the following in Section 9.3.2.1 Steveston Village General Guidelines of the Steveston Area Plan (Schedule 2.4) after “Landscape Elements”:

“Patios

Patios animate the streetscape and enhance the relationship between buildings and adjacent streets and public areas. The patio design must be well-integrated into the existing historic streetscape of Steveston Village and must be compatible with the form, massing and materials of the adjacent buildings. Particularly, Moncton Street between No. 1 Road and 3rd Avenue retains the historic elements of scale, and maintains a continuous commercial storefront street wall with one or two storey buildings. The design of patio structures must respect the character of the existing humble, small-scaled buildings on Moncton Street.

A Heritage Alteration Permit (HAP) is required for all patios located within the Steveston Village Heritage Conservation Area if the patio includes structure or is to be surrounded by a railing or other boundary that causes alterations to the existing landscape. For a patio located on City property such as a sidewalk patio or a curbside patio (i.e., occupying on-street parking spaces), a permit to allow the patio to occupy public space such as a Patio Permit obtained through the City of Richmond Patio Program is also required in addition to the HAP. In addition, other technical requirements from Engineering, Transportation, Building and Fire must be met and appropriate permits must be obtained.

To respect the heritage character of Steveston Village, new developments should ensure that:

For All Patios

- a) The scale, material and character of a patio structure respect the adjacent buildings and streets, and do not visually dominate the heritage buildings or streetscape.
- b) Colours of patio structures are compatible with Steveston’s traditional character. Either unpainted, or strong, but muted, colours produced as a “heritage series” by a number of commercial paint manufacturers are preferred.
- c) Landscaping is compatible with the existing heritage landscape of Steveston Village. On Moncton Street between No. 1 Road and 3rd Avenue, landscaping should be kept minimal and simple; smaller planters, which do not block the view of the buildings, may be permitted within the patio areas. In other areas in the Steveston Village Core

- area and the Steveston Village Riverfront area, planters, window boxes or other types of container gardens to provide an abundance of year-round seasonal colour are permitted. Planters should not be used to provide a continuous solid barrier to mark off the patio area.
- d) No umbrella is attached to or overhangs the patio railings.
 - e) The patios are wheelchair accessible. Any entry/exit point should be wide enough for a comfortable experience and to accommodate wheelchairs and strollers. The design and placement of site furniture should allow a person in a wheelchair to sit alongside fixed seating or where tables are provided, to allow a person in a wheelchair to pull up to each table. The material and surface treatments should be designed to be safe and accessible for all users.
 - f) Light fixtures are not directly attached to the patio structure, and are appropriate to the historic character of Steveston Village. Fully shielded metal cast fixtures are encouraged. Warmer and softer glow should be provided for ambience and aesthetic similar to traditional light sources. Excessive lighting levels, glare or overspill to neighbours should be avoided.

For Patios on Private Property

- a) Materials for barriers (e.g., railing, fences) to mark off the patio area are of high quality, natural and durable. The material should integrate with architectural finish and materials of the adjacent buildings. The preferred material is wood, metal or contemporary materials that offer a compatible look (e.g., composite decking boards that resemble wood). Plastic barriers or chain fencing are not permitted. The design of the barrier must be simple to complement the overall character of Steveston Village.
- b) The barrier is no higher than 0.9 m (3 ft.). For patios on private property, a trellis or similar structure may be permitted overhead, supported on posts.
- c) No advertisement or signage is allowed on patio structures.

For Patios on Public Property

- a) The material (e.g., fence) to demarcate the patio area does not form a solid continuous barrier, and has an “open” appearance. The visual obstruction must be less than 50% of the total area of the barrier (length x height).
- b) Materials for barriers (e.g., railing, fences) to mark off the patio area are of high quality, natural and durable. The preferred material is wood, metal or contemporary materials that offer a compatible look (e.g., composite decking boards that resemble wood). Plastic barriers or chain fencing are not permitted.
- c) No elements of the patio structure exceed 0.9 m (3 ft.) for patios on sidewalk. For curbside patios (i.e., occupying on-street parking spaces) directly adjacent to vehicle travel lanes, the height of the barrier must be appropriate to provide safety, but no elements of the patio structure should exceed 1.1 m (3.6 ft.).
- d) No advertisement or signage is allowed on patio structures, except for signage required due to safety reasons.”

2. This Bylaw may be cited as **“Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 10362”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED by <i>JH</i>
APPROVED by Manager or Solicitor <i>LB</i>



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10088 (RZ 17-794300)
10231, 10251, 10351, 10371, 10391, 10395 and 10397 No. 2 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 **“Low Density Townhouses (RTL4)”**:

P.I.D. 003-995-879

Lot 981 Section 36 Block 5 North Range 7 West New Westminster District Plan 58183

and

P.I.D. 004-005-066

Lot 982 Section 36 Block 5 North Range 7 West New Westminster District Plan 58183

and

P.I.D. 003-897-095

Lot 713 Section 36 Block 4 North Range 7 West New Westminster District Plan 58349

and

P.I.D. 004-536-339

Lot 712 Section 36 Block 4 North Range 7 West New Westminster District Plan 58349

and

P.I.D. 001-897-004

Lot 711 Section 36 Block 4 North Range 7 West New Westminster District Plan 58349

and

P.I.D. 003-881-261

Lot 211 Except: Part Subdivided by Plan 58349, Section 36 Block 4 North Range 7 West New Westminster District Plan 48291

and

P.I.D. 004-323-653

Lot 710 Section 36 Block 4 North Range 7 West New Westminster District Plan 58349

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10088”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

