



City Council

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

**Monday, July 22, 2019
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

- | | | |
|--------------------------|-----|----------------------------------------------------------------------------------------------------|
| CNCL-10 | (1) | adopt the minutes of the Regular Council meeting held on July 8, 2019; |
| CNCL-26 | (2) | receive for information the Metro Vancouver 'Board in Brief' dated June 28, 2019; and |
| ADDED
CNCL-555 | (3) | adopt the minutes of the Regular Council meeting for Public Hearings held on July 15, 2019. |



AGENDA ADDITIONS & DELETIONS

PRESENTATION

Chad Paulin, Manager, Environment to present the Environmental Managers Association of BC Award for the City's work updating the non-stormwater discharge approval process.

COMMITTEE OF THE WHOLE

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

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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 – ITEMS NO. 19B AND 21.

4. *Motion to rise and report.*

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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.

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Richmond Fire-Rescue Monthly Activity Report - May 2019
- Single-Use Plastic and Other Items Bylaw and Implementation Plans
- Animal Shelter Guiding Principles, Building and Program Options, and Site
- Intergovernmental Working Group Re: Small Businesses and Property Tax
- Housing Needs and Co-Location Opportunities
- Revised Rezoning Considerations for the Application by Bene (No. 3) Road Development Ltd. for Rezoning of the Property at 4700 No. 3 Road from the “Auto-Oriented Commercial (CA)” Zone to a New “High Rise Office Commercial (ZC44) – Aberdeen Village” Zone

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- Land use applications for first reading (to be further considered at the Public Hearing on September 3, 2019):
 - 8671, 8691, 8711 and 8731 Spires Road and the Surplus Portion of the Spires Road and Cook Crescent Road Allowance – Rezone from RS1/E to RTP4 (Spires Road Development Holdings Ltd. – applicant)
 - 11480 and 11500 Railway Avenue – Rezone from RS1/E to RDA (Design Work Group Ltd. – applicant)
- Metro Vancouver Regional Plan
- Amendment to Traffic Bylaw No. 5870 to Revise Speed Limits in Steveston
- Request to Attend the Port Townsend Wooden Boat Festival, September 5 – 8, 2019
- 2015–2020 Youth Service Plan: Where Youth Thrive – 2018 Update

5. *Motion to adopt Items No. 6 through No. 18 by general consent.*



6. **COMMITTEE MINUTES**

That the minutes of:

- | | | |
|--------------------------------------|-----|---------------------------------------------------------------------------------------------|
| CNCL-34 | (1) | the Community Safety Committee meeting held on July 9, 2019; |
| ADDED
CNCL-611
CNCL-621 | (2) | the General Purposes Committee meeting held on July 15, 2019; |
| CNCL-621 | (3) | the Planning Committee meeting held on July 16, 2019; |
| CNCL-635 | (4) | the Public Works and Transportation Committee meeting held on July 17, 2019; and |
| CNCL-639 | (5) | the Parks, Recreation and Cultural Services Committee meeting held on July 17, 2019; |

be received for information.



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Consent
Agenda
Item

7. **RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT - MAY 2019**

(File Ref. No. 09-5000-01) (REDMS No. 6204511)

CNCL-41

See Page CNCL-41 for full report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

- (1) *That the staff report titled “Richmond Fire-Rescue Monthly Activity Report – May 2019”, dated June 10, 2019, from the Fire Chief, Richmond Fire-Rescue, be received for information; and*
- (2) *That staff be directed to install signage near waterfront locations advising that there are no fires permitted anywhere in Richmond.*



Consent
Agenda
Item

8. **SINGLE-USE PLASTIC AND OTHER ITEMS BYLAW AND IMPLEMENTATION PLANS**

(File Ref. No. 10-6370-01; 12-8060-20-010000/010063/10064) (REDMS No. 6213867 v. 7; 6197835; 6198746; 6198761)

CNCL-51

See Page CNCL-51 for full report

CNCL-643

See Page CNCL-643 for staff memorandum and revised bylaws

GENERAL PURPOSES COMMITTEE RECOMMENDATION

REVISED

- (1) *That the following bylaws to introduce a ban on single-use plastic and other items be introduced and given first, second and third readings with an effective date of six months following final adoption of the bylaws by Council:*
 - (a) *Single-Use Plastic and Other Items Bylaw No. 10000;*
 - (b) *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10063; and*
 - (c) *Municipal Ticket Information Bylaw No.7321, Amendment Bylaw No. 10064; and*
- (2) *That the implementation plans for plastic straws and plastic bags, as outlined in Attachments 1 and 2 of the staff report dated July 5, 2019 titled, “Single-Use Plastic and Other Items Bylaw Bans and Implementation Plans” from the Director, Public Works Operations, with funding in the amount of \$260,000, from the Sanitation and Recycling provision, be approved;*

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- (3) *That approval for these bylaws be sought as soon as possible from the Minister of Environment and Climate Change Strategy;*
- (4) *That following such approval by the Minister of Environment & Climate Change Strategy, 4th reading of these bylaws by Council shall be sought and implementation plans as approved by Council shall proceed; and*
- (5) *That staff be directed to provide information prior to the upcoming Council meeting on options to immediately commence educational outreach programs for the public and businesses.*



Consent
Agenda
Item

9. ANIMAL SHELTER GUIDING PRINCIPLES, BUILDING AND PROGRAM OPTIONS, AND SITE

(File Ref. No. 06-2055-20-12) (REDMS No. 6152282 v. 49)

CNCL-77

See Page CNCL-77 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

REVISED

- (1) *That the Animal Shelter Guiding Principles, as described in the staff report titled “Animal Shelter Guiding Principles, Building and Program Options, and Site” dated June 14, 2019, from the Director, Recreation and Sport Services and the Acting Director, Facilities be endorsed;*
- (2) *That Building and Program Option 2, as described in the staff report titled “Animal Shelter Guiding Principles, Building and Program Options, and Site” dated June 14, 2019, from the Director, Recreation and Sport Services and the Acting Director, Facilities be approved; and*
- (3) *That the site located at 12071 No. 5 Road, as described in the staff report titled “Animal Shelter Guiding Principles, Building and Program Options, and Site” dated June 14, 2019, from the Director, Recreation and Sport Services and the Acting Director, Facilities be approved.*



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10. INTERGOVERNMENTAL WORKING GROUP RE: SMALL BUSINESSES AND PROPERTY TAX

(File Ref. No.) (REDMS No. 6232858)

CNCL-117

See Page **CNCL-117** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

REVISED

- (1) *That Council support the recommendations provided by the Intergovernmental Working Group of Metro Vancouver; and*
- (2) *That a letter be sent from the Mayor's office to the Premier of the Province of BC, advising of this support.*



Consent
Agenda
Item

11. HOUSING NEEDS AND CO-LOCATION OPPORTUNITIES

(File Ref. No. 08-4057-04) (REDMS No. 5993517 v. 13A)

CNCL-120

See Page **CNCL-120** for full report

PLANNING COMMITTEE RECOMMENDATION

REVISED

That staff be directed to work within the existing policy framework to analyze the co-location of affordable housing for seniors and other priority groups identified in the Affordable Housing Strategy 2017–2027 in conjunction with future City projects as they arise on a case-by-case basis as described in the report titled “Housing Needs and Co-Location Opportunities”, dated June 26, 2019 from the Director, Community Social Development.



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12. **REVISED REZONING CONSIDERATIONS FOR THE APPLICATION BY BENE (NO. 3) ROAD DEVELOPMENT LTD. FOR REZONING OF THE PROPERTY AT 4700 NO. 3 ROAD FROM THE “AUTO-ORIENTED COMMERCIAL (CA)” ZONE TO A NEW “HIGH RISE OFFICE COMMERCIAL (ZC44) – ABERDEEN VILLAGE” ZONE**

(File Ref. No. 12-8060-20-009216; RZ 14-672055) (REDMS No. 6219995)

CNCL-128

See Page CNCL-128 for full report

PLANNING COMMITTEE RECOMMENDATION

REVISED

That the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, for the creation of a new “High Rise Office Commercial (ZC44) – Aberdeen Village” zone and for the rezoning of 4700 No. 3 Road from the “Auto-Oriented Commercial (CA)” zone to the new “High Rise Office Commercial (ZC44) – Aberdeen Village” zone, be revised to change the rezoning consideration from prohibiting subdivision (including stratification and/or air space parcels) of office space within the proposed building to limiting the subdivision of office space to no more than one strata lot or one air space parcel per storey.



Consent
Agenda
Item

13. **APPLICATION BY SPIRES ROAD DEVELOPMENT HOLDINGS LTD. FOR REZONING AT 8671, 8691, 8711 AND 8731 SPIRES ROAD AND THE SURPLUS PORTION OF THE SPIRES ROAD AND COOK CRESCENT ROAD ALLOWANCE FROM “SINGLE DETACHED (RS1/E)” ZONE TO “PARKING STRUCTURE TOWNHOUSES (RTP4)” ZONE**

(File Ref. No. 12-8060-20-010058; RZ 17-790301) (REDMS No. 6126892 v. 3)

CNCL-189

See Page CNCL-189 for full report

PLANNING COMMITTEE RECOMMENDATION

REVISED

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10058, for the rezoning of 8671, 8691, 8711 and 8731 Spires Road and the surplus portion of the Spires Road and Cook Crescent road allowance from the “Single Detached (RS1/E)” zone to “Parking Structure Townhouses (RTP4)” zone, be introduced and given first reading.



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14. **APPLICATION BY DESIGN WORK GROUP LTD. FOR REZONING AT 11480 AND 11500 RAILWAY AVENUE FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE “ARTERIAL ROAD TWO-UNIT DWELLINGS (RDA)” ZONE**

(File Ref. No. 12-8060-20-010060; RZ 17-771371) (REDMS No. 6211969)

CNCL-231

See Page CNCL-231 for full report

PLANNING COMMITTEE RECOMMENDATION

REVISED

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10060, for the rezoning of 11480 and 11500 Railway Avenue from the “Single Detached (RS1/E)” zone to the “Arterial Road Two Unit Dwellings (RDA)” zone, be introduced and given first reading.



Consent
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Item

15. **METRO VANCOUVER REGIONAL PLAN**

(File Ref. No. 08-4045-00) (REDMS No. 6228841)

CNCL-257

See Page CNCL-257 for full report

PLANNING COMMITTEE RECOMMENDATION

REVISED

That staff be directed as detailed in the report titled “Metro Vancouver Regional Plan Amendments” dated July 4, 2019 from the Manager, Policy Planning, to advise the Greater Vancouver Regional District Board that the City of Richmond has no objections to the minor amendments outlined in the Metro Vancouver request dated May 24, 2019.



Consent
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Item

16. **AMENDMENT TO TRAFFIC BYLAW NO. 5870 TO REVISE SPEED LIMITS IN STEVESTON**

(File Ref. No. 10-6450-15-01) (REDMS No. 6197217 v. 2; 6198708)

CNCL-311

See Page CNCL-311 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

REVISED

That Traffic Bylaw No. 5870, Amendment Bylaw No. 10049, to revise the posted speed limit on selected street sections in the Steveston area, be introduced and given first, second and third reading.



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17. **REQUEST TO ATTEND THE PORT TOWNSEND WOODEN BOAT FESTIVAL, SEPTEMBER 5 – 8, 2019**

(File Ref. No. 03-1250-01) (REDMS No. 6202735 v. 2)

CNCL-316

See Page **CNCL-316** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

REVISED

That \$3,136.00 American dollars (approximately \$4162 Canadian) be funded from the Council Contingency account for Councillors Au and Steves to travel to the Port Townsend Wooden Boat Festival from September 5-8, 2019.



Consent
Agenda
Item

18. **2015–2020 YOUTH SERVICE PLAN: WHERE YOUTH THRIVE – 2018 UPDATE**

(File Ref. No. 07-3425-02) (REDMS No. 6054041 v. 4; 6140027)

CNCL-318

See Page **CNCL-318** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

REVISED

That the staff report titled “2015–2020 Youth Service Plan: Where Youth Thrive – 2018 Update” dated June 20, 2019 from the Director, Community Social Development, be distributed to key stakeholders and posted on the City website.



CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

19. VANCOUVER AIRPORT FUEL DELIVERY PROJECT

A. VANCOUVER AIRPORT FUEL DELIVERY PROJECT

(File Ref. No. 1 0-6060-01) (REDMS No. 6231550)

CNCL-357

See Page CNCL-357 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed to Parts (1) to (3): Cllrs. Day, Greene, Steves, and Wolfe

REVISED

- (1) *That the Chief Administrative Officer and the General Manager, Engineering & Public Works be authorized to execute, on behalf of the City, a Site Specific Municipal Access Agreement between the City and the Vancouver Airport Fuel Facilities Corporation containing the material terms and conditions as generally described in the staff report titled “Vancouver Airport Fuel Delivery Project”, dated July 10, 2019, from the City Solicitor and the Acting Director, Engineering;*
- (2) *That the Manager, Engineering Planning be authorized to execute, on behalf of the City, a Servicing Agreement between the City and the Vancouver Airport Fuel Facilities Corporation, for the development of the Marine Terminal located at 15040 Williams Road, Richmond, BC, containing the material terms and conditions as generally described in the staff report titled “Vancouver Airport Fuel Delivery Project”, dated July 10, 2019, from the City Solicitor and the Acting Director, Engineering;*
- (3) *That the Chief Administrative Officer and the General Manager of Engineering & Public Works be authorized to approve both Vancouver Airport Fuel Facilities Corporation’s reliance on the ALC Decision dated March 17, 2017 (ALC File: 55644) and Vancouver Airport Fuel Facilities Corporation making a replacement ALC application in the event reliance on the said ALC Decision becomes problematic for either the City or VAFFC; and*
- (4) *That if funding is received from the Vancouver Airport Fuel Facilities Corporation, that those funds be allocated towards emergency response and that staff explore options to establish a Richmond fire boat.*



B. DEVELOPMENT PERMIT – MARINE TERMINAL FACILITY

See DPP Plan Package (distributed and linked separately) for full plans

CNCL-547

See Page CNCL-547 for Chair's report

RECOMMENDATION

That a Development Permit be issued which would permit the construction of a Marine Terminal Facility for aviation/jet fuel delivery at 15040 Williams Road on a site zoned "Industrial (I)" and partially designated as an Environmentally Sensitive Area (ESA).



PLANNING COMMITTEE

Councillor Linda McPhail, Chair

20. CANNABIS RELATED OFFICIAL COMMUNITY PLAN AND ZONING BYLAW AMENDMENTS IN RESPONSE TO THE NEW PROVINCIAL AGRICULTURAL LAND RESERVE USE REGULATIONS

(File Ref. No.) (REDMS No. 6228160)

CNCL-275

See Page CNCL-275 for full report

PLANNING COMMITTEE RECOMMENDATION

REVISED

- (1) *That Richmond Official Community Plan (OCP) Bylaw 9000, Amendment Bylaw 10061, to revise Section 3.6.5 of Schedule 1 of the OCP on the City's land use policies for the management of restriction of cannabis related activities in response to the Provincial Agricultural Land Reserve (ALR) Use Regulations, be introduced and given first reading*
- (2) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10061, having been considered in conjunction with:*
 - (a) *the City's Financial Plan and Capital Program;*
 - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;**is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the Local Government Act;*

- (3) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10061, having been considered in conjunction with Section 477(3)(b) of the Local Government Act, be referred to the Provincial Agricultural Land Commission for comment and response by August 27, 2019;*
- (4) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10061, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation;*
- (5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw No 10062, to amend Section 3.4 and add Section 5.21 to manage and restrict cannabis related activities in the Agricultural Land Reserve in accordance with the Agricultural Land Reserve Use Regulation, be introduced and given first reading; and*
- (6) *Whereas Section 463 of the Local Government Act allows the withholding of building permits that conflict with bylaws in preparation;*

Whereas Council has granted first reading to Richmond Zoning Bylaw 8500, Amendment Bylaw 10062 to amend land use regulations specific to the production of cannabis in and outside of the ALR in response to changes to the Provincial ALR legislation;

Therefore be it resolved that staff bring all building permit applications involving the production of cannabis in a building or structure, received more than 7 days after the date of first reading of Richmond Zoning Bylaw 8500, Amendment Bylaw 10062, forward to Council to determine whether such applications are in conflict with the proposed bylaw.



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

- CNCL-476** Business Regulation Bylaw No. 7538, Amendment **Bylaw No. 10029**
Opposed at 1st/2nd/3rd Readings – None.

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- CNCL-477** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9954**
(11111/11113 Seafield Crescent, RZ 18-829101)
Opposed at 1st Reading – Cllr. Greene.
Opposed at 2nd/3rd Readings – None.

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- CNCL-479** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9841**
(5191, 5195, 5211, 5231, 5251, 5271, 5273, 5291/5311, 5331 and 5351
Steveston Highway, RZ 17-765557)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – Cllr. Day.

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DEVELOPMENT PERMIT PANEL

21. RECOMMENDATION

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

- CNCL-483** (1) *That the **minutes** of the Development Permit Panel meeting held on July 10, 2019, and the Chair's report for the Development Permit Panel meetings held on **November 28, 2018, June 12, 2019, June 26, 2019, July 10, 2019, October 11, 2017, November 29, 2017, and February 28, 2018,** be received for information; and*
- CNCL-536** (2) *That the recommendations of the Panel to authorize the issuance of:*
CNCL-540 (a) *a Development Permit (DP 18-822484) for the property at 5191,*
CNCL-547 *5195, 5211, 5231, 5251, 5271, 5273, 5291, 5331 and 5351*
Steveston Highway; and

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- (b) a Development Permit (DP 18-841402) for the property at 12951 Bathgate Way; and*
 - (c) a Development Permit (DP 11-593871) for the property at 6302 No. 3 Road and 6411 Buswell Street;*
- be endorsed, and the Permits so issued.*

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ADJOURNMENT

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Regular Council

Monday, July 8, 2019

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Chak Au
Councillor Carol Day (entered at 7:01 p.m.)
Councillor Kelly Greene
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves
Councillor Michael Wolfe

Corporate Officer – David Weber

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

RES NO. ITEM

MINUTES

R19/12-1 1. It was moved and seconded

That:

- (1) *the minutes of the Regular Council meeting held on June 24, 2019, be adopted as circulated; and*
- (2) *the minutes of the Special Council meeting held on 24, 2019, be adopted as circulated.*

CARRIED

Cllr. Day entered the meeting (7:01 p.m.).



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AGENDA ADDITIONS & DELETIONS

R19/12-2

It was moved and seconded

- (1) *That the recommendation for Item No. 9 be amended to delete the phrase "of Parliament"; and*
- (2) *That Item No. 10 "Potential Transit Exchange As Part Of Steveston Community Centre And Branch Library Replacement Project," be removed from the Consent Agenda.*

CARRIED

COMMITTEE OF THE WHOLE

R19/12-3

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 – None.

R19/12-4

4. It was moved and seconded

That Committee rise and report (7:02 p.m.).

CARRIED

CONSENT AGENDA

R19/12-5

5. It was moved and seconded

That Items No. 6 through No. 9 and No. 11 through No. 14 be adopted by general consent.

CARRIED



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6. COMMITTEE MINUTES

That the minutes of:

- (1) the Parks, Recreation and Cultural Services Committee meeting held on June 25, 2019;*
- (2) the General Purposes Committee meeting held on July 2, 2019;*
- (3) the Planning Committee meeting held on July 3, 2019; and*
- (4) the Council/School Board Liaison Committee meeting held on May 8, 2019;*

be received for information.

ADOPTED ON CONSENT

7. RICHMOND ARTS STRATEGY 2019-2024

(File Ref. No. 01-0340-35-CSER5) (REDMS No. 6189917 v. 3; 6162159; 6200943)

- (1) That the Richmond Arts Strategy 2019–2024, and companion documents, as outlined in the report titled “Richmond Arts Strategy 2019–2024,” dated June 6, 2019 from the Senior Manager, Arts, Culture and Heritage Services, be adopted; and*
- (2) That staff report on progress annually through the Arts Services Year in Review, as outlined in the report titled “Richmond Arts Strategy 2019–2024,” dated June 6, 2019 from the Senior Manager, Arts, Culture and Heritage Services.*

ADOPTED ON CONSENT



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8. RICHMOND CULTURAL CENTRE PROPOSED COMMUNITY MURAL PUBLIC ART PROJECT

(File Ref. No. 11-700-09-20-268) (REDMS No. 6190774 v. 4; 6039766; 6197128)

That the concept proposal for the Richmond Cultural Centre Community Mural Public Art Project by the artist team Richard Tetrault and Jerry Whitehead, as presented in the staff report titled “Richmond Cultural Centre Proposed Community Mural Public Art Project,” dated May 14, 2019, from the Senior Manager of Arts, Culture and Heritage Services, be endorsed.

ADOPTED ON CONSENT

9. MUNICIPAL SUPPORT FOR INCREASED LIBRARY ACCESS TO DIGITAL PUBLICATIONS

(File Ref. No. 01-0155-04) (REDMS No.)

- (1) That the City of Richmond support the draft resolution “Increased Library Access to Digital Publications” provided to the Richmond Public Library by The Canadian Urban Libraries Council and which is being passed by municipalities across Canada; and*
- (2) That the City of Richmond send letters of support for the adopted resolution to local Members of the Provincial Legislative Assembly, local Federal Election Candidates, and the Federal Minister of Canadian Heritage.*

ADOPTED ON CONSENT

10. POTENTIAL TRANSIT EXCHANGE AS PART OF STEVESTON COMMUNITY CENTRE AND BRANCH LIBRARY REPLACEMENT PROJECT

(File Ref. No. 06-2052-25-SCCR1; Xr: 10-6480-01) (REDMS No. 6196248 v. 5; 6222494)

Please see Page 6 for action on this Item.



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11. HERITAGE ALTERATION PERMIT (HA 19-859014) AND STEVESTON VILLAGE HERITAGE CONSERVATION GRANT APPLICATION FOR 3891 MONCTON STREET BY BRETT MARTYNIUK

(File Ref. No. HA 19-859014) (REDMS No. 6206798)

- (1) That a Heritage Alteration Permit (HA 19-859014) which would permit the replacement of the existing roof for the protected heritage building at 3891 Moncton Street; and*
- (2) That a grant request of \$15,159.38 be approved under the Steveston Village Heritage Conservation Grant Program to assist with the roof replacement work for the protected heritage building located at 3891 Moncton Street and disbursed in accordance with Council Policy 5900.*

ADOPTED ON CONSENT

12. APPLICATION BY MONIREH AKHAVAN FOR A HERITAGE ALTERATION PERMIT AT 12051 3RD AVENUE (STEVESTON COURTHOUSE)

(File Ref. No. HA 19-860363) (REDMS No. 6189864)

That a Heritage Alteration Permit which would permit the installation of a new kitchen exhaust system on the rear (west) elevation of the protected heritage building and the replacement of the existing free standing sign in the front yard at 12051 3rd Avenue be issued.

ADOPTED ON CONSENT

13. APPLICATION BY KONIC DEVELOPMENT FOR REZONING AT 8291 AND 8311 WILLIAMS ROAD FROM “SINGLE DETACHED (RS1/E)” ZONE TO “LOW DENSITY TOWNHOUSES (RTL4)” ZONE

(File Ref. No. 12-8060-20-010053; RZ 17-788945) (REDMS No. 6202186; 6205046)

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10053, for the rezoning of 8291 and 8311 Williams Road from the “Single Detached (RS1/E)” zone to the “Low Density Townhouses (RTL4)” zone, to permit the development of 10 townhouse units with vehicle access from Williams Road, be introduced and given first reading.

ADOPTED ON CONSENT



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14. **APPLICATION BY FAIRCHILD DEVELOPMENTS LTD. FOR A ZONING TEXT AMENDMENT TO THE “RESIDENTIAL MIXED USE COMMERCIAL (ZMU9) - ABERDEEN VILLAGE (CITY CENTRE)” ZONE TO ALLOW “RETAIL, SECOND HAND” AS A PERMITTED USE AT 4151 HAZELBRIDGE WAY**

(File Ref. No. 12-8060-20-010055; ZT 19-861140) (REDMS No. 6206583; 6207335)

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10055, for at Zoning Text Amendment to the “Residential Mixed Use Commercial (ZMU9) – Aberdeen Village (City Centre)” zone to allow “Retail, Second Hand” as a permitted use at 4151 Hazelbridge Way, be introduced and given first reading.

ADOPTED ON CONSENT

**CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA**

10. **POTENTIAL TRANSIT EXCHANGE AS PART OF STEVESTON COMMUNITY CENTRE AND BRANCH LIBRARY REPLACEMENT PROJECT**

(File Ref. No. 06-2052-25-SCCR1; Xr: 10-6480-01) (REDMS No. 6196248 v. 5; 6222494)

R19/12-6

It was moved and seconded

That with respect to TransLink’s planned upgrade of the Steveston Transit Exchange as identified in Phase Three of the Mayors’ Council 10-Year Investment Plan:

- (1) TransLink be advised that the City does not support a location within Steveston Community Park as part of the Steveston Community Centre and Branch Library Replacement Project; and*
- (2) That staff be directed to review other possible locations for the Steveston Transit Exchange including at 4320 Moncton Street or elsewhere in Steveston.*



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The question on the motion was not called as discussion ensued with regard to a Metro Vancouver report on the Urban Centre and Frequent Transit Development Areas (FTDA) Policy Review and proposals to densify areas along the Frequent Transit Network corridors.

A map of the Frequent Transit Network in Richmond was presented (attached to and forming part of these minutes as Schedule 1).

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

R19/12-7

It was moved and seconded

That the following recommendation and the staff report titled “Potential Transit Exchange as Part of Steveston Community Centre and Branch Library Replacement Project”, dated June 13, 2019, from the Director of Transportation be referred back to staff:

That with respect to TransLink’s planned upgrade of the Steveston Transit Exchange as identified in Phase Three of the Mayors’ Council 10-Year Investment Plan:

- (1) TransLink be advised that the City does not support a location within Steveston Community Park as part of the Steveston Community Centre and Branch Library Replacement Project; and*
- (2) That staff be directed to review other possible locations for the Steveston Transit Exchange including at 4320 Moncton Street or elsewhere in Steveston; and*

That staff consider rejection of a Chatham Street bus exchange and related Frequent Transit Network Corridor that would require densification 400 metres on each side of a route from Railway Avenue along Williams Road, Springmount Drive, Seventh Avenue, and Chatham Street west of Third Avenue.

The question on the referral motion was not called as discussion ensued with regard to (i) potential land acquisition by TransLink, (ii) potential future rapid transit lines in Richmond, and (iii) providing TransLink with the City’s input on the proposed bus exchange.

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



Regular Council
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NON-CONSENT AGENDA ITEMS

**PARKS, RECREATION AND CULTURAL SERVICES
COMMITTEE**

Councillor Harold Steves, Chair

In accordance with Section 100 of the Community Charter, Cllrs. McPhail and Steves declared to be in a conflict of interest as members of their family have memorial benches and tables, and Cllrs. McPhail and Steves left the meeting – 7:19 p.m.

**15. TREE, BENCH AND PICNIC TABLE DEDICATION PROGRAM –
RENEWALS, TERM LENGTHS, AVAILABLE SPACES, AND
NUMBER OF PLAQUES**

(File Ref. No. 11-7200-30-ADON1) (REDMS No. 6204070 v. 10; 6206016; 6206018; 6206024; 6206045; 6207522; 6206047; 6205289; 6205300)

R19/12-8

It was moved and seconded

- (1) *That Option 2 be approved as described in the staff report titled “Tree, Bench and Picnic Table Dedication Program – Renewals, Term Lengths, Available Spaces, and Number of Plaques,” dated June 3, 2019, from the Director, Parks Services;*
- (2) *That the maximum number of plaques per bench be increased to three and the maximum number of plaques per picnic table be increased to eight, as described in the staff report titled “Tree, Bench and Picnic Table Dedication Program – Renewals, Term Lengths, Available Spaces, and Number of Plaques,” dated June 3, 2019, from the Director, Parks Services;*



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- (3) *That Policy 7019 “Tree, Bench and Picnic Table” be amended as proposed in Attachment 7 of the staff report titled “Tree, Bench and Picnic Table Dedication Program – Renewals, Term Lengths, Available Spaces, and Number of Plaques,” dated June 3, 2019, from the Director, Parks Services; and*
- (4) *That the moratorium on the Tree, Bench and Picnic Table Dedication Program be lifted.*

The question on the motion was not called as discussion ensued with regard to options to amend the number of plaques that are installed on benches.

In reply to queries from Council, staff noted that staff have explored fixed terms for the bench dedications. Also, it was noted that staff have reviewed different types of benches and that a lifespan of a bench will vary depending on its location.

As a result of the discussion, a motion to amend the number of plaques to a maximum of four plaques per picnic table was introduced, but failed to receive a seconder.

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

Discussion then took place on City policy related to the retention of plaques upon completion of a term.

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

R19/12-9

It was moved and seconded

That staff examine the establishment of an exit program for people transitioning out of the Tree, Bench and Picnic Table Dedication Program, who may not wish to retain their own plaque at the end of the term.

CARRIED

Discussion then ensued on options to place memorial plaques along the ends of picnic tables.

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

R19/12-10

It was moved and seconded

That staff examine the feasibility of placing memorial plaques along the ends of picnic tables.

CARRIED



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Cllrs. McPhail and Steves returned to the meeting – 7:30 p.m.

PLANNING COMMITTEE

Councillor Linda McPhail, Chair

16. **APPLICATION BY WEI DONG LUO FOR REZONING AT 11951 BLUNDELL ROAD FROM “AGRICULTURE (AG1)” TO A SITE SPECIFIC AGRICULTURE ZONE TO PERMIT A LARGER HOUSE SIZE**

(File Ref. No. RZ 19-855349) (REDMS No. 6195932 v. 2)

R19/12-11

It was moved and seconded

That the application for the rezoning of 11951 Blundell Road from “Agriculture (AG1)” to a Site Specific Agricultural Zone, to permit a house up to 500 m² in floor area, be denied.

The question on the motion was not called as it was noted that the associated building permit application was submitted during the withholding period for building permits when the maximum house size on agricultural land was under consideration by Council and that the applicant is proposing a house that is approximately 500m² in floor area, larger than the permitted 400m² in the AG1 zone.

Discussion ensued with regard to (i) the application process and timeline, (ii) raising chickens in small-sized agricultural lots, and (iii) protecting farmland.

The question on the motion was then called and it was **CARRIED** with Cllr. Loo opposed.

Discussion then took place on current regulations related to raising chickens in backyards.

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

R19/12-12

It was moved and seconded

That staff study the viability of the current rules regarding chickens in backyards on properties within the Agricultural Land Reserve and properties outside the Agricultural Land Reserve.



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The question on the referral motion was not called as discussion ensued with regard to reviewing the minimum allowable yard size to raise chickens.

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

17. EARLY ADOPTION OF BC BUILDING CODE PROVISIONS FOR 12 STOREY MASS TIMBER CONSTRUCTION

(File Ref. No. 12-8360-03-02-01) (REDMS No. 6185110 v. 12; 6208316)

R19/12-13

It was moved and seconded

- (1) *That participation in the Province's program as identified in the report titled "Early Adoption of BC Building Code Provisions for 12 Storey Mass Timber Construction" dated June 7, 2019 from the Director, Building Approvals and the Fire Chief, Richmond Fire-Rescue be endorsed; and*
- (2) *That staff be directed to consider mass timber construction for buildings only in those areas of the City Centre Area Plan where buildings up to a maximum of 35 m are permitted.*

The question on the motion was not called as discussion ensued with regard to (i) sustainable forestry practices in BC, (ii) the fire resistant properties of the processed timber, and (iii) construction and demolition methods using the processed timber.

In reply to queries from Council, staff noted that Canada employs stringent forestry regulations and timber from BC is typically sourced from certified forests.

The question on the motion was then called and it was **CARRIED** with Cllrs. Greene and Steves opposed.

Discussion then ensued with regard to advocating the Province to adopt more sustainable forestry regulations.

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

R19/12-14

It was moved and seconded

That staff provide information on the certified sustainable forest practices related to the BC Building Code Provisions for 12 Storey Mass Timber Construction.

CARRIED



**Regular Council
Monday, July 8, 2019**

PUBLIC ANNOUNCEMENTS

Mayor Brodie announced that Councillor Bill McNulty has been APPOINTED TO THE BOARD OF EMERGENCY COMMUNICATIONS for Southwest British Columbia (E-COMM), until the Annual General Meeting of E-COMM in 2020.

Mayor Brodie announced that the following individuals were appointed as members of the Richmond 2020 55+ BC Games Board of Directors:

Jim Lamond;
Donna Marsland;
Barb Norman;
Dale Jackaman;
Peter Liu;
Aiman El-Ramly;
Larry Diehl;
Stuart Corrigan;
Heidi Lyons;
Roger Doi; and
Bill McNulty; and

That Councillor Harold Steves was appointed as the Council liaison to the Richmond 2020 55+ BC Games Board of Directors.

BYLAWS FOR ADOPTION

R19/12-15

It was moved and seconded

That the City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10012 be adopted.

CARRIED



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R19/12-16

It was moved and seconded

That the Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9681 be adopted.

The question on the motion was not called as staff responded to queries regarding the applicant's affordable housing and community amenity contributions and the site's Environmental Sensitive Area assessment.

The question on the motion was then called and it was **CARRIED** with Cllr. Wolfe opposed.

DEVELOPMENT PERMIT PANEL

R19/12-17 18.

It was moved and seconded

(1) That the minutes of the Development Permit Panel meeting held on June 12, 2019 and June 26, 2019 and the Chair's reports for the Development Permit Panel meetings held on January 30, 2019 and May 15, 2019, be received for information; and

(2) That the recommendations of the Panel to authorize the issuance of:

(a) a Development Permit (DP 17-788728) for the property at 4300, 4320, 4340 Thompson Road and 4291, 4331, 4431, 4451 Boundary Road;

(b) a Development Permit (DP 18-816029) for the property at 6811 Pearson Way;

(c) a Heritage Alteration Permit (HA 18-840992) for the property at 6900 River Road; and

(d) an Environmentally Sensitive Area Development Permit (ESA DP 18-840993) for the property at 6900 River Road and portions of 6899 Pearson Way and 6811 Pearson Way;

be endorsed, and the Permits so issued.

CARRIED



Regular Council
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ADJOURNMENT

R19/12-18

It was moved and seconded

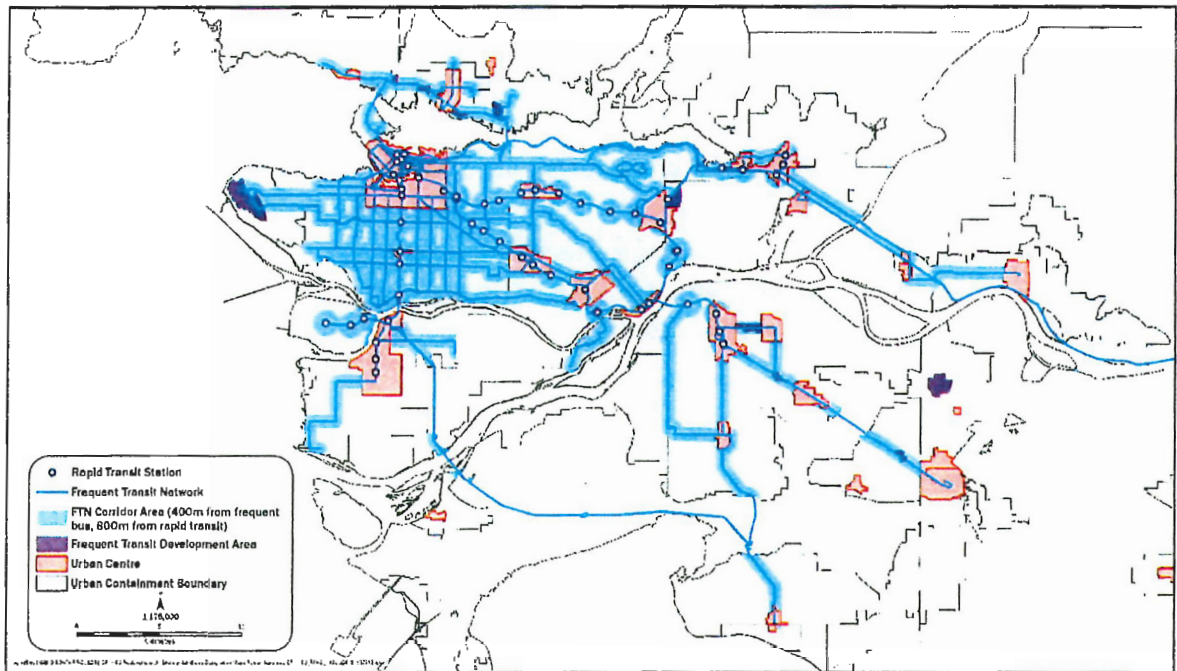
That the meeting adjourn (8:24 p.m.).

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, July 8, 2019.

Mayor (Malcolm D. Brodie)

Corporate Officer (David Weber)



5 Urban Centre and FTDA Policy Review

The *Metro 2040* Urban Centres and FTDA Policy Review is a multi-year initiative to help improve clarity and effectiveness of the Metro Vancouver growth framework by recommending changes to two of its growth structuring tools – i.e. Urban Centres and FTDA. The review will inform the regional growth strategy update.

6 Urban Centre and FTDA Policy Review - Objectives

Phase 1 of the Policy Review focused on understanding how Urban Centres and FTDA are performing and evolving on the ground. Based on the results of Phase 1, the objectives of Phase 2 are to **identify opportunities** to improve Metro Vancouver's growth structuring tools by:

1. **Clarifying the types, definitions, and identification criteria** of the Urban Centres and FTDA;
2. **Defining the relationships** among the Urban Centres and FTDA and between the Urban Centres and FTDA and regional services, including (but not limited to the Frequent Transit Network);
3. **Developing the policies** to support the implementation of a new Urban Centres and FTDA framework;
4. **Further integrating the use of corridors** into regional planning and monitoring.

Addition to Referral of July 2, 2019,

Councillor Harold Steves, July 8, 2019

4) Urban Centre & FTDA Policy Review Background Paper, June 24, 2019

That staff consider rejection of a Chatham Street bus exchange and related Frequent Transit Network Corridor that would require densification 400 metres on each side of a route from Railway Avenue along Williams Road, Springmont Drive, Seventh Avenue and Chatham Street west of Third Avenue.

For Metro Vancouver meetings on Friday, June 28, 2019

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

Greg.Valou@metrovanancouver.org or Kelly.Sinowski@metrovanancouver.org

Metro Vancouver Regional District

E 1.1 Greater Vancouver Regional Fund Semi-Annual Report as of December 31, 2018**RECEIVED**

The Board received for information TransLink's status report on active projects funded by federal gas tax funds through the Greater Vancouver Regional Fund.

As per TransLink's report, the regional transportation authority has been successful in delivering the majority of the projects on or ahead of schedule and incurring positive cost variances. Six projects are noted as experiencing delays exceeding three months: the Metrotown trolley overhead rectifier replacement, three conventional bus replacement projects, equipment for deferred bus retirement program, and the battery electric bus pilot.

Looking ahead over the next 9 years, TransLink expects to draw on \$1.5 billion in GVRF funds to pay for eligible capital expenditures associated with the 2018 Phase Two Investment Plan and subsequent investment plans. Assuming the renewal of the federal gas tax transfers in 2024, the forecasted balance in 2027 will be drawn down to a balance of approximately \$181 million.

E 1.2 Board Voting Technology**RECEIVED**

The Board received for information an update on a technology solution to automate the Board's voting process.

In-house staff expertise was leveraged to develop a software solution to meet the unique voting requirements of the Metro Vancouver Board, notably the multiple jurisdictions and the weighting voting aspect. While the Board employs two voting methods – a rising vote and a recorded vote – the recorded vote is the one to benefit from the proposed voting technology solution and is also authorized by the Procedure Bylaw obviating the need for a bylaw amendment. Staff have concluded the development and testing of the voting software, which is ready for use and can be deployed at the next Board meeting where a recorded vote is requested.

E 1.3 Asset Management for Corporate Facilities and Equipment Policy**APPROVED**

The Board approved the Asset Management for Corporate Facilities and Equipment Policy, which will establish asset management principles and a framework to balance asset performance, risk and cost to support the long-term provision of Regional Services not covered under a separate asset management policy.

The goal of the policy is to balance asset performance, risk and cost. This policy outlines Metro Vancouver's commitment and methodology to manage department assets in a manner that minimizes asset failure risks and impacts and optimizes the life cycle of assets.

The policy will guide Metro Vancouver to meet asset performance targets within a specified budget and enable evidence-based decision making to continuously provide reliable services in the region.

E 1. 4 2019 Rail~Volution Conference – Request for Sponsorship

APPROVED

Rail~Volution, a U.S.-based non-profit, is intended to serve as a catalyst for building livable communities with transit by inspiring people in communities and regions to make better transit and land use decisions. TransLink, as the local host agency, has submitted a sponsorship request to Metro Vancouver for the 2019 Rail~Volution conference to be held in this region September 9-11, 2019, which is the first time the conference will be held outside of the United States.

The Board approved \$10,000 of sponsorship funding in support of the Regional Day component of the Rail~Volution Conference to be held in Metro Vancouver on September 11, 2019.

E 2.1 Best Management Practices for Invasive Species: English Holly, English and Irish Ivies, Yellow Archangel, Himalayan Balsam, and Parrot's Feather

RECEIVED

Metro Vancouver retained the Invasive Species Council of Metro Vancouver to create a set of best management practices for key invasive species found within the region. The Board received for information a report with best management practices for English Holly, English and Irish Ivies, Yellow Archangel, Himalayan Balsam, and Parrot's Feather and directed staff to forward the report to member jurisdictions for information.

E 2.2 Board Appointment and Rescindments of Staff as Officers

APPROVED

Employment status and job function changes of Metro Vancouver environmental regulatory staff have resulted in a need to update staff appointments to ensure appropriate authority to advance air quality management goals. The Board:

- pursuant to the Greater Vancouver Regional District Air Quality Management Bylaw and the Environmental Management Act:
 - appointed the following Metro Vancouver employee as an officer: Permitting and Enforcement Officer, Brian Kerin; and
 - rescinded the appointments of the following persons as officers: Lynne Bosquet and Donna Hargreaves; and
- pursuant to section 28 of the Offence Act:
 - appointed the following Metro Vancouver employee for the purpose of serving summons for alleged violations under the Greater Vancouver Regional District Air Quality Management Bylaw: Permitting and Enforcement Officer, Brian Kerin; and
 - rescinded the appointments for the purpose of serving summons of the following persons: Lynne Bosquet and Donna Hargreaves.



E 3.1 By-election 2019 Results for the Office of Electoral Area A Director

RECEIVED

The Board received results of the June 15, 2019 by-election for the Office of Director, Electoral Area A, Metro Vancouver Regional District, wherein Jen McCutcheon was elected to the office.

E 3.2 Appointment of Metro Vancouver's 2019 Representative to the UBCM Indigenous Relations Committee

APPROVED

Following Tsawwassen First Nation's election for Chief and Council held on April 6, 2019, Tsawwassen First Nation nominated newly elected Chief Ken Baird as its representative to the MVRD Board. Board Chair Sav Dhaliwal has named Director Baird as Vice-Chair of MVRD's Indigenous Relations Committee. As a matter of UBCM policy, only the Chair or Vice-Chair of Metro Vancouver's Indigenous Relations Committee may be considered for appointment to the UBCM Indigenous Relations Committee.

The Board appointed Director Ken Baird, Vice-Chair of Metro Vancouver's Indigenous Relations Committee, to the Union of BC Municipalities' Indigenous Relations Committee for the remainder of 2019.

G 1.1 Proposed Amendments to the Remuneration Bylaw – Amending Bylaw 1286

APPROVED

At its May 24, 2019 meeting, the MVRD Board considered the findings of the Board Remuneration Independent Review Panel and endorsed its recommendations regarding board remuneration, and subsequently directed staff to prepare amendments to the Remuneration Bylaw. An amending bylaw was prepared in which two amendments are proposed: first, to adjust the base rate for the Electoral Area A Director by increasing it to 30% of the Board Chair salary; and second, to introduce a one-time adjustment to offset the elimination of non-taxable portion of remuneration introduced by the Canada Revenue Agency.

The Board gave first, second and third reading to Metro Vancouver Regional District Board and Committee Remuneration Amending Bylaw Number 1286, 2019; then passed and finally adopted the bylaw.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received delegation summaries and information items from Standing Committees.

Climate Action Committee – June 14, 2019

Information Items:

- **5.2 Metro Vancouver's Carbon Price Policy Implementation Update**

Since its implementation in June 2017, the Carbon Price Policy has been functioning as designed where it has been applied, in particular for large infrastructure projects which require a formalized options analysis. Financial implications of the policy are being evaluated on a case-by-case basis in the early stages of project evaluation. This ensures that any additional costs associated with the carbon price are incorporated early on in decision making and project budgets, ensuring that any financial impacts are understood and accounted for.

- **5.4 Measuring Ecosystem Services – Metro Vancouver’s Carbon Storage Dataset**

The Metro Vancouver carbon storage dataset provides spatial estimates of carbon stored in biomass (e.g. trees, shrubs) and soil that can be used to support the incorporation of ecosystem services into decision-making. The project created several outputs including a parcel-based dataset that can easily be used by planners to explore the potential carbon implications of projects within a given area. Other potential applications for the dataset include as a change detection tool, and for predicting other ecosystem services. Sources of uncertainty within the dataset are outlined in this report and include a lack of detailed mapping and carbon estimates for intertidal and estuarine ecosystems.

- **5.5 Urban Forest Climate Adaptation Initiative Update**

This report contains an update on the Urban Forest Climate Adaptation Initiative. Three project deliverables have been completed as part of this initiative to date, including the Urban Forest Climate Adaptation Framework for Metro Vancouver, the Design Guidebook-Maximizing Climate Adaptation Benefits with Trees and the Tree Species Selection Database. In 2018, the Tree Species Selection Database was updated with species from western North American cities. These species are found in climate conditions that are either similar to the climate conditions we currently see in Metro Vancouver, or similar to the climate conditions the region might expect to see in the future. In 2019, the Urban Forest Climate Adaptation Initiative was presented to several different audiences, and the project earned a Canadian Institute of Planners Award for Planning Excellence under the Climate Change Planning category. As a next step, Regional Planning staff will host a workshop with urban forestry practitioners to determine how the work completed to date can be further refined into accessible and useable formats.

Regional Culture Committee – June 19, 2019

Information Items:

- **5.1 MAXguide.org and Survivor 101 Updates**

Launched February 25th, 2011, MAXguide.org, Metro Vancouver’s regional arts and culture calendar, is a collaboration of regional culture stakeholders, providing free listings of arts and culture events for arts organizations, individuals and selected art businesses.

The Survivor 101 workshop series continues to be well received by a wide range of region-wide arts and culture organizations, both staff members, volunteers, and board directors. A key factor is that the organizations are given the opportunity to network with peers and share knowledge, as well as identify capacity and sustainability issues. MAXguide.org and the Survivor 101 workshop series continue to be strong vehicles to inform and engage on cultural and artistic events and to build capacity across arts and culture organizations in the Metro Vancouver region.

- **5.2 Metro Vancouver Cultural Project Grants: Adjudication Process**

The allocation of the 2019 Metro Vancouver Cultural Project Grants will be adjudicated by the Regional Culture Committee and will consider the continued support of recipients who have made a long standing commitment to serving the region while fostering the new recipient organizations who are committed to expanding to a regional audience.

Staff will undertake the initial review of the applications and compile a shortlist of applications for review by the Committee. At the July 17, 2019 meeting of the Regional Culture Committee, members will discuss each shortlisted application and make a recommendation on the grant award



for each of the successful proponents. The cap for any single project is \$10,000 with the total grant allocation not to exceed \$130,000. A report outlining the Committee's recommendations will be presented to the July 26, 2019 meeting of the MVRD Board for approval.

Industrial Lands Strategy Task Force – June 20, 2019

Delegation Summaries:

- 3.1 Tegan Smith, NAIOP Intensive Use of Industrial Land Committee

Greater Vancouver Water District

E 1.1 Award of Contract Resulting from Tender No. 18-432: Sunnyside Reservoir Unit No. 1 Seismic Upgrade and Upgrades (Non-seismic)

APPROVED

The Board approved the award of a contract in the amount of \$11,578,163 (exclusive of taxes) to PCL Constructors Westcoast Inc. resulting from Tender No. 18-432: Sunnyside Reservoir Unit No. 1 Seismic Upgrade and Upgrades (Non-seismic).

E 1.2 Award of Contract Resulting from Request for Proposal (RFP) No. 19-098: Supply and Delivery of Steel Pipe for Kennedy Newton Main 84th to 72nd Avenue

APPROVED

The Board approved the award of a contract in the amount of up to \$4,844,407.50 (exclusive of taxes) to Northwest Pipe Company resulting from Request for Proposal No. 19-098: Supply and Delivery of Steel Pipe for Kennedy Newton Main 84th Avenue to 72nd Avenue.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received information items from the Water Committee.

Water Committee – June 13, 2019

Information Items:

- **5.3 2018 GVWD Dam Safety Program Annual Update**

As required for all dam owners in British Columbia, the Water Services Dam Safety Program follows the requirements outlined in the Provincial Dam Safety Regulation (BC Reg. 40/2016). The Water Services Operations and Maintenance dam safety team monitors and reviews the performance of the five GVWD water supply dams to ensure they remain safe and continue to provide reliable sources of drinking water. The dam safety team retains a dam surveillance consultant, currently Klohn Crippen Berger, to carry out third party review and reporting on dam monitoring and inspection activities.

The Water Services Dam Safety Program is compliant with all dam safety regulatory requirements and continues to meet or exceed requirements of the Provincial Dam Safety Regulation. No significant concerns were noted by the Metro Vancouver dam safety team or dam surveillance consultant from the 2018 routine surveillance, monitoring, or formal dam inspections.☐



Greater Vancouver Sewerage and Drainage District

E 1.1 Board Appointments and Rescindments of Bylaw Enforcement Officers

APPROVED

Employment status changes for Metro Vancouver and City of Vancouver environmental regulatory staff have resulted in a need to update staff appointments to ensure appropriate authority to advance.

The Board:

- pursuant to the Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw and the Environmental Management Act:
 - appointed the following Metro Vancouver employees as municipal sewage control officers: Curtis Wan and Brian Kerin; and
 - rescinded the appointments of the following former Metro Vancouver employees as municipal sewage control officers: Alexander Clifford, Jeffrey Gogol, Lynne Bosquet, and Donna Hargreaves; and
 - appointed the following City of Vancouver employees as municipal sewage control officers: Shelley Heinrichs, and Ana Nic Lochlainn; and
 - rescinded the appointment of James Smith, former City of Vancouver employee, as a deputy sewage control manager; and
 - rescinded the appointments of the following former City of Vancouver employees as municipal sewage control officers: Brian Kerin, David Robertson, Douglas Elford, and Vanessa Koo.
- pursuant to the Offence Act appointed the following staff for the purpose of serving summons under section 28 of the Offence Act for alleged violations under Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw:
 - Metro Vancouver employee Brian Kerin; and
 - City of Vancouver employees Shelley Heinrichs and Ana Nic Lochlainn.
- Pursuant to the Offence Act rescinded the appointment of former Metro Vancouver employee Donna Hargreaves for the purpose of serving summons under section 28 of the Offence Act for alleged violations under Greater Vancouver Sewerage and Drainage District Sewer Use Bylaw.