SEP 23 2019

OCT 21 2019

OCT 21 2019

OCT 21 2019

MAR 30 2022

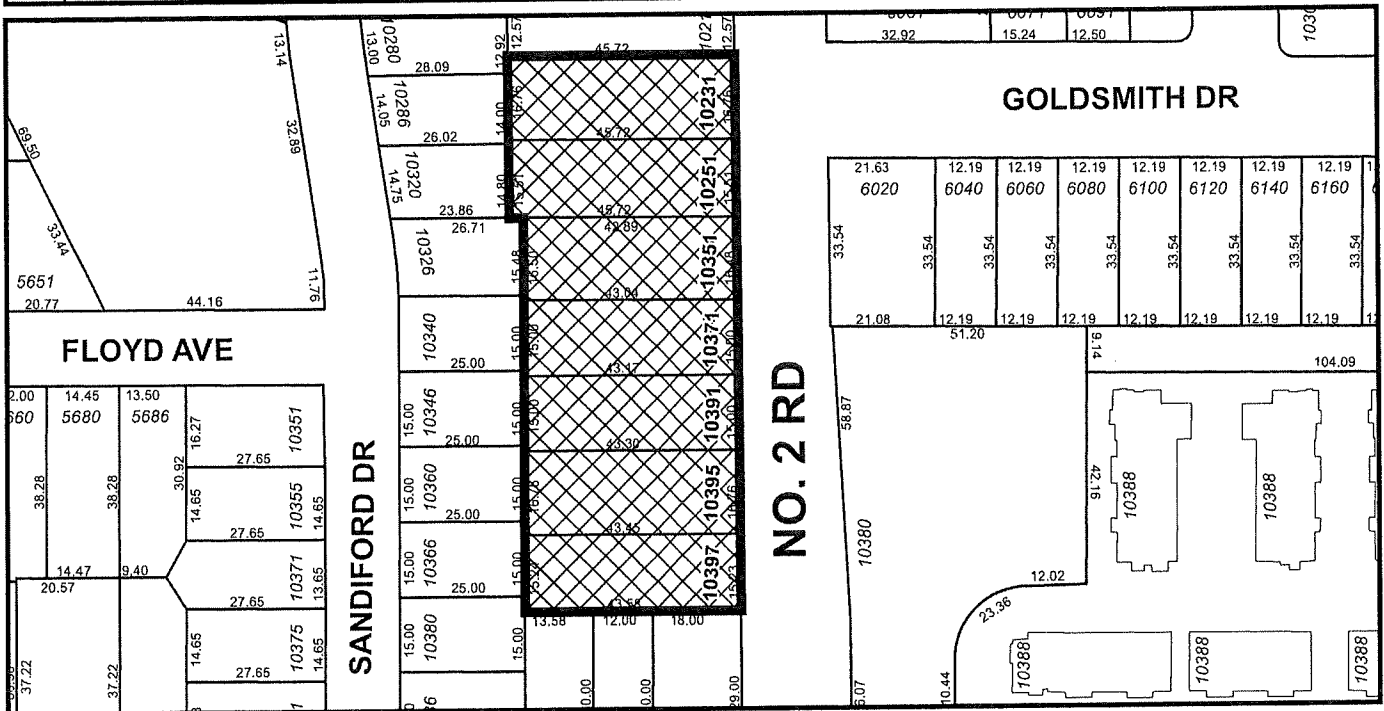
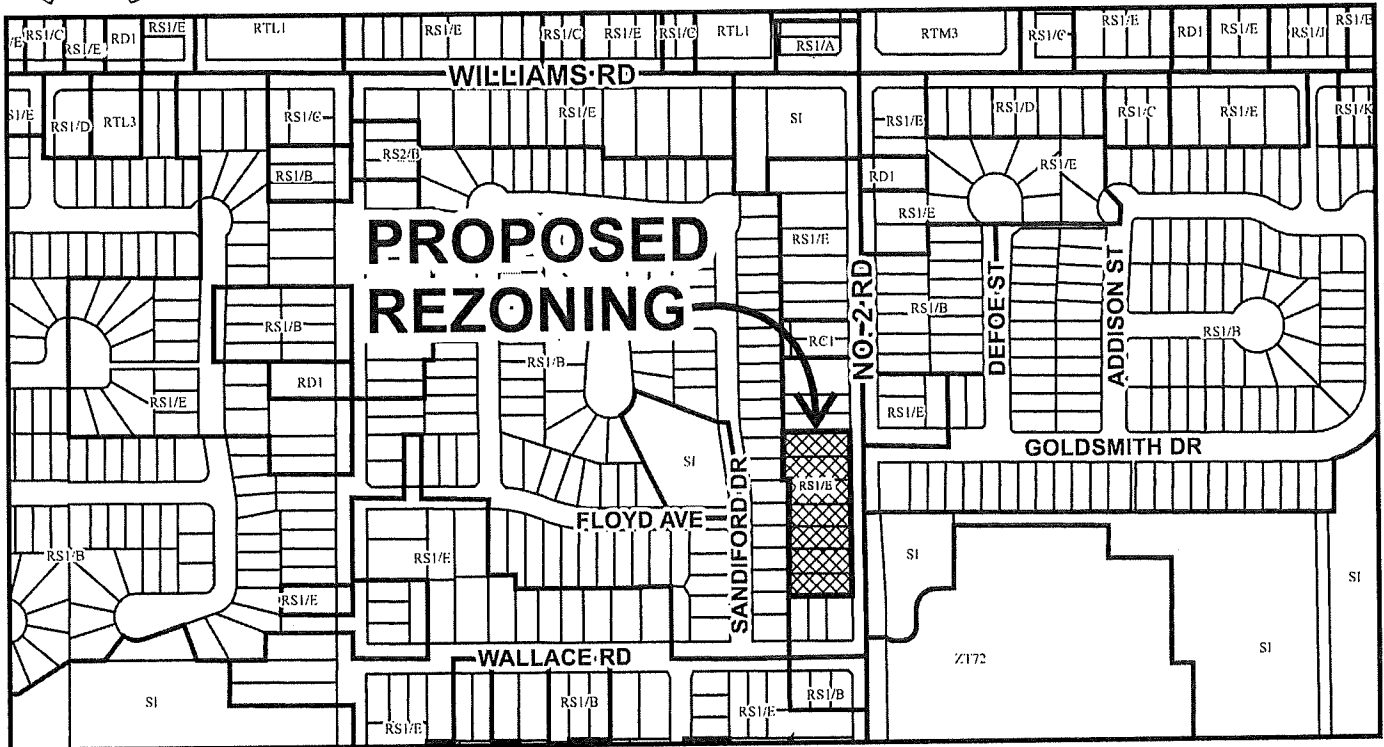
CITY OF RICHMOND
APPROVED by <i>EL</i>
APPROVED by Director or Solicitor <i>[Signature]</i>