E 1.2 Biennial Report – Integrated Liquid Waste and Resource Management Plan

APPROVED

The Board approved the Biennial Report 2017-2018 and directed staff to submit it to the Ministry of Environment and Climate Change Strategy in accordance with the requirements of the Integrated Liquid Waste and Resource Management Plan; and to post the report on the Metro Vancouver website and arrange for the Liquid Waste Committee to receive comments and submissions on the Integrated Liquid Waste and Resource Management Plan progress.

**E 1.4 Award of a Contract Resulting from Request for Proposal (RFP) No. 19-007:
Northwest Langley Wastewater Treatment Plant – Design and Construction
Engineering Services**

APPROVED

The Board approved the award of a contract for an amount of up to \$35,327,087 (exclusive of taxes) to CH2M Hill Canada Limited for Phase A, Indicative Design Revalidation and Phase B, Detailed Design resulting from Request for Proposal (RFP) No. 19-007 Northwest Langley Wastewater Treatment Plant – Design and Construction Engineering Services.

H 1 Wastewater Treatment Plants – Tertiary Treatment

NOTICE OF MOTION

Director Lois Jackson provided the following Notice of Motion on May 24, 2019 for consideration at the next regular board meeting:

Wastewater Treatment Plants – Tertiary Treatment

That the GVS&DD Board request staff to provide a presentation on the region's wastewater treatment plants in terms of tertiary treatment and cost benefit considerations.

I 1 Committee Information Items and Delegation Summaries

RECEIVED

The Board received a delegation summary and information items from Standing Committee meetings.

Liquid Waste Committee – June 13, 2019

Delegation Summaries:

- **3.1 Mayor John McEwen, Village of Anmore and Brandie Roberts, Anmore Green Estates**

Zero Waste Committee – June 14, 2019

Information Items:

- **5.1 Illegal Dumping Update**
This report provided information on illegal dumping trends and initiatives in the region. In 2018, member municipalities reported approximately 43,800 incidents of illegal dumping and collectively spent approximately \$3.2 million to clean up and properly dispose of the abandoned waste. In addition, municipalities report spending approximately \$2.5 million per year on bulky item pick-up in the region for a total of approximately \$5.7 million spent annually on removing illegally dumped material and managing bulky item pick-up programs.
- **5.2 Potential Regulatory Approaches for Priority Plastic Wastes**
This report described potential regulatory approaches for priority plastics, recently submitted by the National Zero Waste Council to the Canadian Council of Ministers of the Environment (CCME). The National Zero Waste Council formed a Plastics Advisory Panel that included representatives from local governments and affiliate organizations from across Canada. The Panel identified a list of priority plastics that adversely affect local governments (e.g. as litter or in wastewater), and/or

the environment (particularly as ocean plastics). The Panel then considered possible regulatory actions and recommended those they considered most effective and feasible to enact in the short to medium term. Those recommendations were forwarded to the CCME as the federal government develops its Zero Plastic Waste Strategy.

- **5.3 Waste-to-Energy Facility Environmental Monitoring and Reporting, 2018 Update**

The Waste-to-Energy Facility operates well within environmental standards and limits. A range of projects that continuously improve the facility's environmental performance have been completed or are underway. All air emission related parameters monitored during 2018 were in compliance with Operational Certificate 107051, except one 24-hour exceedance of carbon monoxide on January 29, 2018. Continuous emissions monitoring data and all compliance reports are available on the Metro Vancouver website.

- **5.4 2018 Waste Composition Monitoring Program Results**

Metro Vancouver monitors the composition of the region's municipal solid waste stream on a regular basis. The 2018 waste composition monitoring program analyzed the composition of the waste stream across all sectors in 161 material categories.

The most common materials in the waste were compostable organics (26%), paper (18%), plastic (16%) and non-compostable organics (16%). While the amount of compostable organics disposed has remained stable since 2016, disposal of non-compostable organics, such as treated and finished wood, has increased, likely due to the challenges processing construction and demolition waste at private facilities in the region. There have been slight decreases in the total tonnages of paper and plastic disposed since 2016. Common single-use items such as disposal cups, retail bags and disposable foodware represent about 2.4% of the overall waste stream, and approximately 1.1 billion single-use items are disposed of each year. More detailed information on single-use items and construction and demolition waste composition data will be provided to the Zero Waste Committee later this year as the data becomes available.

- **5.5 2019 Regional "Think Thrice About Your Clothes" Campaign Results**

The "Think Thrice About your Clothes" campaign supports the waste reduction objectives in the Integrated Solid Waste and Resource Management Plan. 2019 was the first year of the "Think Thrice" campaign, which was in market from February 18, 2019 to April 28, 2019. The campaign objectives were to: raise awareness about clothing waste in the region; provide tips and information to help residents make more informed decisions when purchasing, caring for, and disposing of clothing.

Among those aware of the ads, up to half intend to change their behaviour. Over the campaign period, the "Think Thrice" website saw 14,958 sessions. The campaign also received an estimated \$186,060 worth of earned media. Campaign materials were used by at least 10 member jurisdictions. The 2020 clothing waste reduction campaign will continue to use the "Think Thrice" platform, which will be refined based on learnings in 2019. The Campaign was the recipient of the Recycling Council of British Columbia (RCBC) 2019 Award for Environmental Achievement in the Public Sector category.

Metro Vancouver Housing Corporation

No open agenda items.

CNCL - 33



Community Safety Committee

Date: Tuesday, July 9, 2019

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Alexa Loo
Councillor Carol Day
Councillor Kelly Greene
Councillor Harold Steves

Also Present: Councillor Chak Au
Councillor Michael Wolfe

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Community Safety Committee held on June 11, 2019, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

September 10, 2019, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SAFETY DIVISION

1. **COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – MAY 2019**
(File Ref. No. 12-8060-01) (REDMS No. 6208274)

In response to questions from Committee, Cecilia Achiam General Manager, Community Safety, Susan Lloyd, Manager, Parking Enforcement, Animal Control and Administration – Community Bylaws, and Carli Williams, Manager, Community Bylaws, and Licencing clarified that:

Community Safety Committee

Tuesday, July 9, 2019

- the \$45,000 collected in May in court and ticket fines stemmed from two court cases, one on a homeowner with a number of illegal suites that staff had been investigating over a number of years and the fines from the decision were approximately \$21,000 from multiple charges and the other against Midland appliance with an ongoing issue selling retail in a location not zoned appropriately and the fines were for approximately \$23,000;
- the Soil Removal & Fill Deposit Regulation Bylaw No. 8094 applies only to land within the agricultural land reserve (ALR);
- of the four soil files opened in May, two received violation tickets and the other two received letters;
- staff can investigate publishing the outcome of court cases regarding bylaw violations;
- staff investigate illegal short term rental ads and when possible through the information provided, distribute tickets for bylaw violations however some ads require a booking prior to providing an address for short term rentals;
- staff are bringing forward a report regarding regulations for short term rentals including licence requirements;
- there is no smoking within nine metres of any building intakes, however it is up to individual stratas to regulate smoking regulations within multifamily buildings;
- most smoking complaints and enforcement is contracted to Vancouver Coastal Health to investigate and ticket;
- there was one \$1000 ticket issued in May for short-term rental offences for one address staff were able to identify from a listing and staff were able to follow up with the operator in June and found them operating at another address and another four tickets were issued for violations at the second address;

Councillor Day left the meeting (4:09 p.m.) and returned (4:13 p.m.).

- the fourteen offences going to adjudication were because they were contested, 13 were for parking violations and one was an animal control violation for off-leash;
- the approximately \$1 million in gross program revenue collected by the Community Bylaws Department goes into the cost centre for the department and any profit goes into general revenue;
- the bylaw officers attending the night market are there on weekends; and

Community Safety Committee
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- parking officers work flexible hours throughout week and seven days a week there are officers working until 9 p.m.

Discussion took place regarding Community Bylaws Department revenues and direction was given to staff to provide a detailed breakdown of revenue and revenue allocation.

It was moved and seconded

That the staff report titled "Community Bylaws Monthly Activity Report – May 2019", dated June 12, 2019, from the General Manager, Community Safety, be received for information.

CARRIED

2. RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT - MAY 2019

(File Ref. No. 09-5000-01) (REDMS No. 6204511)

In reply to queries from Committee, Kevin Gray, Acting Fire Chief noted that (i) staff have been diligent with enforcement of fires caused by cigarettes including installing signs at locations where a fire has been caused by cigarettes, (ii) the hazmat incident involving a clandestine laboratory was a methamphetamine production lab and staff monitored the site through the decontamination process, (iii) there is no open air burning permitted within the city without issuance of a permit, (iv) the cold fire foam utilized for fire extinction is a surfactant that has been used by Richmond Fire-Rescue (RFR) for over ten years and is eco-friendly, and (v) when the cold fire foam is discharged near waterways, RFR notify the proper authorities of what has been discharged.

It was moved and seconded

That the staff report titled "Richmond Fire-Rescue Monthly Activity Report – May 2019", dated June 10, 2019, from the Fire Chief, Richmond Fire-Rescue, be received for information.

CARRIED

Discussion then took place regarding signage on beaches and near waterfront in Richmond to provide further notice that no burning is permitted in the city. In response to queries from Committee, Acting Fire Chief Gray advised that (i) in previous years, notifications have been placed in local newspapers to remind residents that open air burning is not permitted within the city without a permit, (ii) the fire regulation bylaw has been in place for some time, (iii) RFR have seen a large decrease in backyard burning in the last few years, and (iv) staff can work with the parks department to add fire signage.

3.

Community Safety Committee
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As a result of the discussion, the following **motion** was introduced

It was moved and seconded

That staff be directed to install signage near waterfront locations advising that there are no fires permitted anywhere in Richmond.

CARRIED

3. FIRE CHIEF BRIEFING

(Verbal Report)

(i) Canada Day Celebrations in Steveston

Acting Fire Chief Gray noted that there were four medical responses during the Canada Day celebration events in Steveston and that fire prevention staff worked closely with vendors.

4. RCMP MONTHLY ACTIVITY REPORT - MAY 2019

(File Ref. No. 09-5000-01) (REDMS No. 6193919 v. 2)

Will Ng, Superintendent, Officer in Charge, provided an overview of the May 2019 statistics, highlighting in particular that (i) property crime numbers dropped dramatically in May and residential break-ins were at the lowest in the last five years, (ii) theft from autos also decreased in the month of May, (iii) with the Canadian Centre for Justice Statistics (CCJS) reporting, assaults are being classified differently and those assaults previously listed as unfounded are now listed as founded which has elevated the assault statistics, and (iv) despite an impact to assault statistics with the CCJS reporting, there are no trends or patterns regarding assaults and sexual assaults for May and no concern with respect to public safety.

In response to questions from Committee, Supt. Ng remarked that:

- the 26% increase in reported shoplifting thefts was due to increase in loss prevention officers at box stores and increased detection, in particular at Wal-Mart which had a reputation with individuals from the downtown eastside of being a location to target, and client services assisted with providing extra policing in an effort to combat theft;
- Tier 3 training for auxiliary officers will provide the ability for auxiliary officers to patrol streets with regular RCMP members and a letter has been written to Ottawa to petition a decision on uniforms for auxiliary officers however a decision for support for Tier 3 from National Headquarters is anticipated and once received, Richmond RCMP hope to train new auxiliary officers;

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- additional officers approved by Council allow Richmond RCMP to do more proactive policing including increased road blocks, visibility of officers in areas of high crime rates, targeting prolific offenders, and increased community and business outreach;
- the Positive Ticket for Youth program has been very popular and has allowed officers to connect with youth, provides positive reinforcement for good acts such as wearing bicycle helmets and looking both ways before crossing the street;
- in addition to the Positive Tickets handed out to youth, 7-11 has provided sponsorship by providing 3000 free Slurpee tickets to be handed out in conjunction with the program;
- staff are looking to potentially roll out a similar program for good Samaritans as a way to thank individuals for providing assistance;
- staff can look at data to see if there is any correlation to reduction in motor vehicle accidents and increased patrols and enforcement and RCMP have increased traffic enforcement dramatically in 2018 and 2019 and in 2017 there were nine fatalities and only one in 2018 and one so far in 2019;
- RCMP did a loss prevention officer joint enforcement operation in recent weeks and arrested 32 individuals, a majority of which were from outside Richmond;
- next week Richmond RCMP are meeting with Transit Police regarding a joint operation to intercept individuals coming to Richmond to commit retail theft on the Canada Line;
- RCMP respond to any 911 calls regarding children left in vehicles on hot days, attend to the safety of child and if there is negligence, conduct an investigation into the incident; and
- the sexual harassment court case would have no financing from municipalities and would involve RCMP national.

It was moved and seconded

That the report titled "RCMP Monthly Activity Report – May 2019", dated June 12, 2019, from the Officer in Charge, Richmond RCMP Detachment, be received for information.

CARRIED

Community Safety Committee

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In response to a question from Committee regarding the number of allowable units in a multi-family dwelling to be rented, Ms. Achiam advised that it is up to the individual stratas to set the regulations around rentals and if the strata permits, each home would be able to have up to two boarders or lodgers with no licence required. Ms. Achiam further remarked this was in response to sports hosting and school exchange programs that wanted to host but did not want licence restrictions.

5. RCMP/OIC BRIEFING

(Verbal Report)

(i) Faith Patrols in the City

Supt. Ng provided an update to Committee regarding faith patrols at mosques, synagogues, and churches, noting that they have been successful and well received.

(ii) RCMP Basketball Tournament

Supt. Ng advised that the RCMP Basketball Tournament at the Sikh Temple on No. 5 Road was a success, Richmond RCMP and ICBC cohosted 70 local kids to come and play basketball.

(iii) Law Enforcement Torch Run

Supt. Ng also remarked that the Law Enforcement Torch Run for Special Olympics BC on June 7 was successful and there were 20 Richmond RCMP officers who ran the 3 kilometre leg from Cornerstone Evangelical Baptist Church to the Richmond RCMP Detachment on No. 5 Road.

(iv) Canada Day Celebrations in Steveston

Supt. Ng noted that the Canada Day Celebrations were a success with no major police calls for service and approximately \$1000 was raised during the event for Cops for Cancer. Supt. Ng, in response to a query from Committee, noted that approximately 50,000 attended the event this year.

6. COMMITTEE STANDING ITEM

E-Comm

None.

7. MANAGER'S REPORT

In response to questions from Committee regarding the Provinces announcement of ride-hailing service moving forward in September, Ms. Achiam remarked that staff will be bringing forward a report regarding the matter.

Community Safety Committee
Tuesday, July 9, 2019

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:46 p.m.).

CARRIED

Certified a true and correct copy of the
Minutes of the meeting of the Community
Safety Committee of the Council of the
City of Richmond held on Tuesday, July
11, 2019.

Councillor Bill McNulty
Chair

Amanda Welby
Legislative Services Coordinator



City of Richmond

Report to Committee

To: Community Safety Committee

Date: June 10, 2019

From: Tim Wilkinson
Fire Chief, Richmond Fire-Rescue

File: 09-5000-01/2019-Vol 01

Re: Richmond Fire-Rescue Monthly Activity Report – May 2019

Staff Recommendation

That the staff report titled “Richmond Fire-Rescue Monthly Activity Report – May 2019”, dated June 10, 2019, from the Fire Chief, Richmond Fire-Rescue, be received for information.

Tim Wilkinson
Fire Chief
(604-303-2701)

Att. 2

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

Staff Report

Origin

This report provides Council with an update on Richmond Fire-Rescue (RFR) activities. RFR is reporting on its activities in support of its mission:

We act as an effective team to proactively protect and enhance the City's livability by serving and educating our community, preventing harm and responding to emergencies.

Analysis

Community Involvement

RFR advances public safety awareness, education and community connections by providing valuable training activities, participation in community events and social media updates.

During May staff engaged with approximately 327 children and adults, while continuing to develop effective interagency relationships and partnerships within the community.

May 2019 events included:

- Safety presentations and hall tours with the following groups: Beta Sigma Phi - International Women's Organization, SUCCESS Language Service Centre, JIBC Students and Pathways Clubhouse Society of Richmond.
- Richmond Fire-Rescue also attended the annual spring community event for Blair Elementary school.

Prevention

Successful initial launch of Summer 2019 Richmond Night Market. Fire Prevention staff facilitated detailed fire and life safety inspections with vendors.

Emergency Response

RFR's goal is to respond to events in a manner where loss of life, reduction of property damage and protection of the environment is mitigated. In May 2019 there were a total 792 incidents, representing a 13.7 per cent reduction in calls from May 2018 (Attachment 1).

The average time on scene for RFR crews was 27 minutes; this is an increase over the 26 minutes in 2018. This is due to the nature and severity of each call.

In May 2019 there were 38 reportable fires to the Office of the Fire Commissioner; representing a 13.7 per cent decrease from May 2018. The average figure for fires reported in May over the last five years, is 53. RFR continues to monitor fire activities to identify and create programs to respond to emerging trends.

RFR's emergency fire response goal is to maintain the fire to the room of origin. The room of origin standard is especially important in terms of fire loss, which increases some ten-fold once the fire leaves the room of origin. Fire damage and property losses during May 2019 are estimated at \$100. This total includes \$100 for building/asset loss and \$0 for content loss. The total building/asset and content value at risk was estimated to be \$1,213,000 and the total value preserved from damage was \$1,212,900. These numbers translate to 99.9 per cent of value protected (Table 1); this is higher than the 99.2 per cent protected value observed in 2018.

Table 1: Fire Calls By Type and Loss Estimates – May 2019						
Incident Type Breakdown	Call Volume	Estimated Building / Asset Value (\$)	Estimated Building / Asset Loss (\$)	Estimated Content Value (\$)	Estimated Content Loss (\$)	Estimated Total Value Preserved (\$)
Residential:						
Single family	3	619,000	100	-	-	618,900
Multi family	2	594,000	-	-	-	594,000
Commercial / Industrial	1	-	-	-	-	-
Outdoor	30	-	-	-	-	-
Vehicle/Vessel	2	-	-	-	-	-
Totals*	38	1,213,000	100	-	-	1,212,900

*The dollar losses shown in this table are preliminary estimates. They are derived from RFR's record management system and are subject to change due to delays in reporting and confirmation of actual losses from private insurance agencies (as available).

Significant Events

Fire crews minimized harm and limited fires to the place of origin in these notable May 2019 incidents:

- May 2, 2019 – Dock fire on Riverport Way. RFR crews were dispatched to reports of smoke and flames under a dock on Riverport Way. On arrival crews established command and investigated the dock. The dry grass and twigs around the piling at the southernmost corner of the dock had ignited. RFR crews flooded the area around the piling with cold fire foam and water to extinguish the fire. The area was checked with a Thermal Imaging Camera (TIC) for spread, none was found.
- May 3, 2019 – Fire on No. 3 Road. RFR crews were dispatched to an apartment on No. 3 Road to a report of a structure fire. Upon arrival crews witnessed a small amount of fire and significant smoke showing from the exterior of the building. RFR crews quickly extinguished the fire and began to remove the exterior panelling to verify the complete extinguishment of the fire and assess for any extension. There were no reported injuries to the occupants, the onsite roofing contractors or RFR personnel. The overall damage is minimal to the structure, and the suite suffered only a broken light bulb. An RFR Fire Investigator attended to assist with the cause and origin investigation.

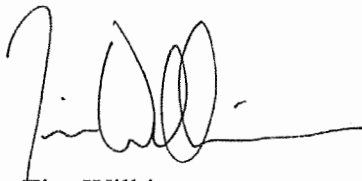
- May 6, 2019 – Vehicle fire on Grant McConachie Way. RFR crews responded to the parkade at Vancouver Airport. On arrival two vehicles were on fire. Responding crews extinguished the fires quickly. On site operations reported there was no impact to their services or business. A small area of the parkade was deemed unusable until the cars were removed for further investigation. The effective collaboration and response between RFR crews, Vancouver Airport and RCMP staff resulted in a successful emergency response with no injuries and minimal impact.
- May 10, 2019 – Fire on Dyke Road. Crews attended to a large beach fire on the bank of the river consisting of washed up logs and wood. Crews attacked and extinguished the fire with a water pump, hose and shovels. A chainsaw was used to cut multiple logs and expose any additional burning areas. Once extinguished crews assisted with cleanup of the scene.
- May 15, 2019 – Fire at Odlin Road. Crews responded to reports of a fire on a balcony. On arrival the fire had been extinguished by the quick actions of the upper and lower floor occupants. It was reported that a tenant had accidentally dropped alcohol, which had been ignited by a cigarette. The liquid had dripped to the balcony below causing a small fire to spread onto another tenant's balcony. RFR crews carried out an investigation for fire spread and it was found it had not. Crews assisted with onsite cleanup.
- May 28, 2019 – Hazmat incident on Granville Avenue. RFR Hazmat crews were dispatched to provide assistance to the RCMP's response to a clandestine laboratory. Crew set up a two pool decontamination area to assist RCMP officers with decontamination during the duration of the event.

Financial Impact

None.

Conclusion

RFR monitors activities to identify and create programs to respond to emerging trends.



Tim Wilkinson
Fire Chief
(604-303-2701)

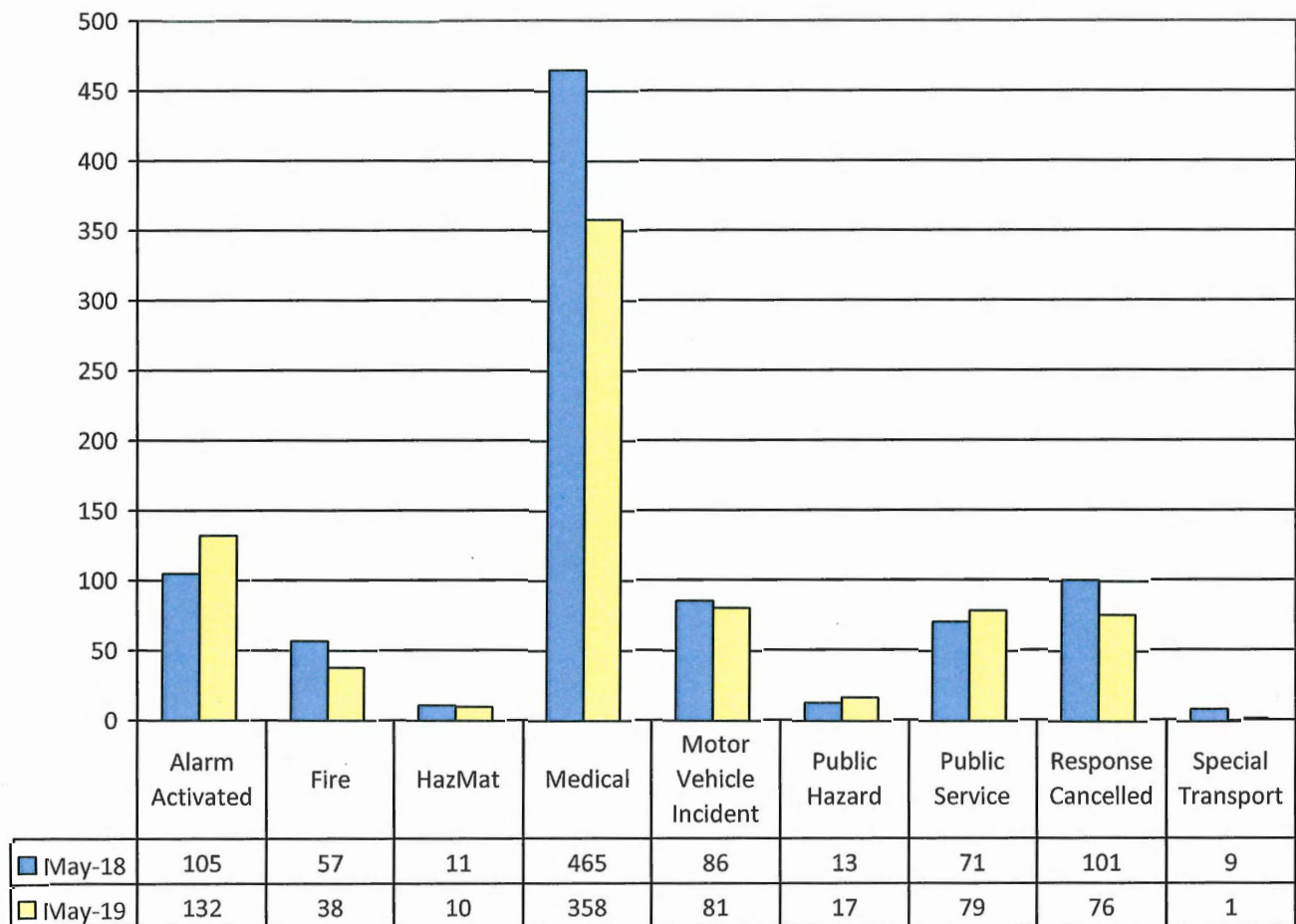
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Att. 1: Suppression Activity
2: Location of May's Fire, Medical and MVIs

Calls for Service Volumes

The following chart provides a month to month comparison regarding incidents occurring in May 2018 and 2019. In May 2019, there were a total of 792 incidents, compared to 918 in May 2018. This represents a decrease of 13.7 per cent.

Table 3: May 2018 & 2019 Calls for Service Volumes



Call Type Legend:

HazMat: includes fuel or vapour; spills, leaks, or containment

Medical includes: cardiac arrest, emergency response, home or industrial accidents

Public Hazard includes: aircraft emergency, bomb removal standby, object removal, or power lines down

Public Service includes: assisting public, ambulance or police, locked in/out, special events, trapped in elevator, water removal

First Responder Totals

Medical first responder incidents comprised 45 per cent of the total emergency responses for RFR during the month of May 2019. A detailed breakdown of the medical incidents for May 2018 and 2019 is set out in the following table by sub-type. There were a total of 358 medical incidents in May 2019 compared to 465 in May 2018, a decrease of 23 per cent.

Table 4a: May 2018 & 2019 Medical Calls by Type

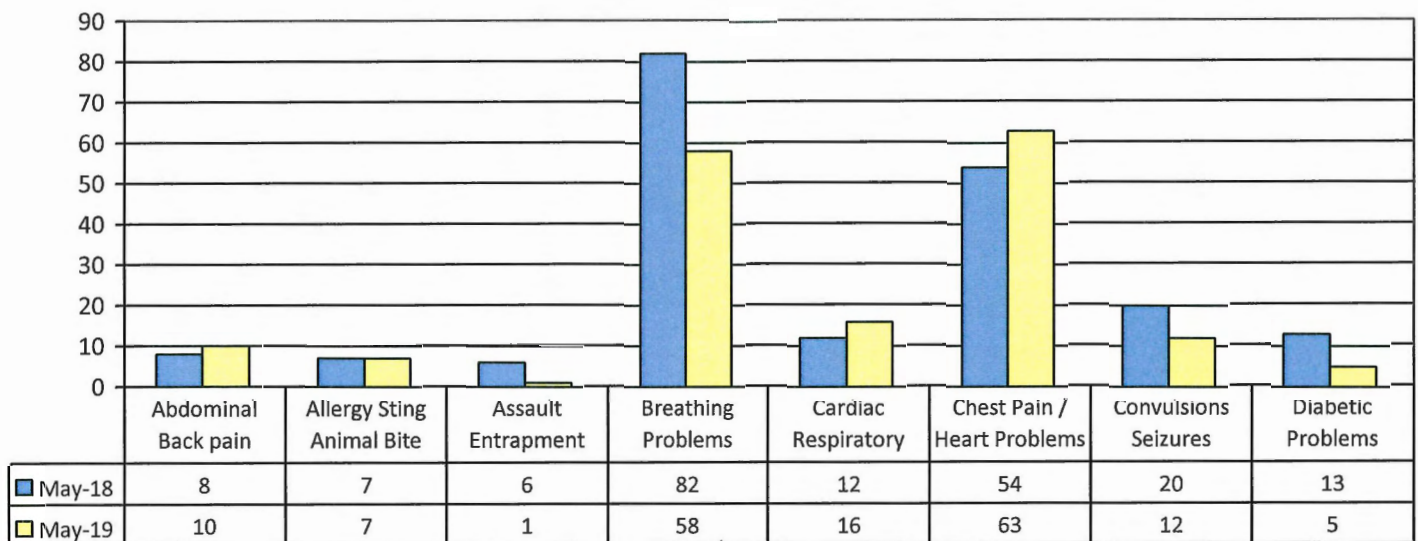
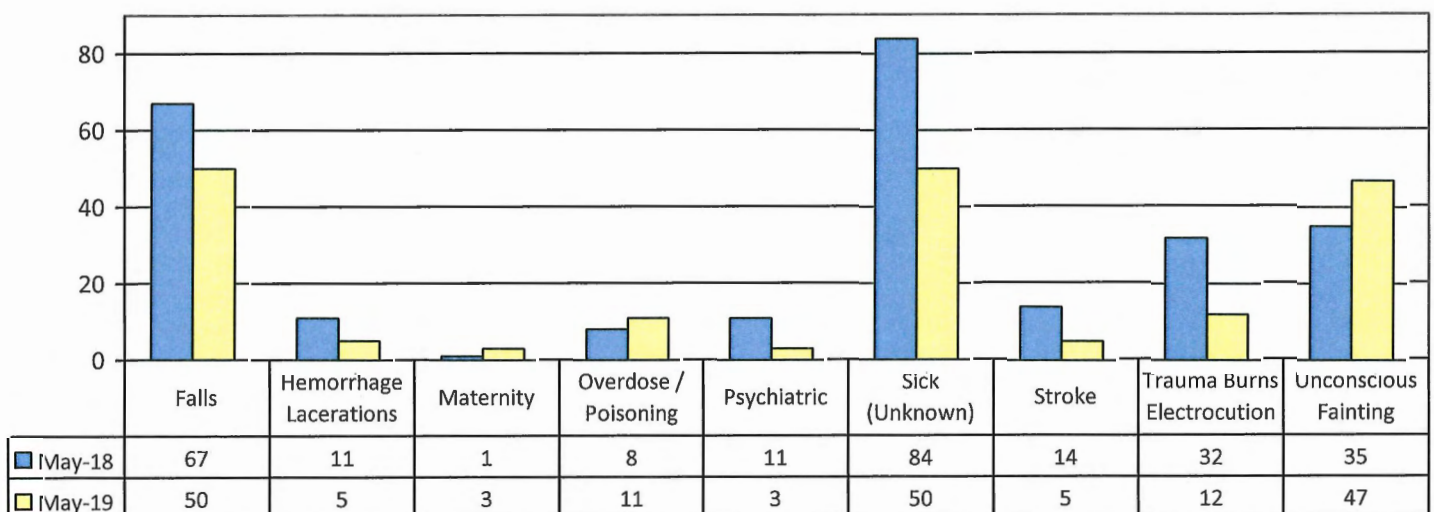


Table 4b: May 2018 & 2019 Medical Calls by Type



Fire Investigations

The fire investigation statistics for May 2019 are listed below:

Table 5: Total Fire Investigation Statistics – May 2019			
	Suspicious	Accidental	Undetermined
Residential - Single-family	-	3	-
Residential - Multi-family	-	2	-
Commercial/Industrial	-	1	-
Outdoor	1	26	3
Vehicle	-	1	1
Totals	1	33	4

RFR investigators report all suspicious fires to the RCMP, while working alongside RCMP staff to address potential risks to the community.

Hazardous Materials

Table 6: HazMat Calls By Type – May 2019	
	Details
Natural Gas / Propane Leaks (small)	6
Flammable / Combustible Liquids	2
Standby / Support for other agency	1
Corrosive	1
Totals	10

Figure 1: Location of reportable fires attended in May 2019 (total 38)

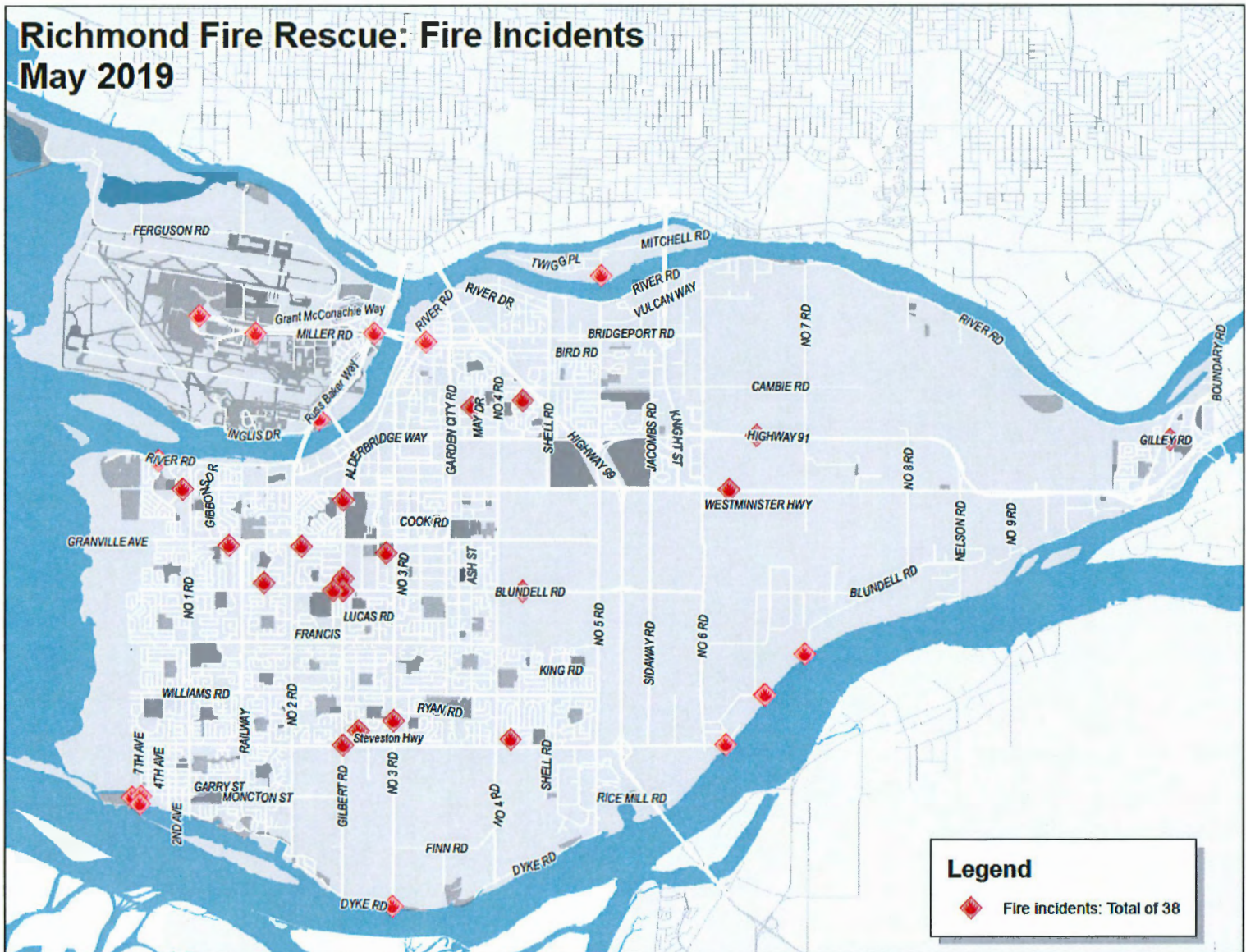


Figure 2: Location of medical calls in May 2019 (total 358)

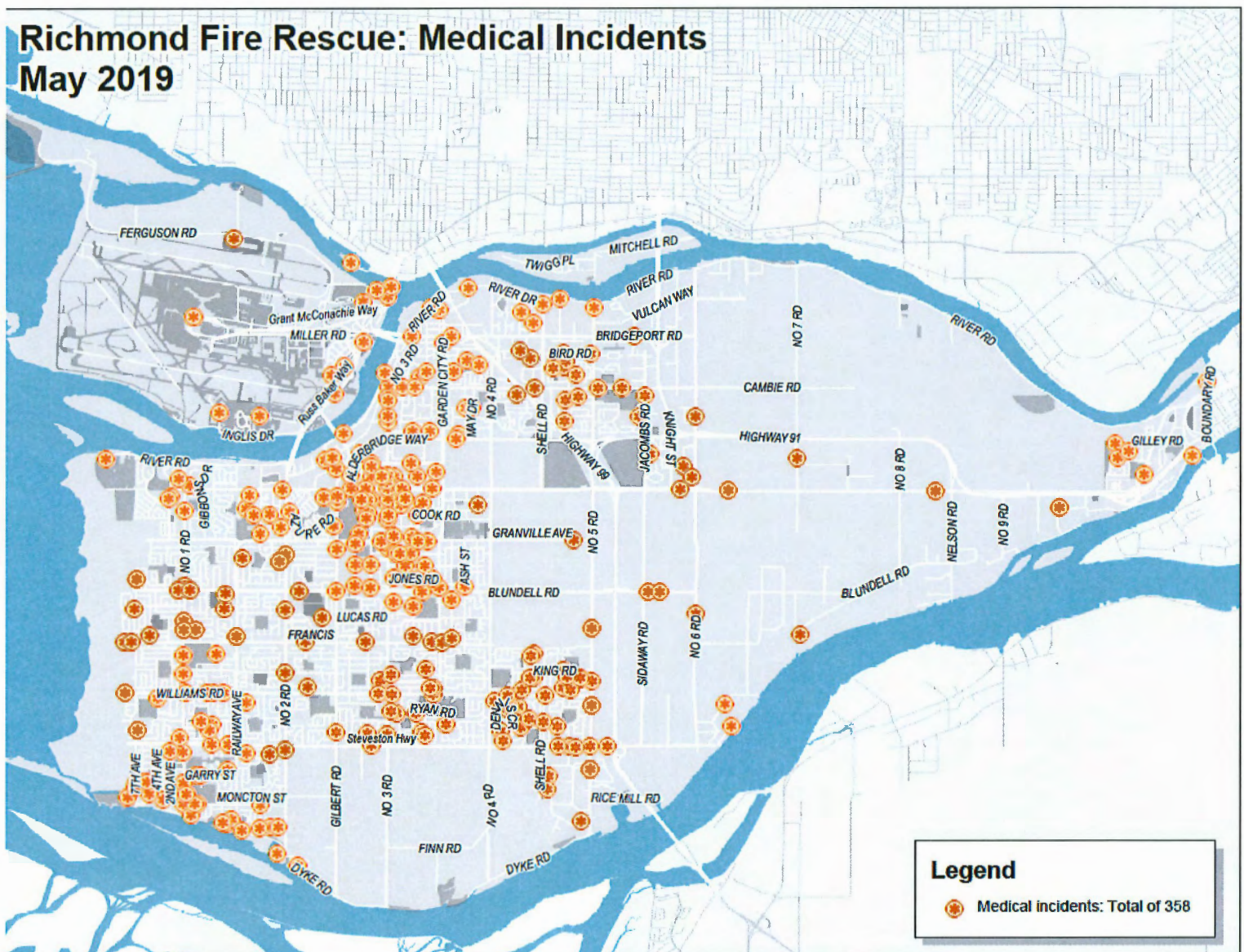
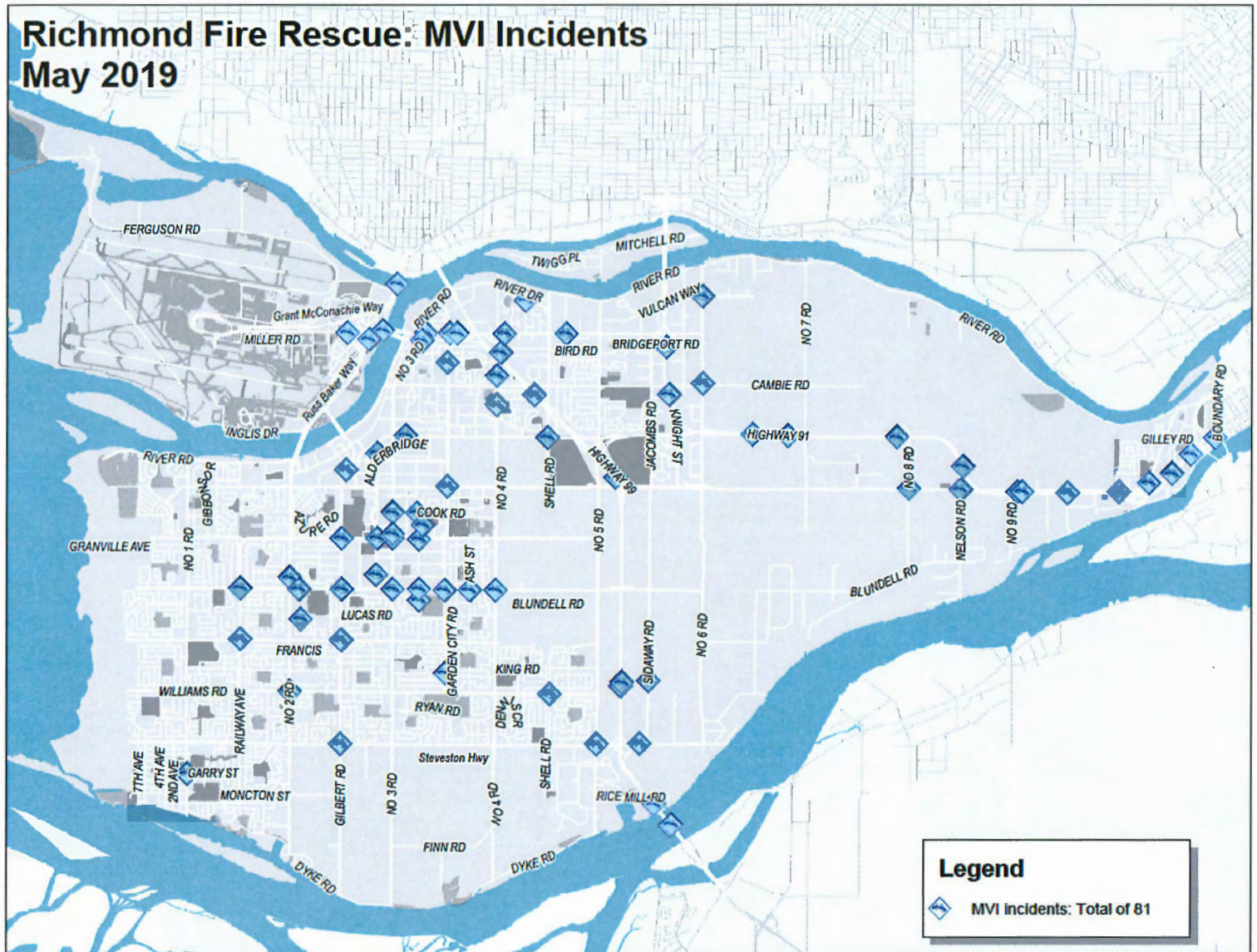


Figure 3: Location of MVI calls in May 2019 (total 81)





City of Richmond

Report to Committee

To: General Purposes Committee
From: Tom Stewart, ASCT.
Director, Public Works Operations
Date: July 5, 2019
File: 10-6370-01/2019-Vol
01
Re: Single-Use Plastic and Other Items Bylaw and Implementation Plans

Staff Recommendation

1. That the following bylaws to introduce a ban on single-use plastic and other items be introduced and given first, second and third readings with an effective date of January 1, 2020:
 - a. Single-Use Plastic and Other Items Bylaw No. 10000;
 - b. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10063, and
 - c. Municipal Ticket Information Bylaw No. 7321, Amendment Bylaw No. 10064; and
2. That the implementation plans for plastic straws and plastic bags, as outlined in Attachments 1 and 2 of the staff report dated July 5, 2019 titled, "Single-Use Plastic and Other Items Bylaw Bans and Implementation Plans" from the Director, Public Works Operations, with funding in the amount of \$260,000, from the Sanitation and Recycling provision, be approved.

Tom Stewart, ASCT.
Director, Public Works Operations
(604-233-3301)

Att. 2

REPORT CONCURRENCE		
ROUTED TO: Law Community Bylaws Sustainability	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CS	APPROVED BY CAO

Staff Report

Origin

This report responds to the following resolutions from the May 21, 2019 Special Council Meeting where the staff report, “Single-Use Plastic Items – City of Vancouver Proposals” was considered. The resolutions are as follows:

- (1) *That:*
 - a. *staff be directed to bring forward appropriate bylaw amendments to the Business Regulation Bylaw No. 7360 to ban the commercial use or commercial distribution of foam cups, foam plates and foam take-out containers effective January 1, 2020, with exceptions provided for charitable organizations and hospital/care facilities;*
 - b. *staff be directed to bring forward appropriate bylaw amendments to the Municipal Ticket Information Bylaw No. 7321 to incorporate a ticketing provision for those businesses who violate Business Regulation Bylaw 7360 as amended per item (a) above, effective January 1, 2020; and*
 - c. *staff be directed to bring forward appropriate bylaw amendments to the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122 to incorporate a fine of \$250 for each instance where a business violates Business Regulation Bylaw No. 7360 as amended per item (a) above, effective January 1, 2020;*
- (2) *That the implementation plan, as outlined in Attachment 2, with funding in the amount of \$300,000, from the Sanitation and Recycling provision, to support implementation of a foam cups, foam plates and foam take-out containers ban, be approved;*
- (3) *That funding for ongoing support, education and bylaw enforcement, for item (a) above, be included for Council's consideration in the 2020 and future Sanitation and Recycling utility budget and rates;*
- (4) *That staff bring forward two resolutions for the 2019 Union of British Columbia Municipalities convention requesting the provincial government's support to address single-use items by:*
 - a. *adopting a comprehensive provincial single-use item reduction strategy; and*
 - b. *developing provincial standards for compostable single-use items ensuring they are designed to fully biodegrade if littered in the natural environment, that any standards and certifications for compostability are aligned with provincial composting infrastructure, and that compostable single-use items are collected and managed through an extended producer responsibility program that covers the residential and commercial sectors as well as materials from the public realm;*
- (5) *That the Mayor write the Chair of the Greater Vancouver Sewerage and Drainage District Board and the Ministry of Environment and Climate Change Strategy to develop a provincial single-use item reduction strategy;*
- (6) *That staff be directed to bring forward appropriate bylaw amendments to ban straws, similar to the City of Vancouver's approach, together with an implementation plan and budget effective January 1, 2020, and also report back on the City of Vancouver's research being undertaken regarding the ban on straws;*
- (7) *That staff be directed to examine the issue of single-use food utensils, and report back;*
- (8) *That staff be directed to bring forward appropriate bylaw amendments to prohibit the commercial use or commercial distribution of plastic checkout bags and regulate paper*

- and reusable bags with incremental fees, effective January 1, 2020, with appropriate exemptions listed in Table 2, in the staff report titled “Single-Use Plastic Items – City of Vancouver Proposals”, dated May 12, 2019 from the Director, Public Works, with a six-month grace period to permit the use of existing plastic bag stock that was purchased by a business prior to the first reading of the bylaw; and*
- (9) *That staff be directed to bring forward an implementation plan and budget to prohibit plastic checkout bags, for item (8) above.*

This report presents the appropriate regulatory bylaws and additional information as directed by Council.

Analysis

Bylaws

A new Single-Use Plastic and Other Items Bylaw is presented to encompass the items to be banned. This bylaw will prohibit the distribution of the items as noted effective January 1, 2020. In addition, appropriate bylaw amendments to incorporate non-compliance enforcement and fines are included with this report.

A summary of each of the bylaws presented with this report is outlined below:

1. *Single-Use Plastic and Other Items Bylaw No. 10000:*

This Bylaw prohibits businesses from providing foam containers to customers for transporting prepared food or beverages, including but not limited to, plates, cups, bowls, trays, cartons and hinged or lidded containers. The provisions exempt hospitals and licensed community care facilities. Charitable societies or charitable organizations are exempt for a period of one year. Prepared food containers that are filled and sealed outside the City are exempted. With the exception of hospitals, licensed care facilities and charitable societies or organizations, businesses have a six month period, commencing January 1, 2020, from which to use up any existing supplies of foam containers.

Bylaw 10000 further prohibits food vendors from providing plastic straws, including those made from biodegradable plastic or compostable plastic. There is an exemption which allows businesses to provide a plastic straw to persons with a disability and/or other accessibility needs upon request. As with foam containers, businesses have a six month period, commencing January 1, 2020, from which to exhaust any existing supplies of plastic straws. The bylaw provisions do not restrict the sale of straws (including plastic straws) intended for use at a customer’s home or business provided they are sold in packages of multiple straws.

Businesses are further prohibited from providing plastic checkout bags to customers, including those made from biodegradable plastic or compostable plastic. A six month grace period, commencing January 1, 2020, for using up existing supplies is provided. Exemptions are provided in the bylaw for plastic checkout bags that are returned by customers for reuse (a common practise in thrift stores). A list of exemptions is also included for plastic checkout bags that are used to package loose items, such as fruit,

vegetables, hardware items, prepared foods that are not pre-packaged as well as other similar items. The bylaw provisions do not restrict the sale of plastic bags intended for use at a customer's home or business provided they are sold in packages of multiple bags. Initially, provisions to regulate the distribution of paper and reusable bags have not been included in the bylaw. Preliminary feedback has indicated that the imposition of fees requires further review and may have financial implications for both businesses and the public. These are provisions which may be considered at a later time when the effectiveness of the bylaw is able to be assessed.

Offences and penalties include a \$2,000 fine for providing false information as well as fines of a maximum \$10,000 per day on conviction.

This bylaw will be effective January 1, 2020.

2. *Municipal Ticket Information Bylaw No. 7321, Amendment Bylaw No. 10063:*

The amendments included for this bylaw will allow tickets to be issued for any business that provides foam containers, plastic straws and plastic checkout bags in violation of Bylaw 10000.

The ticketing provisions derived in this bylaw are appealed in Provincial court and carry fines of up to \$500 per occurrence. If the proposed bylaws are adopted, tickets could be issued as of July 1, 2020 (after the expiry of the six month grace period).

3. *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10064:*

The amendments included for this bylaw will allow tickets of \$250 to be issued per offense to any business that sells or provides prepared food in foam containers, provides straws to customers or provides a plastic checkout bag to a customer outside of the provisions of Bylaw 10000.

Fines under this bylaw are considered administrative penalties and are appealed through adjudication. Although fines for bylaw violation notices are lower than for municipal tickets the cost to administer these tickets is less and the tickets can be mailed rather than issued in person. As with the municipal tickets, these tickets could be applied as of July 1, 2020.

Retail Ban of Single-Use Plastic and Other Items

At the May 21, 2019 Special Council Meeting, it was asked if the sale of foam containers, plastic straws and other non-reusable single-use plastic and other items can be banned from all Richmond businesses, including banning large retailers from selling these items. If the City chooses to move forward with such a ban, the City's Law Department will provide Committee with further advice on this matter. For the purposes of this report, it is understood that municipal regulation of the conduct of business, including prohibiting certain types of transactions, is a well-established aspect of a valid business regulation in British Columbia. This understanding stems from recent court decisions such as the *International Bio Research dba Pet Habitat, et al.*

v. *Richmond* case which upheld the City's bylaw banning the sale of puppy retail sales and the *Canadian Plastic Bag Assn. v. Victoria* where the Court upheld a bylaw banning the sale of single-use plastic bags. It should be noted that the British Columbia Court of Appeal is scheduled to hear the latter case, meaning the ruling upholding the plastic bag ban may be overruled.

Implementation Plans

Projected implementation plans and budgets for plastic straws and plastic bags, as directed by Council, are included with this report (Attachments 1 and 2). (Staff note the implementation plan for single-use foam items was previously approved by Council.) The implementation plans contained in Attachments 1 and 2 identify key actions, timelines and steps required to implement and educate businesses and residents about the plastic straw and plastic bag bans, including resource tools and compliance efforts. The implementation plans include estimated costs for 2019 to prepare for the introduction of the bans as well as projected (2020) future/on-going estimated costs. The combined costs for ban implementation for plastic straws and plastic bags in 2019 are estimated at \$260,000. If approved, this amount could be funded from the Sanitation and Recycling provision.

Estimated costs in 2020 include amounts for on-going education, administration and enforcement, and are estimated at \$450,000 plus \$45,000 for capital expenditures (staffing resources, vehicle, workstations, etc.). These amounts will be further reviewed for inclusion in the appropriate 2020 operating and utility budgets, should the implementation plans be approved.

Other Referral Items

The following section provides an update on other actions taken to date to comply with the direction provided by Council.

UBCM Resolutions

Resolutions with respect to the development of a comprehensive provincial single-use item reduction strategy and compostable single-use items have been prepared and presented to Council separately in order to meet the June 30 UBCM submission deadline.

The resolution concerning single-use items mirrors that of the City of Vancouver and is intended to create a provincial standard to help achieve harmonization for businesses and residents relating to single-use items. The resolution pertaining to compostable packaging standards is intended to ensure standards and certifications for compostable packaging are aligned with composting infrastructure and are further managed through the extended producer responsibility program.

Provincial Single-Use Item Reduction Strategy Correspondence

On behalf of Council, letters have been sent to the Chair of the Greater Vancouver Sewerage and Drainage District Board and the Ministry of Environment and Climate Change Strategy to develop a provincial single-use item reduction strategy.

Single-Use Food Utensils

Single-use food utensils are typically considered to include knives, forks, spoons and chopsticks. They can be used for take-out, fast-food, street carts and for food delivery services.

Plastic utensils are predominately made from a mix of low-grade plastics, including polypropylene and polystyrene. Some of the challenges with recycling plastic utensils include:

- They are commonly contaminated with food residue.
- While polypropylene and polystyrene are recyclable, utensils can be made from mixed plastic materials, making it difficult to distinguish for sorting and making into new products.
- There are no processors locally that accept utensils for recycling.

The benefits of single-use plastic utensils are they are inexpensive, lightweight, convenient, sanitary, and do not consume water or generate wastewater to clean.

Current alternatives to single-use plastic utensils include:

- Reusable utensils, or
- Fibre based, uncoated or wooden cutlery (accepted by local composting facilities). Coatings on paper or wooden cutlery is an issue to be mindful of since some can be coated with a plastic lining. Only natural/cellulose type coatings would be acceptable for composting processes.

The availability of these products and cost discrepancy between alternatives and plastic cutlery has not been reviewed at this time.

Staff note that the City of Vancouver “Single-Use Item Reduction Strategy 2018-2025” discusses a by-request bylaw for single-use utensils. Such a bylaw would prohibit businesses from providing single-use utensils unless the customer is first asked if they are needed. Early findings show that some stakeholders have indicated they currently only provide single-use utensils only when requested by the customer. Other stakeholders have raised concerns about slowed service, safety risk, and inadvertently increasing waste. Consultation on single-use utensils is on-going and Vancouver staff will report back with additional details in November 2019. Staff will continue to monitor developments in this regard.

In the European Union, a Single-Use Plastics Directive was adopted on March 27, 2018 which included banning of plastic cutlery. The Directive has two years from formal adoption to transpose the legislation into national laws. It is unclear how the issue of plastic cutlery is to be addressed as part of this directive.

In their 2018 Waste Composition Study, Metro Vancouver identified approximately 330,000 utensils in the total regional waste stream, 50% of which were identified as wood (i.e. chopsticks or wooden utensils).

Financial Impact

The projected implementation cost in 2019 for plastic straws and plastic bags per the implementation plans provided with this report is \$260,000. If approved, these costs can be funded from the Sanitation and Recycling Provision.

The estimated annual operating budget impact commencing in 2020 is \$450,000, plus capital costs of \$45,000. This amount will be included in the appropriate 2020 budget submissions for Council's consideration should the implementation plans as presented with this report be approved.

Conclusion

This report presents the appropriate regulatory amendments to ban foam containers, plastic straws and plastic checkout bags effective January, 2020. Implementation plans to provide outreach, education, compliance and enforcement efforts are also provided for Council's consideration.



Suzanne Bycraft
Manager, Fleet and Environmental Programs
(604-233-3338)

SJB:kn

- Att. 1: City of Richmond Single-Use Plastic and Other Items Implementation Plan: Plastic Straws
2: City of Richmond Single-Use Plastic and Other Items Implementation Plan: Plastic Checkout Bags

City of Richmond Single-Use Plastic and Other Items Implementation Plan: Plastic Straws

B. Plastic Straws				
	Action	Timelines	Projected 2019 Implementation Cost	Projected 2020 Ongoing Cost
1	Bylaw Development			
	<p>(a) In the new Single-Use Plastic and Other Items Bylaw, include a ban which prevents food vendors from providing an unnecessary plastic drinking straw to a customer.</p> <p>(b) Include an exemption which allows businesses to provide a plastic straw when requested by a customer for disability and/or other accessibility reasons.</p> <p>(c) Amend <i>Municipal Ticket Information Authorization Bylaw No. 7321</i> to add ticketing provisions for Plastic Drinking Straws.</p> <p>(d) Amend <i>Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122</i> to incorporate fines.</p> <p><i>Exemptions:</i></p> <p>(e) Persons with disability and/or other accessibility needs that request a plastic straw.</p> <p>(f) Plastic straws that were provided outside of the City limits.</p> <p>(g) Hospital or licensed community care facility.</p> <p>(h) Charitable society or organization.</p>	<p>Include in bylaws to July 22, 2019 Council meeting for approval.</p> <p>January 1, 2020 Exemptions to be reviewed in one year, i.e. January 1, 2021.</p>		

Attachment 1 (cont'd)

City of Richmond Single-Use Plastic and Other Items Implementation Plan: Plastic Straws (cont'd)

B. Plastic Straws					
Action	Timelines		Projected 2019 Implementation Cost	Projected 2020 Ongoing Cost	
2 Consultation					
<p><i>Accessibility:</i></p> <p>(a) Consult with Vancouver Coastal Health regarding health requirements and accessibility concerns.</p> <p>(b) Consult with Richmond Centre for Disability, Seniors Advisory Committee, Vancouver Coastal Health/Richmond Health Services Local Governance Liaison Group and the Richmond Family & Youth Court Committee.</p> <p><i>Straws for specialty beverages:</i></p> <p>(c) Consult with food vendors for specialty beverages that require straws wider than a standard straw to identify suitable alternatives to plastic.</p>	July 22, 2019 - December 31, 2019	Exemptions to be reviewed in one year, i.e. January 1, 2021.			
3 Resource Toolkit			\$40,000.00	\$15,000.00	
<p>(a) Engage consulting support to develop an alternative/suitable materials options guide in English, Mandarin and Cantonese languages.</p> <p>(b) Develop a bylaw awareness toolkit for businesses with printed materials to be used in store to inform employees and customers about the City bylaw changes.</p> <p>(c) Plain language descriptions of the bylaw requirements and effective dates.</p> <p>(d) Frequently Asked Questions for business employees to answer public questions in store.</p> <p>(e) Roll out toolkit with affected businesses.</p>	Commence development on Council approval.	Deliver/provide information through effective date of bylaw and beyond, as required.			

B. Plastic Straws				
	Action	Timelines	Projected 2019 Implementation Cost	Projected 2020 Ongoing Cost
4	Education		\$65,000.00	\$20,000.00
	<p>Engage consulting support to assist with development and delivery of an outreach program and related materials to raise awareness about new requirements and the need to reduce single-use plastic and other items:</p> <p><i>Business:</i></p> <p>(a) Communication through the Chamber of Commerce and other business associations, including non-English speaking business owners.</p> <p>(b) City hosted workshops (English, Mandarin and Cantonese languages).</p> <p>(c) Direct mail to affected businesses.</p> <p>(d) Bill insert with business license renewal/tax notice to affected businesses.</p> <p>(e) Bylaw Bulletin (English, Mandarin and Cantonese languages).</p> <p>(f) Guide outlining alternative materials and answers to frequently asked questions.</p>	<p>Commence upon Council approval.</p> <p>Deliver through effective date of bylaw and ongoing throughout 2020.</p>		

Attachment 1 (cont'd)
City of Richmond Single-Use Plastic and Other Items Implementation Plan: Plastic Straws (cont'd)

B. Plastic Straws					
Action	Timelines		Projected 2019 Implementation Cost	Projected 2020 Ongoing Cost	
<i>General Public (English, Mandarin and Cantonese languages):</i> (a) News Release (b) Media Event (c) Social Media (d) Website (e) Designated email and hotline (f) Information display highlighting alternative materials - use at events and in City facilities (g) Bill insert in utility notice	Commence upon Council approval.	Deliver through effective date of bylaw and ongoing throughout 2020.			
5 Enforcement					
<i>(a) Compliance Outreach:</i> Environmental Programs Staff: Provide additional temporary staffing/resource support for community outreach and response to enquiries with the objective of obtaining voluntary compliance via education and provision of resource materials. Costs split with Checkout Bags implementation budget.	Commence upon Council approval.		\$25,000.00	\$50,000.00	

Attachment 1 (cont'd)

City of Richmond Single-Use Plastic and Other Items Implementation Plan: Plastic Straws (cont'd)

B. Plastic Straws				
Action	Timelines	Projected 2019 Implementation Cost	Projected 2020 Ongoing Cost	
<p><i>(b) Bylaw Enforcement:</i></p> <p>Bylaw Staff: Incorporate enforcement for plastic straw ban as a component of enforcement for Single-Use Plastic and Other Items Bylaw.</p> <p>One bylaw enforcement position.</p> <p><i>General enforcement approach is outlined below:</i></p> <p>(a) Distribute warning letter to business found in non-compliance.</p> <p>(b) If business remains in non-compliance - issue a fine of \$250.00 under the bylaw.</p> <p>(c) Referral to prosecution for non-compliant business.</p> <p>Costs split with Plastic Bag implementation budget.</p>	January, 2020		<p>\$60,000.00 (Operating)</p> <p>\$22,500.00 (Capital)</p>	
6 Advocacy				
Included plastic drinking straws as a component of the Single-Use Item advocacy letters to the Chair of the Greater Vancouver Sewer and Drainage District Board and the Ministry of Environment and Climate Change Strategy requesting support for the development of a Provincial Single-Use Item Reduction Strategy.	Incorporated into July 22, 2019 report to Council.	UBCM Resolution: September 23-27, 2019		
7 Administration			\$80,000.00	
<p>(a) Dedicated coordination for Single-Use Plastic and Other Items Bylaw (\$90,000 - split with Checkout Bags budget).</p> <p>(b) Outreach support; i.e. call/communications representative (\$70,000 split with Checkout Bags budget).</p>	Commence upon Council approval.			

Attachment 1 (cont'd)
City of Richmond Single-Use Plastic and Other Items Implementation Plan: Plastic Straws (cont'd)

B. Plastic Straws				
Action	Timelines	Projected 2019 Implementation Cost	Projected 2020 Ongoing Cost	
Total 2019 Estimated Costs (on-going costs to be identified in 2020 and subsequent budgets)		\$130,000.00	\$247,500.00	

City of Richmond Single-Use Plastic and Other Items Implementation Plan: Plastic Checkout Bags

C. Plastic Checkout Bags				
	Action	Timelines	Projected 2019 Implementation Cost	Projected 2020 Ongoing Cost
1	Bylaw Development			
	<p>(a) In the new Single-Use Plastic and Other Items Bylaw, include a ban which prevents businesses from providing a plastic bag for the purpose of transporting items purchased or received by a customer.</p> <p>(b) Amend <i>Municipal Ticket Information Authorization Bylaw No. 7321</i> to add ticketing provisions for Plastic Bags.</p> <p>(c) Amend <i>Notice of Bylaw Violation dispute Adjudication Bylaw No. 8122</i> to incorporate fines.</p>	<p>Include in bylaws to July 22, 2019 Council meeting for approval.</p> <p>January 1, 2020 During 2020, review Bylaw performance and evaluate whether the imposition of a fee structure to minimize single-use paper bags is to be recommended for Council consideration.</p>		
2	Resource Toolkit			
	<p>(a) Engage consulting support to develop an alternative/suitable materials options guide in English, Mandarin and Cantonese languages.</p> <p>(b) Develop a bylaw awareness toolkit for businesses with printed materials to be used in store to inform employees and customers about the City bylaw changes.</p> <p>(c) Plain language descriptions of the bylaw requirements and effective dates.</p> <p>(d) Frequently Asked Questions for business employees to answer public questions in-store.</p> <p>(e) Roll out toolkit with affected businesses.</p>	<p>Commence development on Council approval.</p> <p>Deliver/provide information through effective date of bylaw and beyond, as required.</p>	\$40,000.00	\$15,000.00

Attachment 2 (cont'd)
City of Richmond Single-Use Plastic and Other Items Implementation Plan: Plastic Checkout Bags (cont'd)

C. Plastic Checkout Bags				
	Action	Timelines	Projected 2019 Implementation Cost	Projected 2020 Ongoing Cost
3	Education		\$65,000.00	\$20,000.00
	Engage consulting support to assist with development and delivery of an outreach program and related materials to raise awareness about new requirements and the need to reduce single-use plastic and other items: <i>Business:</i> (a) Communication through the Chamber of Commerce and other business associations, including non-English speaking business owners. (b) City hosted workshops (English, Mandarin and Cantonese languages). (c) Direct mail to affected business. (d) Bill insert with business license renewal/tax notice to affected businesses. (e) Bylaw Bulletin (English, Mandarin and Cantonese languages) (f) Guide outlining alternative materials and answers to frequently asked questions.	Commence upon Council approval. <		

Attachment 2 (cont'd)
City of Richmond Single-Use Plastic and Other Items Implementation Plan: Plastic Checkout Bags (cont'd)

C. Plastic Checkout Bags					
Action	Timelines	Projected 2019 Implementation Cost	Projected 2020 Ongoing Cost		
4 Enforcement					
<p>(a) <i>Compliance Outreach:</i> Environmental Programs Staff: Incorporate as part of additional temporary staffing/resource support identified for Single-Use Plastic and Other Items for community outreach and response to enquiries with the objective of obtaining voluntary compliance via education and provision of resource materials.</p> <p>Costs split with Plastic Straws implementation budget.</p>	Commence upon Council approval	\$25,000.00	\$50,000.00		
<p>(b) <i>Bylaw Enforcement:</i> Bylaws: Incorporate enforcement for plastic straw ban as a component of Single-Use Plastic and Other Items Bylaw.</p> <p>One bylaw enforcement position.</p> <p><i>General enforcement approach is outlined below:</i> (a) Distribute warning letter to business found in non-compliance. (b) If business remains in non-compliance - issue a fine of \$250.00 under the bylaw. (c) Referral to prosecution for non-compliant business.</p> <p>Costs split with Plastic Straws implementation budget.</p>	July, 2020		\$60,000.00 (Operating) \$22,500.00 (Capital)		

Attachment 2 (cont'd)
City of Richmond Single-Use Plastic and Other Items Implementation Plan: Plastic Checkout Bags (cont'd)

C. Plastic Checkout Bags					
Action	Timelines		Projected 2019 Implementation Cost	Projected 2020 Ongoing Cost	
5 Advocacy					
Included plastic bags as a component of the Single-Use Item advocacy letters to the Chair of the Greater Vancouver Sewer and Drainage District Board and the Ministry of Environment and Climate Change Strategy requesting support for the development of a Provincial Single-Use Item Reduction Strategy.	Incorporate into July 22, 2019 report to Council.	UBCM Resolution: September 23-27, 2019			
6 Administration				\$80,000.00	
(a) Dedicated coordination for Single-Use Plastic and Other Items Bylaw (\$90,000 - split with Straw budget). (b) Outreach support; i.e. call/communications representative (\$70,000 split with Straw budget).					
Total 2019 Estimated Costs (ongoing costs to be identified in 2020 and subsequent budgets)			\$130,000.00	\$247,500.00	



SINGLE-USE PLASTIC AND OTHER ITEMS BYLAW NO. 10000

WHEREAS Part 2, Division 1, Section 8(6) of the *Community Charter* confers upon the City authority to, by bylaw, regulate in relation to business;

AND WHEREAS Council deems it desirable to regulate the use of single-use plastic and other items;

NOW THEREFORE, the Council enacts as follows:

PART ONE: FOAM CONTAINERS

- 1.1 No Business shall sell or otherwise provide Prepared Food in any Food Service Ware that contains Polystyrene Foam.
- 1.2 Section 1.1 shall not apply to:
 - a) a hospital, or any facility licensed as a community care facility under the *Community Care and Assisted Living Act*;
 - b) subject to Section 6.3 of this Bylaw, organizations incorporated and in good standing under the *Society Act*, or registered as a charitable society or organization under the federal *Income Tax Act*; or
 - c) prepared food containers that have been filled and sealed outside the City prior to arrival at the premises or location where the holder of a Licence operates.

PART TWO: PLASTIC STRAWS

- 2.1 No Business shall sell or otherwise provide any Plastic Straws.
- 2.2 Section 2.1 shall not apply in instances where a Business sells or otherwise provides a Plastic Straw to persons with a disability and/or other accessibility needs who request a Plastic Straw.
- 2.3 Part Two does not limit or restrict the sale of straws, including Plastic Straws, intended for use at the customer's home or business, provided that they are sold in packages of multiple straws.

PART THREE: PLASTIC CHECKOUT BAGS

- 3.1 Except as provided in this Bylaw, no Business shall sell or otherwise provide a Plastic Checkout Bag to a customer.
- 3.2 A Business may sell or otherwise provide a Plastic Checkout Bag to a customer only if:
- a) the Plastic Checkout Bag has been returned to the Business for the purpose of being reused by other customers;
 - b) the Plastic Checkout Bag is used for any of the following:
 - i. package loose bulk items such as fruit, vegetables, nuts, grains or candy;
 - ii. package loose small hardware items such as nails or bolts;
 - iii. contain or wrap frozen foods, meat, poultry or fish, whether pre-packaged or not;
 - iv. wrap flowers or potted plants;
 - v. protect prepared foods or bakery goods that are not pre-packaged;
 - vi. contain prescription drugs received from a pharmacy;
 - vii. transport live fish;
 - viii. protect linens, bedding or other similar large items;
 - ix. protect newspapers or other printed material intended to be left at the customer's residence or place of business; or
 - x. protect clothes after professional laundering or dry cleaning.
- 3.3 Part Three does not limit or restrict the sale of bags, including Plastic Bags, intended for use at the customer's home or business, provided that they are sold in packages of multiple bags.

PART FOUR: OFFENCES AND PENALTIES

- 4.1 Any person who:
- a) violates or contravenes any provision of this Bylaw, or who causes or allows any provision of this Bylaw to be violated or contravened;
 - b) fails to comply with any of the provisions of this Bylaw;

- c) neglects or refrains from doing anything required under the provisions of this Bylaw; or
- d) obstructs, or seeks or attempts to prevent or obstruct a person who is involved in the execution of duties under this Bylaw,

commits an offence and upon conviction shall be liable to a fine of not less than One Thousand Dollars (\$1,000.00) and not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.

- 4.2 A violation of any of the provisions identified in this Bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*, as amended or replaced from time to time.
- 4.3 A violation of any of the provisions identified in this Bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122* in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*, as they may be amended or replaced from time to time.
- 4.4 Any person who gives false information required under this Bylaw is deemed to have committed an infraction of, or an offence against, this Bylaw, and is liable on summary conviction to a penalty of not more than \$2,000 in addition to the costs of the prosecution, and each day that such violation is caused or allowed to continue constitutes a separate offence.

PART FIVE: INTERPRETATION

- 5.1 In this Bylaw, unless the context requires otherwise:

BUSINESS	means any person, organization, or group engaged in a trade, business, profession, occupation, calling, employment or purpose that is regulated under the City's Business Licence Bylaw No. 7360 and includes a person employed by, or operating on behalf of, a Business.
CITY	means the City of Richmond.
FOOD SERVICE WARE	means products used for serving or transporting prepared food or beverages including, but not limited to, plates, cups, bowls, trays, cartons and hinged or lidded containers.
LICENCE	means a business licence issued by the City pursuant to the City's Business Licence Bylaw No. 7360.

PLASTIC CHECKOUT BAG	means any bag made with plastic, including biodegradable plastic or compostable plastic that is: <ul style="list-style-type: none">(a) intended to be used by a customer for the purpose of transporting items purchased or received by the customer from the Business providing the bag; or(b) intended to be used to package take-out or delivery food.
PLASTIC STRAW	means any drinking straw made with plastic, including biodegradable plastic or compostable plastic.
POLYSTYRENE FOAM	means blown polystyrene and expanded and extruded foams composed of thermoplastic petrochemical materials containing a styrene monomer and processed by any technique including, but not limited to, fusion of polymer spheres (expandable bead foam), injection molding, foam molding, and extrusion-blown molding (extruded foam polystyrene).
PREPARED FOOD	means any food or beverage prepared for consumption by a Business at that person's licensed premises or location, using any cooking or food preparation technique. Prepared food does not include any raw uncooked food, including meat, poultry, fish, seafood, eggs or vegetables unless provided for consumption without further food preparation.

PART SIX: GENERAL

- 6.1 If any section, section, paragraph, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this Bylaw.
- 6.2 This Bylaw is to come into force and effect January 1, 2020, except Part 4 which comes into force and effect on July 1, 2020.
- 6.3 Section 1.2(b) will cease to be of force and effect on January 1, 2021.

6.4 This Bylaw is cited as “Single-Use Plastic and Other Items Bylaw 10000”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

MAYOR

CORPORATE OFFICER



**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,
Amendment Bylaw No. 10063**

The Council of the City of Richmond enacts as follows:

1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended at Part One – Application by adding the following in proper alphabetical order:

“Single-Use Plastic and Other Items Bylaw 10000;”
2. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding to the end of the table in Schedule A of Bylaw No. 8122 the content of the table in Schedule A attached to and forming part of this bylaw.
3. This Bylaw is cited as “**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10063**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating Division 
APPROVED for legality by Solicitor 

SCHEDULE A to BYLAW NO. 10063

SCHEDULE A to BYLAW NO. 10063

Designated Bylaw Contraventions and Corresponding Penalties

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
Single-Use Plastic and Other Items Bylaw No. 10000	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
	Selling or otherwise providing Prepared Food in any Food Service Ware that contains Polystyrene Foam.	1.1	No	\$ 250.00	\$ 250.00	\$500.00	n/a
	Selling or otherwise providing any Plastic Straws.	2.1	No	\$ 250.00	\$ 250.00	\$ 500.00	n/a
	Selling or otherwise providing a Plastic Checkout Bag to a customer.	3.1	No	\$ 250.00	\$ 250.00	\$ 500.00	n/a



**Municipal Ticket Information Authorization Bylaw No. 7321,
Amendment Bylaw No. 10064**

The Council of the City of Richmond enacts as follows:

1. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended in Schedule A by adding in the proper alphabetical order “Single-Use Plastic and Other Items Bylaw No. 10000 ”.
2. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended by adding the following Schedule B 18:

SCHEDULE B 18

SINGLE-USE PLASTIC AND OTHER ITEMS BYLAW NO. 10000

Offence	Section	Fine
Selling or otherwise providing Prepared Food in any Food Service Ware that contains Polystyrene Foam	1.1	\$500.00
Selling or otherwise providing any Plastic Straws.	2.1	\$500.00
Selling or otherwise providing a Plastic Checkout Bag to a customer.	3.1	\$500.00

[The remainder of this page is intentionally left blank]

3. This Bylaw is cited as “**Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 10064**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

CITY OF
RICHMOND

APPROVED
for content by
originating
dept.


APPROVED
for legality
by Solicitor


MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: General Purposes Committee
From: Elizabeth Ayers
Director, Recreation and Sport Services

Date: June 14, 2019
File: 06-2055-20-12/Vol 01

Jim V. Young, P. Eng.
Acting Director, Facilities

Re: Animal Shelter Guiding Principles, Building and Program Options, and Site

Staff Recommendation

1. That the Animal Shelter Guiding Principles, as described in the staff report titled "Animal Shelter Guiding Principles, Building and Program Options, and Site" dated June 14, 2019, from the Director, Recreation and Sport Services and the Acting Director, Facilities be endorsed;
2. That Building and Program Option 2, as described in the staff report titled "Animal Shelter Guiding Principles, Building and Program Options, and Site" dated June 14, 2019, from the Director, Recreation and Sport Services and the Acting Director, Facilities be approved; and
3. That the site located at 12071 No. 5 Road, as described in the staff report titled "Animal Shelter Guiding Principles, Building and Program Options, and Site" dated June 14, 2019, from the Director, Recreation and Sport Services and the Acting Director, Facilities be approved.

E. Ayers

Elizabeth Ayers
Director, Recreation and Sport Services
(604-247-4669)

Jim V. Young

Jim V. Young, P. Eng.
Acting Director, Facilities
(604-247-4610)

Att. 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance	<input checked="" type="checkbox"/>	<i>[Signature]</i>
Community Bylaws	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: <i>[Signature]</i>	APPROVED BY CAO <i>[Signature]</i>

Staff Report

Origin

On December 12, 2016, Council approved a budget of \$2 million for the Advanced Planning and Design for Phase 2 Major Facilities Projects, including the Richmond Animal Shelter (“Animal Shelter”). On December 11, 2017, Council approved capital funding of \$8 million for the Animal Shelter replacement facility as part of the 2018 Capital Budget.

At the General Purposes Committee meeting held on January 21, 2019, staff received the following referral in relation to the proposed program:

That the staff report titled “Animal Shelter Guiding Principles, Program Options and Site” dated December 11, 2018, from the Director, Recreation Services and the Senior Manager, Capital Buildings Project Development, be referred to staff and report back within 60 days on the following:

- (1) how to maximize the Council-approved \$8 million budget;*
- (2) the potential phasing of the building;*
- (3) the potential re-use of portions or all of the existing animal shelter building;*
- (4) additional information on the overall space needs;*
- (5) the potential needs and opportunities for an educational program;*
- (6) stakeholder and public input, which is to be provided to Council; and*
- (7) if there were to be an increase to the \$8 million budget, what would be the impacts to the Capital and Operating budgets.*

The purpose of this report is to respond to the above referral. The specific sections of the report that address referral items 1-7 are outlined in Table 1. This report also seeks to obtain Council’s endorsement of the Animal Shelter Guiding Principles, and Council’s approval of a building and program option, and site for the new animal shelter.

Table 1: Sections of the Report Addressing Referral Items 1-7

Referral	Description	Page Number
1	How to maximize the Council-approved \$8 million budget.	Page 5
2	The potential phasing of the building.	Page 8
3	The potential re-use of portions or all of the existing animal shelter building.	Pages 8-9
4	Additional information on the overall space needs.	Page 5
5	The potential needs and opportunities for an educational program.	Page 4 of Attachment 1
6	Stakeholder and public input, which is to be provided to Council.	Page 4
7	If there were to be an increase to the \$8 million budget, what would be the impacts to the Capital and Operating budgets?	Page 10 and Attachment 5

This report supports the following outcome statement under the Resource Management focus area in the 2022 Parks and Open Space Strategy:

Our parks and open space system is managed by a responsive organization that meets community needs.

This report supports the following outcome statement under Focus Area 1 in the Community Wellness Strategy 2018 – 2023:

Increase the number of individuals across all ages reporting a positive state of mental wellness.

This report supports the following strategic direction under Goal 3 Building on Social Assets and Community Capacity in the Social Development Strategy 2012 – 2022:

Facilitate strong and safe neighbourhoods.

Analysis

Background

The Animal Shelter, located at 12071 No. 5 Road, is a 4,580 sq. ft. single-storey facility that was built in 1978. The existing animal shelter consists of two buildings (dog kennel and administrative spaces) and is supported by a 455 sq. ft. portable structure that was added to the site in 2016. The shelter accommodates over 800 animals annually, ranging from companion animals (including dogs, cats, rabbits, small animals, and birds) to wildlife and small farm animals. Best practices in animal sheltering have advanced considerably over the past 40 years and are no longer being met by the existing facility, which is nearing the end of its lifecycle and is due for renovation or replacement.

The Animal Shelter plays a community safety role in temporarily housing dangerous/aggressive animals or animals that are stray or at-large. It also plays a community services role in providing residents the ability to adopt companion animals (including dogs, cats, rabbits, and small animals) and promoting awareness of animal welfare and responsible pet ownership.

The selection of a service provider for the operation of the Animal Shelter and the provision of animal control services is determined through the City's formal procurement process, and is awarded for a maximum term of five years. The current operating contract for the Animal Shelter is held by the Regional Animal Protection Society (RAPS), and is scheduled to expire on January 31, 2021, with the option for the City to execute a one-year renewal.

Animal Shelter Guiding Principles

Guiding principles are benchmarks used to guide the development and execution of a project. The proposed Animal Shelter Guiding Principles were developed based on a review of industry standards and best practices in the design and operation of animal shelters, and with input from RAPS and the British Columbia Society for the Prevention of Cruelty to Animals (BC SPCA). These Guiding Principles are outlined on the next page.

The new Animal Shelter will:

- Be designed to ensure efficient and effective operations and delivery of services;
- Include design measures to reduce animal stress and promote animal welfare and health;
- Incorporate best practices and industry standards in the care of animals;
- Provide appropriate spaces for adoption activities;
- Provide adequate spaces to effectively manage disease control;
- Provide safe and appropriate spaces for staff and volunteer operations;
- Provide safe spaces for interaction between the staff and animals, between the staff and the public, and between the public and animals; and
- Be designed to integrate sustainable practices and accommodate future growth.

As standards in animal sheltering have evolved dramatically over the past four decades, the Animal Shelter Guiding Principles are intended to provide overall direction in the program development, facility design, and operation of the facility.

Stakeholder Consultation and Development of Building Options and Program

This report presents two options for the replacement of the existing Animal Shelter for Council's consideration. The proposed options were developed through extensive and iterative consultation with key community stakeholders including RAPS (the current facility operator), and the BC SPCA, which operates 29 shelters across the province. The BC SPCA also operates an Education and Adoption Centre for cats and small animals in Richmond. In addition, staff consulted with the City of Delta Community Animal Shelter, the City of New Westminster Animal Shelter, the City of Surrey Animal Resource Centre, the Langley Animal Protection Society (LAPS) which operates the Patti Dale Animal Shelter, and Maple Ridge Community Animal Shelter (BC SPCA). The Stakeholder Consultation Summary Report is included as Attachment 1.

In addition to the Animal Shelter Guiding Principles, the development of the proposed options was guided by the *Canadian Standards of Care in Animal Shelters*, published by the Canadian Advisory Council on National Shelter Standards. These standards were developed to address deficiencies in the care of companion animals in shelters and are regarded as industry best practices in the design and operation of animal shelters. Key considerations identified in these standards that are applicable to the replacement facility are provided in Attachment 2.

The program development process considered the needs of today's population of approximately 223,000 residents, as well as the City's future needs of anticipated population growth, which the Official Community Plan (OCP) projects to be 280,000 residents by 2041.

Minimum Service Levels and Space Needs

A review of the existing shelter's data informed the identification of minimum service levels for the replacement facility. This includes examination of animal species-specific data provided by RAPS related to intake, adoption rates, and length of stay for the years 2017, 2018, and the first quarter of 2019.

The recommended minimum service level, or animal holding capacity, is depicted in Table 2 and is based on considerations such as:

- Maintaining a steady flow of animals and minimizing their length of stay in the shelter, thus reducing stress on the animals and mitigating the spread of infectious diseases; and
- Enabling the shelter to operate at 70 to 80 per cent of the maximum animal holding capacity on a day-to-day basis, to allow for peak volumes during unexpected and seasonal animal intake fluctuations.

Table 2: Recommended Minimum Service Levels for Replacement Animal Shelter

Animal Type	Average Capacity Needs (stray, adoption, isolation)	Adjustment for Peak Volumes	Recommended Minimum Animal Holding Capacity
Dogs	9	+4	13
Cats	19	+9	28
Rabbits	6	+2	8
Small animals	4	+2	6

Maximizing the Council Approved Budget

In response to feedback and direction received at the General Purposes Committee meeting held on January 21, 2019, two options are presented for Council's consideration:

- Building and Program Option 1 – Construction of a new building (4,200 sq. ft.); and
- Building and Program Option 2 – Renovation and expansion of the existing building (6,180 sq. ft.).

Both options seek to maximize the Council approved budget of \$8 million and will be designed, where possible, to meet the *Canadian Standards of Care in Animal Shelters*. The existing 455 sq. ft. portable is proposed to be retained in both options to accommodate the desired program.

Summary of Building and Program Options

The proposed programs associated with the two Building and Program Options are outlined in Table 3 on the next page, with an overview of animal holding capacities and a comparison to the existing Animal Shelter program.

Building and Program Option 1 provides a shelter that incorporates many, but not all, of the best practices in animal shelter construction materials and design. In order to maximize the Council approved budget of \$8 million, alternative lower cost approaches would be used in place of best practices. These include wood-frame versus masonry construction, solid doors to the cat rooms versus glass sliding doors, and the use of trench drains, chain-link doors, overhead heating, and fibre-glass reinforced plastic in the dog areas.

At the existing facility, administrative and operational areas have been altered over time to accommodate animals, resulting in animal housing that does not meet industry standards, specifically for cats and small animals. Options 1 and 2 will provide sufficient space to meet animal housing requirements, resulting in more space provided per animal than in the existing facility.

A more detailed breakdown of program areas, including square footages, is included in Attachment 3.

Table 3: Summary of Building and Program Options for the Animal Shelter

Program Area		Existing Facility*	Option 1 – New Building \$8 million	<u>Recommended</u> Option 2 – Renovation and Expansion \$8 million
Total Building Area (Does not include 455 sq. ft. portable)		4,580 sq. ft.	4,200 sq. ft.	6,180 sq. ft. Includes existing facility plus 1,600 sq. ft. new addition
ANIMAL HOLDING				
1.	Dogs	16 dogs	13 dogs	17 dogs
2.	Cats	38 cats	30 cats	40 cats
3.	Rabbits (Indoor)	✗ (8 rabbits outdoor)	✗ (8 rabbits outdoor)	8 rabbits
4.	Small animals	6 animals	6 animals	6 animals
ADMINISTRATION				
5.	Animal intake/surrender room	✓ (portable)	✓	✓
6.	Volunteer space	✗	✗	✓
7.	Staff lunch room	✗	✓	✓
8.	Reception/administration/offices	✓ (building and portable)	✓	✓
MULTIPURPOSE / EDUCATION				
9.	Multipurpose room	✗	✗	✓
SERVICE AREAS				
10.	Animal control receiving area	✗	✓	✓
11.	Food preparation and storage	✓	✓	✓
12.	Animal grooming room	✗	✓	✓
13.	Circulation and support areas – corridors, storage, laundry, mechanical, etc.	✓	✓	✓

Building and Program Option 1 – Construction of a New Building (\$8 million)

Building and Program Option 1 (“Option 1”) involves the construction of a new, approximately 4,200 sq. ft. wood-frame facility, as outlined in Attachment 4. While this option is smaller than the existing facility (4,580 sq. ft.), the efficient and modern design would allow for more effective delivery of the services offered at the existing animal shelter.

Proposed Program

Option 1 improves on the current Animal Shelter with the addition of an animal control receiving area, grooming room, and staff room, as well as a larger reception and office area. The existing 455 sq. ft. portable would be retained and relocated to the rear of the site, and used for cat isolation (with 8 cat capacity) and storage.

Due to budget constraints, indoor space specifically designated for rabbits is not included as part of the proposed program. Consequently, the proposed program area for rabbits is unconditioned covered outdoor space, similar to how rabbits are housed at the existing shelter. This is not consistent with best practices, which is to house domestic rabbits indoors.

Building and Program Option 1 can be achieved within the \$8 million (2021 dollars) budget approved by Council. The building will be designed so it can be expanded if there is a future need.

Should Council choose to add program spaces to Option 1, to be comparable to Building and Program Option 2 (as described on pages 8–10), the financial impact would be approximately \$3 million in additional project funding, which would increase the total cost to \$11 million. A breakdown of additional costs is included in Attachment 5.

Service Continuity

The construction strategy will allow for the existing shelter to continue operating while a new one is being built at the north side of the site. A sufficiently wide driveway can be made available from No. 5 Road for access to the facility during the construction period. This driveway will be shared with construction crews, following all the necessary safety measures. Upon completion of the new facility, the existing shelter will be demolished and the vacant space will be available for outdoor program opportunities.

Feasibility of a New Two-Storey Building

As an alternative to constructing a new single-storey building, staff investigated the feasibility of building a two-storey facility to reduce the footprint of the building on the site and to maximize the potential program space. Through this process, it was discovered that no net benefit will be achieved with a two-storey option due to extra costs required to accommodate the addition of staircases and an elevator, which are required for the facility to comply with the *B.C. Building Code* and the Enhanced Accessibility Design Guidelines and Technical Specifications for City buildings. Accommodating these additions within the existing budget would require the removal of critical program space, resulting in a less functional shelter.

Should Council choose Option 1 (new building) to be constructed with infrastructure to support a future second-storey, this infrastructure can be added at an additional cost of \$200,000.

Building and Program Option 2 – Renovation and Expansion of the Existing Building (\$8 million) (Recommended)

A high level building condition assessment of the existing facility was completed in February 2019. This revealed that the existing building can be renovated and upgraded to extend its life span, and identified critical items to be addressed such as the roof and in-slab electric heating throughout the dog kennel area. During renovation, additional upgrades would include the building envelope, mechanical, electrical and security systems to meet current building standards.

Building and Program Option 2 (“Option 2”) reflects a facility that has a combined area of approximately 6,180 sq. ft. as outlined in Attachment 6. This option involves renovation of the existing 4,580 sq. ft. building and the addition of an approximately 1,600 sq. ft. expansion, thus providing a larger program and higher service level than Option 1, which meets the minimum animal holding capacities, as outlined on page 4, and allows for increased demand due to population growth. The building will meet industry standards in providing adequate space per animal to minimize stress on the animals and mitigate the spread of disease.

Proposed Program

In this option, the existing dog kennel facility would be renovated to reduce animal stress and the spread of disease by extending the masonry walls separating the kennels to the ceiling and adding solid doors to each kennel. Furthermore, the trench drains would be replaced with in-suite drains in each kennel, which mitigates odours and the spread of disease.

The existing administration building would be renovated and repurposed to provide more space for operations and animal housing. The 455 sq. ft. portable would be relocated on-site and continue to be used for cat isolation.

The expansion would be wood-framed construction and added to the east side of the existing administration building. It would be the publicly accessible part of the facility and would include a new reception area, an intake/surrender room, cat and small animal adoption rooms, and more suitable administrative and animal control offices. Option 2 would include a volunteer space and multipurpose room, which are common spaces in modern animal shelters to support programming and operations.

Option 2 can be achieved within the budget of \$8 million (2021 dollars) approved by Council as part of the 2018 Capital Building Program.

Option 2 is recommended as it provides approximately 47 per cent more program space than Option 1, includes a higher number of best practice construction features, meets the minimum service level required for the animal shelter replacement facility, and allows for increased demand due to population growth. This is the preferred option by the stakeholders that were consulted as part of the engagement process.

With these renovations and expansion, it is anticipated that this facility will have a life expectancy of approximately 45 years, assuming there is regular maintenance. By comparison, the wood-frame structure proposed in Option 1 is anticipated to have a higher maintenance cost and a lower life expectancy.

Service Continuity

The renovation and expansion of the existing facility will have an impact on the delivery of services for a period of approximately 18 to 24 months.

The tender and award processes for the renovation and construction services are anticipated to begin by mid-2020. The City will investigate options to provide animal shelter services to Richmond residents during construction, which may include soliciting bids for provision of animal control services through its formal procurement process. The procurement documents will note that such services will need to be offered through an off-site facility.

As the current shelter consists of two stand-alone facilities (the dog kennels and administrative building), staff reviewed the merits of phasing construction whereby one of the two facilities would remain open. Although animals would still need to be relocated, this opportunity would enable animals to be relocated in phases, such as only relocating dogs when the dog kennel building is being renovated. It is anticipated that this approach would reduce operating costs associated with relocating animals during construction, and is preferred by the existing shelter operator. However, this approach is not recommended by staff as it would extend the construction schedule and hinder construction logistics, which are anticipated to result in the capital project budget being exceeded.

Site

The existing site continues to be well-suited for the purposes of a new animal shelter as it:

- Is City-owned;
- Has minimal site servicing costs;
- Poses no land use or zoning challenges;
- Is familiar to current users;
- Has access to dog walking routes; and
- Is accessible by public transit.

Staff recommend that the new animal shelter be constructed on the existing site at 12071 No. 5 Road.

Financial Analysis

Should Council approve the staff recommendation of Building and Program Option 2 (renovation and expansion), the project can be achieved within the budget of \$8 million approved by Council as part of the 2018 Capital Buildings Program.

Should Council endorse Building and Program Option 1 (new building) and the associated program as outlined in this report, the project can be achieved within the approved budget of \$8 million.

Alternatively, should Council endorse Building and Program Option 1 and choose to add the program spaces outlined in Attachment 5, to achieve a comparable service level as that in Option 2, the Council approved budget would be exceeded by \$3 million, bringing the total cost of Building and Program Option 1 to \$11 million. In this circumstance, staff recommend that the additional amount be funded by the Capital Buildings and Infrastructure Reserve, and that the Consolidated 5-Year Financial Plan (2019 – 2023) be amended accordingly.

Operating Budget Impact

The preliminary Facility Operating Budget Impact (OBI) for the replacement shelter is currently projected to be approximately \$65,000 (2022 dollars). The OBI will be refined and submitted to Council for consideration once the details of the design are known.

The operation of the Animal Shelter is subject to tender and determined through a formal procurement process. The current agreement with RAPS is scheduled to expire on January 31, 2021, with the option for the City to execute a one-year renewal.

Construction Cost Escalation

The current uncertainty within the local construction market, coupled with industry volatility, has led to difficulties commencing construction projects due to high bids and/or receipt of little interest on tendered projects. Some of the driving factors include:

- Current market conditions are such that there is an overabundance of work so that contractors/trades are unwilling to commit to more.
- Tariffs on various construction-related materials have contributed to significant cost escalations. While tariffs on steel and aluminium have recently been removed, it is anticipated there will be a delay before any cost reductions (if any) are realized.

These market conditions are anticipated to continue for the foreseeable future. Recent discussions with consultants in the building industry have indicated that cost escalation is up to 18 per cent per year in some areas of construction. Staff have included an allowance of 8 per cent per year cost escalation, as recommended by a Professional Quantity Surveyor.

Next Steps

Should Council approve the Animal Shelter Guiding Principles, Building and Program Option 2, and the site for the new animal shelter facility, staff will proceed with the design process.

It is estimated that the project can be completed and ready for occupancy in approximately 30 to 36 months after program approval.

Financial Impact

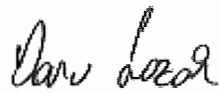
Both options presented in this report can be achieved within the budget of \$8 million (2021 dollars) approved by Council on December 11, 2017, as part of the 2018 Capital Building Program.

Conclusion

The Richmond Animal Shelter will be designed to ensure effective and efficient operations that uphold industry standards in animal sheltering. The new or renovated and expanded facility will integrate best practices where possible within the Council approved \$8 million budget. The existing site continues to be well-suited for the purposes of a new animal shelter.



Paul Brar
Manager, Parks Programs
(604-244-1275)



Doru Lazar, MBA, P.Eng., PMP
Senior Project Manager
(604-204-8695)

- Att. 1: Stakeholder Consultation Summary Report
2: Canadian Standards of Care in Animal Shelters
3: Program Details for Animal Shelter Options
4: Animal Shelter Building and Program Option 1 – New Building
5: Additional Program Spaces for Building and Program Option 1
6: Animal Shelter Building and Program Option 2 – Renovation and Expansion



RICHMOND ANIMAL SHELTER REPLACEMENT PROJECT

STAKEHOLDER CONSULTATION SUMMARY REPORT
MAY 2019

CNCL - 89



Background

The replacement of the existing animal shelter, currently located at 12071 No. 5 Road, will modernize the facility and operations in order to address current and future needs in the community. The facility design aims to incorporate best practices and industry standards in the care of animals.

Overview

Consultation and engagement activities were conducted with key publics and stakeholders. In addition, a review of industry guidelines and best practices, and visits to regional animal shelters informed the development of the program. Industry resources, such as the *Canadian Standards of Care in Animal Shelters* published by the Canadian Advisory Council on National Shelter Standards, were also considered to guide the planning and program development progress.



The objectives of the engagement program were:

- To ensure the building program reflects best practices and industry standards in the care of animals;
- To ensure efficient and effective operations and delivery of services;
- To ensure the health, safety and welfare of animals in the care of the shelter;
- To ensure the facility provides adequate space to service current and anticipated future needs; and
- To ensure stakeholders feel informed, engaged, and excited about the facility.

Key Publics and Stakeholders

The following key publics and stakeholders were consulted throughout the program development process:

- Regional Animal Protection Society (RAPS);
- BC Society for the Prevention of Cruelty to Animals (BC SPCA);
- Langley Animal Protection Society (LAPS);
- Maple Ridge Community Animal Shelter (BC SPCA);
- Surrey Animal Resource Centre;
- Delta Community Animal Shelter;
- New Westminster Animal Shelter;
- City of Richmond Bylaws Staff; and
- City of Richmond Facilities Staff.

Trends in Animal Sheltering

Through consulting with the BC SPCA and RAPS, interviewing Shelter Managers during best practices tours and focus groups, and reviewing the Canadian Federation of Human Societies' *Animal Shelter Statistics 2015* and *Cats in Canada 2017* publications, the following trends in animal sheltering were identified:

- The number of dogs coming into animal shelters is declining. The number of cats and small animals relative to dogs in shelters is increasing. The number of cats coming into animal shelters is approximately twice the number of dogs;
- Dogs or cats that come into the shelter as strays are quickly returned to owners as a result of effective licensing, micro-chipping, and other animal identification programs;
- Animal shelters have evolved from primarily serving a community safety and impoundment function to also include animal surrender/adoption and the promotion of animal welfare;
- Shelter management practices have evolved over the years to focus on animal welfare and reducing animal stress. Animals under stress are more susceptible to sickness and disease, which can result in longer stays in shelters and also infection of other animals;
- Animal sheltering organizations have become increasingly professionalized, using data, science, and metrics to achieve strategic positive outcomes for animals, families, and communities;
- Intake must be managed in order to prevent the number of animals in care from overtaking the shelter's capacity to provide conditions that meet basic needs. Rather than accepting any surrendered animal at any time, appointments are scheduled to take in surrendered animals when the shelter's capacity permits it;
- Rescue organizations are playing an increasing role in the sheltering of homeless animals. This emergence of rescue organizations is alleviating the pressure on municipal shelters;
- Digital technology has made it easier for people to adopt animals and transfer ownership of animals from sources other than municipal animal shelters (e.g., breeders, rescue agencies, Craigslist, Kijiji, etc.);
- Foster programs for companion animals that are not readily adoptable are essential to limit an animal's length of stay in a shelter, thereby easing pressures on capacity and also improving the animal's welfare; and
- Inter-municipal collaboration to transfer animals from areas where they are overpopulated to areas where they are in lower supply or higher demand increases the rate of adoption for some animals.



Key Themes and Outcomes

The following key themes and outcomes emerged when key publics and stakeholders reviewed program options for the new animal shelter:

- **Animal care and welfare** – Further to the *Canadian Standards of Care in Animal Shelters*, and best practices from the Association of Shelter Veterinarians and American Society for the Prevention of Cruelty to Animals, engagement participants highlighted important industry standards such as space requirements, stress mitigation, capacity allocations, indoor and outdoor access, outdoor weather protection, and animal, staff and public flow throughout the facility.
- **Capacity and growth** – It was recommended that animal holding spaces are given top priority within the program in order to meet the desired service level, with consideration of industry trends and anticipated demand. Flexible rooms and design features are recommended so that spaces can be adapted and repurposed for fluctuating needs.
- **Safety and security of staff, volunteers and animals** – Engagement participants highlighted safety and security considerations such as break-ins and theft of animals, animal handling and interactions, management of dangerous dogs, exterior fencing, gates and access points, occupational health and safety, and accessibility.
- **Materials and finishes** – Recommendations were provided regarding selection of construction materials, finishes and installation methods to maximize the life span and maintenance of the building, and contribute to the welfare of animals in the shelter's care. These included features such as in-suite drains and radiant underfloor heating in each dog kennel, solid, masonry walls throughout the shelter, and glass sliding doors in pet adoption areas.
- **Sanitation and disease control** – Recommendations regarding design features for preventing the spread of disease included building systems such as ventilation and drainage, the strategic location of isolation rooms, as well as construction finishes and materials to contribute to a healthy, sanitary space for animals and staff.
- **Educational programs and community outreach initiatives** – Engagement participants spoke about the multipurpose rooms in their animal shelters that are utilized for training sessions, children's programs, camps and birthday parties, as well as skill development and pet obedience workshops. They indicated several benefits of providing such programs and initiatives including reduced rates of animal surrenders and increased responsible pet ownership. Engagement participants encouraged the City to include a multipurpose room in the animal shelter.



Benefits of Educational Programs and Community Outreach Initiatives

Through the consultation process, it became evident that many animal shelters provide educational programs and community outreach initiatives with the intention of promoting responsible pet ownership and animal welfare. These programs are provided using multipurpose space within their facilities or, in the absence of such a space, through outreach or collaboration with other agencies.

Engagement participants reported the following benefits associated with educational programming and community outreach initiatives:

- Responsible pet ownership;
- Increased awareness of animal welfare;
- Increased adoption rates;
- Reduced rate of animal surrenders, which reduces pressure on the shelter;
- Development of compassion and empathy for all living things amongst residents of all ages;
- Community involvement and a strengthened sense of belonging; and
- Increased public safety.