MAYOR

CORPORATE OFFICER



City of Richmond



RZ 17-794300

Original Date: 01/08/18

Revision Date:

Note: Dimensions are in METRES



City of Richmond

Bylaw 10129

Housing Agreement (8131 Westminster Highway) Bylaw No. 10129

The Council of the City of Richmond enacts as follows:

1. The Mayor and City Clerk for the City of Richmond are authorized to execute and deliver a housing agreement, substantially in the form set out as Schedule A to this Bylaw, with the owner of the lands legally described as:

PID: 007-168-870 Lot 67, Section 4, Block 4 North, Range 6 West, New Westminster District, Plan 44025

2. This Bylaw is cited as **Housing Agreement (8131 Westminster Highway) Bylaw No. 10129.**

FIRST READING

MAR 28 2022

SECOND READING

MAR 28 2022

THIRD READING

MAR 28 2022

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>Cody Sp...</i>
APPROVED for legality by Solicitor <i>[Signature]</i>

MAYOR

CORPORATE OFFICER

Schedule A

To Housing Agreement (8131 Westminster Highway) Bylaw No. 10129

HOUSING AGREEMENT BETWEEN 1054824 BC LTD. AND THE CITY OF RICHMOND

HOUSING AGREEMENT
(Section 483 *Local Government Act*)

THIS AGREEMENT is dated for reference _____, 2022,

BETWEEN:

1054824 B.C. LTD. (Incorporation No. BC1054824), a corporation pursuant to the *Business Corporations Act* and having a registered and records office at 2900-550 Burrard Street, Vancouver, British Columbia, V6C 0A3

(the “**Owner**”)

AND:

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

(the “**City**”)

WHEREAS:

- A. Capitalized terms used in these Recitals and in this agreement shall have the meanings ascribed in Section 1.1;
- B. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;
- C. The Owner is the owner of the Lands (as hereinafter defined); and
- D. The Owner and the City wish to enter into this Agreement (as herein defined) to provide for affordable housing on the terms and conditions set out in this Agreement,

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

Housing Agreement (Section 483 *Local Government Act*)
1054824 B.C. LTD. (Inc. No. BC1054824)
8131 Westminster Highway
Application No. DP 18-797127
DP Condition No. 11
V.6

**ARTICLE 1
DEFINITIONS AND INTERPRETATION**

1.1 In this Agreement the following words have the following meanings:

- (a) **“Affordable Housing Strategy”** means the Richmond Affordable Housing Strategy approved by the City on March 12, 2018, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be amended or replaced from time to time;
- (b) **“Affordable Housing Unit”** means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Units charged by this Agreement;
- (c) **“Agreement”** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (d) **“Building”** means any building constructed, or to be constructed, on the Lands, or a portion thereof, including each air space parcel into which the Lands may be Subdivided from time to time. For greater certainty, each air space parcel will be a Building for the purpose of this Agreement;
- (e) **“Building Permit”** means the building permit authorizing construction on the Lands, or any portion(s) thereof;
- (f) **“City”** means the City of Richmond;
- (g) **“Common Amenities”** means all indoor and outdoor areas, recreational facilities and amenities that are designated for common use of all residential occupants of the Development, or all Tenants of Affordable Housing Units in the Development, through the Development Permit process, including without limitation visitor parking, the required affordable housing parking and electric vehicle charging stations, loading bays, bicycle storage, fitness facilities, outdoor recreation facilities, and related access routes;
- (h) **“CPI”** means the All-Items Consumer Price Index for Canada published from time to time by Statistics Canada, or its successor in function;
- (i) **“Daily Amount”** means \$100.00 per day as of January 1, 2009 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2009, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 6.1 of this

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Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;

- (j) **“Development”** means the high-rise mixed-use development containing commercial space, office space and residential units on the Lands;
- (k) **“Development Permit”** means the development permit authorizing the development of the Lands, or any portion(s) thereof, and includes Development Permit Application No. DP 18-797127;
- (l) **“Director, Community Social Development”** means the individual appointed to be the Director, Community Social Development from time to time of the Community Services Department of the City and his or her designate;
- (m) **“Director of Development”** means the individual appointed to be the chief administrator from time to time of the Development Applications Division of the City and his or her designate;
- (n) **“Dwelling Unit”** means a residential dwelling unit or units located or to be located on the Lands whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan and includes, where the context permits, an Affordable Housing Unit;
- (o) **“Eligible Tenant”** means a Family having a cumulative annual income of:
 - (i) in respect to a bachelor unit, \$34,650 or less;
 - (ii) in respect to a one-bedroom unit, \$38,250 or less;
 - (iii) in respect to a two-bedroom unit, \$46,800 or less; or
 - (iv) in respect to a three or more bedroom unit, \$58,050 or less,

provided that, commencing January 1, 2022, the annual incomes set-out above shall be adjusted annually on January 1st of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the annual incomes set-out above for the subsequent year shall remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant’s permitted income in any particular year shall be final and conclusive;

- (p) **“Family”** means:

- (i) a person;
 - (ii) two or more persons related by blood, marriage or adoption; or
 - (iii) a group of not more than 6 persons who are not related by blood, marriage or adoption
- (q) **“Housing Covenant”** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to Section 219 of the *Land Title Act*) registered against title to the Lands in connection with the Development Permit;
- (r) **“Interpretation Act”** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (s) **“Land Title Act”** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (t) **“Lands”** means the lands and premises located at 8131 Westminster Highway, Richmond, B.C., legally described as:
- PID: 007-168-870
Lot 67 Section 4 Block 4 North Range 6 West New Westminster District
Plan 44025
- (u) **“Local Government Act”** means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (v) **“LTO”** means the New Westminster Land Title Office or its successor;
- (w) **“Owner”** means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;
- (x) **“Permitted Rent”** means no greater than:
- (i) \$811.00 a month for a bachelor unit;
 - (ii) \$975.00 a month for a one-bedroom unit;
 - (iii) \$1,218.00 a month for a two-bedroom unit; and
 - (iv) \$1,480.00 a month for a three (or more) bedroom unit,

provided that, commencing January 1, 2022, the rents set-out above shall be adjusted annually on January 1st of each year this Agreement is in force and effect, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. Notwithstanding anything to the contrary contained in the *Residential Tenancy Act* or the *Residential Tenancy Regulation*, the foregoing cap on the increase to Permitted Rent to that permitted by the *Residential Tenancy Act* shall apply to the annual calculation of the maximum Permitted Rent independent of any exemption status of the Owner (i.e. non-profit housing society). If there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the permitted rents set-out above for the subsequent year shall remain unchanged from the previous year. In the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;

- (y) “**Real Estate Development Marketing Act**” means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;
- (z) “**Residential Tenancy Act**” means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (aa) “**Residential Tenancy Regulation**” means the *Residential Tenancy Regulation*, B.C. Reg. 477/2003, together with all amendments thereto and replacements thereof;
- (bb) “**Strata Property Act**” means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (cc) “**Subdivide**” means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of “cooperative interests” or “shared interest in land” as defined in the *Real Estate Development Marketing Act*;
- (dd) “**Tenancy Agreement**” means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (ee) “**Tenant**” means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.

1.2 In this Agreement:

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

ARTICLE 2

USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant. An Affordable Housing Unit must not be occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant. For the purposes of this Article, "permanent residence" means that the Affordable

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Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.

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

ARTICLE 3 DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner will not permit an Affordable Housing Unit to be to be subleased, or the Affordable Housing Unit Tenancy Agreement to be assigned, except as required under the *Residential Tenancy Act*.
- 3.2 The Owner will not permit an Affordable Housing Unit to be used for short term rental purposes (being rentals for periods shorter than 30 days), or any other purposes that do not constitute a “permanent residence” of a Tenant or an Eligible Tenant.
- 3.3 If this Housing Agreement encumbers more than one Affordable Housing Unit, the following will apply:
 - (a) the Owner will not, without the prior written consent of the City, sell or transfer less than all of the Affordable Housing Units located in one building in a single or related series of transactions, with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than all of the Affordable Housing Units in one building;
 - (b) if the Development contains one or more air space parcels, each air space parcel and the remainder will be a “building” for the purpose of this section 3.3; and
 - (c) the Lands will not be Subdivided such that one or more Affordable Housing Units for their own air space parcel, separate from other Dwelling Units, without the prior written consent of the City.
- 3.4 Subject to the requirements of the *Residential Tenancy Act*, the Owner will ensure that each Tenancy Agreement:
 - (a) includes the following provision:

“By entering into this Tenancy Agreement, the Tenant hereby consents and agrees to the collection of the below-listed personal information by the Landlord and/or any operator or manager engaged by the Landlord and the disclosure by the Landlord and/or any operator or manager engaged by the Landlord to the City of Richmond (the “City”) and/or the Landlord, as the case may be, of the following personal information which information will be used by the City to verify and ensure compliance by the Owner with the City’s strategy, policies and requirements with respect to the provision and administration of affordable housing within the municipality and for no other purpose, each month during the Tenant’s occupation of the Affordable Housing Unit:

 - (i) a statement of the Tenant’s annual income once per calendar year;
 - (ii) the number of occupants of the Affordable Housing Unit;

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- (iii) the number of occupants of the Affordable Housing Unit under 18 years of age;
 - (iv) the number of occupants of the Affordable Housing Unit over 65 years of age;
 - (v) a statement of before tax employment income for all occupants over 18 years of age; and
 - (vi) the total income for all occupants of the Affordable Housing Unit;”
 - (b) defines the term “Landlord” as the Owner of the Affordable Housing Unit; and
 - (c) includes a provision requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement.
- 3.5 If the Owner sells or transfers any Affordable Housing Units, the Owner will notify the City Solicitor of the sale or transfer within 3 days of the effective date of sale or transfer.
- 3.6 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
- (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
 - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
 - (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all Common Amenities in the Development and will not Subdivide the Lands unless all easements and rights of way are in place to secure such use;
 - (d) the Owner will not require the Tenant or any permitted occupant to pay any of the following:
 - (i) move-in/move-out fees;
 - (ii) strata fees;
 - (iii) strata property contingency reserve fees;
 - (iv) extra charges or fees for use of any Common Amenities, common property, limited common property, or other common areas, facilities or amenities,

including without limitation parking, bicycle storage, electric vehicle charging stations or related facilities;

- (v) extra charged for the use of sanitary sewer, storm sewer, or water; or
- (vi) property or similar tax;

provided, however, that if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, an Owner may charge the Tenant the Owner's cost, if any, of:

- (vii) providing cable television, telephone, other telecommunications, or electricity fees (including electricity fees and charges associated with the Tenant's use of electrical vehicle charging infrastructure); and
 - (viii) installing electric vehicle charging infrastructure (in excess of that pre-installed by the Owner at the time of construction of the Development), by or on behalf of the Tenant;
- (e) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
 - (f) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;
 - (g) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
 - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
 - (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in section 1.1(o) of this Agreement;
 - (iii) the Affordable Housing Unit is occupied by more than the number of people the City determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
 - (iv) the Affordable Housing Unit remains vacant for three (3) consecutive months or longer, notwithstanding the timely payment of rent; and/or
 - (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for section 3.6(g)(ii) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(o) of this Agreement*], the notice of termination shall provide that the termination of the tenancy shall be effective 30 days following the date of the notice of termination. In respect to section 3.6(g)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- 3.7 If the Owner has terminated the Tenancy Agreement, then the Owner shall use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.
- 3.8 The Owner shall not impose any age-based restrictions on Tenants of Affordable Housing Units, unless expressly permitted by the City in writing in advance.