Benefits of Multipurpose Space

In addition to the delivery of educational programs, multipurpose rooms allow animal shelters to host meetings and workshops, volunteer training sessions, children's programs, summer camps, birthday parties, and skill development workshops for pets and their owners. Multipurpose rooms can also provide emergency housing for domestic pets in crisis situations such as apartment fires or natural disasters.



Conclusion

The engagement activities provided valuable insight into the complex operations of animal shelters and the various considerations that go into the design and construction of successful operations. The key themes and outcomes resulting from the animal shelter engagement activities contributed to the development of the program for the animal shelter replacement facility.



Canadian Standards of Care in Animal Shelters

The *Canadian Standards of Care in Animal Shelters*, published by the Canadian Advisory Council on National Shelter Standards, is a guiding document which informed the proposed program options and will inform the detailed design of the shelter. These standards were developed to address deficiencies in the care of companion animals in shelters and are considered industry best practices in the design and operation of animal shelters.

Key considerations identified in these standards, and to be applied in the new City of Richmond Animal Shelter, include the following:

- Facilities must be appropriate for the species, the number of animals receiving care, and the expected length of stay in order to ensure the physical and psychological well-being of the animals.
- Shelter design should provide for proper separation of animals by species, health status, age, gender, temperament and predator-prey status.
- Shelter design should include sufficient space for operations, including intake, examination, holding, adoption, isolation, treatment, food storage and euthanasia.
- Entrances and exits, hallways, and rooms should be arranged so that movement through the facility and cleaning should proceed from the areas housing the most susceptible to disease and/or healthiest animals to those who are most likely to be a source of contagious disease.
- At least 10% of the facility housing capacity should be made available for isolation of animals diagnosed with, or suspected of having, a contagious disease.
- An animal's primary enclosure must be structurally sound and maintained in safe, working condition to properly confine animals, prevent injury, keep other animals out, and enable the animals to remain dry and clean.
- In addition to size considerations, proper layout of the primary enclosure is essential to maintain animal health and welfare. Food and water bowls or receptacles must be provided. The location of food, water, and litter containers relative to each other, resting areas, and doors can have a significant impact on the well-being of animals.
- As the length of stay increases (e.g., beyond 1-2 weeks), it becomes increasingly important to provide space that is both mentally and physically stimulating. Alternatives to traditional housing must be provided. For animals housed long term, the physical environment must include opportunities for hiding, playing, resting, feeding, and eliminating. For cats, the environment should also allow for scratching, climbing and perching.
- Protected indoor-outdoor access is ideal for most species, especially when animals are held long-term. Outdoor spaces must be suitably enclosed to protect from adverse weather, vandalism, and prevent escape or predation.
- Every sheltering organization has a maximum capacity to provide humane care, and the population in their care must not exceed that level. Factors that determine capacity for care include: the number of appropriate housing units; staffing for programs or services; staff training; average length of stay; and the total number of reclaims, adoptions, transfers, release, or other outcomes.

Program Details for Richmond Animal Shelter Options

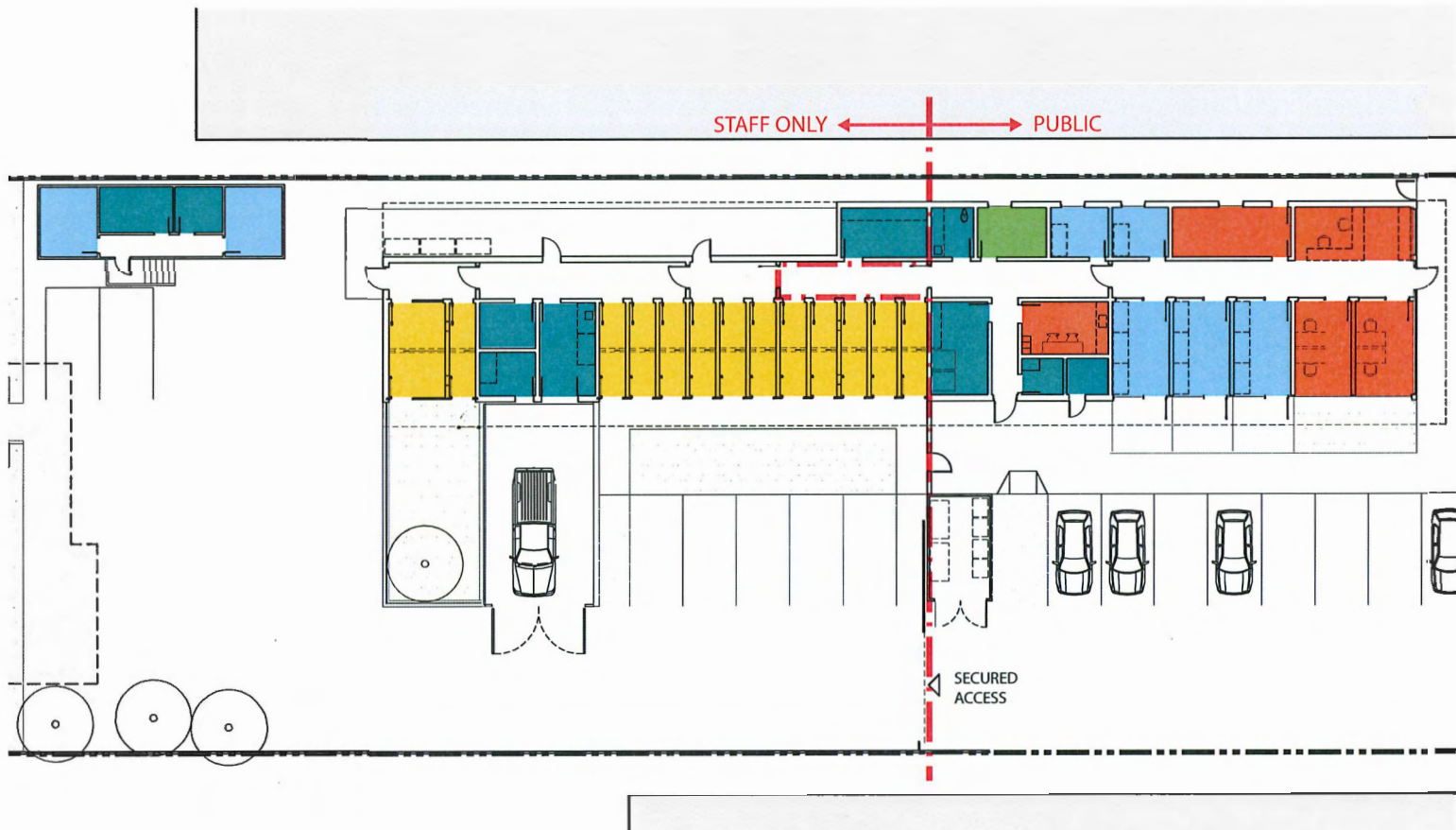
Program Area*		Existing Facility	Option 1 – New Building \$8.0 million	<u>Recommended</u> Option 2 – Renovation and Expansion \$8.0 million
ANIMAL HOLDING				
1.	Dogs	798 sq. ft.	450 sq. ft.	818 sq. ft.
2.	Cats	483 sq. ft. (+100 sq. ft. in portable)	565 sq. ft. (+200 sq. ft. in portable)	623 sq. ft. (+200 sq. ft. in portable)
3.	Rabbits	0 sq. ft. (outdoor)	0 sq. ft. (outdoor)	150 sq. ft.
4.	Small animals	112 sq. ft.	90 sq. ft.	129 sq. ft.
ADMINISTRATION				
5.	Animal intake/exam room	0 sq. ft. (79 sq. ft. in portable)	150 sq. ft.	129 sq. ft.
6.	Volunteer space	0 sq. ft.	0 sq. ft.	43 sq. ft.
7.	Staff/volunteer lunch room	0 sq. ft.	120 sq. ft.	138 sq. ft.
8.	Reception/administration/ offices	186 sq. ft. (+100 sq. ft. in portable)	378 sq. ft.	463 sq. ft.
MULTIPURPOSE / EDUCATION				
9.	Multipurpose room	0 sq. ft.	0 sq. ft.	600 sq. ft.
SERVICE AREAS				
10.	Animal control receiving area	0 sq. ft.	137 sq. ft.	129 sq. ft.
11.	Food preparation and storage	117 sq. ft.	113 sq. ft.	117 sq. ft.
12.	Animal grooming	0 sq. ft.	64 sq. ft.	48 sq. ft.
13.	Laundry	131 sq. ft.	139 sq. ft.	183 sq. ft.
14.	Circulation and support areas – corridors, storage, laundry, washrooms, mechanical, etc.	2,753 sq. ft.	1,994 sq. ft.	2,610 sq. ft.
Total Building Area[†]		4,580 sq. ft.	4,200 sq. ft.	6,180 sq. ft.[‡]

* Program areas subject to change during detailed design.

[†] Does not include the 455 sq. ft. on-site portable.

[‡] Includes existing building (4,580 sq. ft.) and new addition (1,600 sq. ft.).

Animal Shelter Building and Program Option 1 – New Building



	DOGS
	CATS
	SMALL ANIMALS / RABBITS
	SERVICE AREAS
	ADMINISTRATION

ANIMAL HOLDING CAPACITY:

DOGS:	13
CATS:	22 + 8 ISOLATION
SMALL ANIMALS /	
RABBITS:	1 ROOM

NOTE: CONCEPT DRAWING ONLY; LAYOUT SUBJECT TO CHANGE DURING DETAILED DESIGN.

Additional Program Spaces for Building and Program Option 1

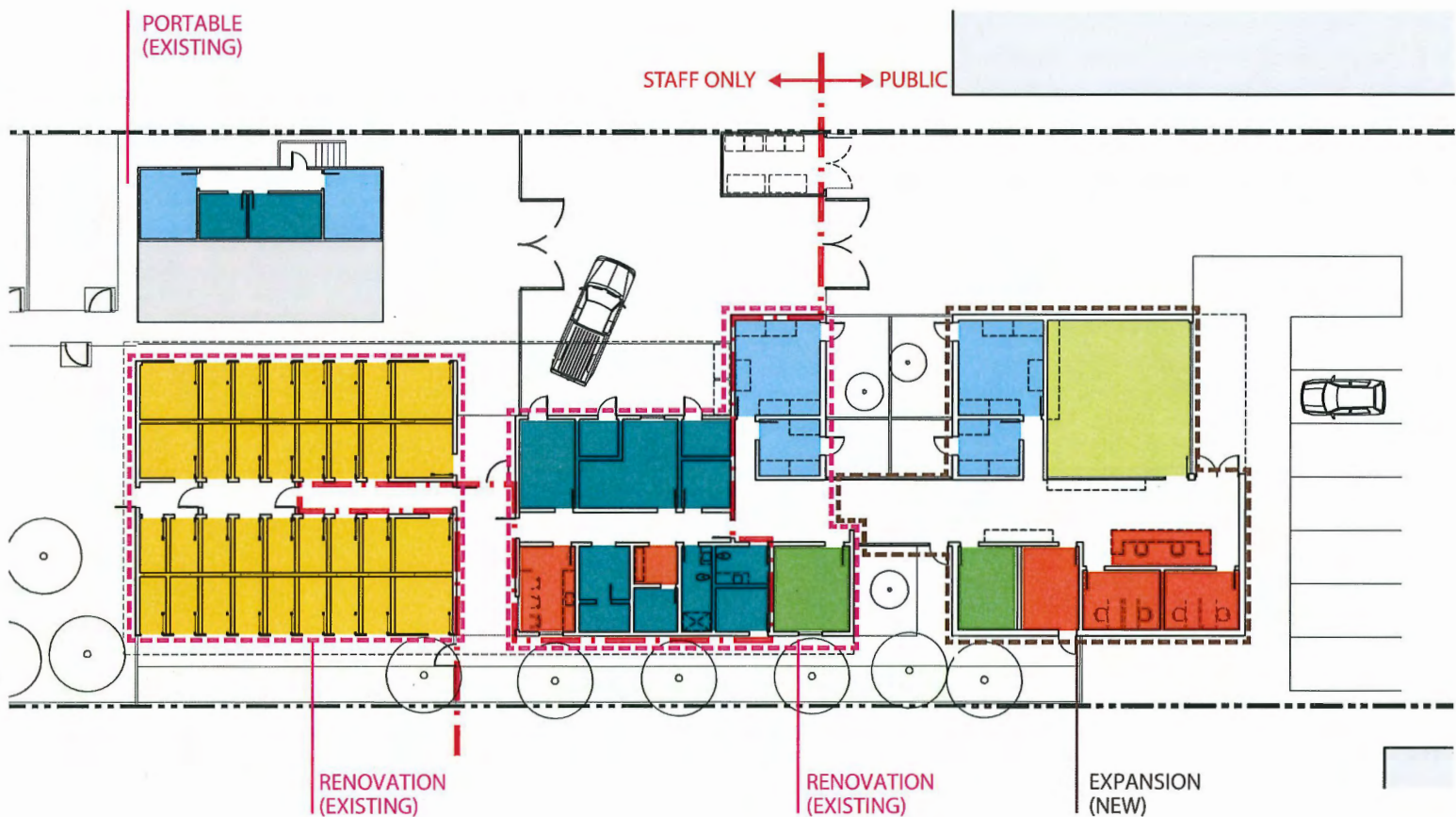
In order for Building and Program Option 1 (New Building) to include a similar level program as Option 2 (Renovation and Expansion), an estimated additional \$3.0 million in project funding would be required. A breakdown of costs to achieve this level of program is illustrated in Table 4 below.

Table 4 – Cost of Additional Program Spaces for Building Option 1

Program Space		Cost
1	2 x small animal/rabbit rooms	\$ 403,000
2	Cat room (6 cats)	\$ 242,000
3	3 dog kennels	\$ 338,000
4	Large family dog suite	\$ 255,000
5	Multipurpose room (MPR)	\$ 926,000
6	Volunteer room	\$ 123,000
7	Staff washroom and shower	\$ 135,000
8	Dry storage rooms	\$ 441,000
9	Flex room (cats or small animals)	\$ 123,000
Total		\$2,986,000

Council endorsement of additional program spaces would require an increase of approximately \$3.0 million to the Council-approved budget of \$8.0 million.

Animal Shelter Building and Program Option 2 – Renovation and Expansion



	DOGS
	CATS
	SMALL ANIMALS / RABBITS
	SERVICE AREAS
	ADMINISTRATION
	MULTIPURPOSE / EDUCATION

ANIMAL HOLDING CAPACITY:	
DOGS:	17
CATS:	32 + 8 ISOLATION
SMALL ANIMALS / RABBITS:	2 ROOMS

NOTE: CONCEPT DRAWING ONLY; LAYOUT SUBJECT TO CHANGE DURING DETAILED DESIGN.



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** May 27, 2019
From: Marie Fenwick **File:** 11-7400-01/2019-Vol
Director, Arts, Culture and Heritage Services 01
Re: Referral Response: Proposed Plan for Major Events and Programs in 2020

Staff Recommendations

1. That the Major Events and Programs for 2020 as outlined in the staff report titled "Referral Response: Proposed Plan for Major Events and Programs in 2020" dated May 27, 2019, from the Director, Arts, Culture and Heritage Services, be approved;
2. That the expenditures totaling \$1,775,500 for Major Events and Programs in 2020, of which \$1,345,000 is funded from the Rate Stabilization Account and \$430,000 funded from projected sponsorships and grants, be included in the amended Consolidated 5 Year Financial Plan (2019–2023); and
3. That the development of a new Major Events Strategy as outlined in the staff report titled "Referral Response: Proposed Plan for Major Events and Programs in 2020" dated May 27, 2019, from the Director, Arts, Culture and Heritage Services, be approved.

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

Att. 3

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Communications	<input checked="" type="checkbox"/>	
Corporate Partnerships	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

On April 1, 2019, staff presented the Proposed Plan for Major Events and Programs in 2020 report to the General Purposes Committee. This report recommended a 2020 program of events with the same scope and funding levels as 2019.

General Purposes Committee made the following referral:

That the Proposed Plan for Major Events and Programs in 2020 be referred back to staff for further review and re-evaluation including:

- 1. Council comments in terms of an evaluation of the various events held by the City;*
- 2. Sponsorship potential;*
- 3. Re-evaluation of the various events and budget;*
- 4. Completion of an economic impact study; and*
- 5. Report back to the General Purposes Committee.*

This report supports Council approved strategies, including the Major Events Strategy and its goals of programming and creating a dynamic destination waterfront, the Waterfront Strategy, the Parks and Open Space Strategy 2022, the Arts Strategy vision for Richmond to be an arts destination, and the Resilient Economy Strategy by providing enhanced destination and tourism products. The program detailed in this report will maximize the social and economic benefits to the community and provide a rich offering of festivals and events.

Analysis

Background

At the City Council meeting on January 15, 2018, Council approved a Terms of Reference and appointed a Major Events Advisory Group (MEAG) to provide input into the types of major events to be produced by the City.

The Terms of Reference for MEAG is to provide recommendations on the annual event program which will allow staff to submit a report to Council through the General Purposes Committee and prepare a submission to the annual budget process. MEAG consists of Councillors' Day and Au (Co-Chairs), Loo and Steves, and staff, who have conducted a series of meetings to review the Major Event Program for 2020.

On January 22, 2019, the MEAG reviewed the proposed festival program and recommended the following for consideration by Council:

1. That the 2020 program include the same schedule of events as presented by staff, including the Children's Arts Festival, Cherry Blossom Festival, Doors Open Richmond, Steveston Salmon Festival, Richmond Maritime Festival, Farm Fest at Garden City Lands, Richmond

World Festival, Neighbourhood Park Celebration Grants and City-wide Event Marketing Campaign Program and City Branded Assets; and

2. That the funding for the event program remains at the same funding levels as the 2019 program (see Table 1).

Defining the Success of the Current Major Events Program

In the Proposed Plan for Major Events and Programs in 2020 report, staff described the following ways the success of the existing festival program was evaluated:

- Through feedback from a recent Art Strategy survey and community engagement, free public events were considered one of the top priorities for Richmond residents.
- Exit surveys taken at the Maritime Festival and World Festival in 2018 were positive with 94 per cent of respondents rating the festivals as very good to excellent.
- Each festival received strong volunteer support from the local community. Volunteers are provided an opportunity to develop new skills, experiences and relationships.
- Richmond festivals receive strong support from community partners who take an active role in planning and participating in the event. Festival partners include the Richmond Agricultural and Industrial Society, BC Wakayama Kenjin-Kai, Richmond Arts Coalition, Britannia Heritage Shipyard Society, KPU, Vancouver Cantonese Opera Society, Richmond Public Library, and Cinevolution. A full list of community engagement partners is listed in Attachment 2.
- In 2018, attendance for the City's festival program exceeded 200,000 people and sponsorship sales totalled \$303,500. These two figures speak to the popularity of free community festivals and the satisfaction level of the festival's corporate partners for the program.
- The Canadian Event Industry Awards recognized the inaugural 2015 edition of the Richmond World Festival as the Best Public Entertainment Event in Canada. The Richmond World Festival (2019), Richmond Maritime Festival (2018) and the Richmond Canada 150 program (2017) were finalists in the Canadian Event Industry Awards Best Festival category.

Additional Processes to Evaluate the Major Event Program

- Festivals will continue to be evaluated based on feedback from the community. Specifically, an intercept survey will be conducted at this summer's major festivals to determine origin of attendees and how much they spent locally during their stay. This data collected will be used in Tourism Richmond's Festival Impact Calculator to estimate the economic impact of the festival. The surveys will also collect general input on the attendees overall experience.

- Staff will meet with the MEAG at the end of the festival season to review the outcome of each event, the impact the event had on the community and discuss if any changes are required to the overall scope of the event.

Sponsorship Potential

The sponsorship sales cycle and federal grant applications for the 2020 season will begin in the fall of 2019. Based on the current progress of sponsorship sales and grant funding awards for the 2019 events program, staff project comparable levels of success for a similar event program in 2020.

The major event program relies heavily on sponsorship revenue and federal grant funding to deliver its current lineup of annual festivals. In 2018, sponsorship and federal grants accounted for 26 per cent of the total festival budget.

Table 1: Sponsorship and Grant Revenue Expressed as a Percentage of the Total Major Event Program

Year	Sponsorship (A)	Federal Grants (B)	City Funding for Major Events (C)	Total Funding for Major Events (A)+(B)+(C)=(D)	Sponsorship + Grants as a % of Total Festival Funding (A+B)/D
2016	\$215,900	\$52,900	\$740,000	\$1,008,800	27%
2017	\$300,327	\$166,200	\$2,875,000	\$3,341,527	14%
2018	\$303,500	\$87,400	\$1,128,000	\$1,518,900	26%
2019 (projected)	\$348,750	\$85,216	\$1,345,000	\$1,778,966	24%

Should the scope of the 2020 program change, then projected funding from sponsorship and grants can be expected to change accordingly. For example, if a festival is decreased from two days to one, then the fee charged for presenting level sponsorship could drop relative to the reduction in overall benefits.

Re-evaluation of Festival Program Budget

Staff recommends the major events program plan and budget (Table 2) as recommended by MEAG. This program includes the Children's Arts Festival, Cherry Blossom Festival, Doors Open Richmond, Steveston Salmon Festival, Richmond Maritime Festival, Farm Fest at Garden City Lands, and Richmond World Festival.

Table 2: Recommended Major Events Program

PROPOSED EVENTS & PROGRAMS	2019 City Funding <i>Approved</i>	Major Events Advisory Group Recommended 2020 City Funding	2020 Projected Sponsorship & Grants	TOTAL: Event Budget
Children's Arts Festival	\$75,000	\$75,000	\$30,000	\$105,000
Cherry Blossom Festival	\$35,000	\$35,000	\$0	\$35,000
Doors Open Richmond	\$20,000	\$20,000	\$7,000	\$27,000
Steveston Salmon Festival (in partnership)	\$250,000	\$250,000	\$138,000	\$388,000
Richmond Maritime Festival	\$300,000	\$300,000	\$90,000	\$390,000
Farm Fest	\$40,000	\$40,000	\$15,000	\$55,000
Richmond World Festival	\$400,000	\$400,000	\$150,000	\$550,000
Neighbourhood Celebration Grant Program	\$75,000	\$75,000	\$0	\$75,000
City-wide marketing campaign	\$85,000	\$85,000	\$0	\$85,000
City branded shared resources	\$15,000	\$15,000	\$0	\$15,000
Program Contingency	\$50,000	\$50,000	\$0	\$50,000
TOTAL PROGRAM BUDGET	\$1,345,000	\$1,345,000	\$430,000	\$1,775,000

A detailed summary of each event, along with projected attendance figures, can be found in Attachment 1. In addition, a summary of the City funding from 2016 to the proposed 2020 budget is detailed in Attachment 3.

Options to Reduce Proposed Event Program

There are a number of ways in which the proposed event program can be reduced including cancelling individual events or reducing the scope of events. Should Council wish to reduce the festival program for 2020, staff have identified the following three options for consideration:

1. Steveston Salmon Festival

- a. Reduce the level of support for entertainment programming that was added as part of the Richmond Canada Day in Steveston (2017–2018) and support Salmon Festival with site production and marketing only. (\$75,000 budget reduction)

2. Richmond Maritime Festival

- a. Cancel the previously approved expansion to Imperial Landing and revert back to the 2018 model with programming limited to the Britannia Shipyards site. (\$100,000 budget reduction)
- b. Reduce the festival to a one day event. (\$70,000 budget reduction)

3. Richmond World Festival:

- a. Reduce the festival to a one day event. (\$100,000 budget reduction)

Any changes to the proposed program should consider the City's current relationships with sponsors. For example, reducing the Richmond World Festival to a one day event will result in a decrease in sponsorship revenue.

Many of the festivals have also developed strong partnerships with various community groups (e.g., Salmon Festival Society, BC Wakayama Kenjin-Kai, Richmond Arts Coalition, Britannia Heritage Shipyard Society, Cinevolution, etc.). A change in a festival's scope may impact the opportunities to collaborate with the community.

Economic Impact of Festivals

Economic impact models are commonly used to evaluate the economic impact of major events and festivals. These models take a variety of inputs into account including festival size, festival type, percentage of local residents and estimated spend on-site and off-site by visitors. The data generated by these models can be used to determine the return on investment.

An industry scan revealed a number of economic impact models applied to similar festivals. For example, the Surrey Fusion Festival conducted an intercept survey in 2018 to determine how much visitors spent at stores and restaurants while visiting the festival. The data revealed that the average spend per group was \$51 and the average group size was 2.6 people. Based on a 100,000 attendance estimate, the estimated total spend in the community was \$1,960,000.

On a national level, the Canadian Festivals Coalition commissioned a report in 2009 titled Economic Impact of Canada's Festivals and Events. This report measured the economic impact of 15 of Canada's largest festivals. The study revealed that over \$1B in new spending was generated by these events and that they also support employment of 15,600 full-time equivalent jobs and \$283M in tax revenue to the municipal government.

Staff collaborated with Tourism Richmond to estimate the economic impact of festivals in the City. To accurately measure the economic impact of Richmond festivals, Tourism Richmond obtained third-party input and guidelines from a variety of analysts and statisticians at multiple organizations including Pacific Analytics, Destination British Columbia, Destinations International and BC Statistics.

Using a variety of methodology recommendations and industry figures, Tourism Richmond developed a customized Festival Impact Calculator specifically for Richmond's festival environment. Several of these figures were provided from BC Stats and were customized specifically for the Richmond market using Tourism Richmond's primary data on where Richmond visitors spend money across different sectors. The Richmond Festival Impact Calculator also takes into account event budget, earned sponsorship revenue, resident spending, day visitor spending and overnight visitor spending.

Key outputs include the Total Economic Impact of new money brought into the Richmond economy, including its indirect and induced value, as well as an estimate of Total Value which includes spending by residents and the City funding. The projected economic impacts of City's major events program in 2019 are detailed in Table 3.

Table 3: Projected economic impact of the City's 2019 major events program

Category	Total	Description
Total Resident Spending	\$1.7M	Resident spending at festivals
Day Visitor Spending	\$2.3M	Non-Richmond residents spending in and out of festival
Total Economic Impact	\$2.9M	Includes day visitor spending and sponsorship revenue
Total Value	\$5.7M	Includes day visitor spending, sponsorship revenue, Richmond resident spend and City funding

The importance of a robust festival program can also be measured by its socio-cultural impact on a city. Festivals can enhance the vibrancy of a city, create a greater sense of civic pride and connectedness between residents and improve the overall livability. Specifically, Richmond's current festival program celebrates its maritime roots, agricultural heritage and unique cultural diversity and each are free (or low cost) to attend making them financially accessible to the community.

Furthermore, providing residents with opportunities to attend festivals in Richmond provides a staycation opportunity and keeps spending in Richmond.

Development of a Major Events Strategy

In 2007, Council adopted the *Major Events Plan 2007–2012* in advance of the 2010 Winter Olympics. The objectives of this plan were to leverage Games related opportunities for long term legacies, maximize social and economic benefits to the community, complement the Games' program of events, attract visitors to the City and enhance the international profile of Richmond. The plan's vision statement was "Richmond, the premier events destination in Canada".

The recommendations from the Major Events Plan 2007–2012 can be credited with supporting the creation of the Richmond Canada 150 program, Richmond World Festival, Farm Fest at Garden City Lands, Richmond Cherry Blossom Festival, Children's Arts Festival and the Neighbourhood Celebration Grant Program. The plan also supported the vision of an expanded Richmond Maritime Festival and the Ships to Shore: King of the Sea in 2017.

As the existing Major Events Plan is no longer current, and the development and delivery of major events in the city has changed significantly since this plan was developed in 2007, staff recommend the development of a new Major Events Strategy. This new Strategy will guide the future direction of the City's major events program and will include the following:

1. An assessment of the economic and social benefits of the current program of festivals.
2. A review of operating models to resource, manage, fund and evaluate the delivery of events in the City.
3. A review of opportunities to attract and/or produce new events that align with the City's objectives.
4. A review of the opportunities and capacity for community involvement in the major event program.
5. The development of a decision making framework for determining which major events to support and/or produce in future years.

Development Timeline for Major Events Strategy:

- **Summer 2019** – Collect visitor data through intercept surveys at the City's summer festivals.
- **Fall 2019** – Through a series of workshops and outreach initiatives, staff will conduct a major events needs assessment with input from key stakeholder and community members.
- **Winter 2020** – Major Events Strategy drafted and presented to Council.
- **Spring 2020** – Report to Council, including a proposed program and budget request for 2021. This program and budget will be developed based on Council direction from the Major Events Strategy.

Financial Impact

The financial impact for the proposed Major Events Program in 2020 is \$1,345,000 which is proposed to be funded through the Rate Stabilization Account.

Conclusion

The proposed schedule of events for 2020 continues the City's tradition of providing numerous opportunities for people to celebrate and engage with their community. Richmond has become a leader in Metro Vancouver in offering free or low cost festivals.

Richmond events are well attended, strongly supported through corporate sponsorships, create meaningful community partnerships, provide numerous volunteer opportunities and receive significant positive public feedback.

May 27, 2019

- 9 -

A handwritten signature in black ink, appearing to read 'Bryan Tasaka', with a stylized, cursive script.

Bryan Tasaka
Manager, Major Events and Film
(604-276-4320)

- Att. 1: Summary of the Major Events Program for 2020
- 2: Community Engagement at the City's Major Events
- 3: Five Year Funding Summary (2016–2020)

Summary of the Major Events Program for 2020

1. Children's Arts Festival (*February 17–21*)

A festival dedicated to children that opens on Family Day and features numerous performances, art activities, and workshops, and ends with four days of school group programs.

Attendance (projected): 8,000 **Venue:** Richmond Cultural Centre

Target Audience: Children aged 3-12; surrounding school districts

2. Richmond Cherry Blossom Festival (*April 5, tentative date*)

Set amongst the 255 cherry trees in Garry Point Park, this festival will feature a variety of Japanese performances, kite flying, activities and food. The festival will include mini-workshops where participants can learn the art of bonsai, origami, ikebana, traditional tea ceremony and more. The artistic direction for the festival is led by representatives of the local Japanese community.

Attendance (projected): 3,500 **Venue:** Garry Point Park

Target Audience: All ages; local community

3. Doors Open Richmond (*June 6–7*)

Doors Open is one of Metro Vancouver's largest celebrations of heritage, arts and culture. Doors Open offers visitors a free opportunity to explore 40+ sites showcasing the richness and depth of Richmond's history and culture.

Attendance (projected): 16,000 **Venue:** Various locations throughout the city

Target Audience: All ages; local community

4. Steveston Salmon Festival (*July 1*)

A Canada Day celebration featuring festival programming throughout Steveston Village, a headline concert, parade, salmon bake, exhibitors and artisans, kids zone, street hockey, and a fireworks finale. The festival will be organized in partnership with the Salmon Festival organizers.

Attendance (projected): 80,000 **Venue:** Steveston Village

Target Audience: All ages; local community

5. Richmond Maritime Festival (*July 25–26*)

A two day festival celebrating the City's maritime heritage using both Britannia Shipyards National Historic Site and the docks at Imperial Landing. Wooden boats will moor at Britannia and the larger modern boats (e.g., Navy vessels, tug boats, tall ships [i.e., Adventurous]) will dock at Imperial Landing. The festival will showcase local performing artists and artisans. Exhibits will include various boat building demonstrations in collaboration with the Britannia Heritage Shipyard Society. The Richmond Arts Coalition will assist in programming local artists.

Attendance (projected): 40,000 **Venue:** Britannia Shipyards & Imperial Landing

Target Audience: All ages; Metro Vancouver residents; tourists

6. Farm Fest at Garden City Lands (August)

The Farm Fest at Garden City Lands is a nostalgic farmers market that celebrates Richmond's connection to agriculture, provides educational opportunities on agricultural and gardening practices, and connects residents to the Garden City Lands. In addition to the farmers and artisans marketplace, festival highlights will include agricultural demonstrations, farm equipment displays, educational exhibits, and an interpretive wagon ride. The Farm Fest will celebrate Richmond's farming heritage, provide learning opportunities for community members, strengthen collaboration between local food system stakeholders, and provide opportunities for community building in the City Centre.

Attendance (projected): 6,000 **Venue:** Garden City Lands

Target Audience: All ages; Metro Vancouver residents

7. Richmond World Festival (September 4–5)

A two day festival at Minoru Park featuring over 140 performances on nine stages including international headliners. The World Festival will showcase over 80 artisans and vendors and 50 food trucks in the FEASTival of Flavours. The Culinary Stage features cooking demonstrations by local chefs and Cinevolution produces the Digital Carnival zone. The award winning World Festival is a top tourist event for the City that has a strong regional appeal and can also be leveraged through a partnership with Tourism Richmond. Community partnerships include Richmond Public Library, Cinevolution, the local African community, and the Vancouver Cantonese Opera Society.

Attendance (projected): 60,000 **Venue:** Minoru Park

Target Audience: All ages; Metro Vancouver residents; tourists

8. Neighbourhood Celebration Grant Program

Neighbourhoods are the cornerstone of Richmond's communities. They are the natural spaces for building healthy, vibrant, trusting, and resilient communities.

The Neighbourhood Celebration Grant Program is designed to facilitate the hosting of high quality, grassroots events in neighbourhood parks thus building a sense of neighbourhood pride and identity.

The City would provide opportunities for residents, community groups and Parent Advisory Committees to submit proposals for the hosting of community-building events in their neighbourhood. The City would collaborate with event organizers to provide a base level of resources to support each selected event (e.g., event leader(s), permits, tents, water stations, equipment). Event organizers would be responsible for event programming, acquiring additional resources, and mobilizing neighbours.

The Major Events Advisory Group (MEAG) would provide direction on the eligibility and selection criteria for this program. The resources made available and the number of events to be selected, would be determined by the MEAG.

The benefits of this program include promoting resident interaction; strengthening community connections while building a sense of ownership and neighbourhood pride; connecting residents with their local streets, parks and green spaces; providing the

community with the resources to host a high quality community building event; and providing an opportunity for community members to gain experience organizing grassroots events.

9. City-wide Event Marketing Campaign Program and City Branded Assets

The City-wide event marketing campaign (formerly Days of Summer) and City branded shared resources are programs that support all of the City's major events and have been historically funded as part of the major event program. The comprehensive marketing campaign promotes all of the major events to the region through the major media outlets (e.g., TV, radio stations and online blogs). The City-branded assets allow each event to properly recognize the City as the producer of the event, promote sponsors correctly and support the event's infrastructure (e.g., kiosks, city branded arch, tents, and sky flags, etc.).

Community Engagement at the City's Major Events

Children's Arts Festival

- **Programming Partners:** Richmond Public Library and Richmond School District

Richmond Cherry Blossom Festival

- **Community Organizers:** Jim Tanaka & Mary Hirano
- **Programming Partners:** Vancouver Language School and BC Wakayama Kenjin Kai
- **Exhibitors:** Sister Cities Advisory Committee

Doors Open Richmond

- **Programming Partner:** Richmond Museum Society
- **Participating Sites:** Richmond Cultural Centre, Richmond Museum, Richmond Art Gallery, Richmond Media Lab, Richmond Public Library, Textile Arts Guild of Richmond, Richmond Weavers and Spinners Guild, Richmond Potters Club, Bahá'í Community of Richmond, Brighthouse Fire Hall No. 1, Minoru Chapel, Bodhi Meditation Centre, Lipont Place, Olympic Experience at the Richmond Olympic Oval, Vancouver International Airport (YVR), WildResearch—Iona Island Bird Observatory, Waters Edge House Art Studio, Yulia Radchenko Studio, Richmond Eastern Catholic Church, Alice Saunders Home Art Studio, Gina Page Seawrack Press Studio, Loraine Wellman Fine Art Home Studio, BC Emergency Health Service Station, Steves Family Farmhouse, Open Art Studio, Steveston Museum, Steveston Tram, Steveston Japanese Canadian Cultural Centre, Steveston Hub, Britannia Shipyards National Historic Site, Branscombe House, London Heritage Farm, Finn Road Studio and Garden, Fuggles & Warlock Craftworks, Lingyen Mountain Temple, Az-Zahraa Islamic Centre, Richmond Mosque BC Muslim Association, Richmond Nature Park, The Museum at the Sherman Armoury, Richmond Ismaili Jamatkhana, Phoenix Perennials, Nanaksar Gurdwara Gursikh Temple, BCIT Aerospace Campus, Gulf of Georgia Cannery, Wild Sweets

Steveston Salmon Festival

- **Community Organizers:** Richmond Agricultural and Industrial Society
- **Programming Partners:** Steveston Farmers Market, Steveston Museum and Tram, Gulf of Georgia Cannery

Richmond Maritime Festival

- **Programming Partners:** Richmond Arts Coalition and Britannia Heritage Shipyards Society
- **Exhibitors:** Richmond Carvers, Fraser River Discovery Centre, SALTS, Eddie Hawk, Britannia Heritage Shipyards Society, Sea Cadets, Maritime Mammal Rescue Center, Gulf of Georgia Cannery, Greyhaven Exotic Bird Sanctuary, Richmond Pottery Club,

Richmond Weavers and Spinner Guild, Steveston Maritime Modelers, Fraser Riverkeepers and Richmond Artists Guild

Farm Fest at Garden City Lands

- **Programming Partners:** KPU
- **Exhibitors:** Richmond Nature Park Society, David Suzuki Foundation, BC Association of Farmers Markets, Young Agrarians, Garden City Conservation Society, Richmond Food Security Society, KPU, Walk Richmond, The Sharing Farm, BC Dairy Association, Poultry in Motion, and Steveston Farmers Market Association

Richmond World Festival

- **Programming Partners:** Cinevolution, Somali Women Empowerment Society, Vancouver Cantonese Opera Society, Mary Wilson (Richmond Black History Month), Richmond Public Library, Richmond Art Gallery, Richmond Museum, and Richmond Arts Centre
- **Exhibitors:** Richmond Cares Richmond Gives, Richmond Multicultural Community Services, Richmond Centre for Disability, S.U.C.C.E.S.S. ISIP, ISSofBC, Aviva Employment Services/Back in Motion, Canucks Autism Network, Gateway Theatre, Bodhi Meditation, City of Richmond Youth Street Team, City of Richmond- Recycling and Waste Management, Minoru Centre for Active Living, Richmond Art Gallery, City Centre Community Association and Emotive Electric Vehicles

Five Year Funding Summary (2016-2020)

The following table details the City, sponsorship and grant funding levels since 2016:

	2016	2017	2018	2019	2020 (proposed)
CHILDREN'S ARTS FESTIVAL					
City Funding	\$ 60,000	\$ 70,000	\$ 75,000	\$ 75,000	\$ 75,000
Sponsorship	\$ 27,000	\$ 23,000	\$ 28,000	\$ 33,750	\$ 30,000
Total	\$ 87,000	\$ 93,000	\$ 103,000	\$ 108,750	\$ 105,000
CHERRY BLOSSOM FESTIVAL (funding for 2017 was through the Richmond Canada 150 Celebration Grant Program)					
City Funding			\$ 25,000	\$ 35,000	\$ 35,000
Total		\$ -	\$ 25,000	\$ 35,000	\$ 35,000
DOORS OPEN					
City Funding				\$ 20,000	\$ 20,000
Federal Grant	\$ 4,100	\$ 3,600	\$ 2,700	\$ 2,000	\$ 2,000
Sponsorship	\$ 1,500	\$ 500	\$ 5,000	\$ 5,000	\$ 5,000
Total	\$ 5,600	\$ 4,100	\$ 7,700	\$ 27,000	\$ 27,000
CANADA DAY (Ships to Shore 2013-2016; Richmond Canada Day in Steveston 2017-2018); merged with SalmonFest 2019)					
City Funding	\$ 180,000	\$ 365,000	\$ 250,000	\$ 250,000	\$ 250,000
Federal Grant		\$ 28,000	\$ 32,000	\$ 32,816	\$ 33,000
Sponsorship	\$ 25,000	\$ 53,000	\$ 75,000	\$ 105,000	\$ 105,000
Total	\$ 205,000	\$ 446,000	\$ 357,000	\$ 387,816	\$ 388,000
MARITIME FESTIVAL					
City Funding	\$ 205,000	\$ 380,000	\$ 200,000	\$ 300,000	\$ 300,000
Federal Grant	\$ 48,800	\$ 54,600	\$ 52,700	\$ 50,400	\$ 50,000
Sponsorship	\$ 47,400	\$ 40,000	\$ 39,500	\$ 40,000	\$ 40,000
Total	\$ 301,200	\$ 474,600	\$ 292,200	\$ 390,400	\$ 390,000
FARM FEST (Harvest Fest in 2017)					
City Funding		\$ 150,000	\$ 28,000	\$ 40,000	\$ 40,000
Federal Grant		\$ 40,000			
Sponsorship		\$ 16,452	\$ 4,500	\$ 15,000	\$ 15,000
Total	\$ -	\$ 206,452	\$ 32,500	\$ 55,000	\$ 55,000
WORLD FESTIVAL					
City Funding	\$ 230,000	\$ 300,000	\$ 400,000	\$ 400,000	\$ 400,000
Sponsorship	\$ 115,000	\$ 133,000	\$ 151,500	\$ 150,000	\$ 150,000
Total	\$ 345,000	\$ 433,000	\$ 551,500	\$ 550,000	\$ 550,000
SHIPS TO SHORE - KING OF THE SEA					
City Funding		\$ 695,000			
Sponsorship		\$ 34,375			
Total		\$ 729,375			
NEIGHBOURHOOD GRANT PROGRAM					
City Funding		\$ 150,000		\$ 75,000	\$ 75,000
Total		\$ 150,000	\$ -	\$ 75,000	\$ 75,000
SUPPORT SERVICES					
Marketing	\$ 50,000	\$ 150,000	\$ 85,000	\$ 85,000	\$ 85,000
Shared Event Assets	\$ 15,000		\$ 15,000	\$ 15,000	\$ 15,000
Program Contingency		\$ 200,000	\$ 50,000	\$ 50,000	\$ 50,000
Total	\$ 65,000	\$ 350,000	\$ 150,000	\$ 150,000	\$ 150,000

CANADA 150 SPECIFIC EVENTS

Federal Grant (High School Concert Series)	\$	40,000
Pioneer Luncheon	\$	60,000
Music in the Plaza	\$	30,000
Additional 150 Projects	\$	75,000
Specialized Services	\$	250,000
Total	\$	455,000

TOTAL	\$	1,008,800	\$	3,341,527	\$	1,518,900	\$	1,778,966	\$	1,775,000
TOTAL CITY FUNDING	\$	740,000	\$	2,875,000	\$	1,128,000	\$	1,345,000	\$	1,345,000
TOTAL GRANT FUNDING	\$	52,900	\$	166,200	\$	87,400	\$	85,216	\$	85,000
TOTAL SPONSORSHIP FUNDING	\$	215,900	\$	300,327	\$	303,500	\$	348,750	\$	345,000

NOTES:

1. Base level funding for each event was through the Rate Stabilization Fund; except for the Richmond Canada 150 program in 2017 which received \$2,095,000 in funding from the Council Community Initiative Fund.
2. The 2017 Cherry Blossom Festival was funded through the Richmond Canada 150 Celebration Grant program.
3. Figures shown in italics are estimates or requested amounts



City of Richmond

Report to Committee

To: General Purposes Committee

Date: July 10, 2019

From: Jerry Chong, CPA CA
Director, Finance



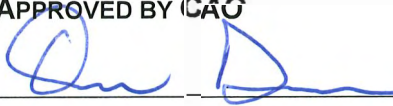
File:

Re: Intergovernmental Working Group re: Small Business and Property Tax

Staff Recommendation

1. That Council support the recommendations provided by the Intergovernmental Working Group of Metro Vancouver; and
2. That a letter be sent from the Mayor's office to the Premier of the Province of BC, advising of this support.

Jerry Chong, CPA CA
Director, Finance
(604-276-4064)

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

Staff Report

Origin

The viability of independent small businesses in Metro Vancouver is under threat, particularly for those in neighbourhoods that are experiencing fast pace of change and dramatic increase in market valuation.

Analysis

From 2005 – 2011, the value of commercial properties in Richmond’s City Centre increased dramatically due to the Canada Line construction and to the City Centre Area Plan that allowed for redevelopment of the City Centre from low density commercial buildings into high density mixed use residential towers. The development potential of the area resulted in escalating property values and property taxes which caused extreme tax burden to small commercial tenants who were locked into triple net leases, responsible for the payment of property taxes, and could not share in the capital appreciation.

Limitations of the Assessment Act and the Community Charter prevented the City from providing any tax relief to small businesses. To address this situation, the City had proposed a split assessment solution for discussion at the 2008 UBCM convention. At the time, the Province was unwilling to make the legislative changes because they claimed that this was an isolated issue that only impacted Richmond and did not want a change that could potentially cause negative effect to other municipalities. However, after four years of persistence, in 2012, the Province relented and provided the City with the authority under the Municipalities Enabling and Validating Act to adopt the City Area Transitional Tax Exemption Bylaw. This was a one-time authority to provide a partial tax exemption to those properties in the City Centre with the highest percentage of tax increase as determined by the Council. The purpose of the exemption was to provide businesses with a transitional period to terminate their lease and to relocate to other neighbourhoods or to adjust their business model to accommodate the higher taxes required for their existing location.

Current Issue:

In recent years, commercial property values in many Metro Vancouver municipalities have increased substantially in underdeveloped neighbourhoods with potential for redevelopment. Similar to Richmond’s City Centre situation from 2005-2011, many small businesses that are locked into triple net leases and are located in areas with redevelopment potential are finding it near impossible to meet their property tax obligations because their properties are assessed based on “highest and best use” and not on existing use. These small businesses have approached their City Council for assistance.

As a result, the Regional Finance Advisory Committee (“RFAC”) of Metro Vancouver created an Intergovernmental Working Group in late 2018 with representatives from the Province, BC Assessment, and seven Metro Vancouver municipalities (Vancouver, Burnaby, Richmond, Coquitlam, West Vancouver, District of North Vancouver and Surrey to look at possible policy or legislative changes that will provide the necessary tools that all municipalities can utilize to address this situation. After numerous meetings, recommendations were finalized by the group.

Recommendation Highlights:

- The Province to change the Assessment Act to incorporate the methodology to enable a split assessment for properties that are recognized as having “development potential”; with the value of the “existing use” portion of the property remaining in the original assessment class and the “development potential” portion of the assessment moving into a new commercial sub-class.
- The Province to change the Community Charter to allow municipalities to define, by bylaw, the eligibility criteria, the term for split assessment and the appropriate tax rate to be set for the new sub-class.
- The recommendation is for changes to the Assessment Act and the Community Charter which allows municipalities the option of drafting a bylaw to provide tax relief to small businesses located in areas with redevelopment potential. Municipalities are not required to draft such a bylaw if they do not feel that there is a need in their community.

In general, the current recommendation is similar to the City’s request at the 2008 UBCM Conference in that legislative changes are needed in order for municipalities to have tools to address the tax burden created to underdeveloped properties with high development potential.

The respective municipalities in the Working Group are preparing a joint letter to the Province to convey the urgency for a timely approval in order to enact the required changes in time for the 2020 property tax billing cycle.

On July 10, 2019, the City of Vancouver’s Committee on Policy and Strategic Priorities received information concerning the Intergovernmental Working Group’s recommendations and the Committee recommended that the Province of British Columbia act on this immediately to ensure this is implemented for the 2020 tax year.

Financial Impact

None.

Conclusion

Small businesses in Metro Vancouver are under threat, particularly for those in neighbourhoods that are experiencing fast pace of change and dramatic increase in market valuation. The recommendations for changes to the Assessment Act will help reduce the burden to tenants subject to triple net leases.



Ivy Wong, CPA
Manager, Revenue
(604-276-4046)

IW:jc



City of Richmond

Report to Committee

To: Planning Committee **Date:** June 26, 2019

From: Kim Somerville
Director, Community Social Development **File:** 08-4057-04/2019-Vol
01

Re: Housing Needs and Co-Location Opportunities

Staff Recommendation

That staff be directed to work within the existing policy framework to analyze the co-location of affordable housing for seniors and other priority groups identified in the Affordable Housing Strategy 2017–2027 in conjunction with future City projects as they arise on a case-by-case basis as described in the report titled “Housing Needs and Co-Location Opportunities”, dated June 26, 2019 from the Director, Community Social Development.

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

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

Staff Report

Origin

At the September 18, 2018 Planning Committee meeting, staff received the following referral:

That staff review senior's housing in the city with regard to:

- (1) Examining areas of the city suitable for senior's housing;*
- (2) Setting principles to establish and encourage development of senior's housing;*
- (3) Examining potential City contributions to support senior's housing; and*
- (4) Examining partnerships with community groups; and report back.*

At the February 5, 2019 Planning Committee meeting, staff received the following referral:

That the following referral motion be incorporated into an existing referral examining Senior's Housing:

That staff be directed to review all future city projects to assess if they are compatible with senior and or affordable housing units using the airspace above the projects. Furthermore staff to report back on the option of creating a policy that makes the creation of affordable housing a priority whenever possible in the future City projects and to actively look for partners with Richmond, Provincial and Federal stakeholders.

The purpose of this report is to respond to the above referrals, describe the City's current approach to meeting the housing needs of the priority groups identified in the Affordable Housing Strategy and identify potential steps for co-locating affordable housing in conjunction with future City projects.

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

Strategic Direction #1: Expand Housing Choices

The report supports the following policies defined in the City's Affordable Housing Strategy 2017–2027:

Strategic Direction 2: Maximize use of City resources and financial tools, and

Strategic Direction 4: Facilitate and strengthen partnership opportunities.

This report also supports the following actions identified in the Age-Friendly Assessment and Action Plan:

- *Working with health partners to ensure that a continuum of options, from independent housing to residential care, is available; and*
- *Working with health partners to ensure sufficient supported, affordable housing is provided locally for disabled and frail older adults, as well as those with dementia and other mental health challenges.*

Background

Richmond acknowledges that a mix of housing options that meet the needs of various social and demographic groups is essential to creating a liveable and inclusive community. The Affordable Housing Strategy 2017-2027 identifies the following priority groups in need of affordable housing:

- Families;
- Low and moderate income earners;
- Seniors;
- Persons with disabilities; and
- Vulnerable populations (including households on fixed income, persons experiencing homelessness, women and children experiencing family violence, individuals with mental health and addictions issues, and indigenous people).

The City uses a range of policies and programs to develop affordable housing options for these priority groups in partnership with senior levels of government, the private and non-profit sector.

Seniors Housing Needs

One housing challenge currently facing Richmond is its growing and ageing population. Based on Statistics Canada data, the proportion of Richmond residents aged 55 and over increased from 20 percent (34,142 people) in 2000 to 33 percent (73,354 people) in 2018. This trend is expected to continue. Population forecasts published by BC Stats estimate that up to 42 percent of Richmond residents could be aged 55 and older by 2041.

The aging population trend has led to increased demand for seniors' housing. For example, the 2018 rental vacancy rate for private, independent-living seniors' units was 0.5 percent. In addition, there is significant unmet demand for affordable seniors' housing. In 2017, 49 percent of all Richmond applicants on the BC Housing social housing waitlist were categorized as seniors. Furthermore, based on Metro Vancouver data, approximately 24 percent of all individuals experiencing homelessness in Richmond in 2017 were seniors.