ARTICLE 4 DEMOLITION OF AFFORDABLE HOUSING UNIT

- 4.1 The Owner will not demolish an Affordable Housing Unit unless:
- (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Affordable Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
 - (b) the Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations, as determined by the City in its sole discretion,

and, in each case, a demolition permit for the Affordable Housing Unit has been issued by the City and the Affordable Housing Unit has been demolished under that permit.

Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

ARTICLE 5 STRATA CORPORATION BYLAWS

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.

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- 5.2 Any strata corporation bylaw which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation, or imposes age-based restrictions on Tenants of Affordable Housing Units, will have no force and effect.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any common property, limited common property or other common areas, facilities, or indoor or outdoor amenities of the strata corporation.
- 5.5 No strata corporation shall pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for the use of parking, bicycle storage, electric vehicle charging stations or related facilities, notwithstanding that the Strata Corporation may levy such parking, bicycle storage, electric vehicle charging stations or other related facilities charges or fees on all the other owners, tenants, any other permitted occupants or visitors of all the strata lots in the applicable strata plan which are not Affordable Housing Units; provided, however, that the electricity fees, charges or rates for use of electric vehicle charging stations are excluded from this provision.
- 5.6 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations or related facilities, except, subject to section 5.5 of this Agreement, on the same basis that governs the use and enjoyment of any common property, limited common property and other common areas, facilities or amenities of the strata corporation, including parking, bicycle storage, electric vehicle charging stations and related facilities, by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

ARTICLE 6

DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if an Affordable Housing Unit is used or occupied in breach of this Agreement or rented at a rate in excess of the Permitted Rent or the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant, the Owner will pay the Daily Amount to the City for every day that the breach continues after ten (10) days written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written

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notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.

- 6.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set-out in the Housing Covenant shall also constitute a default under this Agreement.

ARTICLE 7 MISCELLANEOUS

7.1 Housing Agreement

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 483 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 483 of the *Local Government Act* prior to the Lands having been Subdivided, and it is the intention that this Agreement is, once separate legal parcels are created and/or the Lands are subdivided, to charge and secure only the legal parcels or Subdivided Lands which contain the Affordable Housing Units, then the City Solicitor shall be entitled, without further City Council approval, authorization or bylaw, to partially discharge this Agreement accordingly. The Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement shall be and remain in full force and effect and, but for the partial discharge, otherwise unamended. Further, the Owner acknowledges and agrees that in the event that the Affordable Housing Unit is in a strata corporation, this Agreement shall remain noted on the strata corporation's common property sheet.

7.2 No Compensation

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

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7.3 **Modification**

Subject to section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

7.4 **Management**

The Owner covenants and agrees that it will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation, reasonable wear and tear excepted, and will comply with all laws, including health and safety standards applicable to the Lands. Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

7.5 **Indemnity**

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.6 **Release**

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal

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representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;
- (b) the City refusing to issue a development permit, building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands; and/or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

7.7 Survival

The obligations of the Owner set out in this Agreement will survive termination or discharge of this Agreement.

7.8 Priority

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the *Local Government Act* will be filed on the title to the Lands.

7.9 City's Powers Unaffected

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

7.10 Agreement for Benefit of City Only

The Owner and the City agree that:

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- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.11 No Public Law Duty

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

7.12 Notice

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO and in the case of the City addressed:

To: Clerk, City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

And to: City Solicitor
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

7.13 Enuring Effect

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

7.14 Severability

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

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7.15 Waiver

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

7.16 Sole Agreement

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

7.17 Further Assurance

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

7.18 Covenant Runs with the Lands

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

7.19 Equitable Remedies

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

7.20 No Joint Venture

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

7.21 Applicable Law

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

7.22 Deed and Contract

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

7.23 Joint and Several

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

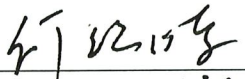
7.24 Limitation on Owner's Obligations

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

1054824 B.C. LTD. (INC. NO. BC1054824)

by its authorized signatory(ies):

Per: 
Name: Jerry He
Per: _____
Name: _____

Housing Agreement (Section 483 *Local Government Act*)
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CITY OF RICHMOND
by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, Mayor

Per: _____
Claudia Jesson, Corporate Officer

CITY OF RICHMOND
APPROVED for content by originating dept.
APPROVED for legality by Solicitor
DATE OF COUNCIL APPROVAL

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Appendix A to Housing Agreement

STATUTORY DECLARATION (Affordable Housing Units)

CANADA)	IN THE MATTER OF Unit Nos. _____ - _____
)	(collectively, the “Affordable Housing Units”)
)	located at
PROVINCE)	
OF)	_____, (street address), British Columbia, and Housing
BRITISH)	Agreement dated _____, 20____
COLUMBI)	(the “Housing Agreement”) between
A)	
TO WIT:)	_____
)	and the City of Richmond (the “City”)

I, _____ (full name),

of _____ (address) in the Province

of British Columbia, DO SOLEMNLY DECLARE that:

- ☐ I am the registered owner (the “Owner”) of the Affordable Housing Units;
or,
- ☐ I am a director, officer, or an authorized signatory of the Owner and I have personal knowledge of the matters set out herein;

This declaration is made pursuant to the terms of the Housing Agreement in respect of the Affordable Housing Units for each of the 12 months for the period from January 1, 20____ to December 31, 20____ (the “Period”);

Continuously throughout the Period:

- a) the Affordable Housing Units, if occupied, were occupied only by Eligible Tenants (as defined in the Housing Agreement); and

Row Number	Unit and Household Information							Income and Rent				Fees Collected				
	Unit #	Unit Type (Studio, 1 Bed, 2 Bed, 3 Bed)	Number of Occupants (#)	Related to Owner (Yes/No)	Number of Occupants 18 Years and Under (#)	Number of Occupants 55 Years and Over (#)	Starting Year of Tenancy	Before-tax Total Income(s) (if Occupant is 18+ Years)	Income Verification Received (Yes/No)	Before-tax Total Income of All Occupants 18+	Rent (\$/Month)	Parking fees	Move- in/Move-out fees	Storage fees	Amenity Usage Fees	Other Tenant Fees
1																
2																
3																
4																
5																
6																

CONSENT AND PRIORITY AGREEMENT

PENCOR OPPORTUNITY FUND I GP INC. (INCORPORATION NO. BC1177867)
(the “**Chargeholder**”) is the holder of a Mortgage and Assignment of Rents encumbering the
lands legally described as:

PID: 007-168-870

Lot 67 Section 4 Block 4 North Range 6 West New Westminster District Plan 44025

(the “**Lands**”),

which Mortgage and Assignment of Rents were registered in the Land Title Office under the
following registration numbers CA9371563 and CA9371564, respectively, each as may be
extended or modified (together, the “**Charges**”).