Seniors' Housing Types

There are a variety of housing types available for seniors in Richmond (defined by the City as individuals aged 55 years and older). Many seniors choose to remain in their homes as they age to remain in a familiar setting. Aging in place can often be accommodated with home adaptations or renovations, such as lowering existing kitchen counters and cupboards, reducing the height of door thresholds at room entrances and installing grab bars in bathrooms and other locations.

Purpose-built seniors' housing is another option. There are three general categories of seniors' housing that vary depending on the level of on-site support provided to residents: independent living, assisted living and residential care facilities. These buildings may include affordable units (also known as subsidized or non-market) or units provided by the private market (e.g. unsubsidized). There are approximately 2,140 units of purpose-built seniors' housing within the three categories in Richmond (Table 1). As noted above, the vacancy rate for these units is less than 1 percent.

Table 1: Estimate of Purpose-Built Seniors' Housing Types in Richmond (2018)

Seniors' Housing Type	Affordable (non-market) Units	Private Market Units	Total Units
Independent Living	911	369	1,280
Assisted Living	112	45	157
Residential Care (beds)	672	31	703
Total	1,695	445	2,140

Source: Seniors Services Society (<http://www.seniorsservicessociety.ca/hhousingdirectory.html>)

Analysis

As directed by the Affordable Housing Strategy, the City is committed to meeting the housing needs of a range of priority groups, including seniors. The following analysis describes the City's current priorities and approaches to meeting the housing needs of seniors in Richmond.

City Areas Suitable for Seniors' Housing

Based on research completed by the Canada Mortgage and Housing Corporation (CMHC), seniors in British Columbia consider a range of factors when making a decision about where to live. For example, seniors consider whether a dwelling is easy and safe to get around in, the cost of housing, proximity to friends and family, and if there is a sense of community. Seniors also prefer locations in proximity to hospitals and other health services; amenities, such as recreation facilities, shops, restaurants, and social activities; and access to public transportation.

In general, seniors' housing is appropriate in any location zoned for multiple family residential use or designated for multiple family residential use in the Official Community Plan (OCP). In addition, Richmond's OCP specifically encourages seniors' housing in locations central to community amenities, including public transit, recognizing mobility and service needs.

Principles for Encouraging Establishing Affordable Housing

The City's Affordable Housing Strategy defines a set of strategic directions that provide guidance for City involvement in affordable housing. While these directions are not specific to seniors' housing, they provide a solid foundation for City actions that help meet the needs of low and moderate income seniors in Richmond. The strategic directions are as follows:

1. Use regulatory tools to encourage a diverse mix of housing types and tenures;
2. Maximize use of City resources and financial tools;
3. Build capacity with non-profit housing and service providers;
4. Facilitate and strengthen partnership opportunities; and
5. Increase advocacy, awareness and education roles.

These foundational principles support a broad-based, city-wide approach to creating affordable housing, including seniors' housing. This approach focuses on leveraging the strengths of local housing providers and the financial capacity of the federal and provincial governments to help achieve the City's seniors' housing objectives.

The OCP provides direction applicable to the development of private-market seniors' developments. For example, the OCP directs the City to:

- Encourage a mix of housing types and tenures to support diverse needs; and
- Encourage housing that incorporates "aging-in-place" concepts, accommodates special needs and supports independent living units.

Guided by these policies, staff work to secure and promote a diverse mix of housing options, including seniors' housing, in Richmond.

Potential City Contributions to Support Seniors' Housing & other Priority Groups

The City's Affordable Housing Strategy identifies low and moderate income seniors as one of the five priority groups for affordable housing. The City's role in seniors' affordable housing to date has primarily been that of providing City land and capital contributions, which are intended to leverage significant levels of funding from the provincial and federal governments. For example, in 2014, the City contributed \$24 million in capital funding from the Affordable Housing Reserve to the Kiwanis Towers project, a 296-unit affordable seniors' development. This project also received \$16.3 million in long-term financing from the provincial government. The City continues to work in partnership with other levels of government to leverage its resources to increase the supply of affordable housing for seniors, as well as other priority groups identified in the Affordable Housing Strategy; however, opportunities must take into consideration the availability of funding in the City's Affordable Housing Reserve, as well as the availability of funding from the provincial and federal governments.

The City also plays an important role in securing low-end market rental units in private market developments through a density bonus incentive. These units are made available to residents of all ages, including seniors. Similarly, the City's Market Rental Housing Policy encourages the development of new market rental housing units, as well as the protection of existing market rental units, where seniors may currently live or that could be suitable for seniors living in the city.

Partnership Opportunities with Community Groups

A range of stakeholders have roles to play in the provision of affordable housing. The City has a long history of working with partners and continues to value partnership opportunities to meet the needs of low and moderate income individuals, including seniors. Based on the direction provided in the Affordable Housing Strategy, the City prioritizes:

1. Working in partnership with BC Housing, private market developers and the non-profit sector to facilitate the development of affordable housing including new seniors' housing buildings;
2. Facilitating partnership opportunities between developers and non-profit organizations to enable the placement of seniors into low-end market rental units secured through the City's Low-End Market Rental program;
3. Working with the federal and provincial governments to advocate for new funding to create all types of affordable housing developments (including all types of seniors' housing) in Richmond; and
4. Working through staff at City facilities to help increase awareness about provincial funding programs and other resources related to home renovation programs for seniors who wish to remain in their homes as they age.

Overall, the City continues to play a leadership role in facilitating partnerships to support affordable housing developments. By leveraging City resources, including cash-in-lieu contributions, the City can effectively support local stakeholders in increasing the supply of affordable housing in Richmond.

Affordable Housing and Future City Projects

Affordable housing that is co-located and integrated with other City facilities, such as community centres, fire halls, libraries, or child care facilities is evident in some municipalities. Recent examples include projects in Vancouver and Calgary that incorporate affordable housing units above fire stations. As directed by the referral received on February 5, 2019, staff have proposed a process to identify co-location opportunities for affordable housing developments in Richmond.

Current City policy direction prioritizes the concept of co-locating affordable housing with other City projects. For example, the City's Affordable Housing Strategy 2017–2027 directs the City to explore opportunities to co-locate affordable housing with existing or new community assets.

To allow for flexibility in responding to specific development opportunities, staff recommend that a formal City policy related to project co-location not be created and that instead, staff work within the existing policy framework to analyze the co-location of affordable housing in conjunction with future City projects as they arise on a case-by-case basis.

This approach would enable the City to work on each opportunity as a unique situation to address both the opportunities and challenges related to the specific site and to develop co-located facilities that include affordable housing where appropriate. Potential challenges may include legal restrictions related to the manner in which a property was acquired by the City or limitations on use imposed by legislation or bylaw, including the Zoning Bylaw, *Community Charter* and *Local Government Act*.

For example, in some cases lands are donated to the City for park purposes and are subject to the terms of a trust arrangement, which may legally prevent the use of a site for any purpose other than a park. In other situations, there may be limitations on use imposed by legislation, as in the case of land dedicated as a park on a plan or limitations on use imposed through a reservation bylaw. Furthermore, due to growth in the city, particularly in the city centre where there are greater limitations to parkland acquisition any potential development on City parks must be given careful consideration due to the current and future impacts of loss of parkland and expected level of service. The inventory of City-owned land that is already designated for residential use may present a more favourable opportunity for consideration than land designated for park use.

The significant cost and time associated with developing affordable housing must be considered as developing rental housing units in conjunction with another City facility will increase the total capital cost of the facility, could impact the overall financial viability of the project and may extend the amount of time required to construct the building.

The following steps are proposed to guide the City's analysis of the potential co-location of affordable housing in conjunction with future City projects on a case-by-case basis:

1. Convene an interdepartmental team comprised of all relevant staff;
2. Analyze property acquisition records, relevant City policies and previous Council decisions related to the property;
3. Determine whether or not the subject property or another City property is more suitable (i.e. appropriate zoning, allowable density, land cost, loss of parkland, etc.);
4. Review potential legal barriers and City bylaw restrictions;
5. Complete a financial analysis;
6. Advocate for required funding from the provincial and federal governments as needed;
7. Explore potential partnership opportunities for non-profit management of the housing;
8. Develop a proposed engagement plan taking into consideration timing, notification requirements, and public and key stakeholder consultation; and
9. Present the findings to City Council for recommendation on how to proceed, including any required procedures.

Housing affordability continues to be a critical challenge facing Richmond residents. By pursuing innovative approaches, such as co-locating affordable housing with future City projects, the City can play a leadership role in increasing the supply of affordable housing. As directed by the City's Affordable Housing Strategy, the City is committed to meeting the housing needs of a range of social and demographic groups, including the following priority groups: seniors, families, individuals experiencing homelessness, and women and children experiencing family violence. To help mitigate the financial risk when reviewing co-location opportunities that include affordable housing, staff will work with the provincial and federal governments to advocate for capital funding. There may also be opportunities to incorporate homeownership condominium units, which could be sold to offset the cost of developing and operating the affordable housing units. Should City Council wish to further prioritize seniors or any other priority group, City staff would require additional direction.

Financial Impact

None.

Conclusion

There is significant unmet demand for affordable housing, including seniors' housing—both market and affordable—in Richmond. Accordingly, the City has identified seniors as a priority group in the Affordable Housing Strategy and is committed to working proactively and through partnerships to increase the supply of seniors' housing throughout Richmond. The City continues to monitor opportunities to leverage its policy tools, land holdings and financial resources to support seniors' housing development. Staff propose that the City work within the existing policy framework to analyze co-location of affordable housing in conjunction with future City projects as they arise on a case-by-case basis.



Cody Spencer
Program Manager, Affordable Housing
(604-247-4916)



City of Richmond

Report to Committee

To: Planning Committee
From: Wayne Craig
Director, Development


Date: June 24, 2019

File: RZ 14-672055

Re: Revised Rezoning Considerations for the Application by Bene (No. 3) Road Development Ltd. for Rezoning of the Property at 4700 No. 3 Road from the "Auto-Oriented Commercial (CA)" Zone to a New "High Rise Office Commercial (ZC44) – Aberdeen Village" Zone

Staff Recommendation

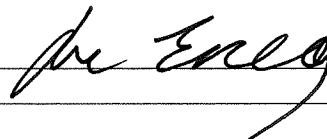
That the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, for the creation of a new "High Rise Office Commercial (ZC44) – Aberdeen Village" zone and for the rezoning of 4700 No. 3 Road from the "Auto-Oriented Commercial (CA)" zone to the new "High Rise Office Commercial (ZC44) – Aberdeen Village" zone, be revised to change the rezoning consideration from prohibiting subdivision (including stratification and/or air space parcels) of office space within the proposed building to limiting the subdivision of office space to no more than one strata lot or one air space parcel per storey.


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

WC:sb
Att. 2

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER



Staff Report

Origin

Bene (No. 3) Road Development Ltd. has requested to revise the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, for the rezoning of 4700 No. 3 Road from “Auto-oriented Commercial (CA)” to a new site-specific zone, “High Rise Office Commercial (ZC44) – Aberdeen Village”. The rezoning is to facilitate development of a 10-storey commercial and office mixed use building on a property in the City Centre’s Aberdeen Village. The rezoning considerations include a restriction prohibiting subdivision (including stratification and/or air space parcels) of office floor area (single owner for office space). The applicant is requesting the rezoning consideration be revised to allow office floor area to be subdivided to no more than one strata lot or one air space parcel per storey.

On December 11, 2017, Council granted first reading to Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, to rezone the subject property to permit the development of a high-density, mixed commercial and office use building. Amendment Bylaw 9216 was subsequently granted Second and Third Reading at the Public Hearing on January 22, 2018. The original Report to Council, dated November 20, 2017, is provided (Attachment B). The Development Permit application (DP 16-754766) associated with the rezoning application is currently being reviewed by staff.

As a consideration of rezoning, the applicant was required to enter into a legal agreement prohibiting subdivision (including stratification and/or air space parcels) of the office space. However, the City Centre Area Plan was subsequently recently revised on June 17, 2019, allowing limited subdivision of office use within the higher density Village Centre Bonus area and construction costs have increased, resulting in the applicant requesting revised rezoning considerations to allow limited subdivision of the proposed office space. No modifications are proposed to the development design as a result of the request.

The applicant has requested that Council revise the original rezoning considerations prior to the rezoning application proceeding to final adoption. Due to the proposed changes being minor and not impacting land use or density, the revised proposal does not require a new Public Hearing.

Findings of Fact

Please refer to the original Staff Report dated November 20, 2017 (Attachment A) for detailed information regarding the rezoning application.

Analysis

Original Proposal

As noted in the original Staff Report (Attachment A), the City Centre Area Plan (CCAP) amendment and rezoning include a total density of 3.5 floor area ratio (FAR), including a Village Centre Bonus of 1.5 FAR limited to office floor area only. The development proposal includes total floor area of approximately 7,285.4 m² (78,415.5 ft²) comprised of approximately 1,387.7 m² (14,937 ft²) or 0.67 FAR of commercial space and 5,897.4 m² (63,478.5 ft²) or 2.83 FAR of office space. The office space is proposed over six storeys on the 5th to 10th floors, with floor plate sizes of approximately 799 m² (8,600 ft²) on the 5th floor, and 1,002 m² (10,791 ft²) on the 6th to 10th floors.

The original rezoning considerations included the requirement to enter into a legal agreement prohibiting subdivision of the office floor area (including stratification and/or air space parcels).

Proposed Changes

Subsequent to the Public Hearing for the subject rezoning application, the City Centre Area Plan was amended. On June 17, 2019, Council adopted Official Community Plan Bylaw 7100, Amendment Bylaw 10034, which amended the “Village Centre Bonus” definition, requiring that subdivision of all office use within the Village Centre Bonus (VCB) area be limited to one strata lot or one air space parcel per storey or a minimum floor area of 1,858 m² (20,000 ft²) where the VCB exceeds 1.0 FAR.

As the City Centre Area Plan has recently changed, and construction costs have increased significantly, the applicant has requested the rezoning considerations be amended to allow for limited subdivision of the proposed office floor area to one strata lot or one air space parcel per storey (Attachment B). A red-lined version of the proposed revised rezoning considerations is provided in Attachment C, which revises the office floor area subdivision prohibition requirement (item #7 of the rezoning considerations) to allow limited office floor area subdivision to no more than one strata lot or one air space parcel per storey, consistent with the City Centre Area Plan.

In order to move forward with the development, the applicant has requested to revise the rezoning considerations. An additional Public Hearing is not required, as the revised proposal does not impact land use or density and is relatively minor. No additional conditions from the previous rezoning considerations are proposed to change, other than that identified in this Report and the revised rezoning considerations provided in Attachment C.

Next Steps

Should Council wish to proceed with the revised rezoning considerations, the applicant would be required to satisfy the revised rezoning considerations prior to final adoption of the Rezoning Bylaw.

The Development Permit application (DP 16-754766) associated with the rezoning application is currently being reviewed by staff. A Staff Report will be forwarded to the Development Permit Panel in the future and public notification, consistent with City procedures, will be provided through the Development Permit process to notify surrounding residents of the Development Permit application.

Conclusion

Bene (No. 3) Road Development Ltd. has requested to revise the rezoning considerations associated with the application to rezone the property at 4700 No. 3 Road from “Auto-oriented Commercial (CA)” to a new site-specific zone, “High Rise Office Commercial (ZC44) – Aberdeen Village”, in order to allow limited subdivision (including stratification and/or air space parcels) of office floor area, and proceed with the development of a high-density, mixed commercial and office use building in City Centre’s Aberdeen Village.

Council granted Second and Third Reading to the Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, associated with the subject application, at the Public Hearing on January 22, 2018.

The revised rezoning considerations are consistent with recent amendments to the City Centre Area Plan to allow limited subdivision of all office use within the Village Centre Bonus (VCB) area.

On this basis, it is recommended the rezoning considerations be amended.



Sara Badyal, M. Arch, MCIP, RPP
Planner 2
(604-276-4282)

SB:blg

Attachment A: Original Report to Council dated November 20, 2017

Attachment B: Letter from Applicant dated July 3, 2019

Attachment C: Red-lined Version of the Revised Rezoning Considerations




Report to Committee
Planning and Development Division

To: Planning Committee **Date:** November 20, 2017
From: Wayne Craig **File:** RZ 14-672055
Director, Development
Re: **Application by Bene (No. 3) Road Development Ltd. for Rezoning of the Property at 4700 No. 3 Road from the "Auto-Oriented Commercial (CA)" Zone to a New "High Rise Office Commercial (ZC44) – Aberdeen Village" Zone**

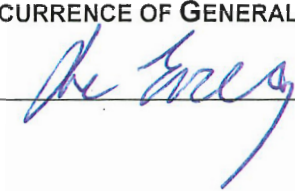
Staff Recommendation

1. That Official Community Plan Bylaw 7100, Amendment Bylaw 9215, to amend the Schedule 2.10 (City Centre Area Plan) by:
 - a) Amending the Overlay Boundary - Village Centre Bonus Map (2031) to allow for an additional 0.5 FAR Village Centre Bonus on the subject site; and
 - b) Amending the Aberdeen Village – Detailed Transect Descriptions to allow for an additional 0.5 FAR Village Centre Bonus on the subject site;be introduced and given first reading.
2. That Bylaw 9215, having been considered in conjunction with:
 - The City's Financial Plan and Capital Program; and
 - The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the *Local Government Act*.
3. That Bylaw 9215, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation.

4. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, for the creation of a new "High Rise Office Commercial (ZC44) – Aberdeen Village" zone and for the rezoning of 4700 No. 3 Road from the "Auto-Oriented Commercial (CA)" zone to the new "High Rise Office Commercial (ZC44) – Aberdeen Village" zone, be introduced and given first reading.


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

SB:blg
Att. 5

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Community Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	

Staff Report

Origin

Bene (No. 3) Road Development Ltd. has applied to the City of Richmond for permission to rezone 4700 No 3 Road from “Auto-oriented Commercial (CA)” to a new site-specific zone; “High Rise Office Commercial (ZC44) – Aberdeen Village” (Attachment 1), in order to permit the development of a high-density commercial and office use development on a property in the City Centre’s Aberdeen Village. Key components of the proposal (Attachment 2) include:

- A single 10-storey tower with two floors of commercial retail units, six floors of office space and four levels of parking.
- A total floor area of approximately 7,285.4 m² (78,415.5 ft²) comprised of approximately:
 - 1,387.7 m² (14,937 ft²) of commercial space.
 - 5,897.4 m² (63,478.5 ft²) of office space.
- LEED Silver equivalent building designed and constructed to connect to a future district energy utility (DEU) system.
- Replacement of the City’s Leslie sanitary sewer pump station located on the Leslie Road frontage, including required equipment inside the proposed building in a required Statutory Right-of-Way (SRW).

Associated Official Community Plan (OCP) bylaw amendments are proposed to facilitate inclusion of additional transit oriented office use on the subject site.

Findings of Fact

A Development Application Data Summary (Attachment 3) is provided for comparison of the proposed development with the proposed site-specific bylaw requirements.

Site and Surrounding Development

The subject site is located in Aberdeen Village (Attachment 4) at the corner of No. 3 Road and Leslie Road, and is comprised of a single lot.

The site is currently vacant and was previously occupied by a single-storey restaurant building surrounded by surface paving.

Surrounding development includes:

To the North: Across Leslie Road, an existing two-storey auto repair building.

To the South: An existing commercial development with one and two-storey buildings.

To the East: A surface parking area, and further east, an existing two storey commercial building.

To the West: Across No. 3 Road, an existing commercial development with one and two-storey buildings.

Related Policies & Studies

1. Official Community Plan/City Centre Area Plan

Official Community Plan: The Official Community Plan (OCP) designates the site as “Commercial”. The proposed OCP amendment and proposed rezoning are consistent with this designation.

City Centre Area Plan: The City Centre Area Plan (CCAP) Aberdeen Village Specific Land Use Map designates the site as “Urban Centre T5 (35 m)”. The proposed rezoning is generally consistent with this designation, except that OCP amendments are required to accommodate:

- The proposed 0.5 FAR additional Village Centre Bonus (VCB) which is not currently included in the plan.
- Utilization of the entire additional Village Centre Bonus for office use. A legal agreement will be secured through the rezoning to maximize flexibility through single ownership, prohibiting strata-titling of the office area.

The proposed OCP amendments are further discussed in the Analysis section of this report.

2. Other Policies, Strategies and Bylaws

Flood Protection Management Strategy: The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204 for Area “A”. Registration of a flood indemnity covenant is required prior to final adoption of the rezoning bylaw.

Aircraft Noise Sensitive Development Policy: The proposed development is located in Area 1A (new aircraft noise sensitive land uses prohibited) on the Aircraft Noise Sensitive Development Map. The proposed rezoning and associated OCP amendment are consistent with this Policy. Registration of an aircraft noise covenant on title is required prior to rezoning adoption.

Ambient and Commercial Noise: The proposed development must address additional OCP Noise Management Policies, specifically ambient noise and commercial noise. Requirements include registration of a noise covenant on title before final adoption of the rezoning bylaw.

District Energy Utility Policy and Bylaws: The proposed development will be designed to utilize energy from a District Energy Utility (DEU) when a neighbourhood DEU is implemented. Connection to the future DEU system will be secured with a legal agreement registered on title prior to final adoption of the rezoning bylaw.

Consultation

1. OCP Amendment

General Public: Development Application signage has been installed on the subject site. Staff have not received any comments from the public in response to the sign. Should the Planning Committee endorse this application and Council grant first reading to the 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*.

External Agencies: Staff have reviewed the proposed OCP amendments with respect to the *Local Government Act* and the City's OCP Consultation Policy No. 5043 requirements. A referral was made to TransLink through the rezoning process. Since no residential use is included in the subject proposal, a referral was not made to the Richmond School Board in accordance with Council policy. Consultation with other stakeholders was deemed unnecessary. Consultation with external stakeholders is summarized below.

OCP Consultation Summary

Stakeholder	Referral Comment (No Referral necessary)
BC Land Reserve Co.	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
Richmond School Board	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only. As residential uses are not permitted, there will be no impacts on School Board operation.
The Board of the Greater Vancouver Regional District (GVRD)	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
The Councils of adjacent Municipalities	No referral necessary, as adjacent municipalities are not affected, and the proposed amendment refers to density bonusing for additional office use on the subject site only.
First Nations (e.g., Sto:lo, Tsawwassen, Musqueam)	No referral necessary; the proposed amendment refers to density bonusing for additional office use on the subject site only.
TransLink	The proposed amendment refers to density bonusing for additional office use on the subject site only; no transportation road network changes are proposed. The proposal was referred to TransLink through the associated rezoning application.
Port Authorities (Vancouver Port Authority and Steveston Harbour Authority)	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
Vancouver International Airport Authority (VIAA) (Federal Government Agency)	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
Richmond Coastal Health Authority	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
Community Groups and Neighbours	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.
All relevant Federal and Provincial Government Agencies	No referral necessary, as the proposed amendment refers to density bonusing for additional office use on the subject site only.

2. Rezoning

General Public: A rezoning application sign has been installed on the subject site. Staff have not received any comments from the public in response to the sign. Should the Planning Committee endorse this application and Council grant first reading to the 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*.

External Agencies: The rezoning application was referred to the following external agency.

- South Coast British Columbia Transportation Authority (TransLink): Staff referred the proposed OCP amendment and rezoning to TransLink due to proximity to the Canada Line guideway. Further, the property owner has entered into an agreement with TransLink for formal review through the Adjacent and Integrated Development (AID) program. TransLink has provided staff with preliminary comments regarding the development proposal, advising that TransLink is not opposed to an OCP amendment and rezoning staff report being advanced to Council for consideration. The proposal is not expected to impact transit operations, goods movement, the Major Road Network, or regional cycling facilities. At the AID consent level, TransLink staff have stated that they are not at the point in the review to provide final comment, but expect that the applicant will work cooperatively to address all concerns, as well as obtain TransLink consent prior to any site work or construction. Staff note that the proposed development meets the CCAP 6.0 m Canada Line setback requirement established with TransLink's input. Further, the rezoning considerations require the registration of a legal agreement restricting Building Permit issuance prior to final approval being received from TransLink.

Analysis

Staff have reviewed the proposed rezoning and proposed associated OCP (CCAP) amendments and find that they are generally consistent with City objectives including, but not limited to: public and private infrastructure, land use, density, height, siting conditions, and community amenities.

1. Proposed OCP and Zoning Bylaw Amendments

Proposed OCP (CCAP) Amendment

Land Use: The proposed office and commercial uses are permitted by the CCAP. The OCP (CCAP) amendments will allow additional transit-oriented office uses on the subject site.

Density: The proposed amendments are structured to permit an additional 0.5 FAR of office floor area as a component of the Village Centre Bonus (VCB) floor area (increasing the VCB from 1.0 FAR to 1.5 FAR for the subject site). This is intended to ensure that the site is developed primarily with transit oriented office use.

There is an increasing demand for office space around rapid transit stations as companies seek amenity rich locations that aid in their talent attraction and retention efforts. Large contiguous spaces are especially difficult to find in these locations. The office vacancy rate along the Canada Line is at a low critical level of 2.3% and no substantial large floor plate product has been added in all of Richmond, including in the City Centre, for nearly a decade.

The subject site benefits from bus service along it's No. 3 Road frontage and the site is within walking distance of the Aberdeen Canada Line station (within approximately 450 m).

The proposed OCP amendment would increase the existing Village Centre Bonus incentive to develop office uses on the subject site to respond to the demand for transit oriented office space. The proposal would also increase employment opportunities, enhance the City's fiscal sustainability by expanding and diversifying the tax base, while also expanding the range of services offered to the City's residents and businesses. Staff note that the applicant has agreed to maintain the office floor area under a single owner so that it can be easily converted to large tenant office space to accommodate a wider range of future potential office tenants. Registration of a legal agreement on title to prohibit subdivision of the office space on the upper floors of the building into either strata lots or air space parcels is a requirement of rezoning.

The proposed increase in density is for transit oriented office uses in a village centre, so would not impact the CCAP population target and would provide additional services for residents and additional employment opportunities in the City. The proposed office density increase would not generate the same demands on City utilities and City community amenities that additional residential floor area would (including park space, libraries, art facilities, emergency services, health care facilities, etc.).

On the basis of the benefits that additional transit oriented office uses provides to the City, staff support the proposed density increase for additional non-residential floor area. However, staff do not generally support density increases for additional residential floor area as the resulting additional population would strain access to City amenities and health services, and stress existing city and private infrastructure, including the transportation network. If the residential population increased within the City Centre, projections based on the existing CCAP framework would no longer be valid. Strategic plans, such as the City Centre Transportation Plan, the Parks and Open Space Plan and the City's Development Cost Charges program would require revision and expensive upgrades would be required.

Proposed Rezoning

The proposed rezoning is consistent with the Aberdeen Village Specific Land Use Map, Urban Centre T5 (35 m) transect (except for the additional office use as proposed in the applicant's requested OCP amendment). A new site-specific zone is proposed, "High Rise Office Commercial (ZC44) – Aberdeen Village". The proposed new ZC44 zone includes provisions regulating the permitted land uses, maximum floor area, density bonus for office floor area, maximum building height, siting parameters and parking. Rezoning considerations are provided (Attachment 5).

2. Community Amenities

The proposed rezoning includes the following contributions in support of City Centre densification and the associated increased demand for community amenities.

Community Amenity Space: The proposed rezoning is located in the “Village Centre Bonus (VCB)” area shown on the CCAP Aberdeen Village Specific Land Use Map. The applicant proposes to take advantage of the following available density bonus provisions:

- VCB density increase of 1.0 FAR with 5% of this area expected to be provided back to the City in the form of floor area for a community amenity (104 m^2 calculated using the proposed floor area $[1.0 \times 0.05 \times 2,082 \text{ m}^2]$).
- VCB additional density increase of 0.5 FAR with 10% of this area expected to be provided back to the City in the form of floor area for a community amenity (104 m^2 calculated using the proposed floor area $[0.05 \times 0.1 \times 2,082 \text{ m}^2]$).

Community Services staff have reviewed the property location, and limited amount of community amenity floor area that would be generated (208 m^2 or $2,241.6 \text{ ft}^2$) against neighbourhood needs and recommend that the City accept a cash-in-lieu contribution to the City Centre Facility Development Fund for the finished value of the space (\$1,456,392.94 calculated using the proposed floor area $[2,241.6 \text{ ft}^2 \times \$650 / \text{ft}^2]$). Should the contribution not be provided within one year of the application receiving third reading, the construction value multiplier ($\$650 / \text{ft}^2$) will be adjusted annually thereafter based on the Statistics Canada “Non-residential Building Construction Price Index” yearly quarter to quarter change for Vancouver, where the change is positive.

Community Planning: The proposed rezoning is subject to a community planning implementation contribution for future community planning, in accordance with the CCAP Implementation Strategy (\$19,605.29 calculated using the proposed floor area $[78,421.16 \text{ ft}^2 \times \$0.25 / \text{ft}^2]$).

Public Art: The proposed development is subject to the Richmond Public Art Policy. As the project is of a modest size and there are limited opportunities for locating Public Art on the site, the applicant is proposing to provide a voluntary contribution to the Public Art Reserve for City-wide projects on City lands. The contribution will be secured before rezoning adoption, based on the current contribution rate (\$34,505.31 calculated using the proposed floor area $[78,421.16 \text{ ft}^2 \times \$0.44 / \text{ft}^2]$).

3. Utility Infrastructure

City Utilities: The developer is required to enter into a Servicing Agreement for the design and construction of a variety of water, storm water drainage and sanitary sewer frontage works. Included are:

- Water main upgrade on Leslie Road frontage.
- Storm sewer upgrade on Leslie Road frontage.
- Sanitary sewer upgrade, pump station and force main replacement on Leslie Road frontage and east edge of site, including new equipment in a SRW inside the building, and force main in a SRW along the east edge of the site.
- Various frontage improvements including street lighting.

A more detailed description of infrastructure improvements is included in the Rezoning Considerations (Attachment 5).

Private Utilities: Undergrounding of private utility lines and location of private utility equipment on-site are required.

4. Transportation

Transportation Network: The CCAP encourages completion and enhancement of the City street network. The following frontage and intersection improvements are required.

- Leslie Road: Leslie Road will be widened to accommodate a left-turn lane. The back-of-curb cross-section will be improved to accommodate a grass boulevard with street trees and a sidewalk. A property dedication is required across the frontage and at the corner.
- Traffic Signals: The existing traffic signal at the No. 3 Road and Leslie Road intersection is required to be upgraded to accommodate the road widening.

A more detailed description of road improvements is included in the Rezoning Considerations (Attachment 5). Road enhancements along Leslie Road will be eligible for DCC credits. Road dedication and all other works will be the sole responsibility of the developer and are not eligible for DCC credits.

Site Access On-site: Vehicular access will be provided via a single driveway connecting to Leslie Road. Truck access and loading will be provided, and will be the subject of further review during the Development Permit review process.

Vehicle Parking On-site: Transportation Department staff support the parking proposal.

The proposed parking rate is consistent with the parking provisions of the Richmond Zoning Bylaw (City Centre Zone 1).

In accordance with the Zoning Bylaw 8500, the parking proposal includes a 10 percent reduction with the provision of the following Transportation Demand Management (TDM) measures as requirements of rezoning:

- Voluntary contribution of \$50,000 towards the provision of two transit shelters at existing bus stops nearby along No. 3 Road.
- Provision of two electric vehicle (EV) quick-charge (240V) charging stations on-site for the use of units and visitors. The charging stations should be located to provide for convenient use by vehicles parked in any of four parking spaces. The provision of the charging stations for the shared use of units and visitors will be secured with a legal agreement registered on title prior to final adoption of the rezoning bylaw.

The proposed new ZC44 site specific zone has been drafted to allow for the provision of a maximum of sixteen tandem parking spaces located in the upper parking levels (third and fourth floor) for employee parking only and each pair of the tandem parking spaces are to be assigned to a single tenant/unit. The eight parking spaces that do not have direct access to a drive aisle represent 7.6% of the total 106 proposed parking spaces. The tandem parking would be for office space under single ownership, which is characterized with regular office hours and parking use that the applicant believes will work for tandem parking. As the office space will be required to remain under single ownership, property management will manage the tandem parking.

Similarly, the provision of some tandem parking spaces restricted to employee use only was also approved for the stratified Aberdeen expansion for retail and office space (DP 09-494545) and staff are not aware of any issues with the arrangement. The detailed parking design will be the subject of further review during the Development Permit review process.

Truck Loading On-site: The Richmond Zoning Bylaw requires two medium size loading spaces and one large size loading space for the proposed development. The applicant is proposing to provide two medium size loading spaces. The provision of loading spaces for the shared use of all units will be secured with a legal agreement registered on title prior to final adoption of the rezoning bylaw. Transportation Department staff support the variance request to not provide one large truck loading space, as the proposed retail and office uses would not typically involve deliveries with large semi-trailers. The variance request will be the subject of further review during the Development Permit review process.

Bicycle Parking On-site: The proposed bicycle parking rates are consistent with the parking provisions of the Richmond Zoning Bylaw. The detailed design of secure class 1 storage and short-term class 2 bicycle racks will be the subject of further review during the Development Permit review process. Provision of class 1 bicycle storage for the shared use of all units will be secured with a legal agreement registered on title prior to final adoption of the rezoning bylaw.

5. Development Concept Review

The CCAP includes a variety of policies intended to shape development to be liveable, functional and complementary to the surrounding public and private realm. Those policies most applicable to the development concept at the rezoning stage are reviewed below.

Massing Strategy: The massing of the proposed development is generally consistent with the urban design objectives of the CCAP and is arranged to address the site's configuration, specific constraints (proximity to the Canada Line and requirement for the City sanitary pump station replacement), urban design opportunities (corner location) and combination of uses (commercial and office). There is one full height main tower element and a lower height podium element.

Adjacencies: The relationship of the proposed development to adjacent public and private properties is assessed with the intent that negative impacts are reduced and positive ones enhanced. The proposed development is surrounded on two sides by No. 3 Road and Leslie Road, which mitigates potential impacts on both the surrounding public realm and surrounding private development. On the other two sides, the subject site abuts an adjacent commercial site and the applicant has provided conceptual drawings demonstrating its potential for future redevelopment.

Living Landscape: The CCAP looks to development to support ecological function in City Centre through the creation of an interconnected landscape system. Further review of the landscape design will occur through the Development Permit and Servicing Agreement processes and is anticipated to contribute to the ecological network, including:

- Retention of existing street trees on the No. 3 Road frontage.
- Provision of street trees on the Leslie Road frontage.
- Provision of landscaped roof area.

There are no on-site trees. On the advice of Parks Department staff, the two existing street trees in the Leslie Road frontage will be removed. A contribution of \$2,600 (2 trees x \$1,300) to the Tree Compensation Fund is required before rezoning adoption. Tree protection is required for the three existing street trees in the No. 3 Road frontage. Confirmation of a contract with an arborist and installation of tree protection fencing are required before rezoning adoption.

Greening of the Built Environment: The proposed development will be designed to achieve a sustainability level equivalent to the Canada Green Building Council LEED Silver certification.

Development Permit: Through the Development Permit Application process, the form and character of the proposed development is assessed against the expectations of the Development Permit Guidelines, City bylaws and policies. The detailed building and landscape design will be the subject of further review during the Development Permit review process, including the following features.

- Form and Character: The design will be further detailed to provide massing, height and façade expression, and active street frontages.
- Parking and Loading: A draft functional plan, showing truck manoeuvring, has been provided and will be further developed within the Development Permit process.
- Waste Management: A draft waste management plan has been submitted and will be further developed within the Development Permit process.
- Rooftop Equipment: Rooftop mechanical equipment and building mounted telecom equipment can be unsightly when viewed from the ground and from surrounding buildings. To prevent diminishment of both the architectural character and the skyline, a more detailed design strategy for rooftop equipment/enclosures is required will be reviewed within the Development Permit process.
- Crime Prevention through Environmental Design (CPTED): The City has adopted policies intended to minimize opportunities for crime and promote a sense of security. A CPTED checklist and plans demonstrating natural access, natural surveillance, defensible space and maintenance measures will be reviewed within the Development Permit process.
- Accessibility: The proposed development will be required to provide good site and building accessibility. Design implementation will be reviewed within the Development Permit and Building Permit processes.
- Sustainability: Integration of sustainability features into the site, building, and landscape design will be reviewed within the Development Permit process.

Financial Impact or Economic Impact

As a result of the proposed development, the City will take ownership of developer-contributed assets such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals. The anticipated Operating Budget Impact (OBI) for the ongoing maintenance of these assets is estimated to be \$6,000, this will be considered as part of the 2018 Operating Budget.

Conclusion

The application by Bene (No. 3) Road Development Ltd. to amend the OCP and to rezone the property at 4700 No. 3 Road in order to develop a high-density, mixed commercial and office building is consistent with City objectives as set out in the OCP, CCAP and other City policies, strategies and bylaws. The proposed office use will contribute towards addressing the need for transit-oriented office space in the City Centre. The proposed commercial uses will activate both street frontages and both uses will support future development in Aberdeen Village. The built form will provide a strong identity for the site's corner location, and public realm enhancements will improve the pedestrian experience at this high traffic location. Engineering and transportation improvements, along with voluntary contributions for Public Art, community planning, bus shelters and cash-in-lieu density bonusing, will help to address a variety of community development needs.

On this basis, it is recommended that Official Community Plan Bylaw 7100, Amendment Bylaw 9215 and Zoning Bylaw 8500, Amendment Bylaw 9216, be introduced and given first reading.



Sara Badyal
Planner 2
(604-276-4282)

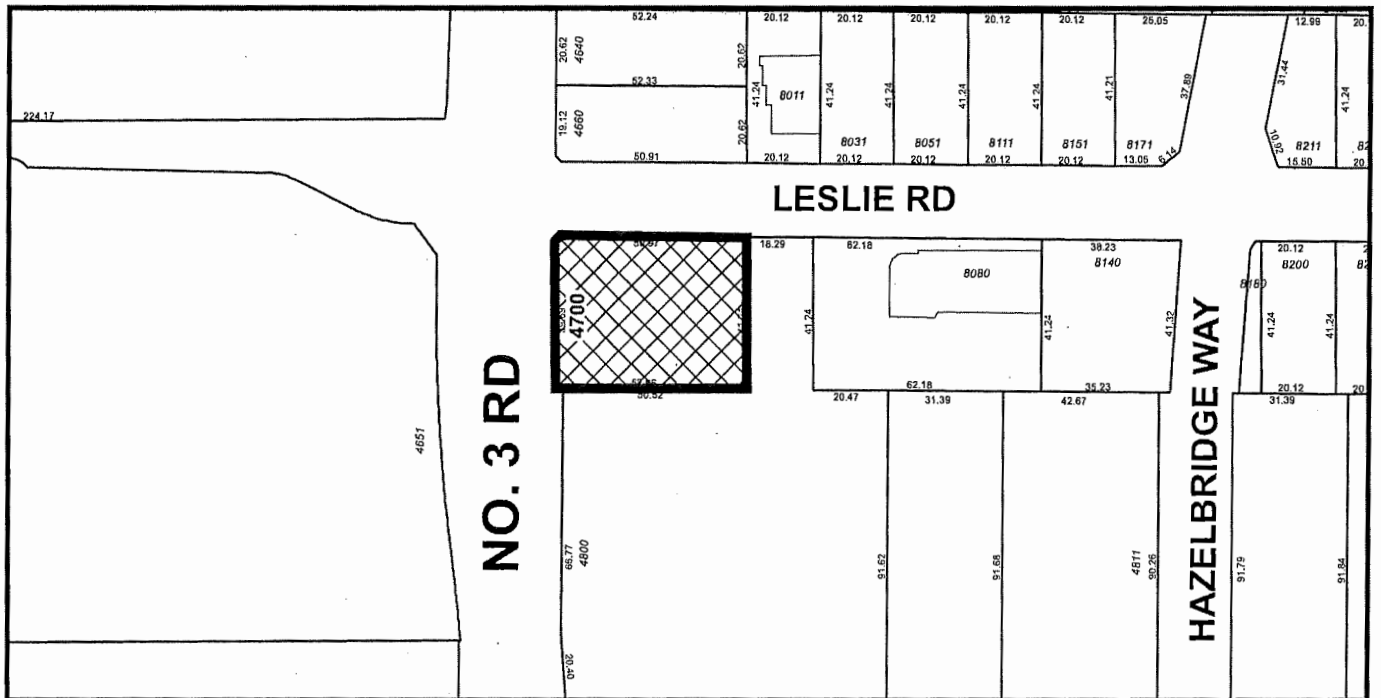
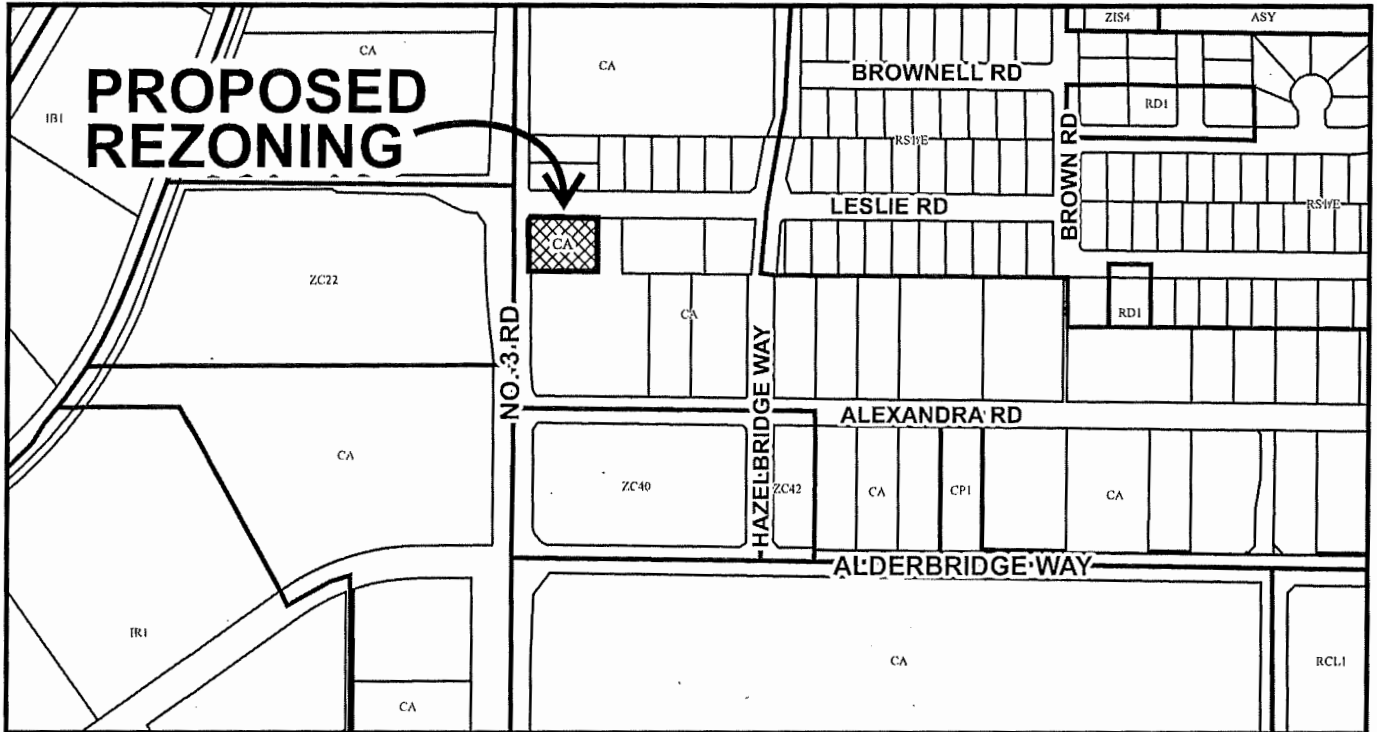
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Attachments:

- Attachment 1: Rezoning Location Map and Aerial Photograph
- Attachment 2: Rezoning Proposal Conceptual Plans
- Attachment 3: Development Application Data
- Attachment 4: City Centre Aberdeen Village Specific Land Use Map
- Attachment 5: Rezoning Considerations



City of
Richmond



RZ 14-672055

Original Date: 09/15/14

Revision Date: 11/20/17

Note: Dimensions are in METRES



City of
Richmond



RZ 14-672055

Original Date: 09/17/14

Revision Date:

Note: Dimensions are in METRES

GNCL - 145

PROJECT INFORMATION

CIVIC ADDRESS:
4700 NO. 3 ROAD RICHMOND, BC

LEGAL DESCRIPTION:
LOT 95, SECTION 33, BLOCK 5 NORTH,
RANGE 8 WEST, NEW WESTMINSTER
DISTRICT PLAN 58151

PARCEL ID:
003-795-705

CURRENT ZONING:
AUTO-ORIENTED COMMERCIAL (CA)

PROPOSED ZONING:
NEW STANDARD ZONING DISTRICT
REQUIRED OCP ZONING AMENDMENT
REQUIRED

CONSULTANT TEAM

ARCHITECTURAL
NORR ARCHITECTS PLANNERS
SUITE 710, 1201 WEST PENDER ST
VANCOUVER, BC V6E 2V2
PHONE: 604.685.3237
FAX: 604.685.3241

LANDSCAPING

SURVEY
MATSON PECK & TOPLESS
SURVEYORS & ENGINEERS
#320 - 11120 HORSESHOE WAY
RICHMOND, BC V7A 5H7
PHONE: 604.270.9331
FAX: 604.270.4137

TRAFFIC
MMM GROUP LIMITED
SUITE 700, 1045 HOWE STREET
VANCOUVER, BC V6Z 2A9
PHONE: 604.685.9381
FAX: 604.683.8655

LIST OF DRAWINGS

DP00-00-00	COVER PAGE
DP00-01-00	SITE SURVEY
DP10-01-00	CONTEXT PLAN - SITE PICTURES
DP10-01-01	PROJECT STATISTICS-3D VIEWS
DP10-02-00	SITE PLAN - EXISTING CONTEXT
DP10-02-01	SITE PLAN - AFTER CITY ROAD WIDENING
DP10-02-02	SITE PLAN - POTENTIAL FUTURE DEVELOPMENTS
DP20-01-01	GROUND FLOOR PLAN
DP20-01-01A	GROUND/INTERMEDIATE FLOOR PLAN - AREA OVERLAY
DP20-01-01B	GROUND FLOOR PLAN - LEASABLE AREA OVERLAY
DP20-01-02	INTERMEDIATE PARKADE PLAN
DP20-02-01	SECOND FLOOR PLAN
DP20-02-01A	SECOND/THIRD/FOURTH FLOOR PLAN - AREA OVERLAY
DP20-02-01B	SECOND FLOOR PLAN - LEASABLE AREA OVERLAY
DP20-03-01	THIRD FLOOR PLAN
DP20-04-01	FOURTH FLOOR PLAN
DP20-05-01	FIFTH FLOOR PLAN
DP20-05-01A	FIFTH FLOOR PLAN - AREA OVERLAY
DP20-05-01B	FIFTH FLOOR PLAN - LEASABLE AREA OVERLAY
DP20-06-01	SIXTH TO TENTH FLOOR PLAN
DP20-06-01A	SIXTH TO TENTH FLOOR PLAN - AREA OVERLAY
DP20-06-01B	SIXTH TO TENTH FLOOR PLAN - LEASABLE AREA OVERLAY
DP20-07-01	ROOF PLAN
DP30-01-01	NORTH ELEVATION
DP30-01-02	EAST ELEVATION
DP30-01-03	SOUTH ELEVATION
DP30-01-04	WEST ELEVATION
DP30-01-04A	WEST ELEVATION STREETSCAPE
DP31-01-01	BUILDING SECTION
DP31-01-02	BUILDING SECTION
DP32-01-03	BUILDING SECTION

NO.3 ROAD OFFICE BUILDING, RICHMOND B.C.

MAY 15, 2017

NORR JOB NO. OCVA14-0004

CONCEPTUAL
DEVELOPMENT
PLANS

NORR
ARCHITECTS PLANNERS

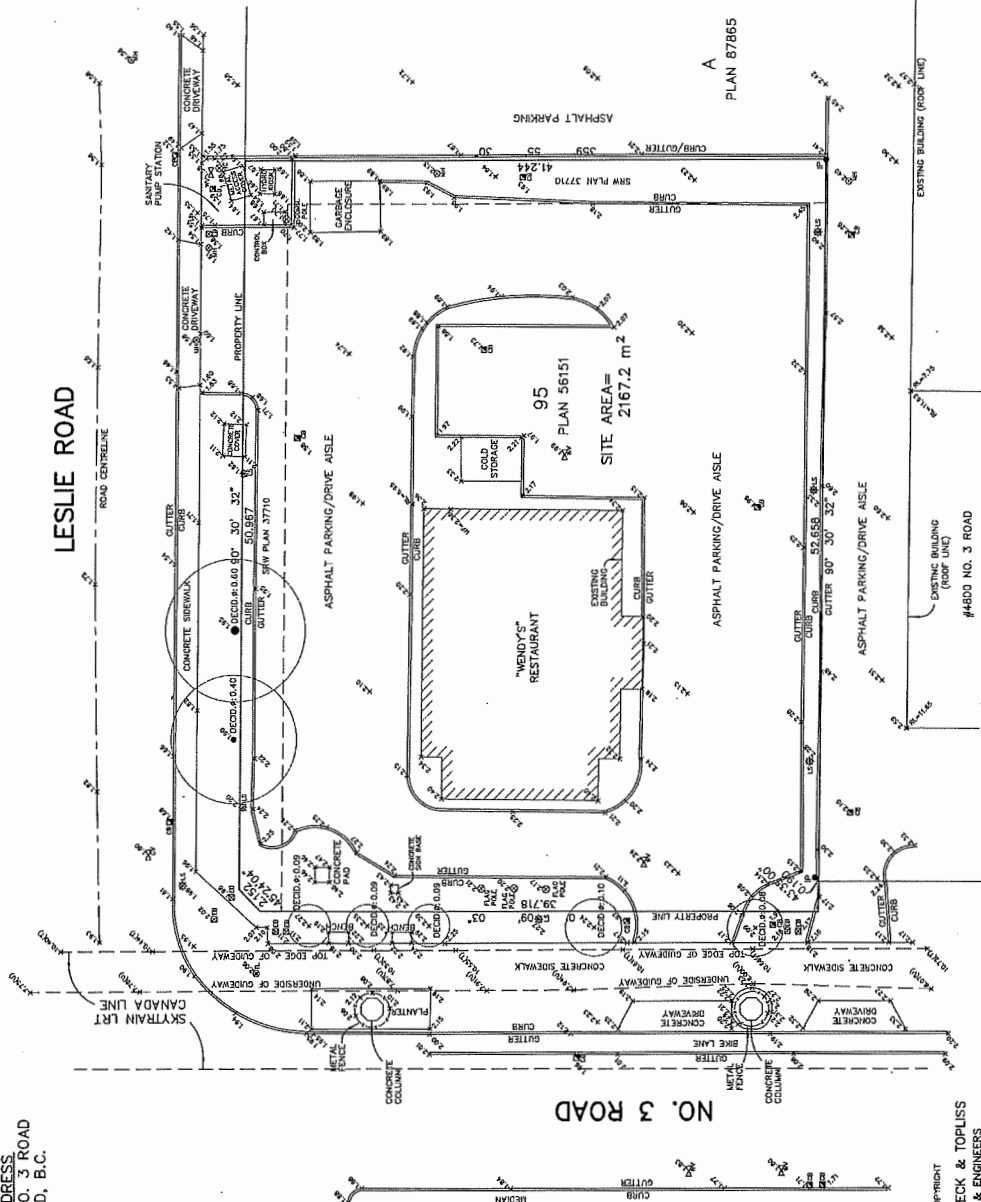
NORR Architects Planners Inc.
1201 West Pender Street
Suite 710
Vancouver, BC V6E 2V2
Tel: 604.685.3237 Fax: 604.685.3241
www.norr.com

DP00-00-00

**SURVEY PLAN OF LOT 95 SECTION 33
BLOCK 5 NORTH RANGE 6 WEST
NEW WESTMINSTER DISTRICT PLAN 56151**

PARCEL IDENTIFIER (PID): 003-795-705

CIVIC ADDRESS
#4700 NO. 3 ROAD
RICHMOND, B.C.