The Chargeholder, being the holder of the Bank Charges, by signing below, in consideration of
the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and
sufficiency of which is hereby acknowledged and agreed to by the Chargeholder), hereby consents
to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants
that the Housing Agreement shall bind the Charges in the Lands and shall rank in priority upon
the Lands over the Charges as if the Housing Agreement had been signed, sealed and delivered
and noted on title to the Lands prior to the Charges and prior to the advance of any monies pursuant
to the Charges. The grant of priority is irrevocable, unqualified and without reservation or
limitation.

PENCOR OPPORTUNITY FUND I GP INC. (INCORPORATION. NO. BC1177867)
by its authorized signatory(ies):

Per: 

Name: _____

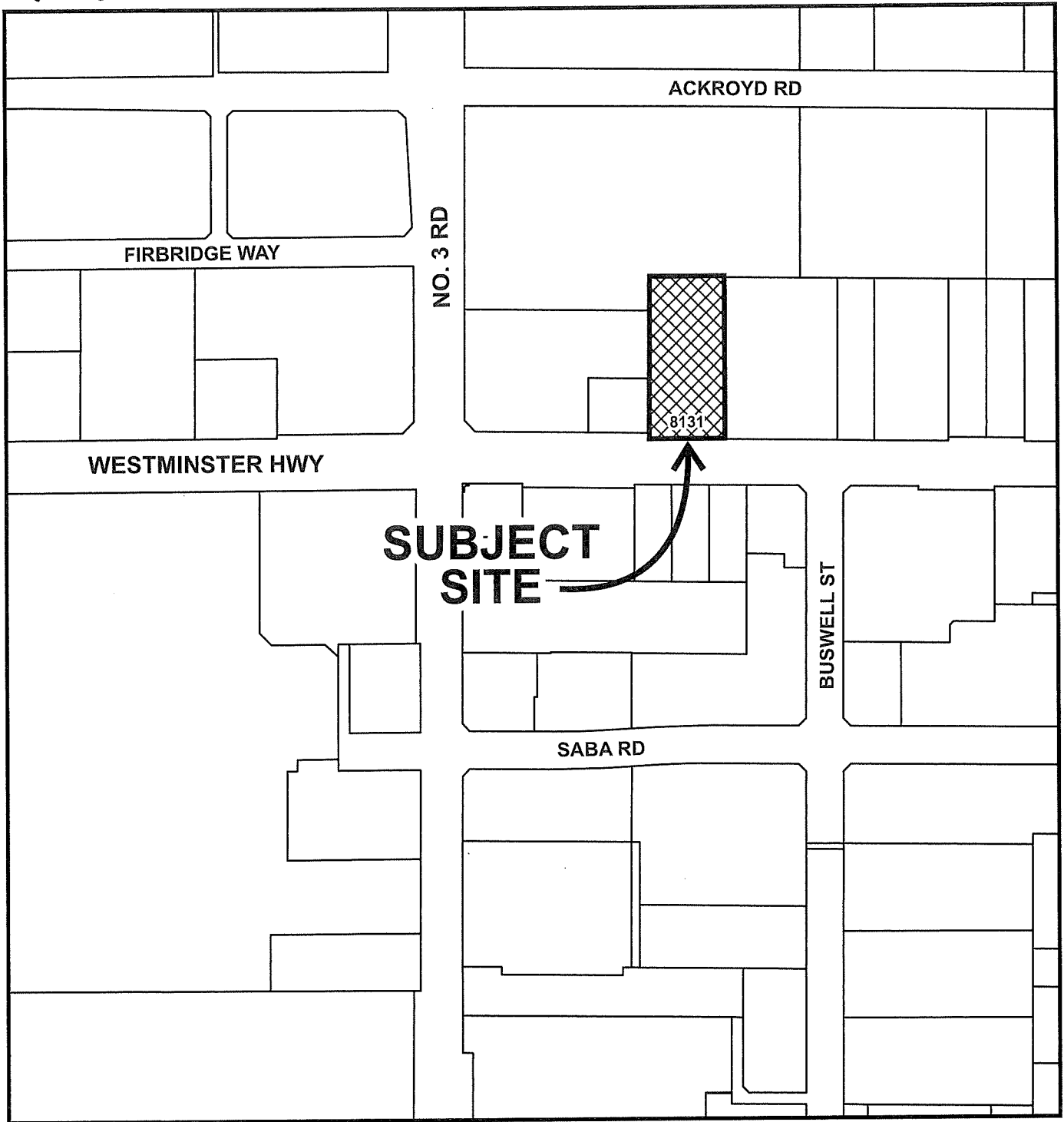
Per: 

Name: _____

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City of
Richmond



8131 Westminster Hwy

Original Date: 11/25/21

Revision Date:

Note: Dimensions are in METRES



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10244 (RZ 20-891369)
10620 Williams 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 "**COMPACT SINGLE DETACHED (RC2)**".