CNCL - 147

- LEGEND**
SCALE 1:200
- ALL DISTANCES ARE IN METRES.
- INDICATES SPOT ELEVATION
 - INDICATES CATCH BASIN
 - INDICATES ELECTRICAL BOX
 - INDICATES LAMP STANDARD
 - INDICATES MANHOLE
 - INDICATES TRAFFIC LIGHT
 - INDICATES GAS VALVE
 - INDICATES WATER VALVE
 - INDICATES MAIN FLOOR
 - INDICATES ROOF LEVEL
 - INDICATES TOP OF GUTTERWAY
 - INDICATES UNDERSIDE OF GUTTERWAY
 - INDICATES RICH POST FOUND

NOTES:

- ELEVATIONS ARE IN METRES AND ARE DERIVED FROM CITY OF RICHMOND MPM ADJUSTMENT #166 (17/04/97)
- ALL DISTANCES ARE IN METRES
- PROPERTY LINES ARE PRELIMINARY AND DERIVED FROM LAND TITLE OFFICE RECORDS AND PLAN STREETS
- ALL DISTANCES ARE SHOWN IN METRES
- NO. 8037, ARE SHOWN HEREON.

DP00-01-00

B.C.L.S.
DATE OF SURVEY: MAY 29, 2014

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MATSON PECK & TOPLISS
SURVEYORS & ENGINEERS
#220 - 11220 HORSFORD WAY
RICHMOND, B.C. V7A 5H7
TEL: 604-271-1111
FAX: 604-270-4137
CORP. 17551-001-TPC-000.DWG

CLIENT REF: BENE (NO. 3) DEV. LTD.

DATE	ISSUED FOR	REV
2016-01-21	FOR CITY REVIEW	
2016-03-07	REISSUED FOR REZONING	
2016-04-19	REISSUED FOR COMBINED ZMAP	
2016-06-03	FOR REVIEW	
2016-11-09	PROGRESS REVIEW	
2016-11-18	REVISED FOR CITY COMMENTS	
2016-11-28	ISSUED FOR CITY'S FINAL REVIEW	
2017-03-27	DP SUBMISSION	
2018-12-08	DP SUBMISSION CITY COMMENTS	
2017-05-15	DP SUBMISSION CITY COMMENTS	

This drawing has been prepared solely for the use and reference of the City of Dallas. It is not to be used for any other purpose without the written consent of NORR Architects Planners Inc. This drawing shall not be used for construction purposes without the written consent of NORR Architects Planners Inc. This drawing shall not be used for construction purposes without the written consent of NORR Architects Planners Inc.

North Arrow	Dead Symbol

Consultants:
 Landscape: [blank]
 Architectural: [blank]
 Mechanical: [blank]
 Electrical: [blank]

NORR
 NORR Architects Planners Inc.
 4700 No. 3 Road
 Suite 100
 Dallas, Texas 75244
 Phone: (214) 416-1111
 Fax: (214) 416-1112
 Email: info@norr.com

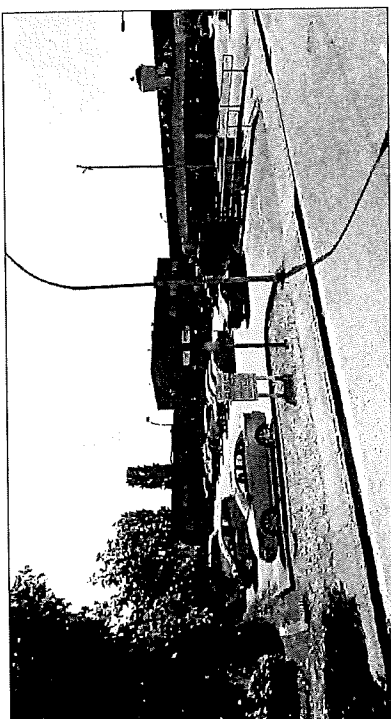
Project Manager	David
Project Engineer	David
Project Designer	David
Project Checker	David
Project Approver	David
Client	Kunyuan International Group

Project:
 4700 No. 3 Road
 Office Building

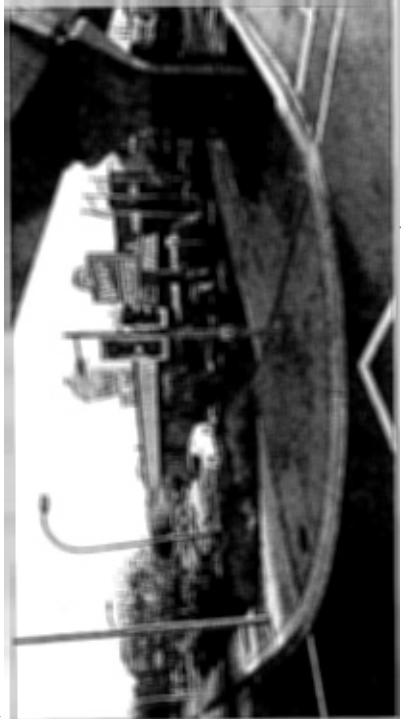
Drawing Title:
CONTEXT PLAN
 & SITE PICTURES

Check Scale (mm by photo reduced):
 1" = 100' (1:1200)

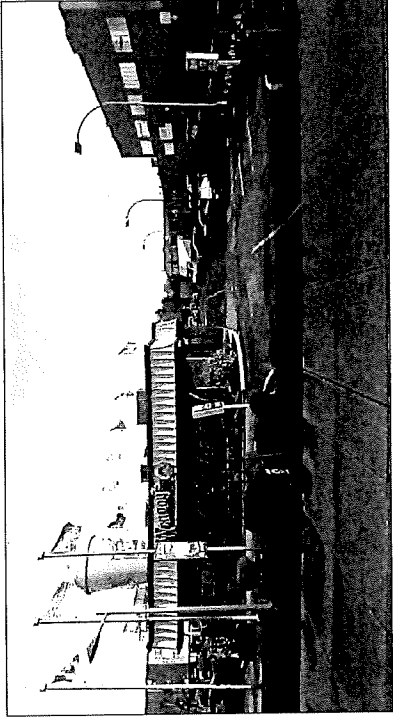
Project No.: OCVA 14-0004
 Drawing No.: DP10-01-00



PICTURE 01



PICTURE 02

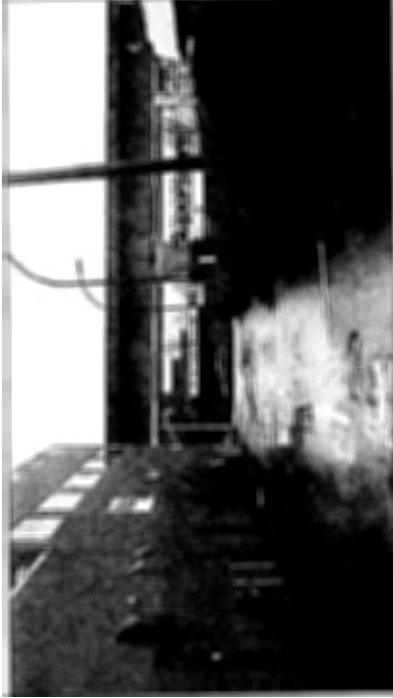


PICTURE 03

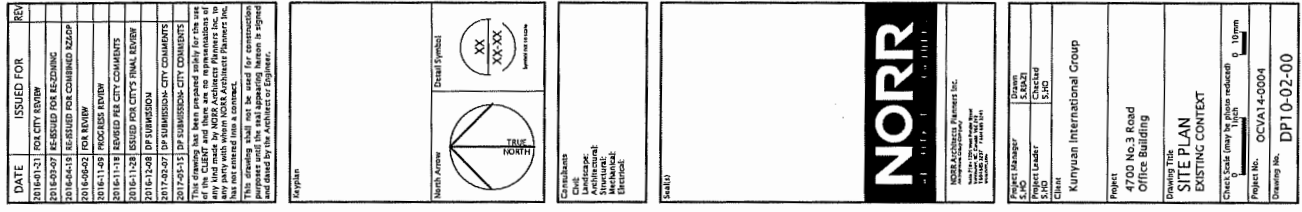


CONTEXT PLAN
 6.01
 A 10.01.00

CNCL - 148



PICTURE 04



DATE	ISSUED FOR	REV
2016-01-21	FOR CITY REVIEW	
2016-03-07	REISSUED FOR REZONING	
2016-04-18	REISSUED FOR COMBINED REDLAP	
2016-06-02	FOR REVIEW	
2016-11-09	PROCESS REVIEW	
2016-11-18	REVISED PER CITY COMMENTS	
2016-11-28	ISSUED FOR CITY'S FINAL REVIEW	
2016-12-08	DP SUBMISSION	
2017-02-07	DP SUBMISSION- CITY COMMENTS	
2017-02-15	DP SUBMISSION- CITY COMMENTS	
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Keyplan

North Arrow

Detail Symbol

XX
XX-XX
Unapproved

Consultants

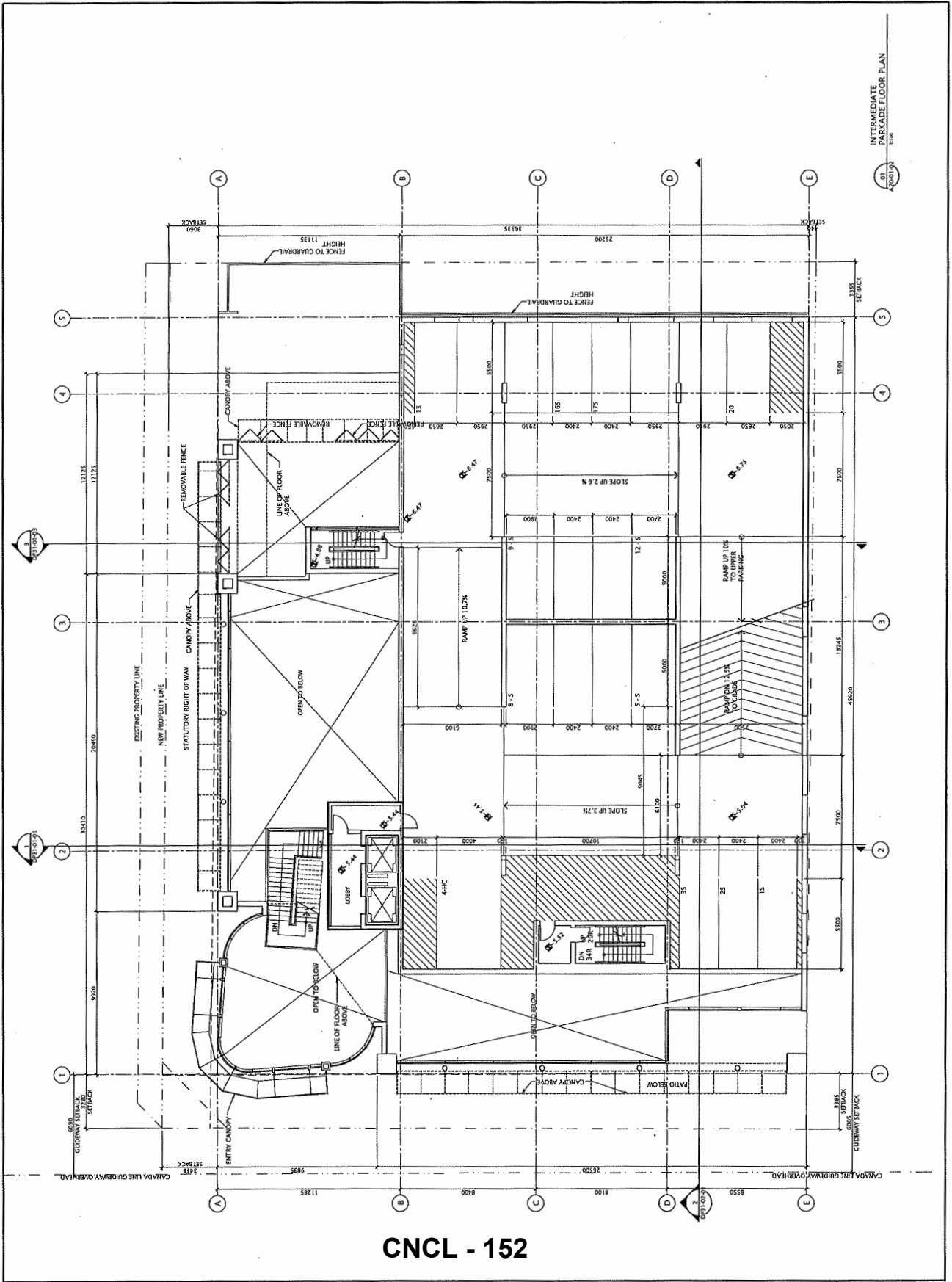
1. Landscape
2. Architectural
3. Structural
4. Mechanical
5. Electrical

SEAL

NORR

NORR Architects Planners Inc.
Architects and Planners
1000 West 1st Avenue
Suite 100
Vancouver, BC V6C 1A5
Tel: 604.681.1111
Fax: 604.681.1112
www.norr.ca

Project Manager	Drawn
Project Engineer	Checked
Project Leader	5.10
Client	Kurjyan International Group
Project	4700 No.3 Road Office Building
Location	INTERMEDIATE PARKADE FLOOR PLAN
Check Scale	1:1000
Project No.	OCV14-0004
Drawing No.	DP20-01-02



CNCL - 152

DATE	ISSUED FOR	REV
2016-01-31	FOR CITY REVIEW	
2016-09-07	RE-ISSUED FOR REZONING	
2016-04-19	RE-ISSUED FOR COMBINED REVIEW	
2016-06-02	FOR REVIEW	
2016-11-09	PROGRESS REVIEW	
2016-11-18	ISSUED FOR CITY'S FINAL REVIEW	
2016-12-08	DP SUBMISSION	
2017-02-07	DP SUBMISSION: CITY COMMENTS	
2017-05-15	DP SUBMISSION: CITY COMMENTS	

This drawing has been prepared solely for the use of the CLIENT and is not to be used for any other purpose without the written consent of NORR Architects. The client acknowledges that the use of this drawing for any other purpose without the written consent of NORR Architects is at the client's risk. The client agrees to hold NORR Architects harmless from and against all claims, damages, costs and expenses, including reasonable attorneys' fees, that may be asserted against NORR Architects by any third party as a result of the client's use of this drawing for any purpose other than that intended by NORR Architects. This agreement shall not be affected by the fact that the client is not a signatory to this agreement. The client agrees to hold NORR Architects harmless from and against all claims, damages, costs and expenses, including reasonable attorneys' fees, that may be asserted against NORR Architects by any third party as a result of the client's use of this drawing for any purpose other than that intended by NORR Architects.

Keyplan

North Arrow

Detail Symbol

XX
XX-XX
Refer to 11.04.01

Consultants

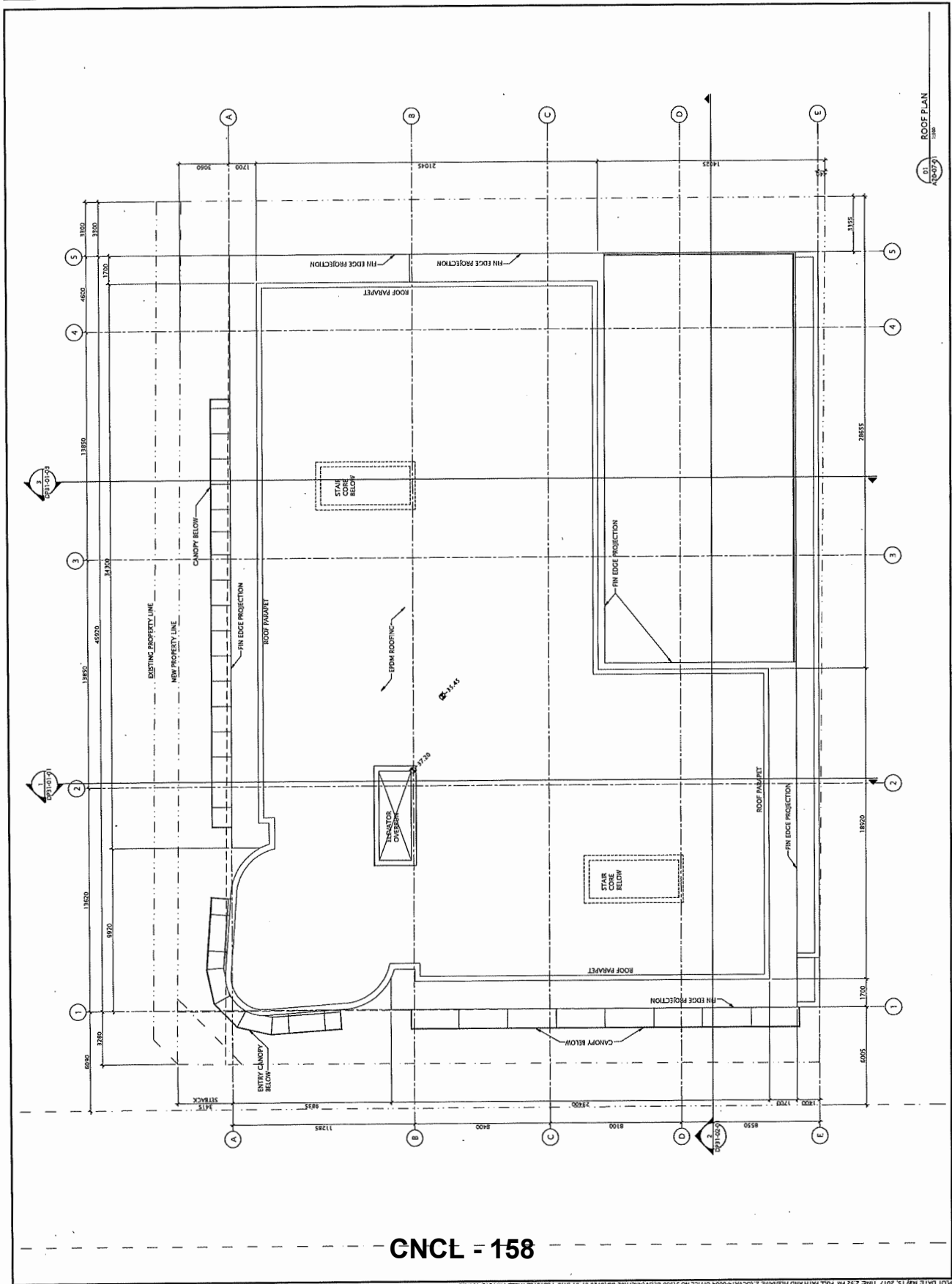
Civil
Architectural
Mechanical
Electrical

Scale

NORR

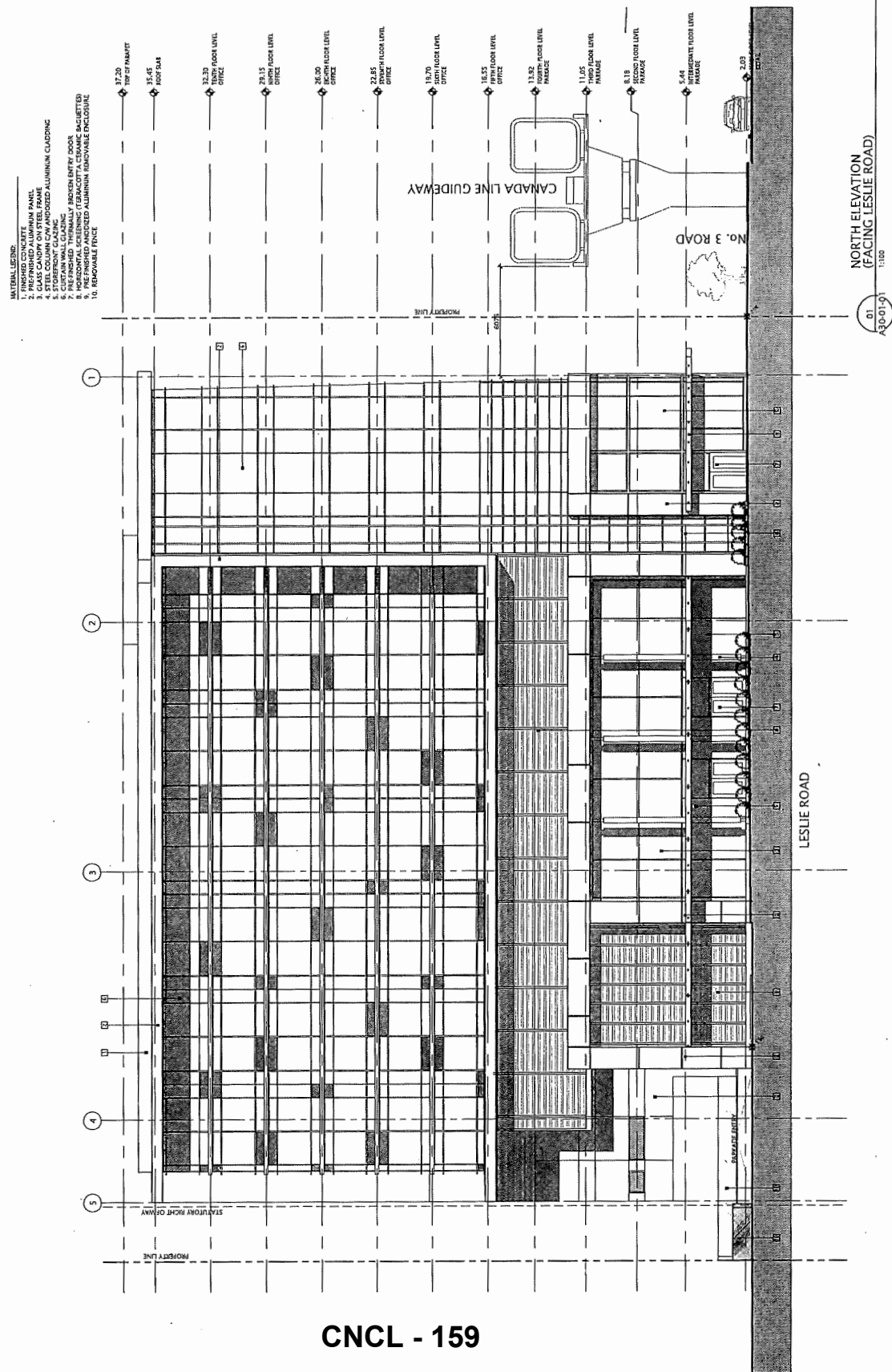
NORR ARCHITECTS, PLLC
1111 11th Avenue, Suite 100
San Francisco, CA 94103
Tel: 415.774.1111
Fax: 415.774.1112
www.norrarchitects.com

Project Manager	Chen
Project Leader	S. Bao
Project Architect	S. Bao
Client	Kunyuan International Group
Project	4700 No. 3 Road Office Building
Drawing Title	ROOF PLAN
Check & mark any to plan reduced	0 10mm
Project No.	CCA14-0004
Drawing No.	DP20-07-01

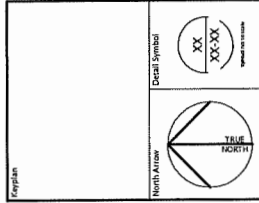


CNCL - 158

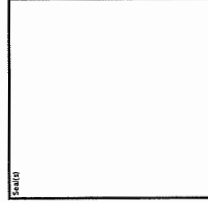
Project Manager S. HO	Drawn S. BAKZ
Project Leader S. HO	Checked S. HO
Client: Kunyeon International Group	
Project: 4700 No.3 Road Office Building	
Drawing Title: NORTH ELEVATION	
Check Scale may be photo reduced 	
Project No.	OCVA 14-0004
Drawing No.	DP30-01-01



DATE	ISSUED FOR	REV
2016-01-21	FOR CITY REVIEW	
2016-03-07	RE-ISSUED FOR RE-ZONING	
2016-04-19	RE-ISSUED FOR COMBINED ZONING	
2016-06-02	FOR REVIEW	
2016-11-09	PROGRESS REVIEW	
2016-11-18	REVISED FOR CITY COMMENTS	
2016-12-28	ISSUED FOR CITY'S FINAL REVIEW	
2016-12-08	DP SUBMISSION	
2017-05-15	DP SUBMISSION - CITY COMMENTS	
2017-05-15	DP SUBMISSION - CITY COMMENTS	



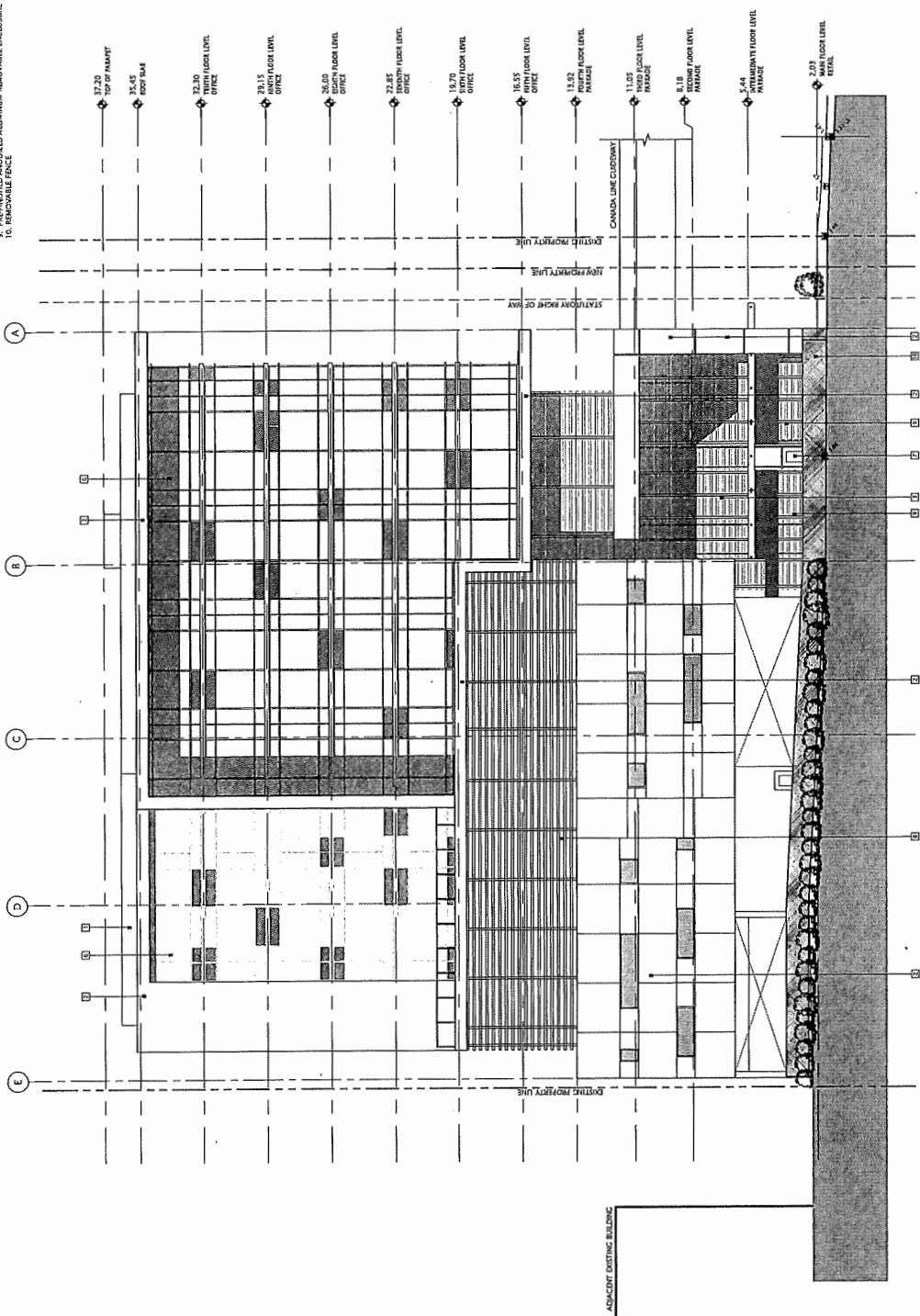
Consultants:
Civil:
Architectural:
Mechanical:
Electrical:



NORR
1111 11-11
NORR Architects, Engineers Inc.
1111 11-11
1111 11-11

Project Manager	Drawn
5.10	5.10
5.10	5.10
5.10	5.10
Client	Kuryuan International Group
Project	4700 No. 3 Road Office Building
Drawing Title	EAST ELEVATION
Check Scale (mm)	0 10mm
Project No.	OCIA14-0004
Drawing No.	DP30-01-02

- MATERIAL LEGEND**
- 1. PRECAST CONCRETE
 - 2. PRE-FINISHED ALUMINUM PANEL
 - 3. GLASS CURTAIN WALL SYSTEM
 - 4. GLASS CURTAIN WALL SYSTEM
 - 5. STITCHED CLADDING
 - 6. STITCHED CLADDING
 - 7. PRE-FINISHED THERMALLY BROKEN ENTRY DOOR
 - 8. HORIZONTAL CORRUGATED (TRACOCOTTA) CERAMIC TILE
 - 9. HORIZONTAL CORRUGATED (TRACOCOTTA) CERAMIC TILE
 - 10. REMOVABLE FENCE



EAST ELEVATION
(FACING EXISTING ADJACENT PARKING LOT)

01
A3001-02
1:100

CNCL - 160

DATE	ISSUED FOR	REV
2016-01-21	FOR CITY REVIEW	
2016-03-07	RE-ISSUED FOR RECONCILING	
2016-04-19	RE-ISSUED FOR COMBINED RZSDP	
2016-05-02	FOR REVIEW	
2016-11-09	PROGRESS REVIEW	
2016-11-18	REVISED FOR CITY COMMENTS	
2016-11-28	ISSUED FOR CITY'S FINAL REVIEW	
2016-12-05	FOR SUBMISSION	
2017-02-07	DP SUBMISSION- CITY COMMENTS	
2017-05-15	DP SUBMISSION- CITY COMMENTS	

This drawing has been prepared solely for the use of the project described herein and is not to be used for any other purpose without the written consent of NORR Architects Planners Inc. The drawing shall not be used for construction purposes until the seal appearing hereon is signed and dated by the Architect or Engineer.

Keyplan

North Arrow

Detail Symbol

20% SCALE

XX
XX-XX
XX-XX-XX

Consultants

Landscaping

Architectural

Mechanical

Electrical

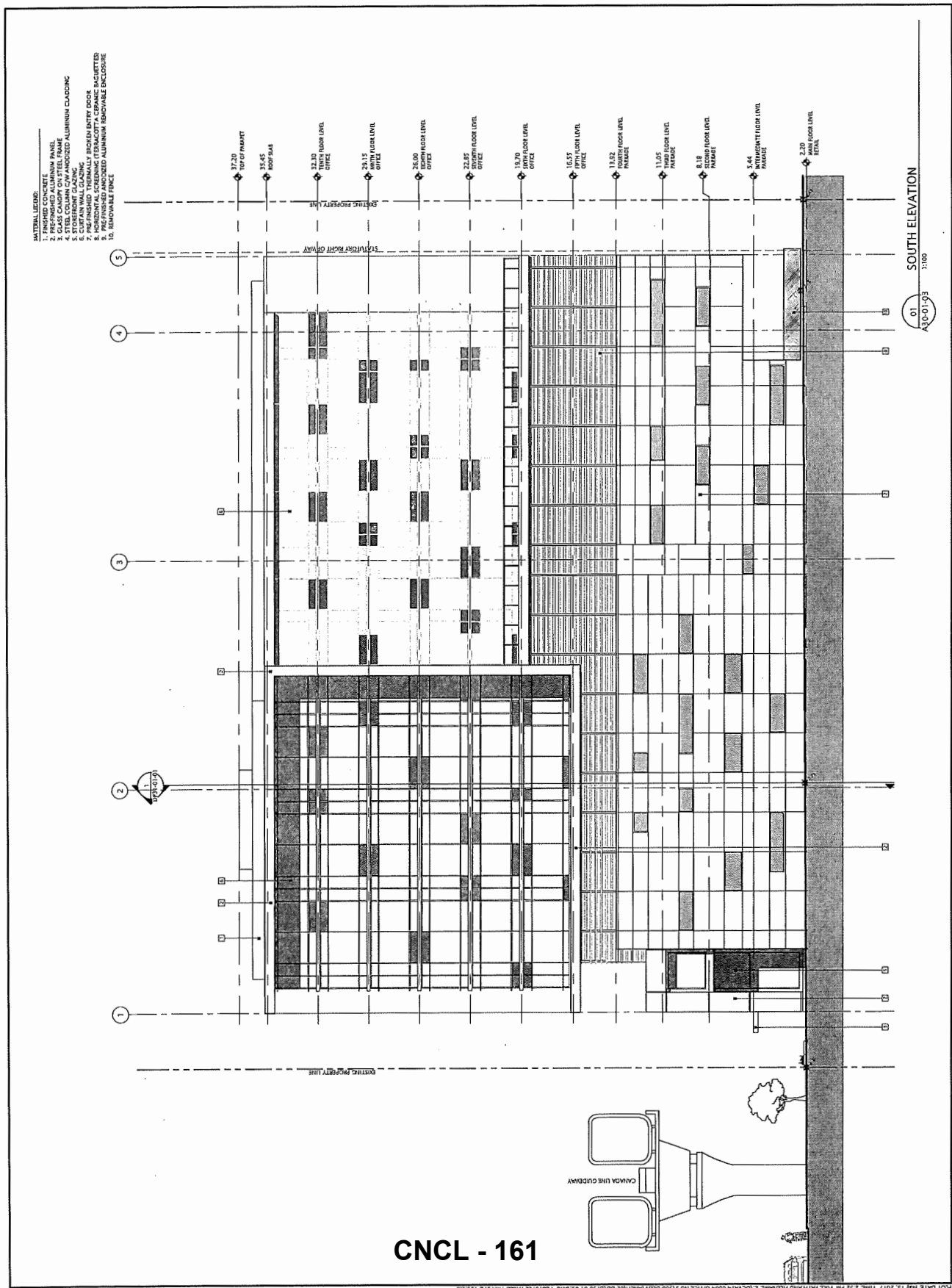
Scale

NORR

NORR Architects Planners Inc.

11-11-11

Project Manager	Drawn
Lead Designer	5/10
Client	5/10
Kunyu International Group	
Project	4700 No. 3 Road
Office Building	
Drawing Title	SOUTH ELEVATION
Check Scale (mm for photo reduced)	0
Project No.	OCVIA 4-0004
Drawing No.	DP30-01-03



DATE	ISSUED FOR	REV
2016-01-21	FOR CITY REVIEW	
2016-03-07	REISSUED FOR REZONING	
2016-04-19	REISSUED FOR COMBINED ZADAP	
2016-05-02	FOR REVIEW	
2016-11-09	PROCESS REVIEW	
2016-11-18	REVISED FOR CITY'S FINAL REVIEW	
2016-12-08	DP SUBMISSION	
2017-02-07	DP SUBMISSION - CITY COMMENTS	
2017-05-15	DP SUBMISSION - CITY COMMENTS	

This drawing has been prepared solely for the use of the party with whom NORR Architects Planners Inc. has entered into a contract. It is not to be used for any other purpose without the written consent of NORR Architects Planners Inc. This drawing shall not be used for construction purposes until the seal appearing herein is signed and dated by the Architect or Engineer.

North Arrow

Detail Symbol

Consultants:
Civil
Architectural
Mechanical
Electrical

Scale:

1:1000

NORR
Architects Planners Inc.

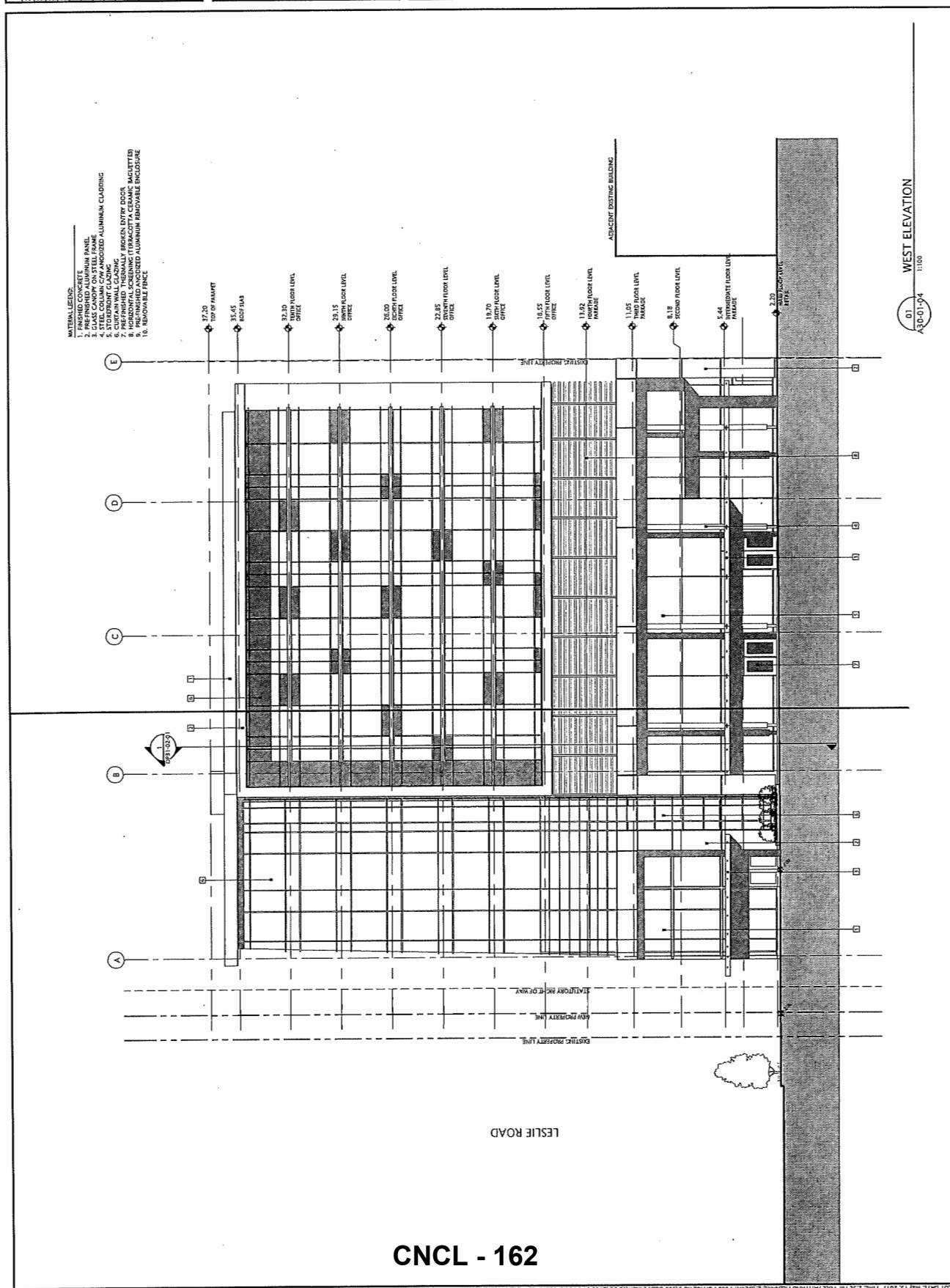
Project Manager
S. HAO
S. HAO
S. HAO

Client
Kunyuan International Group

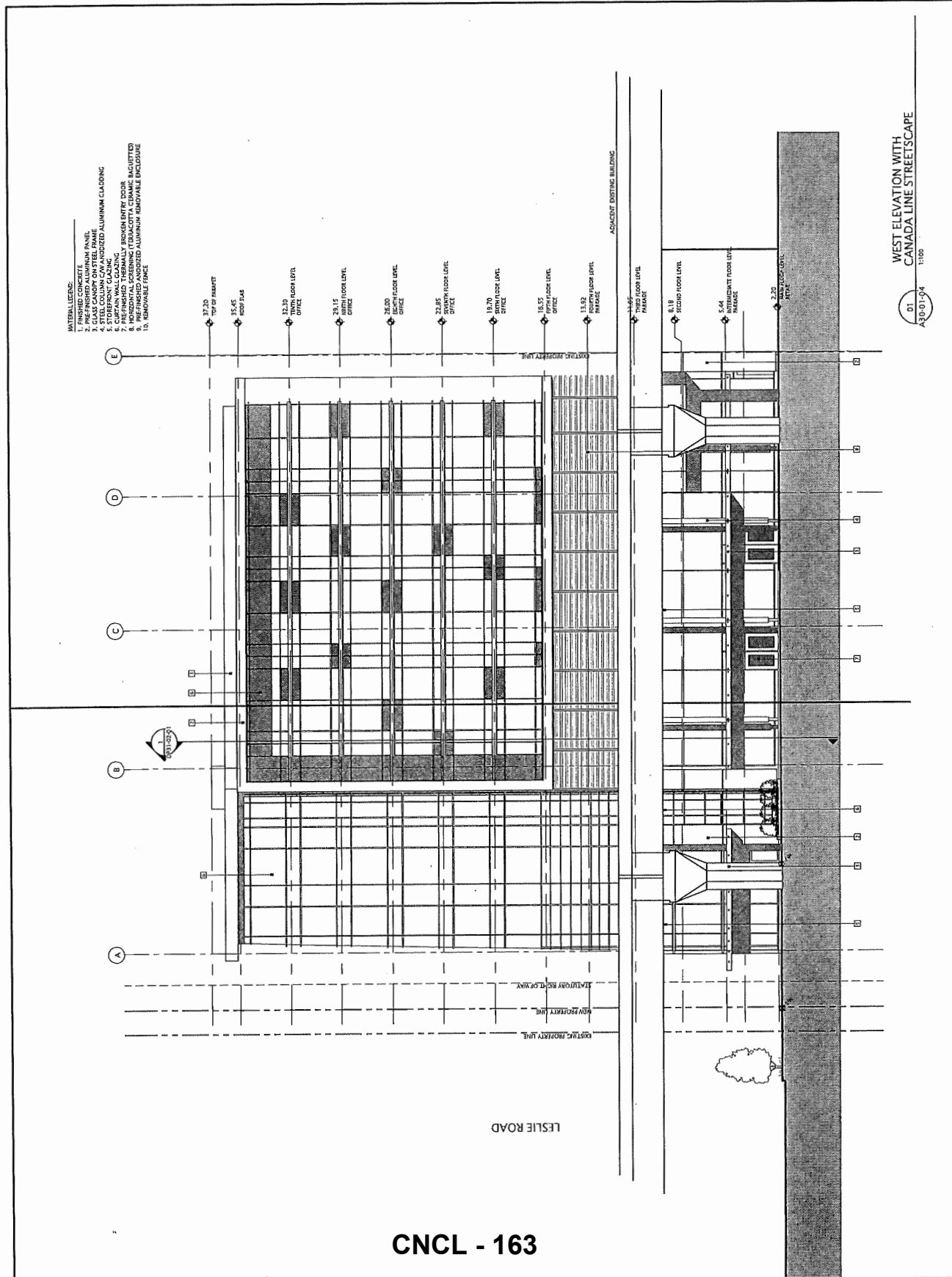
Project
4700 No. 3 Road
Office Building

Drawing Title
WEST ELEVATION

Check Scale new to sheet reduced
Project No. OCV14-0004
Drawing No. DP30-01-04



Check Scale (may be photo reduced)
 1 inch = 10 mm
 Project No. OCVA14-0004
 Drawing No. DP30-01-04A



OCVA14-0004

Drawing No. DP31-01-01

DATE	ISSUED FOR	REV
2016-03-31	FOR CITY REVIEW	
2016-03-31	RE-DESIGNED FOR REZONING	
2016-04-15	RE-DESIGNED FOR COMBINED RAMP	
2016-06-03	FOR REVIEW	
2016-06-03	FOR REVIEW	
2016-11-09	INCREASED HEIGHT	
2016-11-18	REVISED FOR CITY COMMENTS	
2016-11-29	SUBMITTED FOR CITY FINAL REVIEW	
2016-12-08	FOR SUBMISSION	
2017-02-07	FOR SUBMISSION CITY COMMENTS	
2017-05-15	FOR SUBMISSION CITY COMMENTS	

North Arrow

Detail Symbol

Consultants

Chief Architect: NORR Architects

Structural: NORR Architects

Electrical: NORR Architects

Client

4700 No.3 Road

Office Building

NORR

NORR Architects Inc.

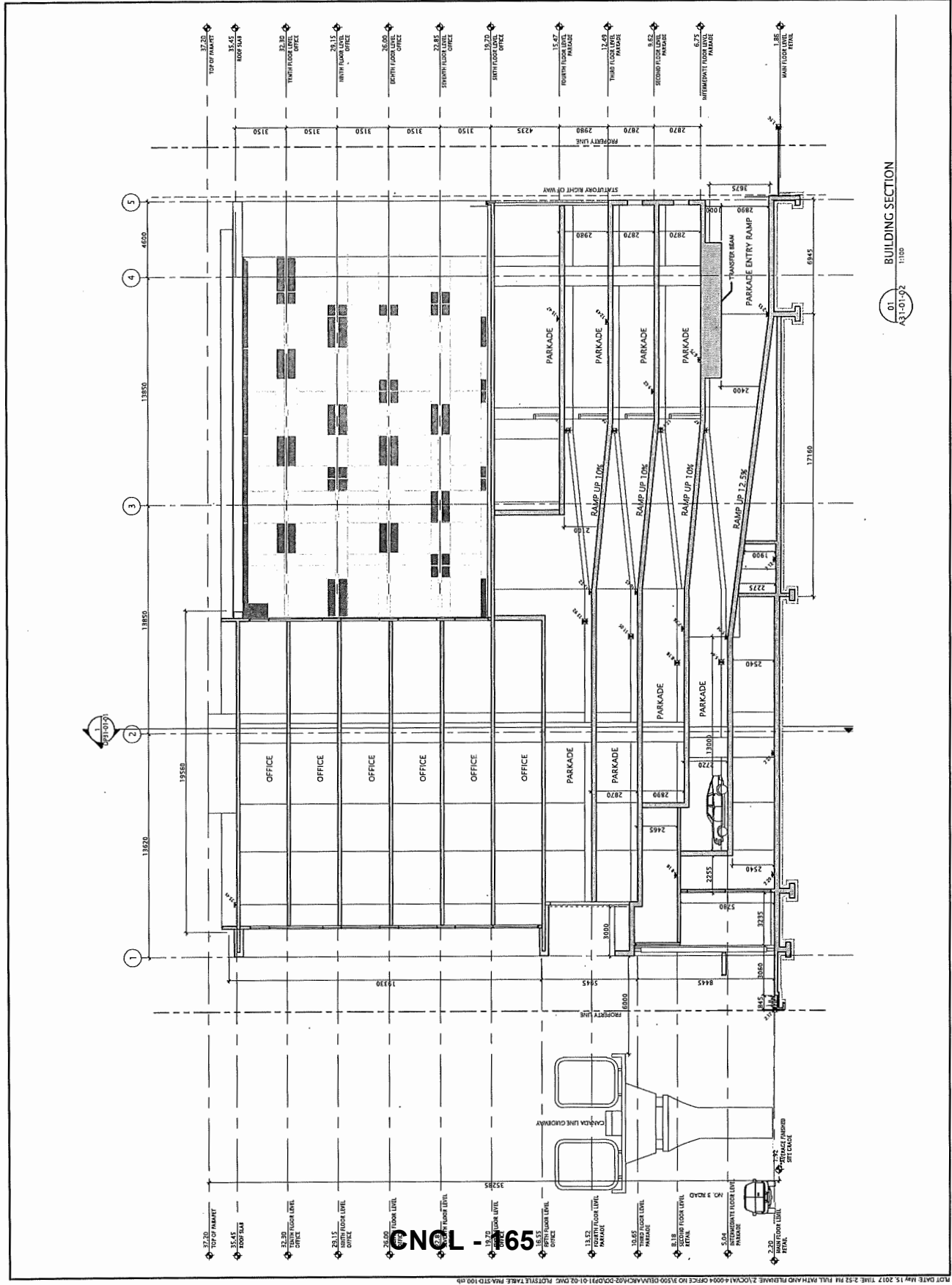
10111 112-0

Project Manager: S. K. D. D.

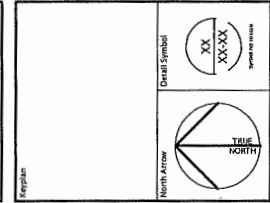
Project Leader: S. K. D. D.

Client: Kunyuan International Group

Project Manager	S. K. D. D.
Project Leader	S. K. D. D.
Client	Kunyuan International Group
Project	4700 No.3 Road Office Building
Drawing Title	BUILDING SECTION
Check Scale (mm)	As per drawing
Project No.	OCVAT-4-0004
Drawing No.	DP31-01-02

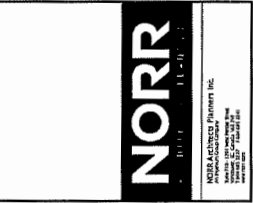


DATE	ISSUED FOR	REV
2018-01-31	FOR CITY REVIEW	
2018-03-07	RE-ISSUED FOR REZONING	
2018-04-19	RE-ISSUED FOR COMBINED RAZP	
2018-06-02	FOR REVIEW	
2018-11-09	PACKAGES REVIEW	
2018-11-18	REVISED FOR CITY COMMENTS	
2018-11-28	ISSUED FOR CITY'S FINAL REVIEW	
2019-12-08	FOR SUBMISSION	
2017-02-07	FOR SUBMISSION CITY COMMENTS	
2017-05-15	FOR SUBMISSION CITY COMMENTS	

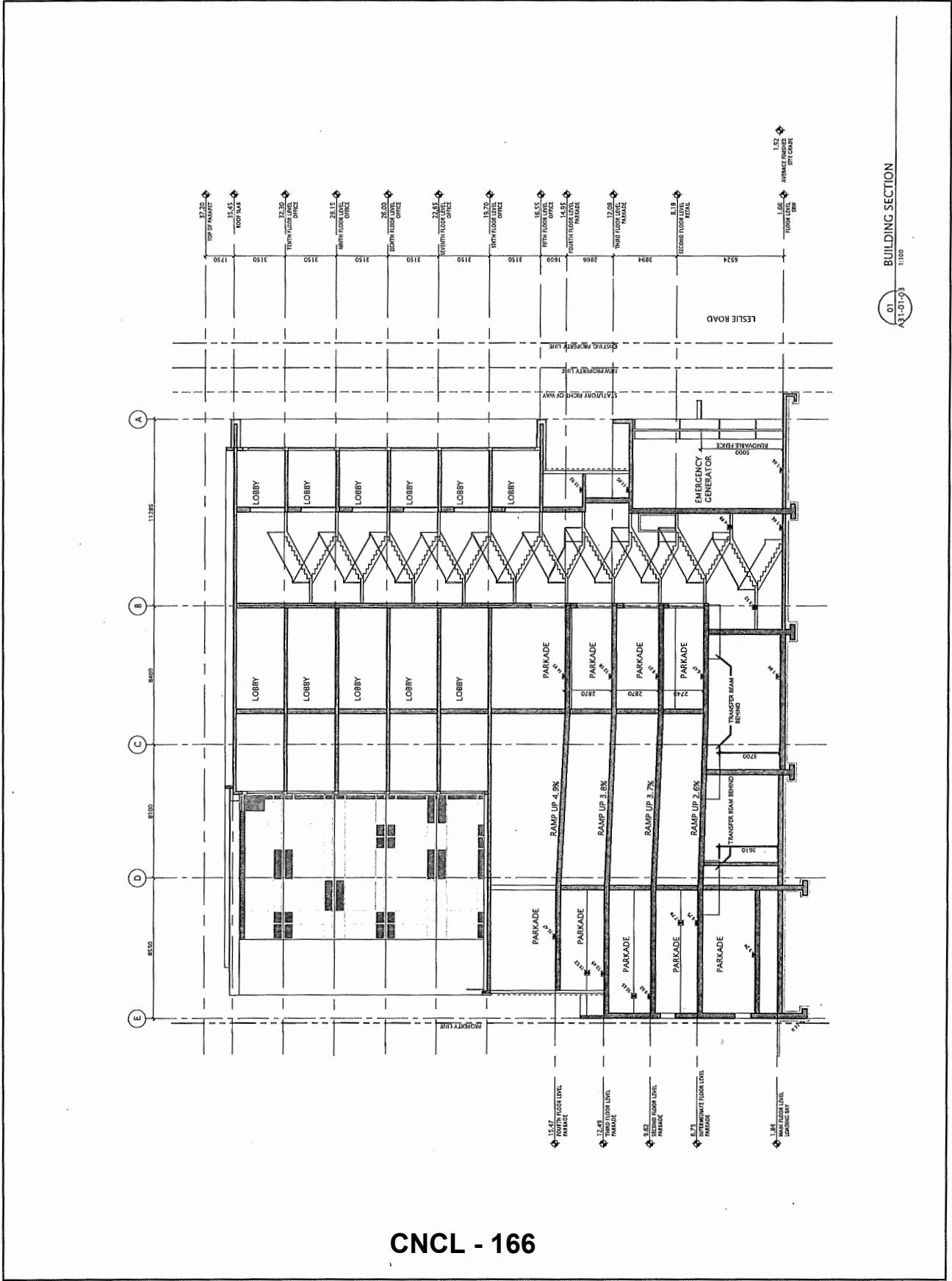


Contributors:
 Client: Kunyuan International Group
 Architect: NORR Architects
 Engineer: NORR Engineering
 Electric: NORR Electric

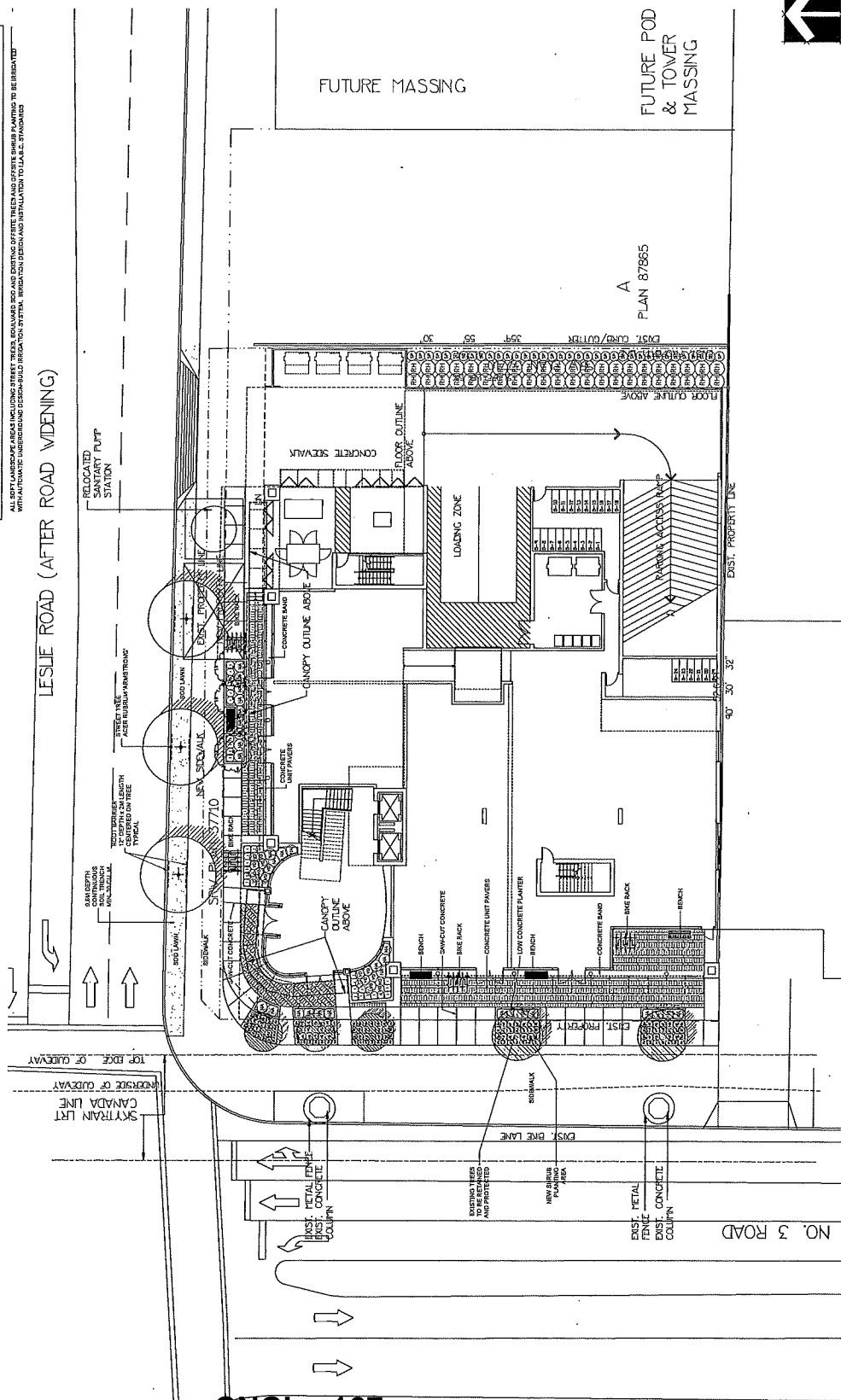
Scale: 1/8" = 1'-0"



Project Manager	1-10	1-10
Project Engineer	1-10	1-10
Project Leader	1-10	1-10
Client	Kunyuan International Group	
Project	7700 No.3 Road Office Building	
Drawing Title	BUILDING SECTION	
Check Scale	1/8" = 1'-0"	1/8" = 1'-0"
Project No.	DCVAT 4-0004	
Drawing No.	DP31-01-03	



CNCL - 166

[illegible][illegible]



Development Application (RZ)
Data Summary

RZ 14-672055	
Address:	4700 No. 3 Road
Applicant:	Bene (No. 3) Road Development Ltd.
Planning Area(s):	City Centre Area Plan – Aberdeen Village – Urban Centre T5 (35m) – VCB Overlay – DPG Sub-Area A.4
Other Areas(s):	Aircraft Noise Sensitive Use Area 1A – Flood Construction Level Area A

	Existing	Proposed
OCP Designation:	Commercial	Complies
Land Uses:	Vacant	Office/Retail Mixed Use
Zoning:	Auto-Oriented Commercial (CA)	High Rise Office Commercial (ZC44) – Aberdeen Village
Site Area (before and after dedications):	2,167.2 m ²	2,081.6 m ²
Net Development Site Area (for floor area calculation):	N/A	2,081.6 m ²
Number of Residential Units:	0	0

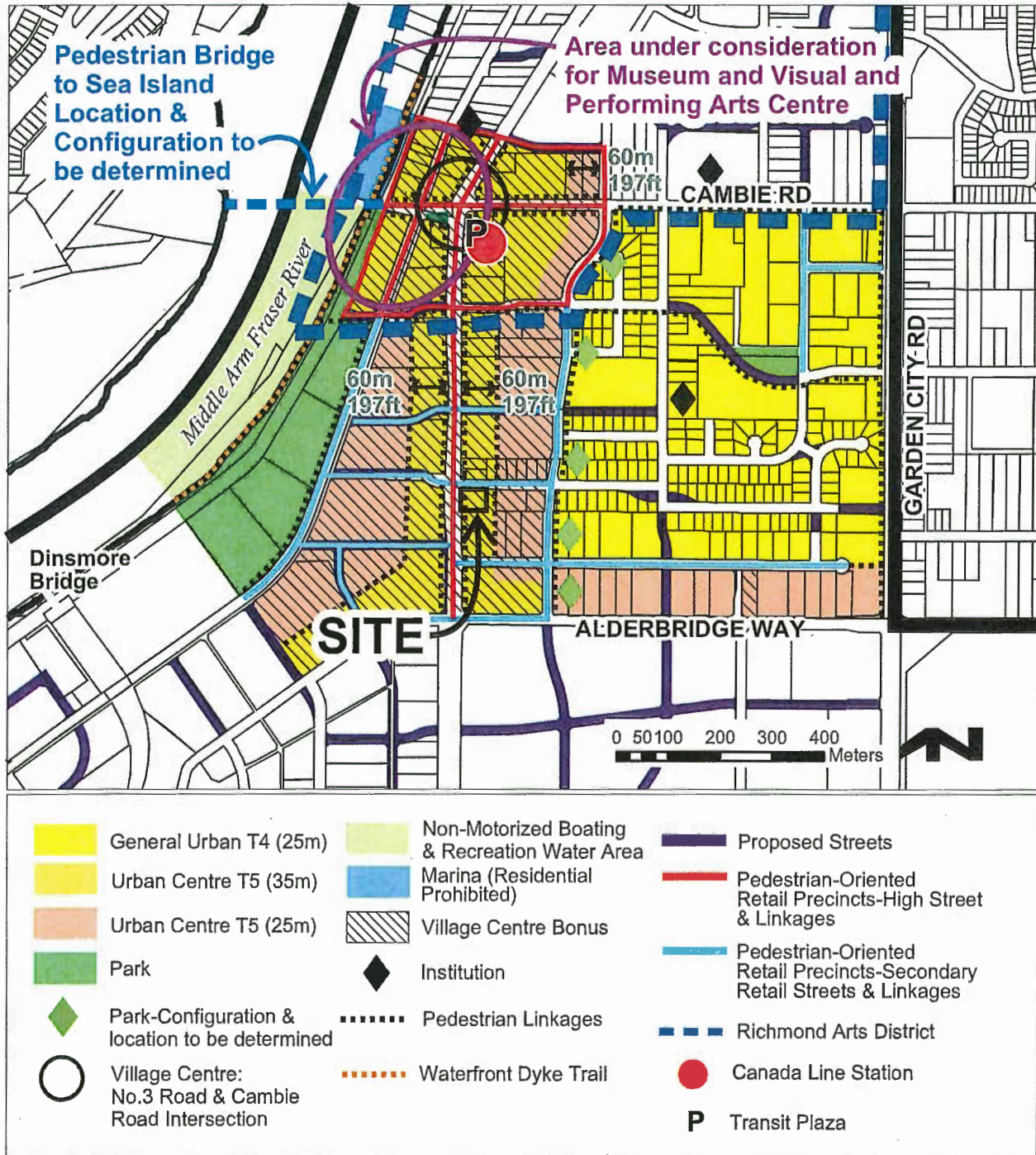
	Bylaw Requirement	Proposed	Variance
Base FAR (Max.):	2.0	2.0	
Village Centre Bonus (VCB) (Max.):	1.5	1.5	
Total FAR (Max.):	3.5	3.5	
Commercial FAR (Max.):	2.0	0.67	
Office FAR (Max.):	3.5	2.83	
Commercial (Max.):	4,163.2 m ²	1,388 m ²	
Office (Max.):	7,285.6 m ²	5,897.4 m ²	
Floor Area (Max.):	7,285.6 m ²	7,285.4 m ²	
Lot Coverage (Max.):	90 %	57 %	
Setback – No. 3 Road (Min.):	6 m	3.3 m	
Setback – Leslie Road (Min.):	3 m	3 m	
Setback – Interior Side Yard (Min.):	0 m	0 m	
Setback – Rear Yard (Min.):	0 m	3 m	
Height Dimensional (Max.):	35 m	35 m	
Height Accessory (Max.):	5 m	N/A	
Subdivision/Lot Size (Min.):	2,000 m ²	2,081.5 m ²	
Off-street Parking – City Centre Zone 1 (Min.):	101	106	See note 1

	Bylaw Requirement	Proposed	Variance
TDM Reduction (Max.):	10%	10%	
Tandem Parking Spaces (Max.):	None permitted	16	16 tandem parking spaces
Class 1 Bicycle Parking (Min.):	19	19	
Class 2 Bicycle Parking (Min.):	28	28	
Loading Space – Medium (Min.):	2	2	
Loading Space – Large (Min.):	1	0	No WB-17 loading space

General Note: All figures are based on the preliminary site survey site area and are subject to change with final survey dimensions. Further, the proposed development figures above have been modified to reflect the preliminary site survey site area and may differ slightly from the figures provided on the conceptual architectural drawings.

Note 1: Parking figures are based on the calculation methodology provided in the Transportation Study. Where base information changes (e.g. floor areas), final parking requirements will be determined using the same methodology at the time of Development Permit approval.

Specific Land Use Map: Aberdeen Village (2031)





Address: 4700 No. 3 Road

File No.: RZ 14-672055

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, the developer is required to complete the following:

1. Final Adoption of OCP Amendment Bylaw 9215.
2. Road dedication of 1.5 m along the entire Leslie Road frontage and 4 m x 4 m corner cut measured from the new property lines.
3. Granting of an approximately 114 m² (1,227 ft²) statutory right-of-way (SRW) public-rights-of-passage (PROP) and utilities for the purposes of a sanitary pump station, including equipment, underground structures and pipes, and required clearances, access and working areas (see Appendix A). The right-of-way (ROW) for the pump station equipment and underground structures and pipes shall be minimum 15.8 m long, measured from the new north property line and 8.0 m wide, less a 7.4 m by 2.8 m notch for the building's stairwell at the southwest corner of the right-of-way. The right-of-way shall have minimum 5.0 m of vertical clearance above grade. Any works essential for public access and utilities within the required statutory right-of-way (SRW) are to be included in the Servicing Agreement (SA) and the maintenance & liability responsibility is to be clearly noted. The design must be prepared in accordance with City specifications & standards and the construction of the works will be inspected by the City concurrently with all other Servicing Agreement related works. Works to be secured via Servicing Agreement (see SA requirements below).
4. Registration of a flood indemnity covenant on Title (Area A).
5. Registration of an aircraft noise restrictive covenant on Title suitable for Area 1A (new aircraft noise sensitive land uses prohibited) and granting of a Statutory Right-of-Way in favour of the Airport Authority.
6. Registration of a legal agreement on Title, stipulating that the mixed use commercial/office development is subject to potential impacts due to other development that may be approved within the City Centre including without limitation, loss of views in any direction, increased shading, increased overlook and reduced privacy, increased ambient noise and increased levels of night-time ambient light, and requiring that the owner provide written notification of this through the disclosure statement to all initial purchasers, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.
7. Registration of a legal agreement on Title, prohibiting subdivision (including stratification and/or air space parcels) of the office space (single owner for office space).
8. Registration of a legal agreement on Title, ensuring that no more than 16 parking spaces are provided in a tandem arrangement and are limited to employee parking use only, any pair of tandem parking spaces must be assigned to the same tenant/unit and conversion of tandem parking area into habitable space is prohibited.
9. Registration of a legal agreement on Title, ensuring that all parking spaces (except tandem parking spaces) are provided for the shared use of all tenants/units and are not permitted to be assigned to specific tenants/units. This includes four parking spaces provided with two electric vehicle quick-charge (240V) charging stations provided as a Transportation Demand Management (TDM) measure. The charging stations should be located to provide for convenient use by vehicles parked in any of the four spaces.
10. Registration of a legal agreement on Title, ensuring the loading spaces are provided for the shared use of all tenants/units and are not permitted to be assigned to specific tenants/units.
11. Registration of a legal agreement on Title, ensuring bicycle storage is provided for the shared use of all tenants/units and is not permitted to be used for habitable space (e.g., other storage uses).

12. Registration of a legal agreement on Title, stipulating that no Building Permit for all or any part of the development shall be issued until the applicant has provided the City with satisfactory written confirmation that all terms required by the South Coast British Columbia Transportation Authority (TransLink) as a condition of issuance of any Building Permit for the development have been addressed and met, including for the following items to ensure protection of transit infrastructure:
- a) Applicant to submit preload, excavation and shoring plans and associated mitigation plan for the development for TransLink's review and acceptance;
 - b) Applicant to conduct a precision survey of the existing Canada Line track geometry prior to any site preloading/construction work, undertake a settlement monitoring program (as established by a qualified geotechnical engineer) and conduct a repeat of the survey post development construction;
 - c) Applicant to submit final (detailed) design drawings of the development for TransLink's review and acceptance; and
 - d) Applicant to address TransLink's guideway protection requirement, which is TransLink's response to concerns related to trespass and debris on the guideway. The applicant and TransLink will work together to identify a suitable response. Any option that affects the public realm and/or building form and character must also be approved by the City. Options are not limited to the following:
 - Option 1: Introduction of a physical canopy. The canopy may be self-supported or fixed to the proposed building. In these scenarios, the public realm and/or building design would be affected; thereby affecting the Development Permit. The applicant would be responsible for proposing a design solution that is supported by the City and would be required to seek reconsideration by the Development Permit Panel.
 - Option 2: Registration of an agreement between the owner and TransLink to assign responsibility for intentional or unintentional damage to the guideway to the owner/strata corporation. The City is not a party to this agreement. The agreement would be a private agreement between TransLink and the owner/strata corporation.
13. Registration of a restrictive covenant and/or alternative legal agreement(s), to the satisfaction of the City, securing the owner's commitment to connect to District Energy Utility (DEU), which covenant and/or legal agreement(s) will include, at minimum, the following terms and conditions:
- a) No Building Permit will be issued for a building on the subject site unless the building is designed with the capability to connect to and be serviced by a DEU and the owner has provided an energy modelling report satisfactory to the Director of Engineering.
 - b) If a DEU is available for connection, no final building inspection permitting occupancy of a building will be granted until:
 - i) The building is connected to the DEU, which may include the owner's supplied and installed central energy plant to provide heating and cooling to the building, at no cost to the City, or the City's DEU service provider, Lulu Island Energy Company, on the subject site satisfactory to the City.
 - ii) If the City so elects, the owner transfers ownership of the central energy plant on the site, if any, at no cost to the City, or City's DEU service provider, Lulu Island Energy Company, to the City and/or the City's DEU service provider, Lulu Island Energy Company, on terms and conditions satisfactory to the City.
 - iii) The owner enters into a Service Provider Agreement with the City and/or the City's DEU service provider, Lulu Island Energy Company, on terms and conditions satisfactory to the City.
 - iv) The owner grants or acquires the Statutory Right-of-Way(s) and/or easements necessary for supplying the DEU services to the building and the operation of the central energy plant, if any, by the City and/or the City's DEU service provider, Lulu Island Energy Company.
 - c) If a DEU is not available for connection, no final building inspection permitting occupancy of a building will be granted until:
 - i) The City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU.
 - ii) The owner enters into a covenant and/or other legal agreement to require that the building connect to a DEU when a DEU is in operation.

- iii) The owner grants or acquires the statutory right-of-way(s) and/or easements necessary for supplying DEU services to the building.
 - iv) The owner provides to the City, a Letter of Credit, in an amount satisfactory to the City, for costs associated with acquiring any further statutory right-of-way(s) and/or easement(s) and preparing and registering legal agreements and other documents required to facilitate the building connecting to a DEU when it is in operation.
14. City acceptance of the developer's voluntary contribution in the amount of \$1,456,392.94 towards City Centre Community Services facilities (e.g. \$650.00 per square foot of 5% of the 1.0 FAR village centre bonus and 10% of the additional 0.5 FAR village centre bonus). Should the contribution not be provided within one year of the application receiving third reading, the construction value multiplier (\$650 /ft²) will be adjusted annually thereafter based on the Statistics Canada "Non-residential Building Construction Price Index" yearly quarter to quarter change for Vancouver, where the change is positive.
 15. City acceptance of the developer's voluntary contribution in the amount of \$19,605.29 (i.e. \$0.25 per buildable square foot) to future City community planning studies, as set out in the City Centre Area Plan.
 16. City acceptance of the developer's voluntary contribution in the amount of \$34,505.31 (i.e. \$0.44 per buildable square foot of commercial/office space) to the City's Public Art Program.
 17. City acceptance of the developer's offer to voluntarily contribute \$50,000 towards the provision of two transit shelters at existing bus stops nearby along No. 3 Road as a Transportation Demand Management (TDM) measure.
 18. City acceptance of the developer's offer to voluntarily contribute \$2,600 to the City's Tree Compensation Fund for the planting of replacement trees within the City in compensation for the removal of two street trees along the Leslie Road frontage.
 19. 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 trees to be retained along No. 3 Road. 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.
 20. 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.
 21. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
 22. Enter into a Servicing Agreement* for the design and construction of road and infrastructure works. Works include, but may not be limited to:
 - a) Road Works:

Note: Leslie Road works are on the Roads DCC program and would be eligible for Roads DCC credits.

 - i. Leslie Road frontage improvements (measured from north to south):
 - Maintain existing centre line and widen road southward to provide a total driving surface of (minimum) 7.4 m wide for eastbound traffic, east of No. 3 Road, and new 0.15 m wide curb and gutter.
 - New 1.5 m wide boulevard planted with grass and street trees.
 - New 2.0 m wide concrete sidewalk.
 - ii. No. 3 Road frontage improvements:
 - Remove existing driveway letdown.
 - iii. Traffic Signal improvements:
 - Upgrade the existing traffic signal at the No. 3 Road/Leslie Road intersection to accommodate the road widening noted above to include, but not limited to: upgrade and/or replace signal pole, controller, base and hardware, pole base, detection, conduits (electrical & communications), signal indications, communications cable, electrical wiring, service conductors, APS (Accessible Pedestrian Signals) and illuminated street name sign(s) as necessary.
 - b) Water Works:

Using the OCP Model, there is 169.7 L/s of water available at a 20 psi residual at the Leslie Road frontage. Based on your proposed development, your site requires a minimum fire flow of 200 L/s.

Initial: _____

- i. The Developer is required to:
 - Upgrade the watermain along Leslie Road from 150 mm to 300 mm from approximately the developments east property line to the existing 300 mm watermain on No. 3 Rd, complete with additional hydrants to achieve City spacing requirements.
 - ii. Developer's cost, the City is to:
 - Cut and cap the existing water service connection at the watermain along No. 3 Road frontage, and complete all water main tie-ins.
- c) Storm Sewer Works:
- i. The Developer is required to:
 - Install a new 750 mm storm sewer within the centre of the road from the developments east property line tying into the No. 3 Road box culvert and remove the existing adjacent sewer. Tie-in to the existing storm sewer to the east is required. Tie-in all existing storm service connections and catch-basin leads to the new main.
 - Cut and cap the existing storm service connections along the No. 3 Road frontage. The northern connection shall be capped at main and its inspection chamber removed, the southern connection shall be capped at inspection chamber.
 - Provide, at no cost to the City, a 1.5 m wide SRW (perpendicular to No. 3 Road) at the southwest corner of the development site, extending 1.0 m past the existing inspection chamber.
 - Install a new storm service connection, complete with inspection chamber, off of the proposed 750 mm storm sewer along the Leslie Road frontage.
 - ii. At Developer's cost, the City is to:
 - Complete all tie-ins of the proposed works to existing City infrastructure.
- d) Sanitary Sewer Works:
- i. The Developer has requested to place a driveway entrance in the same alignment as the existing sanitary pump station; to achieve this, the Developer has agreed to relocate/replace the pump station through the Servicing Agreement works. The City will pay for the sanitary pump station and force main design and construction; however, costs incurred above and beyond a regular pump station replacement project will be the Developer's responsibility (e.g. the need to extend gravity pipework to accommodate the development's driveway access and the need to remove sections of gravity sewer and forcemain).
 - ii. The decommissioning of the existing pump station and construction of the new pump station and all associated sanitary sewer realignments shall be complete prior to driveway construction.
 - iii. The Developer is required to provide the following at the City's cost:
 - Design and build the sanitary pump station through the Servicing Agreement to meet location specific engineering specifications. The location will be generally as per the attached sketch and will be finalized through the Servicing Agreement process.
 - Design and build the required pump station kiosk, BC Hydro PMT, and back-up generator, and locate them such that they meet operational requirements and are appropriate for the streetscape.
 - Design and build the required valve chamber; complete with flow meter and related appurtenances for the pump station and access chambers for the forcemain for maintenance purposes.
 - In conjunction with the pump station works, replace the existing 350 mm sanitary forcemain from the proposed pump station into and across the No. 3 Road/Leslie Road intersection (approximately 62 m) into the Leslie Road travel lane. If the forcemain is damaged by site preparation or construction works, the replacement of the forcemain into the Leslie Road travel lane shall be at the Developer's cost.
 - iv. The Developer is required to provide the following at the Developer's cost:
 - Design the proposed development to accommodate future sanitary sewer maintenance or replacement without causing undue cost to the City. Building designs should consider how temporary access will be provided during future construction works.

- Provide a clear and competitive tendering process to ensure that the work paid for by the City represents good value for money. This process must be agreed to by the City prior to tendering or else the City may not be able to fund the works.
- Provide right-of-way(s) for the pump station and related structures, to be refined through the Servicing Agreement drawings and provided to the City at no cost. The right-of-way for the pump station equipment and underground structures and pipes shall be minimum 15.8 m long measured from the new north property line and 8.0 m wide, less a 7.4 m by 2.8 m notch for the building's stairwell at the southwest corner of the right-of-way (see appendix A). The right-of-way shall be on grade and have minimum 5.0 m of vertical clearance, and be accessible by a 7.5 x 2.5 m service truck with 1.3 m stabilizers. Both the SRW and the parking area for the truck shall be flat. The SRW shall be designed to accommodate:
 - A BC Hydro transformer with minimum 3.0 m clearance between the PMT and any other electrical components such as the generator or kiosk. The SRW for the PMT shall be designed to BC Hydro's specifications.
 - An approximately 1.5 x 2.6 m kiosk. There shall be minimum 1.0 m clearance on the short sides of the kiosk and 2.0 m clearance on the long sides, or as required to allow for safe access of the doors located on all four faces of the kiosk. A line-of-sight must be maintained between the kiosk and the wet well hatches.
 - An approximately 3.0 x 1.5 m emergency generator with minimum 1.0 m clearance on all sides.
 - Any other equipment or utilities required to service the pump station, including underground conduits and water service connection.
- Provide additional SRW for the 10.0 m-tall SCADA antenna, unless located within the boulevard. The antenna SRW shall be on grade and have no overhanging structures.
- Provide enough space for a 7.5 x 2.5 m service truck with 1.3 m stabilizers to access the pump station hatch for removal of the pump during servicing, usually once per year, while maintaining pedestrian movement around the working area. The parking area for the truck shall be flat and paved with broom-finished concrete with expansion/contraction joints.
- Provide and maintain a removable enclosure around the pump station equipment. The detailed design of the enclosure will be done through the Servicing Agreement, however the enclosure itself is considered to be part of the building design and will be maintained by the Owner. The enclosure must:
 - Exhaust the generator.
 - Not obstruct any equipment access doors (e.g., doors on all sides of the kiosk).
 - Exclude fixed structures (i.e. walls, columns, etc.).
 - Enable a single operator to easily access and use all the equipment within the enclosure under all conditions (including during power outages).
 - Enable an equipment operator to maintain a line of sight with the pump station from every portion of the pump station equipment.
 - Be durable and low-maintenance.
 - Provide for the convenient, cost-effective removal, repair, replacement, and installation of equipment (e.g., PMT, generator, and kiosk) and related features within the enclosure.
- Protect the existing sanitary sewers during the development's construction. Pre- and post- ground improvement and construction surveys and CCTV will be required. Any damage to be repaired and any required replacement shall be at the Developer's sole cost.
- Extend the existing 450 mm Sanitary main at Leslie Road from existing manhole SMH57098 approximately 26 m to the west, complete with a new manhole at the west end of the new main and at the tie-in to the existing north-south aligned 350 mm sanitary sewer.
- Provide a 450 mm sanitary main going south from the new manhole at Leslie Road and tie-in to the new Leslie sanitary pump station.
- Tie-in the existing 350 mm FRP sanitary main aligned north-south along the east property line of 4660 No. 3 Road to the proposed 450 mm sanitary main along Leslie Road via a new manhole.

- Convert the existing Leslie sanitary pump station wet well into a manhole and extend north the existing 200 mm sanitary main aligned north-south along the east property line of 4700 No 3 Road and connect it to the new manhole just north of the existing Leslie sanitary pump station.
- Install a new sanitary service connection, complete with inspection chamber.

v. At Developers cost, the City is to:

- Complete all tie-ins of the proposed works to existing City infrastructure.

e) General Items:

- As the geotechnical report provided by the Developer indicates there will be significant settlement caused by preload, resulting in an unacceptable level of risk to critical infrastructure, preloading of the site will only be permitted if:
 - Physical mitigation measures to the satisfaction of the GM of Engineering and Public Works are implemented to protect City infrastructure.
 - Approval is provided by the GM of Engineering and Public Works.
- The Developer is required to:
 - Review street lighting levels along the No. 3 Road and Leslie Road frontage and upgrade lighting as required.
 - Building overhangs above SRW will be permitted but must accommodate machinery movements to excavate existing mains. Consultant assessment will be required.
 - 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.
 - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To locate all above-ground utility cabinets and kiosks required to service the proposed development within the development site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development process design review. 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 above-ground structures. If a private utility company does not require an above-ground 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 in the functional plan and registered prior to Servicing Agreement design approval:

BC Hydro PMT	4 m x 5 m	(width x depth)
BC Hydro LPT	3.5 m x 3.5 m	
Street light kiosk	1.5 m x 1.5 m	
Traffic signal kiosk	1 m x 1 m	
Traffic signal UPS	2 m x 1.5 m	
Shaw cable kiosk	1 m x 1 m	show possible location in functional plan
Telus FDH cabinet	1.1 m x 1 m	show possible location in functional plan

 - 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, ground improvements 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:

23. Incorporation of special features in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes (e.g., accessibility, sustainability, TDMs).
24. The applicant is required to demonstrate to the City that approval from TransLink has been granted in writing, including for the items listed in item #12 above to ensure protection of transit infrastructure.
25. 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.
26. If applicable, payment of Latecomer Agreement charges, plus applicable interest associated with eligible latecomer works.
27. 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.

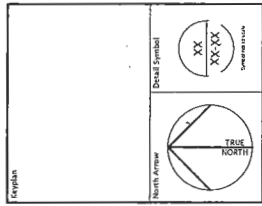
The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director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

DATE	ISSUED FOR	REV
2016-01-21	FOR CITY REVIEW	
2016-03-07	RE-ISSUED FOR REZONING	
2016-04-19	RE-ISSUED FOR COMBINED RZAP	
2016-06-02	FOR REVIEW	
2016-11-09	PROCESSED REVIEW	
2016-11-19	NOTED FOR CITY COMMENTS	
2016-11-30	ISSUED FOR CITY FINAL REVIEW	
2016-12-06	FOR SUBMISSION	
2017-02-07	FOR SUBMISSION - CITY COMMENTS	
2017-05-15	FOR SUBMISSION - CITY COMMENTS	



Consultants:
 Civil
 Architectural
 Mechanical
 Electrical



NORR Architecture
 4700 No. 3 Road
 Suite 100
 Richmond, BC V6X 3E9
 Tel: 604.273.1111
 Fax: 604.273.1112
 Email: info@norr.ca

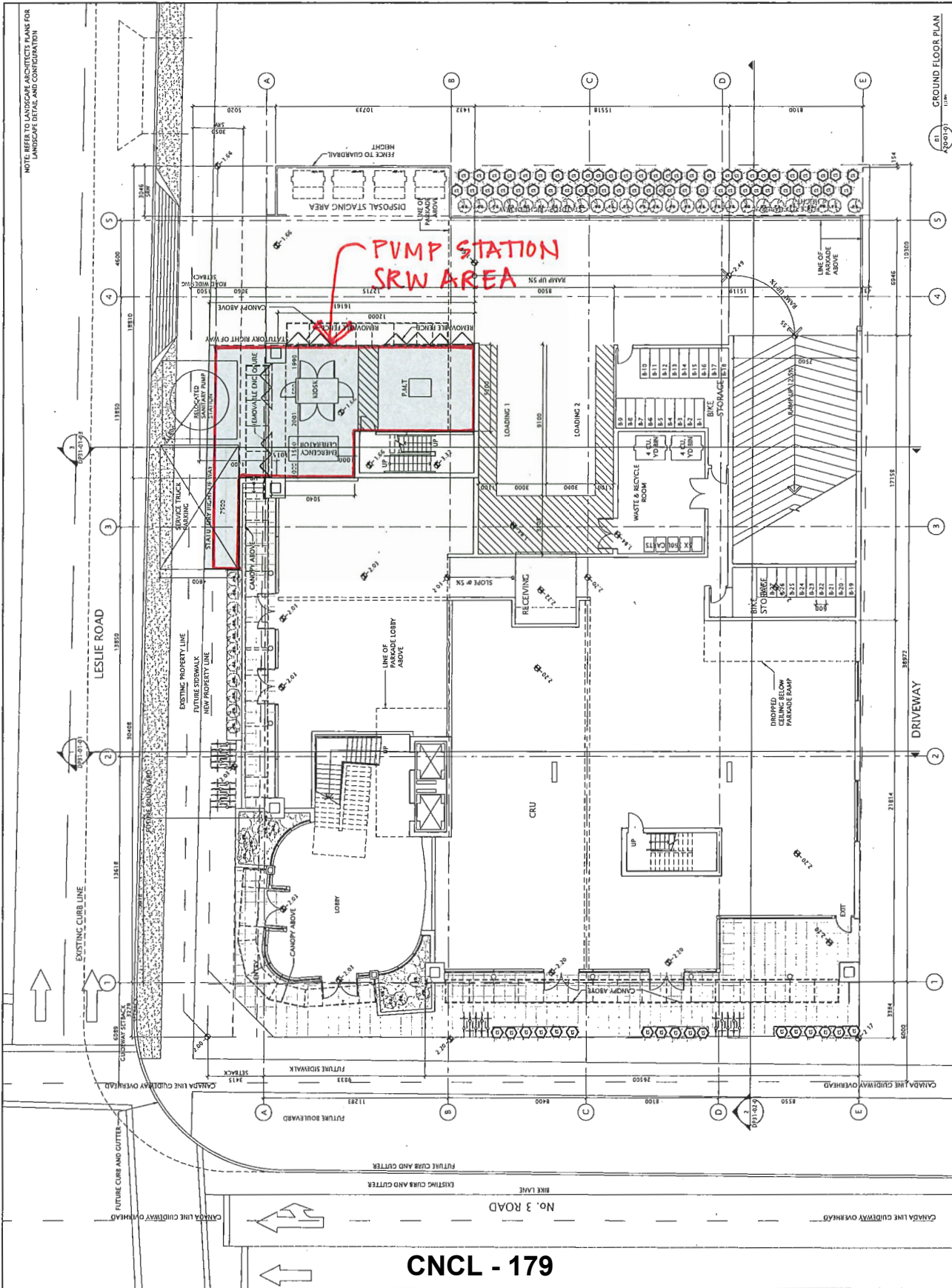
Project Manager: [Blank]
 Lead Designer: [Blank]
 Client: Kanyan Internatio

Project: 4700 No. 3 Road
 Office Building

Drawing Title: GROUND FLOOR PLAN

Check Scale: [Blank]
 Project No: OCWA14
 Drawing No: DP20-1

Appendix A



CNCL - 179

July 3, 2019

City of Richmond
6911 No.3 Road
Richmond, BC, V6Y 2C1
Canada

Attn: Ms. Sara Badyal

Re: 4700 No.3 Road Strata Proposal Rationale Request

Dear Sara,

We request that the Mayor and City Councillors to revise the rezoning considerations for our project at 4700 No. 3 Road to allow the proposed six floors of office space to be subdivided by floor into six floor-size office spaces.

The City of Richmond and its region have been growing tremendously over the past decade. Such growth also led to a rapid increase in construction costs. According to the budget received from Graham construction, the construction cost for the proposed building has increased by 40% from 2014 proforma estimates, which represents a \$9M cost increase. The current estimate of the construction cost has yet to include off-site work.

Cost added by Translink required a \$1.2M letter of credit, which has been provided to Translink. That is for the costs for service agreements and monitoring during the preload and construction stages, which may take 36 months to complete.

Per our rezoning requirement, Developer is required to obtain approval from the Engineering Department before preload. The City's engineers ensured the sewage pipes and storm sewer would not have an impact on the future pump station and the neighbors, which has been approved. However, the cost of these works has incurred up-to-date, before preload, an additional of \$750,000.00 (no DCC recoverable).

The new pump station that city required inside the future building is underway. Our architect and the pump station consultants has worked studiously to provide additional space required for the generator in order to have the generator located separately from the pump station.

Due to the fact that we are facing dramatic changes in the market, we would like to emphasize that it is extremely difficult, if not infeasible, to market an office building under one strata title without the flexibility of subdividing the office space into several strata lots.

Both CBRE and Colliers commercial realtors advise that Richmond is traditionally an office market where tenants want to inspect completed buildings before executing leases and both recommend that the proposed building be subdivided on a floor by floor basis.

When we submitted the rezoning application in 2014, the owner of the property had the building very close to being able to be fully leased. However, the length of time required in the application process resulted in those prospective tenants making other arrangements. Although no pre-construction office leases have been secured, we have received interest from purchasers for office space. There are currently two Richmond companies who would like to purchase a floor each in the building to own their own office space.

The City Centre Area Plan has recently changed, restricting subdivision of office space in higher density village centre bonus area. In compliance with the revised City Centre Area Plan, this recent change provides an opportunity for the proposed office space in this project to be subdivided on a floor by floor basis into six floor-size office spaces.

Based on the challenges we anticipate and are facing, we sincerely and gratefully hope that the city will allow the rezoning considerations to be amended to allow the office space to be subdivided into six separate floor sized strata lots.

Yours Sincerely,



Danny Leung



City of Richmond

Rezoning Considerations

Development Applications Department
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 4700 No. 3 Road

File No.: RZ 14-672055

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, the developer is required to complete the following:

1. Final Adoption of OCP Amendment Bylaw 9215.
2. Road dedication of 1.5 m along the entire Leslie Road frontage and 4 m x 4 m corner cut measured from the new property lines.
3. Granting of an approximately 114 m² (1,227 ft²) statutory right-of-way (SRW) public-rights-of-passage (PROP) and utilities for the purposes of a sanitary pump station, including equipment, underground structures and pipes, and required clearances, access and working areas (see Appendix A). The right-of-way (ROW) for the pump station equipment and underground structures and pipes shall be minimum 15.8 m long, measured from the new north property line and 8.0 m wide, less a 7.4 m by 2.8 m notch for the building's stairwell at the southwest corner of the right-of-way. The right-of-way shall have minimum 5.0 m of vertical clearance above grade. Any works essential for public access and utilities within the required statutory right-of-way (SRW) are to be included in the Servicing Agreement (SA) and the maintenance & liability responsibility is to be clearly noted. The design must be prepared in accordance with City specifications & standards and the construction of the works will be inspected by the City concurrently with all other Servicing Agreement related works. Works to be secured via Servicing Agreement (see SA requirements below).
4. Registration of a flood indemnity covenant on Title (Area A).
5. Registration of an aircraft noise restrictive covenant on Title suitable for Area 1A (new aircraft noise sensitive land uses prohibited) and granting of a Statutory Right-of-Way in favour of the Airport Authority.
6. Registration of a legal agreement on Title, stipulating that the mixed use commercial/office development is subject to potential impacts due to other development that may be approved within the City Centre including without limitation, loss of views in any direction, increased shading, increased overlook and reduced privacy, increased ambient noise and increased levels of night-time ambient light, and requiring that the owner provide written notification of this through the disclosure statement to all initial purchasers, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.
7. Registration of a legal agreement on Title, ~~prohibiting~~ limiting subdivision (including stratification and/or air space parcels) of the office space to no more than one strata lot or one air space parcel per storey (single owner ~~for~~ per storey of office space).
8. Registration of a legal agreement on Title, ensuring that no more than 16 parking spaces are provided in a tandem arrangement and are limited to employee parking use only, any pair of tandem parking spaces must be assigned to the same tenant/unit and conversion of tandem parking area into habitable space is prohibited.
9. Registration of a legal agreement on Title, ensuring that all parking spaces (except tandem parking spaces) are provided for the shared use of all tenants/units and are not permitted to be assigned to specific tenants/units. This includes four parking spaces provided with two electric vehicle quick-charge (240V) charging stations provided as a Transportation Demand Management (TDM) measure. The charging stations should be located to provide for convenient use by vehicles parked in any of the four spaces.
10. Registration of a legal agreement on Title, ensuring the loading spaces are provided for the shared use of all tenants/units and are not permitted to be assigned to specific tenants/units.
11. Registration of a legal agreement on Title, ensuring bicycle storage is provided for the shared use of all tenants/units and is not permitted to be used for habitable space (e.g., other storage uses).

12. Registration of a legal agreement on Title, stipulating that no Building Permit for all or any part of the development shall be issued until the applicant has provided the City with satisfactory written confirmation that all terms required by the South Coast British Columbia Transportation Authority (TransLink) as a condition of issuance of any Building Permit for the development have been addressed and met, including for the following items to ensure protection of transit infrastructure:
- Applicant to submit preload, excavation and shoring plans and associated mitigation plan for the development for TransLink's review and acceptance;
 - Applicant to conduct a precision survey of the existing Canada Line track geometry prior to any site preloading/construction work, undertake a settlement monitoring program (as established by a qualified geotechnical engineer) and conduct a repeat of the survey post development construction;
 - Applicant to submit final (detailed) design drawings of the development for TransLink's review and acceptance; and
 - Applicant to address TransLink's guideway protection requirement, which is TransLink's response to concerns related to trespass and debris on the guideway. The applicant and TransLink will work together to identify a suitable response. Any option that affects the public realm and/or building form and character must also be approved by the City. Options are not limited to the following:
 - Option 1: Introduction of a physical canopy. The canopy may be self-supported or fixed to the proposed building. In these scenarios, the public realm and/or building design would be affected; thereby affecting the Development Permit. The applicant would be responsible for proposing a design solution that is supported by the City and would be required to seek reconsideration by the Development Permit Panel.
 - Option 2: Registration of an agreement between the owner and TransLink to assign responsibility for intentional or unintentional damage to the guideway to the owner/strata corporation. The City is not a party to this agreement. The agreement would be a private agreement between TransLink and the owner/strata corporation.
13. Registration of a restrictive covenant and/or alternative legal agreement(s), to the satisfaction of the City, securing the owner's commitment to connect to District Energy Utility (DEU), which covenant and/or legal agreement(s) will include, at minimum, the following terms and conditions:
- No Building Permit will be issued for a building on the subject site unless the building is designed with the capability to connect to and be serviced by a DEU and the owner has provided an energy modelling report satisfactory to the Director of Engineering.
 - If a DEU is available for connection, no final building inspection permitting occupancy of a building will be granted until:
 - The building is connected to the DEU, which may include the owner's supplied and installed central energy plant to provide heating and cooling to the building, at no cost to the City, or the City's DEU service provider, Lulu Island Energy Company, on the subject site satisfactory to the City.
 - If the City so elects, the owner transfers ownership of the central energy plant on the site, if any, at no cost to the City, or City's DEU service provider, Lulu Island Energy Company, to the City and/or the City's DEU service provider, Lulu Island Energy Company, on terms and conditions satisfactory to the City.
 - The owner enters into a Service Provider Agreement with the City and/or the City's DEU service provider, Lulu Island Energy Company, on terms and conditions satisfactory to the City.
 - The owner grants or acquires the Statutory Right-of-Way(s) and/or easements necessary for supplying the DEU services to the building and the operation of the central energy plant, if any, by the City and/or the City's DEU service provider, Lulu Island Energy Company.
 - If a DEU is not available for connection, no final building inspection permitting occupancy of a building will be granted until:
 - The City receives a professional engineer's certificate stating that the building has the capability to connect to and be serviced by a DEU.
 - The owner enters into a covenant and/or other legal agreement to require that the building connect to a DEU when a DEU is in operation.

- iii) The owner grants or acquires the statutory right-of-way(s) and/or easements necessary for supplying DEU services to the building.
 - iv) The owner provides to the City, a Letter of Credit, in an amount satisfactory to the City, for costs associated with acquiring any further statutory right-of-way(s) and/or easement(s) and preparing and registering legal agreements and other documents required to facilitate the building connecting to a DEU when it is in operation.
14. City acceptance of the developer's voluntary contribution in the amount of \$1,456,392.94 towards City Centre Community Services facilities (e.g. \$650.00 per square foot of 5% of the 1.0 FAR village centre bonus and 10% of the additional 0.5 FAR village centre bonus). Should the contribution not be provided within one year of the application receiving third reading, the construction value multiplier (\$650 /ft²) will be adjusted annually thereafter based on the Statistics Canada "Non-residential Building Construction Price Index" yearly quarter to quarter change for Vancouver, where the change is positive.
 15. City acceptance of the developer's voluntary contribution in the amount of \$19,605.29 (i.e. \$0.25 per buildable square foot) to future City community planning studies, as set out in the City Centre Area Plan.
 16. City acceptance of the developer's voluntary contribution in the amount of \$34,505.31 (i.e. \$0.44 per buildable square foot of commercial/office space) to the City's Public Art Program.
 17. City acceptance of the developer's offer to voluntarily contribute \$50,000 towards the provision of two transit shelters at existing bus stops nearby along No. 3 Road as a Transportation Demand Management (TDM) measure.
 18. City acceptance of the developer's offer to voluntarily contribute \$2,600 to the City's Tree Compensation Fund for the planting of replacement trees within the City in compensation for the removal of two street trees along the Leslie Road frontage.
 19. 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 trees to be retained along No. 3 Road. 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.
 20. 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.
 21. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
 22. Enter into a Servicing Agreement* for the design and construction of road and infrastructure works. Works include, but may not be limited to:
 - a) Road Works:

Note: Leslie Road works are on the Roads DCC program and would be eligible for Roads DCC credits.

 - i. Leslie Road frontage improvements (measured from north to south):
 - Maintain existing centre line and widen road southward to provide a total driving surface of (minimum) 7.4 m wide for eastbound traffic, east of No. 3 Road, and new 0.15 m wide curb and gutter.
 - New 1.5 m wide boulevard planted with grass and street trees.
 - New 2.0 m wide concrete sidewalk.
 - ii. No. 3 Road frontage improvements:
 - Remove existing driveway letdown.
 - iii. Traffic Signal improvements:
 - Upgrade the existing traffic signal at the No. 3 Road/Leslie Road intersection to accommodate the road widening noted above to include, but not limited to: upgrade and/or replace signal pole, controller, base and hardware, pole base, detection, conduits (electrical & communications), signal indications, communications cable, electrical wiring, service conductors, APS (Accessible Pedestrian Signals) and illuminated street name sign(s) as necessary.
 - b) Water Works:

Using the OCP Model, there is 169.7 L/s of water available at a 20 psi residual at the Leslie Road frontage. Based on your proposed development, your site requires a minimum fire flow of 200 L/s.

Initial: _____

- i. The Developer is required to:
 - Upgrade the watermain along Leslie Road from 150 mm to 300 mm from approximately the developments east property line to the existing 300 mm watermain on No. 3 Rd, complete with additional hydrants to achieve City spacing requirements.
 - ii. Developer's cost, the City is to:
 - Cut and cap the existing water service connection at the watermain along No. 3 Road frontage, and complete all water main tie-ins.
- c) Storm Sewer Works:
- i. The Developer is required to:
 - Install a new 750 mm storm sewer within the centre of the road from the developments east property line tying into the No. 3 Road box culvert and remove the existing adjacent sewer. Tie-in to the existing storm sewer to the east is required. Tie-in all existing storm service connections and catch-basin leads to the new main.
 - Cut and cap the existing storm service connections along the No. 3 Road frontage. The northern connection shall be capped at main and its inspection chamber removed, the southern connection shall be capped at inspection chamber.
 - Provide, at no cost to the City, a 1.5 m wide SRW (perpendicular to No. 3 Road) at the southwest corner of the development site, extending 1.0 m past the existing inspection chamber.
 - Install a new storm service connection, complete with inspection chamber, off of the proposed 750 mm storm sewer along the Leslie Road frontage.
 - ii. At Developer's cost, the City is to:
 - Complete all tie-ins of the proposed works to existing City infrastructure.
- d) Sanitary Sewer Works:
- i. The Developer has requested to place a driveway entrance in the same alignment as the existing sanitary pump station; to achieve this, the Developer has agreed to relocate/replace the pump station through the Servicing Agreement works. The City will pay for the sanitary pump station and force main design and construction; however, costs incurred above and beyond a regular pump station replacement project will be the Developer's responsibility (e.g. the need to extend gravity pipework to accommodate the development's driveway access and the need to remove sections of gravity sewer and forcemain).
 - ii. The decommissioning of the existing pump station and construction of the new pump station and all associated sanitary sewer realignments shall be complete prior to driveway construction.
 - iii. The Developer is required to provide the following at the City's cost:
 - Design and build the sanitary pump station through the Servicing Agreement to meet location specific engineering specifications. The location will be generally as per the attached sketch and will be finalized through the Servicing Agreement process.
 - Design and build the required pump station kiosk, BC Hydro PMT, and back-up generator, and locate them such that they meet operational requirements and are appropriate for the streetscape.
 - Design and build the required valve chamber; complete with flow meter and related appurtenances for the pump station and access chambers for the forcemain for maintenance purposes.
 - In conjunction with the pump station works, replace the existing 350 mm sanitary forcemain from the proposed pump station into and across the No. 3 Road/Leslie Road intersection (approximately 62 m) into the Leslie Road travel lane. If the forcemain is damaged by site preparation or construction works, the replacement of the forcemain into the Leslie Road travel lane shall be at the Developer's cost.
 - iv. The Developer is required to provide the following at the Developer's cost:
 - Design the proposed development to accommodate future sanitary sewer maintenance or replacement without causing undue cost to the City. Building designs should consider how temporary access will be provided during future construction works.