P.I.D. 003-625-109

Lot 27 Block 12 Section 35 Block 4 North Range 6 West New Westminster District Plan 18551

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 10244**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAR 08 2021

APR 19 2021

APR 19 2021

APR 19 2021

MAR 28 2022

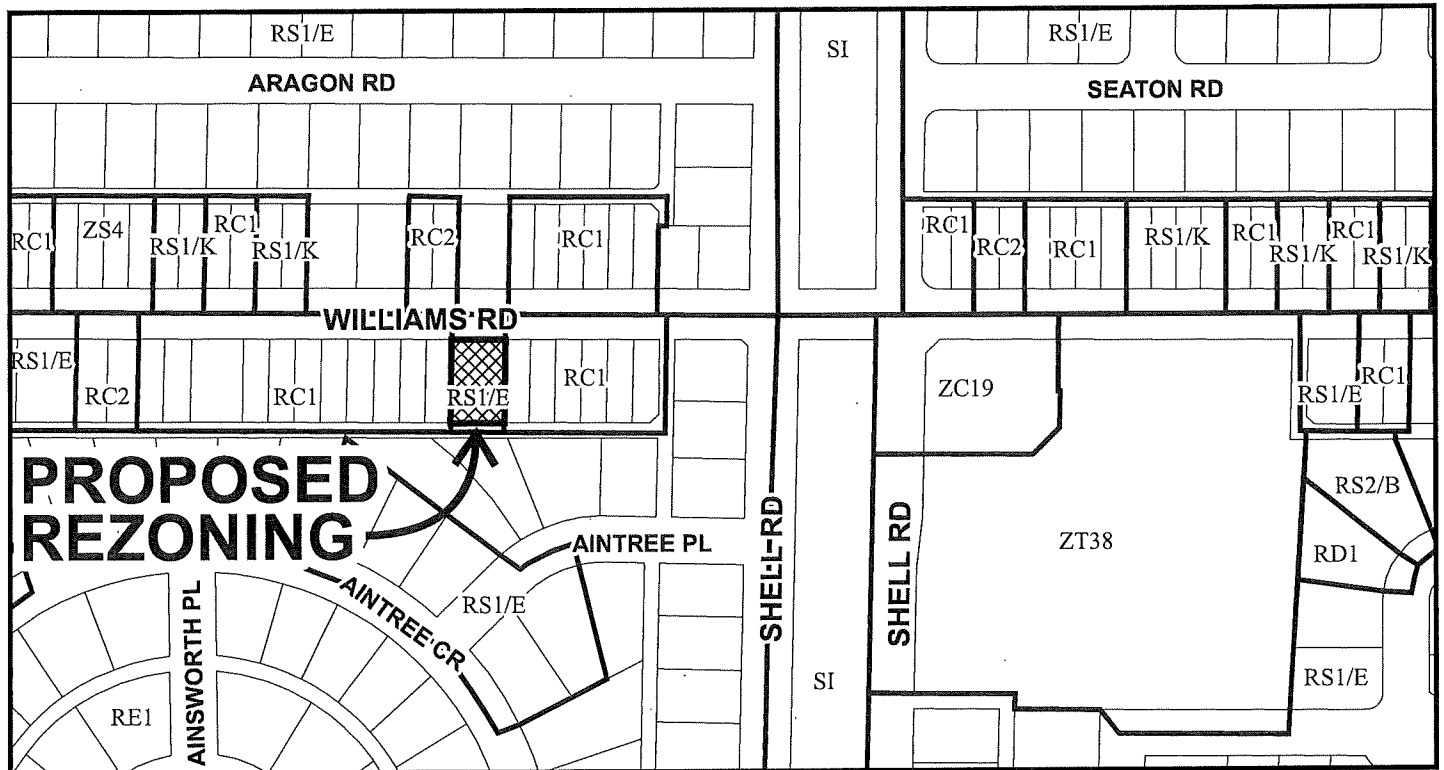


MAYOR

CORPORATE OFFICER



City of Richmond



73	10591	10611	10615	10631	10651	10671	10677	10691	10699	10711	10717	10717	10717
6	20.12	20.12	10.06	10.06	20.12	10.06	10.06	10.06	10.06	10.06	10.06	10.06	16.4
WILLIAMS RD													
10.52	10.52	10.52	10.52	10.21	10.21	21.03	10.21	10.21	10.52	10.52	10.47	10.57	
10560	10568	10580	10582	10600	10608	10620	10640	10648	10660	10668	10680	10688	
32.87	32.87	32.87	32.87	32.87	32.87	32.87	32.87	32.87	32.87	32.87	32.87	29.87	
10.52	10.52	10.51	10.51	10.21	10.21	21.03	10.21	10.21	10.52	10.52	10.47	7.57	
25.94		35.66	14.2	28.80			37.91			22.86			



RZ 20-891369

Original Date: 01/29/20

Revision Date:

Note: Dimensions are in METRES



City of Richmond

Report to Council

To:	Richmond City Council	Date:	March 29, 2022
From:	Cecilia Achiam Chair, Development Permit Panel	File:	DP 18-829082
Re:	Development Permit Panel Meeting Held on May 12, 2021		

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 18-829082) for the property located at 10231, 10251, 10351, 10371, 10391, 10395 and 10397 No. 2 Road be endorsed and the Permits so issued.

Cecilia Achiam
Chair, Development Permit Panel
(604-276-4122)

WC/SB:blg

Panel Report

The Development Permit Panel considered the following items at its meeting held on May 12, 2021.

DP 18-829082 – Forest International Real Estate Investment Company Ltd.
– 10231, 10251, 10351, 10371, 10391, 10395 and 10397 No. 2 Road
(May 12, 2021)

The Panel considered a Development Permit (DP) application to permit the construction of 22 townhouse units on a site zoned “Low Density Townhouses (RTL4)”. A variance is included in the proposal for a reduced setback to No. 2 Road.

Architect, Jiang Zhu, of Imperial Architecture; and Landscape Architect, Meredith Mitchell, of M2 Landscape Architecture, provided a brief presentation, including:

- Three three-storey buildings are proposed along No. 2 Road and five two-storey buildings in duplex form are proposed along the rear of the site.
- The end unit of the three-storey building adjacent to the south property line has been stepped down to two-storeys to provide an appropriate transition to the adjacent single-family homes.
- A single-storey utility building that includes an electrical room and garbage and recycling room is located on the north side of the entry driveway and provides an appropriate transition to the adjacent single-family home to the north.
- The outdoor amenity space and garbage/recycling collection facilities on the subject site will be shared with future townhouse development at 10211 No. 2 Road; these facilities are sized to accommodate all future residents of both developments. The proposal includes four ground-level secondary suites and two convertible units.
- There is a statutory right-of-way (SRW) over the internal drive aisle to provide shared access and connection to future developments to the north and south of the subject site.
- A front yard setback variance is proposed along No. 2 Road to increase the rear yard setback.
- A side-by-side double car garage is proposed for all units.
- Two colour schemes are proposed including a cold tone and a warm tone and proposed building materials include natural brick and hardie panels.
- Alternating conifer and deciduous trees are proposed along the streetscape.
- Each unit will either have a front or rear private outdoor space which includes a yard with a patio, shade tree and planting.
- Permeable paving is proposed for the driveway and along the entire internal drive aisle, with vehicle and pedestrian circulation areas separated through different paving patterns.
- Landscaping is proposed around the utility building.
- A pedestrian walkway is provided at the driveway entry and along the south side of the subject site to provide pedestrian access to the interior of the site.
- Trees and pockets of planting are proposed along the internal drive aisle.
- Seven trees and a hedgerow in good condition located on neighbouring properties to the west will be retained and protected.
- A stepped yard system is proposed on the rear yards of the majority of back units to provide protection to existing trees to be retained and enhance the usability of rear yards.

- The shared outdoor amenity includes, among others, a children's play area, a feature tree, a seating and barbeque area, a bike rack, lawn area and planting.
- A low retaining wall and perimeter fencing is proposed along the north property line and a low retaining wall with wood fencing on top is proposed along a portion of the south property line.

In reply to Panel queries, Jiang Zhu and Meredith Mitchell advised that: (i) a texture change in permeable paving treatment at the corner of the driveway and internal drive aisle is intended to provide traffic calming; (ii) there is adequate turning radius for garbage and recycling trucks at the corner of the driveway and internal drive aisle to access future developments to the north and south of the subject site; (iii) the applicant is committed to achieve the City requirements for the width of the entry doors for the convertible units; (iv) the patios at the rear yards of convertible units are accessible to people in wheelchairs; (v) signage will be installed to assist in wayfinding and provide identification to individual front entries of rear units; (vi) appropriate measures including installation of tree protection barriers will be installed to protect existing trees to be retained; (vii) the unit walkways and patios for the front units have been designed to be accessible; (viii) the corners on the third floor of the front buildings have been recessed to break down their massing; (ix) the project's lighting plan includes installation of exterior downward focused wall-mounted lighting and bollard lighting which will not cause light pollution; (x) air source heat pumps will be installed at the back of the rear units and on the roof of the front units; and (xi) landscaping will be installed to provide screening for the air source heat pumps on the ground level of the rear units.

It was noted that in addition to landscaping, the applicant will consider installing a solid acoustic barrier for the ground source heat pumps at ground level. Staff was then directed to work with the applicant to investigate opportunities to provide the proposed acoustic barrier.

Staff noted that: (i) there is a Servicing Agreement associated with the project which includes the construction of a new sidewalk and boulevard along the No. 2 Road frontage; (ii) the Servicing Agreement also includes the installation of a channelized median within the driveway letdown to ensure that vehicle entry/exit is limited to right-in/right-out; (iii) the proposed front yard setback variance would provide a larger rear yard setback and allow the retention of trees and hedges along the west property line; (iv) the distance from the back of curb to the building face would be approximately 8 m; and (v) an acoustical report was provided by the applicant confirming that the units will achieve Canada Home and Mortgage Corporation (CHMC) noise standards.

In reply to a Panel query, staff confirmed that the proposed development achieves the grandfathering provision for Energy Step Code approved by Council.

No correspondence was submitted to the Panel meeting regarding the application.

Subsequent to the Panel meeting, the applicant revised the landscape design to include 4 ft. tall solid wood acoustic fencing around all heat source heat pumps at the ground level to provide an acoustic barrier.

The Panel recommends the Permit be issued.



City of Richmond

Report to Council

To: Richmond City Council

Date: March 28, 2022

From: Joe Erceg
Chair, Development Permit Panel

File: DV 21-930451

Re: **Development Permit Panel Meeting Held on March 16, 2022**

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of a Development Permit (DV 21-930451) for the property located at 10620 Williams Road, be endorsed and the Permit so issued.

Joe Erceg
Chair, Development Permit Panel
(604-276-4083)

WC/SB:blg

Panel Report

The Development Permit Panel considered the following item at its meeting held on March 16, 2022.

DV 21-930451 – SPEERA VENTURES INCORPORATED – 10620 WILLIAMS ROAD
(March 16, 2022)

The Panel considered a Development Variance Permit (DVP) to vary the provisions of Richmond Zoning Bylaw 8500 on proposed Lot 2 to reduce the rear yard setback requirement from 6.0 m to 3.1 m to facilitate on-site tree retention, and permit the required private outdoor space to be located in the front yard instead of the rear yard.

Applicant, Jeffery Wu, of Speera Ventures Incorporated, provided a brief presentation and noted that the two proposed variances are requested to: (i) enable the building footprint to shift towards the rear of the property in order to retain the existing significant Cedar tree in the front yard, and (ii) locate the required private outdoor space in the front yard which would consist of a raised wooden deck surrounding the Cedar tree and allow the shared use of the front yard by the single-family home owner and future tenant of the secondary suite.

Staff commended the applicant's efforts to retain the existing significant Cedar tree.

In reply to Panel queries, Jeffery Wu confirmed that the existing Cedar tree will be pruned prior to and after the construction of the proposed wooden deck under the supervision of the project arborist and taking into consideration the health of the tree.

No correspondence was submitted to the Development Permit Panel regarding the application.

The Panel expressed support for the project, noting that the applicant's efforts to retain the existing significant tree on the site are appreciated.

The Panel recommends the Permit be issued.