- Provide a clear and competitive tendering process to ensure that the work paid for by the City represents good value for money. This process must be agreed to by the City prior to tendering or else the City may not be able to fund the works.
- Provide right-of-way(s) for the pump station and related structures, to be refined through the Servicing Agreement drawings and provided to the City at no cost. The right-of-way for the pump station equipment and underground structures and pipes shall be minimum 15.8 m long measured from the new north property line and 8.0 m wide, less a 7.4 m by 2.8 m notch for the building's stairwell at the southwest corner of the right-of-way (see appendix A). The right-of-way shall be on grade and have minimum 5.0 m of vertical clearance, and be accessible by a 7.5 x 2.5 m service truck with 1.3 m stabilizers. Both the SRW and the parking area for the truck shall be flat. The SRW shall be designed to accommodate:
 - A BC Hydro transformer with minimum 3.0 m clearance between the PMT and any other electrical components such as the generator or kiosk. The SRW for the PMT shall be designed to BC Hydro's specifications.
 - An approximately 1.5 x 2.6 m kiosk. There shall be minimum 1.0 m clearance on the short sides of the kiosk and 2.0 m clearance on the long sides, or as required to allow for safe access of the doors located on all four faces of the kiosk. A line-of-sight must be maintained between the kiosk and the wet well hatches.
 - An approximately 3.0 x 1.5 m emergency generator with minimum 1.0 m clearance on all sides.
 - Any other equipment or utilities required to service the pump station, including underground conduits and water service connection.
- Provide additional SRW for the 10.0 m-tall SCADA antenna, unless located within the boulevard. The antenna SRW shall be on grade and have no overhanging structures.
- Provide enough space for a 7.5 x 2.5 m service truck with 1.3 m stabilizers to access the pump station hatch for removal of the pump during servicing, usually once per year, while maintaining pedestrian movement around the working area. The parking area for the truck shall be flat and paved with broom-finished concrete with expansion/contraction joints.
- Provide and maintain a removable enclosure around the pump station equipment. The detailed design of the enclosure will be done through the Servicing Agreement, however the enclosure itself is considered to be part of the building design and will be maintained by the Owner. The enclosure must:
 - Exhaust the generator.
 - Not obstruct any equipment access doors (e.g., doors on all sides of the kiosk).
 - Exclude fixed structures (i.e. walls, columns, etc.).
 - Enable a single operator to easily access and use all the equipment within the enclosure under all conditions (including during power outages).
 - Enable an equipment operator to maintain a line of sight with the pump station from every portion of the pump station equipment.
 - Be durable and low-maintenance.
 - Provide for the convenient, cost-effective removal, repair, replacement, and installation of equipment (e.g., PMT, generator, and kiosk) and related features within the enclosure.
- Protect the existing sanitary sewers during the development's construction. Pre- and post- ground improvement and construction surveys and CCTV will be required. Any damage to be repaired and any required replacement shall be at the Developer's sole cost.
- Extend the existing 450 mm Sanitary main at Leslie Road from existing manhole SMH57098 approximately 26 m to the west, complete with a new manhole at the west end of the new main and at the tie-in to the existing north-south aligned 350 mm sanitary sewer.
- Provide a 450 mm sanitary main going south from the new manhole at Leslie Road and tie-in to the new Leslie sanitary pump station.
- Tie-in the existing 350 mm FRP sanitary main aligned north-south along the east property line of 4660 No. 3 Road to the proposed 450 mm sanitary main along Leslie Road via a new manhole.

- Convert the existing Leslie sanitary pump station wet well into a manhole and extend north the existing 200 mm sanitary main aligned north-south along the east property line of 4700 No 3 Road and connect it to the new manhole just north of the existing Leslie sanitary pump station.
- Install a new sanitary service connection, complete with inspection chamber.

v. At Developers cost, the City is to:

- Complete all tie-ins of the proposed works to existing City infrastructure.

e) General Items:

- i. As the geotechnical report provided by the Developer indicates there will be significant settlement caused by preload, resulting in an unacceptable level of risk to critical infrastructure, preloading of the site will only be permitted if:
- Physical mitigation measures to the satisfaction of the GM of Engineering and Public Works are implemented to protect City infrastructure.
 - Approval is provided by the GM of Engineering and Public Works.

ii. The Developer is required to:

- Review street lighting levels along the No. 3 Road and Leslie Road frontage and upgrade lighting as required.
- Building overhangs above SRW will be permitted but must accommodate machinery movements to excavate existing mains. Consultant assessment will be required.
- 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.
 - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To locate all above-ground utility cabinets and kiosks required to service the proposed development within the development site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development process design review. 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 above-ground structures. If a private utility company does not require an above-ground 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 in the functional plan and registered prior to Servicing Agreement design approval:

BC Hydro PMT	4 m x 5 m	(width x depth)
BC Hydro LPT	3.5 m x 3.5 m	
Street light kiosk	1.5 m x 1.5 m	
Traffic signal kiosk	1 m x 1 m	
Traffic signal UPS	2 m x 1.5 m	
Shaw cable kiosk	1 m x 1 m	show possible location in functional plan
Telus FDH cabinet	1.1 m x 1 m	show possible location in functional plan

- 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, ground improvements 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:

23. Incorporation of special features in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes (e.g., accessibility, sustainability, TDMs).
24. The applicant is required to demonstrate to the City that approval from TransLink has been granted in writing, including for the items listed in item #12 above to ensure protection of transit infrastructure.
25. 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.
26. If applicable, payment of Latecomer Agreement charges, plus applicable interest associated with eligible latecomer works.
27. 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 original on file]

Signed

Date



City of Richmond

Report to Committee

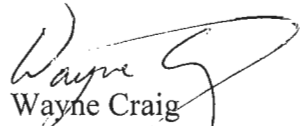
To: Planning Committee
From: Wayne Craig
Director, Development

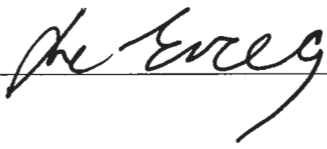
Date: June 28, 2019
File: RZ 17-790301

Re: Application by Spires Road Development Holdings Ltd. for Rezoning at 8671, 8691, 8711 and 8731 Spires Road and the Surplus Portion of the Spires Road and Cook Crescent Road Allowance from "Single Detached (RS1/E)" Zone to "Parking Structure Townhouses (RTP4)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10058, for the rezoning of 8671, 8691, 8711 and 8731 Spires Road and the surplus portion of the Spires Road and Cook Crescent road allowance from the "Single Detached (RS1/E)" zone to "Parking Structure Townhouses (RTP4)" zone, be introduced and given First Reading.


Wayne Craig
Director, Development
(604-247-4625)
WC:el
Att. 8

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Real Estate Services	<input checked="" type="checkbox"/>	
Affordable Housing	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	

Staff Report

Origin

Spires Road Development Holdings Ltd. have applied to the City of Richmond for permission to rezone 8671, 8691, 8711 and 8731 Spires Road and the surplus portion of the Spires Road and Cook Crescent road allowance (Attachment 1) from the “Single Detached (RS1/E)” zone to the “Parking Structure Townhouses (RTP4)” zone in order to permit the development of 22 townhouse units and two secondary suites with a common parking structure accesses via Cook Crescent. A preliminary site plan, building elevations, and landscape plan are contained in Attachment 2.

Findings of Fact

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

Subject Site Existing Housing Profile

The site currently contains four single-family homes, which will be demolished. The applicant has advised that all of the four houses on-site are rented out; and there are no suites in the houses.

Surrounding Development

The Spires Road Neighbourhood is identified in the City Centre Area Plan as an area intended to transition from a predominately single-family neighbourhood toward a higher density neighbourhood through the development of townhouse buildings with parking structures. All properties adjacent to the subject site are designated for high density townhouse developments under the City Centre Area Plan.

- To the North: Single-family homes on lots zoned “Single Detached (RS1/E)”.
- To the South: Across Spires Road, single-family homes on lots zoned “Single Detached (RS1/E)”.
- To the East: Across Cook Crescent, single-family homes on lots zoned “Single Detached (RS1/E)”.
- To the West: Single-family homes on lots zoned “Single Detached (RS1/E)”.

Related Policies & Studies

Official Community Plan/City Centre Area Plan

The 2041 Official Community Plan (OCP) Land Use Map designation for the subject development site is “Neighbourhood Residential”. This redevelopment proposal is consistent with this designation.

The subject development site is located within the Brighthouse Village of the City Centre Area Plan (CCAP), Schedule 2.10 of the Official Community Plan (OCP) Bylaw No. 7100 (Attachment 4). The site is in “Sub-Area B.1: Mixed Use – Low-Rise Residential & Limited Commercial”, which is intended for grade-oriented housing in the form of higher-density townhouses (with common parking structures) in areas north of Granville Avenue within the city centre. The preliminary design of the proposal featuring high density townhouses with a common parking structure generally complies with the CCAP Guidelines in terms of land use, density, and overall neighbourhood character. Further consideration of the Development Guidelines and form and character will take place at the Development Permit stage of the process.

The proposed rezoning is subject to a community planning implementation contribution for future community planning initiatives. Since the application was submitted prior to February 18, 2018 (adoption of Bylaw 9792 to update the amenity and planning contributions with inflation), the applicant will make a cash contribution of \$0.25 per buildable square foot as per the community planning implementation strategy, for a total contribution of \$10,344.35 prior to final adoption of the rezoning bylaw.

OCP Aircraft Noise Sensitive Development (ANSD) Policy

The subject development site is located within Area 4 (Aircraft Noise Notification Area) on the OCP Aircraft Noise Sensitive Development Map. While all aircraft noise sensitive land uses (including residential uses) maybe considered, registration of an Aircraft Noise Sensitive Use Covenant on Title to address aircraft noise mitigation and public awareness is required prior to final adoption of the rezoning bylaw. At Development Permit stage, submission of an acoustic report, prepared by a qualified professional, is required to address indoor sound level mitigation criteria as set out in the OCP and identify how noise mitigation measures will be incorporated into the building design.

Floodplain Management Implementation Strategy

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

Affordable Housing Strategy

In addition to the provision of two secondary suites on site, the applicant proposes to make a cash contribution to the Affordable Housing Reserve Fund in accordance to the City’s Affordable Housing Strategy. As the proposal is for townhouses, the applicant will make a cash contribution of \$8.50 per buildable square foot as per the Strategy; for a contribution of \$351,707.84.

Public Art Program Policy

In response to the City’s Public Art Program (Policy 8703), the applicant will provide a voluntary contribution at a rate of \$0.83 per buildable square foot (2017 rate) to the City’s Public Art Reserve fund; for a total contribution in the amount of \$34,343.24.

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

Road Closure

A new narrower 16.0 m wide road cross-section for the Spires Road Neighbourhood has been established by Transportation, Engineering, Real Estate Services and Development Applications staff to better support the development of high density townhouses with parking structures - the form of development specifically envisioned for this area in the City Centre Area Plan. This new road cross-section has been applied to the first high density townhouse development project on Spires Road at 8820 – 8931 Spires Road (RZ 17-766525, Bylaw 9914, which received Third Reading on October 15, 2018).

Based on the new road cross-section and the preliminary functional road design reviewed and accepted by Engineering and Transportation Departments, 2.05 m of the existing Spires Road road allowance and of Cook Crescent road allowance adjacent to the frontages of the subject development site have been identified for road closure (Attachment 5). The area, which is 237.4 m² (2,555.4 ft²), is surplus to Engineering and Transportation needs.

Prior to rezoning bylaw adoption, the applicant is required to enter into a purchase and sales agreement with the City for the purchase of the lands, which is to be based on the business terms approved by Council. The primary business terms of the purchase and sales agreement will be brought forward to Council with the road closure bylaw, in a separate report from the Senior Manager, Real Estate Services.

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 15 bylaw-sized trees on the subject development site, seven trees on neighbouring properties, and three street trees on City property.

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

- A 65 cm caliper Austrian Pine tree (specifically tag# 810) and a 45 cm caliper Blue Spruce tree (specifically tag# 811) located at the northeast corner of the site are identified

in good condition and should be retained. The proposed building footprint has been revised to allow these two trees to be retained.

- Two Sitka Spruce trees (45 cm & 61 cm dbh, specifically tag# 812 & 814) and one 68 cm caliper Douglas Fir tree (specifically tag# 813) are all identified in good condition but are located within the proposed building envelope and in conflict with the proposed pedestrian walkway along the north property line. These trees are interdependent with each other and therefore not good candidates for relocation. Significant modification to the proposed building would be required to retain these trees and considering that efforts have been made to retain the Austrian Pine tree and Blue Spruce tree located at the northeast corner of the site, staff recommend that these trees be removed and replaced by three large specimen trees. The size, species and location of these large specimen trees will be determined at Development Permit stage.
- Two Norway Spruce trees (56 cm & 51 cm dbh, specifically tag# 822 & 823) located on the west property line (appear shared with the neighbouring property) and one Norway Spruce tree (51 cm dbh, specifically tag# N05) located on the adjacent property to the west at 8751 Spires Road are at high risk of failure. These trees are recommended for removal; consent letter from the neighbouring property owner is on file. A separate Tree Permit will be required for the removal of the Norway Spruce tree (tag# N05) located on 8751 Spires Road.
- Eight trees (specifically tag# 815, 816, 817, 818, 819, 820, 821 and 824) located on the development site are either dead, dying (sparse canopy foliage), have been previously topped or exhibit structural defects such as cavities at the main branch union and co-dominant stems with inclusions. As a result, these trees are not good candidates for retention and should be replaced.
- Six trees on neighbouring properties (specifically tag# N01, N02, N03, N04, N06 & N07) are to be protected as per City of Richmond Tree Protection Information Bulletin Tree-03.
- Three City trees, including two Maple trees (45 cm & 43 cm dbh, specifically tag# C01 & C02) and one Plum tree (20 cm dbh, specifically tag# C03), located along the site's Cook Crescent frontage, may be removed due to their poor condition and conflicts with required frontage improvements (i.e., ditch infill and new sidewalk). Compensation of \$3,250 is required for the removal of the three trees. New street trees will be planted as part of the frontage works via the Servicing Agreement.

Tree Replacement

The applicant wishes to remove 13 on-site trees. The 2:1 replacement ratio would require a total of 26 replacement trees for the removal of 13 trees. According to the Preliminary Landscape Plan provided by the applicant (Attachment 2), the applicant proposes to plant 59 new trees on-site. The size and species of replacement trees will be reviewed in detail through Development Permit and overall landscape design.

Tree Protection

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

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the Arborist to submit a post-construction impact assessment to the City for review.
- Prior to final adoption of the rezoning bylaw, submission to the City of a Tree Survival Security in the amount of \$20,000 to ensure that the 65 cm caliper Austrian Pine tree (specifically tag# 810) and the 45 cm caliper Blue Spruce tree (specifically tag# 811), both identified for retention, will be protected. No Tree Survival Security will be returned until the post-construction assessment report, confirming the protected trees survived the construction, prepared by the Arborist, is reviewed by staff.
- Prior to demolition of the existing dwellings on the subject development 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.

Existing Legal Encumbrances

There is an existing 3.0 m wide utility Right-of-Way (ROW) along the existing north property lines of the subject development site for an existing sanitary sewer line. The applicant is aware that no building or structure is permitted to be constructed within this area.

Built Form and Architectural Character

The applicant proposes to consolidate the four properties and the surplus road frontages of these properties into one development parcel, with a total net site area of 3,203.3 m². The proposal is to build a high density, ground-oriented, three-storey townhouse project on the consolidated lot at a density of approximately 1.16 FAR (a maximum density of 1.2 FAR is permitted on this site under the City Centre Area Plan and "Parking Structure Townhouses (RTP4)" zone.

The development will contain 22 units. Two single-level Basic Universal Housing units at grade and 18 three-storey units will have street level entry with direct pedestrian access to Spires Road or to the new public walkways along the north and west property lines of the site; these homes will also have direct access to the parking area. Two two-storey units will be located above the parking structures and will have their main unit entry located on the podium level. Dwelling sizes are ranging from 104 m² (1,124 ft²) to 212 m² (2,277ft²). All of the units will have private outdoor areas at grade and/or on the elevated podium overtop the parking structure.

Two ground-level secondary suites are also proposed to be included in this development proposal. These suites will be contained in two of the three-storey units fronting onto the proposed public walkway along the west property line (see Attachment 2). The typical floor area of these units is approximately 212 m² (2,277ft²), and the size of each secondary suite is approximately 52 m² (562 ft²). No additional parking stall is required for the proposed secondary units since this site is not located on an arterial road.

To ensure that the secondary suite will not be stratified or otherwise held under separate title, registration of a legal agreement on Title is required prior to final adoption of the rezoning bylaw.

To ensure that the secondary suite is built, registration of a legal agreement on Title, stating that no Building Permit inspection granting occupancy will be completed until the secondary suites are constructed to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw, is required prior to final adoption of the rezoning bylaw.

Amenity Space

The applicant is proposing a cash contribution in-lieu of providing the required indoor amenity space on site, as per the OCP. As the rezoning application was submitted prior to the Amenity Contribution rates were updated, this townhouse development application will have to comply with the previous Council's Policy 5041 (Cash in Lieu of Indoor Amenity Space). The Policy requires that a cash contribution of \$1,000 per unit up to 19 units, plus \$2,000 per unit over 19 units, be provided in lieu of indoor amenity space. The total cash contribution required for this 22-unit townhouse development is \$25,000.00.

Outdoor amenity spaces will be provided on-site. Based on the preliminary design, the total area of the proposed outdoor amenity spaces complies with the Official Community Plan (OCP) requirements (i.e., 6 m² of outdoor space per unit). Staff will work with the applicant at the Development Permit stage to ensure the configurations and designs of the outdoor amenity spaces meet the Development Permit Guidelines in the OCP.

Transportation and Site Access

Vehicle access to the development will be from a new entry driveway off Cook Crescent, providing access to the parking structure proposed on-site. One loading area is proposed on-site at the entry driveway.

To create additional unit frontages and to enhance pedestrian circulation within the Spire Road Neighbourhood, the developer is required to construct two public pedestrian walkways along the north and west property lines of the site. The cross-section of the walkways is to include a 1.5 m wide hard surface pathway and a 1.5 m wide landscaped boulevard. Design details will be developed at the Development Permit and Servicing Agreement stages of the process. A Public Right-of-Passage (PROP) Statutory Right-of-Way (SRW) over the required 3.0 m wide walkway and a 3.0 m x 3.0 m corner cut where the two walkways meet will be secured as a condition of rezoning.

Vehicle and Bicycle Parking On-site

The proposal will feature 22 units with a total of 27 resident parking spaces and five visitor parking spaces, which comply with bylaw requirements.

The proposal will feature two Basic Universal Housing units; an accessible parking stall will be provided to each of these units. A restrictive covenant to reflect this arrangement is required prior to final adoption.

The proposal will feature a total of 34 bicycle parking spaces on-site, which exceed the bylaw requirements. All visitor bicycle parking spaces will be provided by the main pedestrian entrance to the development fronting onto Spires Road. All residential bicycle parking spaces will be provided within a bike storage room within the parking structure. Prior to final adoption, a restrictive covenant is required to be registered on Title to ensure that:

- Conversion of the proposed bike storage room in this development into habitable space or general storage area is prohibited.
- The bike storage room must remain available for shared common use and for the sole purpose of bicycle storage.

Energy Step Code

The developer has committed to design the subject development to meet the City's Step Code requirements (Attachment 7). Details on how all units are to be built and maintained to this commitment will be reviewed at Building Permit stage.

Design Review and Future Development Permit Considerations

A Development Permit processed to a satisfactory level is a requirement of zoning approval. Through the Development Permit, the following issues are to be further examined:

- Compliance with Development Permit Guidelines for multiple family projects in the 2041 Official Community Plan and the City Centre Area Plan.
- Refinement of the proposed building elevations facing public streets and walkways to provide additional articulations; detailed review of façade materials and colors.
- Refinement of the proposed site plan (including public pathway alignment) and site grading to ensure survival of all protected trees on-site and on neighbouring sites; and to provide appropriate transition between the proposed development and adjacent existing developments.
- Refinement of landscape design, including the size and configuration of the outdoor amenity spaces and choice of play equipment, to create a safe and vibrant environment for children's play and social interaction.
- Review of aging-in-place features in all units and the provision of Basic Universal Housing/convertible units.

- Review of the sustainability strategy for the development proposal.

Additional issues may be identified as part of the Development Permit application review process.

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the applicant is required to:

- Provide a cash-in-lieu contribution in the amount of \$49,665.00 for the construction of a new 750 mm storm sewer via the capital project works that will front the development. This is the cost required for the construction of the storm main fronting the development's property (approximately 25 m) and is a portion of the total cost of the system from the bend at Spires Road to Cook Gate (i.e., 189 m).
- Enter into the City's standard Servicing Agreement to design and construct frontage beautification along the site frontages (including ditch infill), road widening, City Centre standard new concrete sidewalk and landscaped boulevard, new fire hydrants, public walkways on-site, upgrades to the watermain, storm sewer and sanitary sewer, as well as service connections (see Attachment 8 for details). All works are at the client's sole cost (i.e., no credits apply).

The applicant is also required to pay Development Cost Charges (DCC's) (City & GVS & DD), School Site Acquisition Charge and Address Assignment Fee at Building Permit stage.

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).

To facilitate the narrowing of Spires Road and Cook Crescent as well as the subject rezoning application proposal, the applicant proposes to purchase a portion of the Spires Road and Cook Crescent road allowances for inclusion in the applicant's development site. The total approximate area of City lands proposed to be sold and included in the development site is 237.4 m² (2,555.4 ft²). As identified in the attached rezoning considerations (Attachment 8), the applicants are required to enter into a purchase and sales agreement with the City for the purchase of the lands, which is to be based on the business terms subject to Council approval.

Conclusion

The proposed 22-unit townhouse development is consistent with the Official Community Plan (OCP) and the City Centre Area Plan. Further review of the project design is required to ensure a high quality project and design consistency with the existing neighbourhood context, and this will be completed as part of the Development Permit application review process. The list of rezoning considerations is included as Attachment 8; which has been agreed to by the applicant (signed concurrence on file). On this basis, staff recommend support of the application.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10058 be introduced and given First Reading.



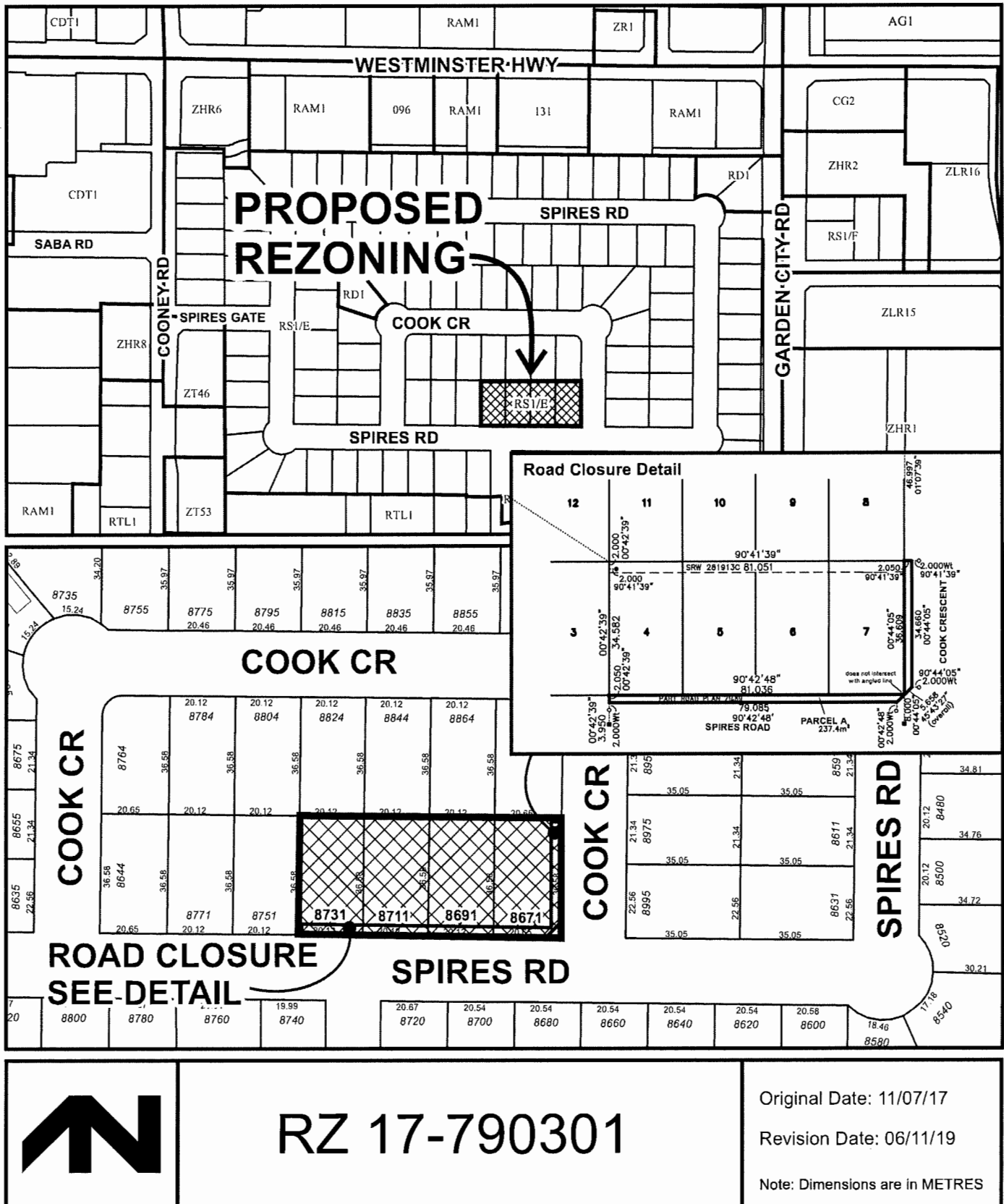
Edwin Lee
Planner 1
(604-276-4121)

EL:blg

- Attachment 1: Location Map
- Attachment 2: Conceptual Development Plans
- Attachment 3: Development Application Data Sheet
- Attachment 4: Specific Land Use Map: Brighthouse Village (2031)
- Attachment 5: Proposed Road Closure Plan
- Attachment 6: Tree Management Plan
- Attachment 7: Letter from Developer regarding Step Code Requirements
- Attachment 8: Rezoning Considerations

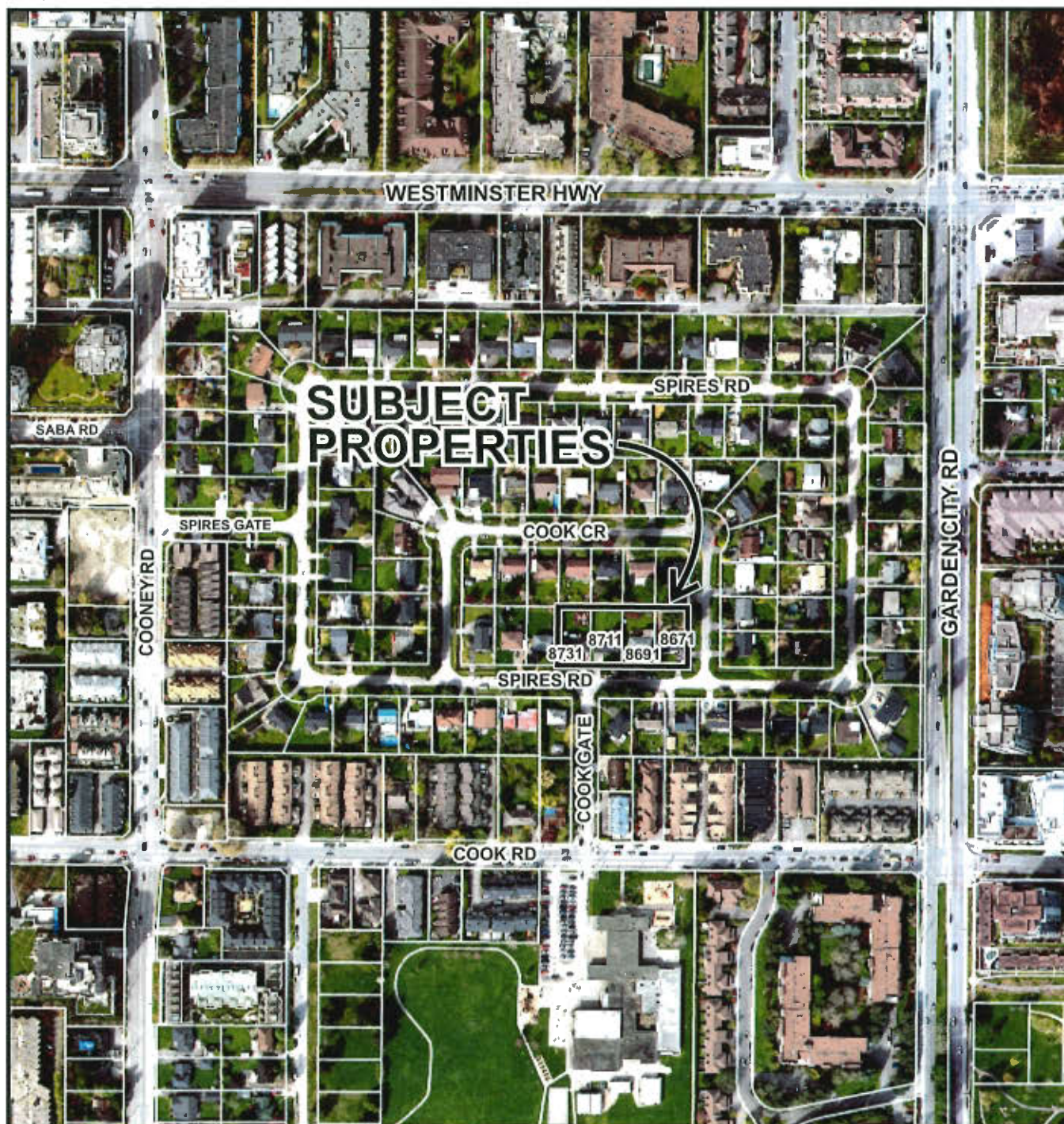


City of Richmond





City of
Richmond



RZ 17-790301

Original Date: 11/07/17

Revision Date:

Note: Dimensions are in METRES

The proposed development is comprised predominantly of 2-bedroom townhouses that front on the adjacent streets and proposed internal roads, organized around a shared internal courtyard space. The internal road is courtyard is made up of two landscaped private paths provides a landscaped space adjacent to Cook Crescent. A children's play area is located at the courtyard level, adjacent to the entry drive. The 22 units all have views facing out into the courtyard as well as out onto the public walkway, allowing for casual surveillance. The units have direct access from the courtyard level into the private front patio, with the exception of two units that have courtyard access only. The grade difference between the private front patios and adjacent sidewalk/avenue is 0.6m to 0.9m. Steps lead up to individual gates, and hedges/bushes create a pedestrian friendly boundary between private and public space.

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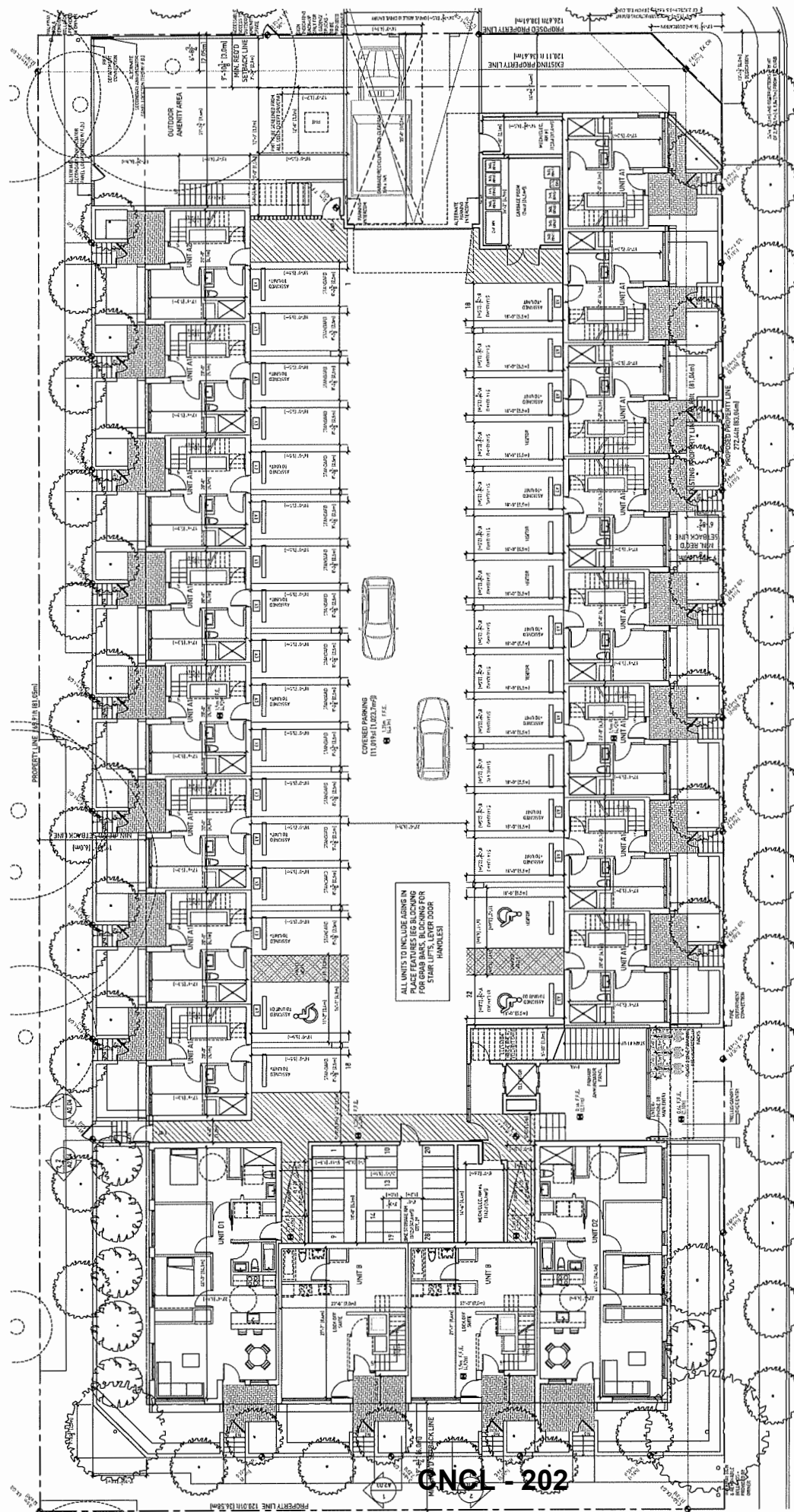
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REV	DESCRIPTION	DATE
1	REMOVED APPLICATION	OCT 24, 2017
2	REVISED LICENSING INFORMATION	SEPT 24, 2018
3	REVISED LICENSING INFORMATION	JAN 23, 2019
4	REVISED LICENSING INFORMATION	APRIL 12, 2019
5	REVISED LICENSING INFORMATION	MAY 28, 2019

1-877-202-4424
215-281-1000
www.bellco.com

Project:	8471-8721 SPIRES RD
Address:	8471-8721 Spires Road Richmond, DC
Title:	Concept 3D Design Design Rationale
Scale:	NTS
Date:	May 28, 2019
Project #:	1405

Drawing #: A0.10



CNCL - 202

HOTSON

Project: 4971-4973 SPINES RD
Address: 4971-4973 Spine Road
Rehoboth, DE
Title: GROUND FLOOR PLAN
Scale: 1/8" = 1'-0"
Project #: 1025
Drawing #: A1.01

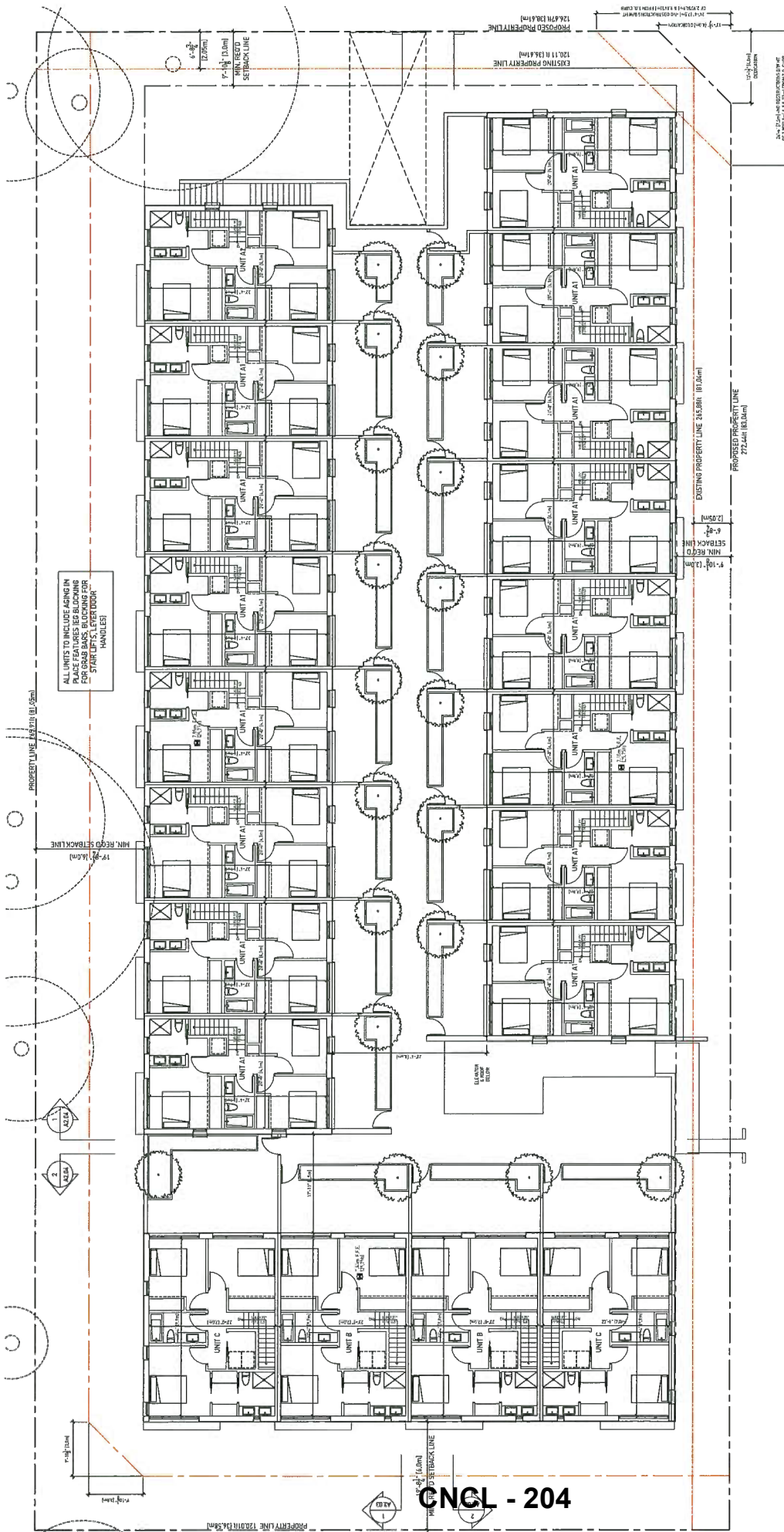
Revisions and Issues

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	05/15/2019
2	REVISED EXISTING SUBMITTALS	05/15/2019
3	REVISED EXISTING SUBMITTALS	05/15/2019
4	REVISED EXISTING SUBMITTALS	05/15/2019
5	REVISED EXISTING SUBMITTALS	05/15/2019

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Project: 8671-8731 SPIRIDS RD
Address: 8671-8731 Spire Road
Richmond, BC
Title: SECOND FLOOR PLAN
Scale: 1/8" = 1'-0"
Date: May 28, 2019
Project #: 1425
Drawing #: A1.02



CNCL - 204

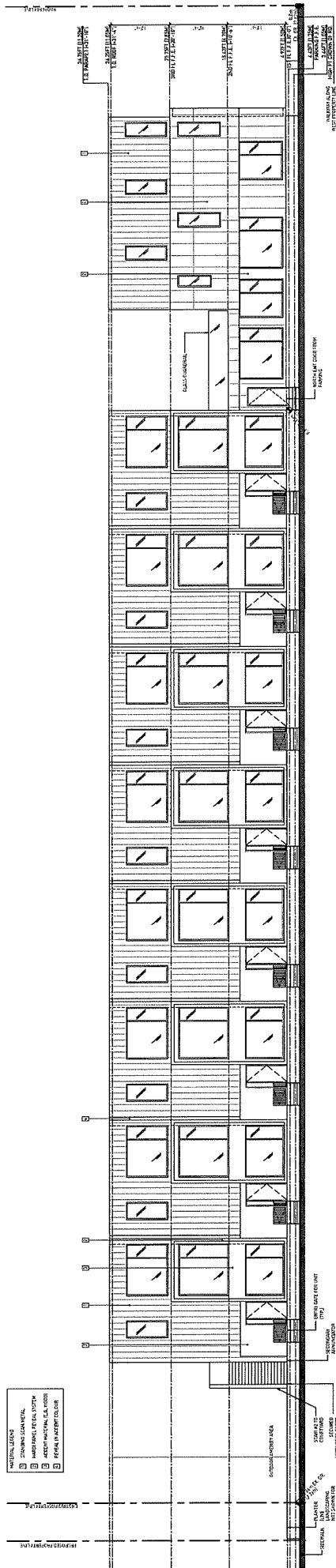
HOTSON

Project: 8471-8751 WHILES RD
Address: 8471-8751 Whiles Road
Richmond, MD
Title: THIRD FLOOR PLAN
Scale: 1/8" = 1'-0"
Project #: 1802
Drawing #: A1.03

Revisions and Issues:

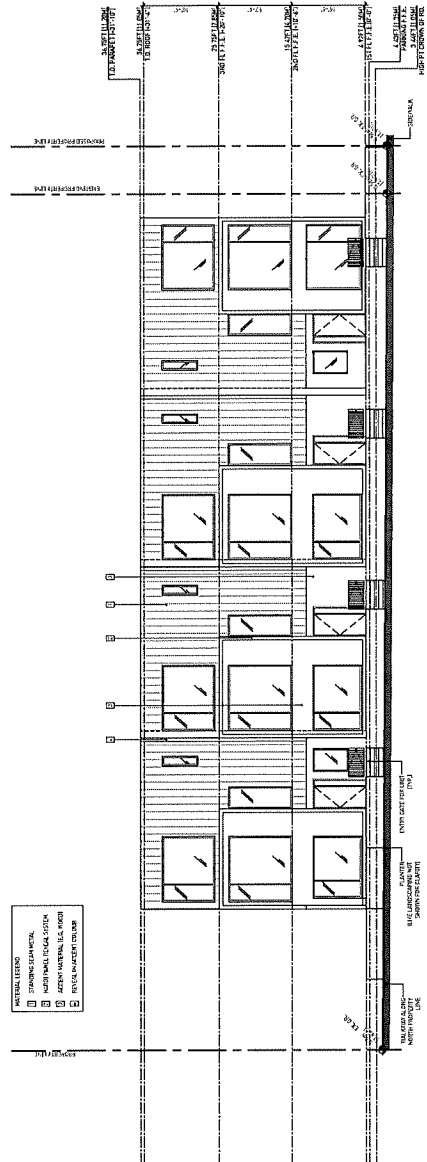
REV	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	04/11/2018
2	REVISED EXISTING DIMENSIONS	04/11/2018
3	REVISED EXISTING DIMENSIONS	04/11/2018
4	REVISED EXISTING DIMENSIONS	04/11/2018
5	REVISED EXISTING DIMENSIONS	04/11/2018

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1 WEST ELEVATION
1/8" = 1'-0"

CNCL - 206



2 WEST ELEVATION
1/8" = 1'-0"

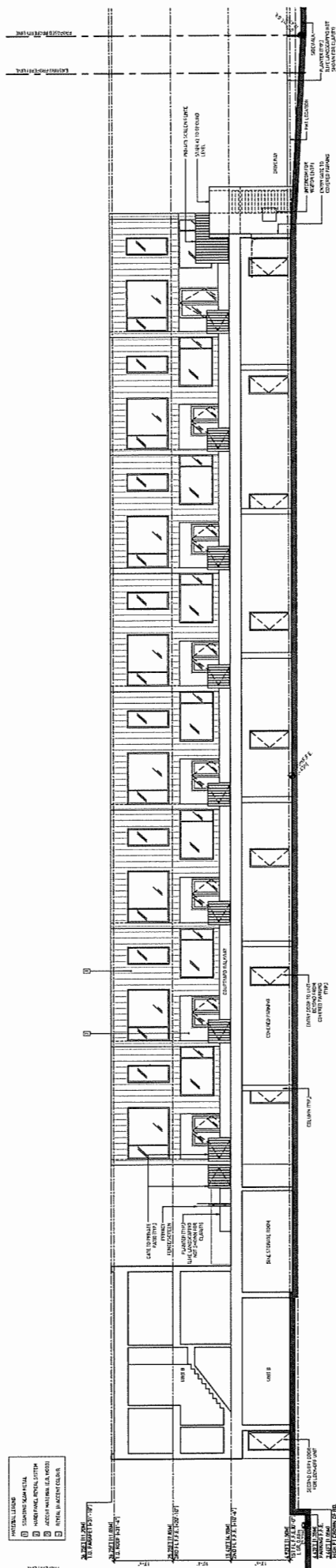
Project: 4071-4731 SPRINGS RD
 Address: 4071-4731 Springs Road
 Richmond, BC
 Title: ELEVATIONS
 Scale: 1/8" = 1'-0"
 Date: May 26, 2019
 Project #: 4071-4731
 Drawing #: A2.02

4071-4731 SPRINGS RD
 4071-4731 Springs Road
 Richmond, BC
 Title: ELEVATIONS
 Scale: 1/8" = 1'-0"
 Date: May 26, 2019
 Project #: 4071-4731
 Drawing #: A2.02

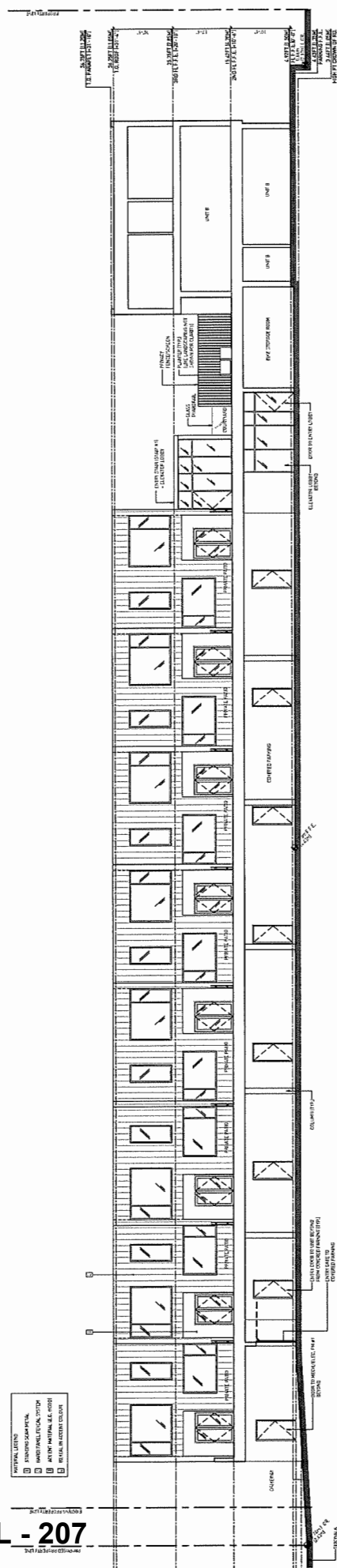
Revisions and Details:

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	MAY 23, 2019
2	REVISED ELEVATIONS	MAY 23, 2019
3	REVISED ELEVATIONS	MAY 23, 2019
4	REVISED ELEVATIONS	MAY 23, 2019
5	REVISED ELEVATIONS	MAY 23, 2019

Notes: 1. All dimensions are in feet and inches. 2. All dimensions are to the center of the member unless otherwise noted. 3. All dimensions are to the finished surface unless otherwise noted. 4. All dimensions are to the center of the member unless otherwise noted. 5. All dimensions are to the finished surface unless otherwise noted.



1. COURTYARD - SOUTH ELEVATION/SECTION



2 COURTYARD - NORTH ELEVATION

HOTSON

Project: 6471-0731 SPIRES RD
Address: 6471-0731 Spires Road
Retired, BC
Title: COURTYARD
ELEVATIONS/SECTION
Scale: 1/8" = 1'-0"
Date: May 26, 2019
Project #: 1405
Drawing #: A2.03

A2.03

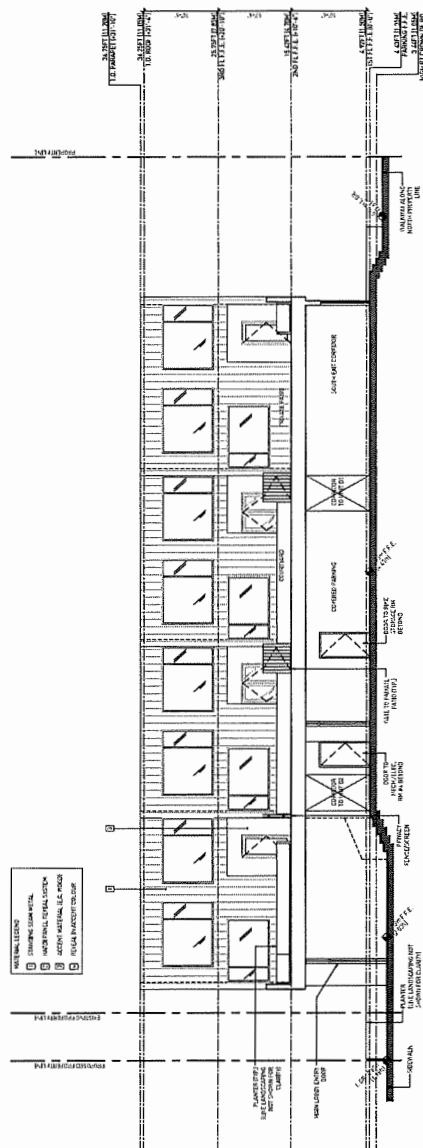
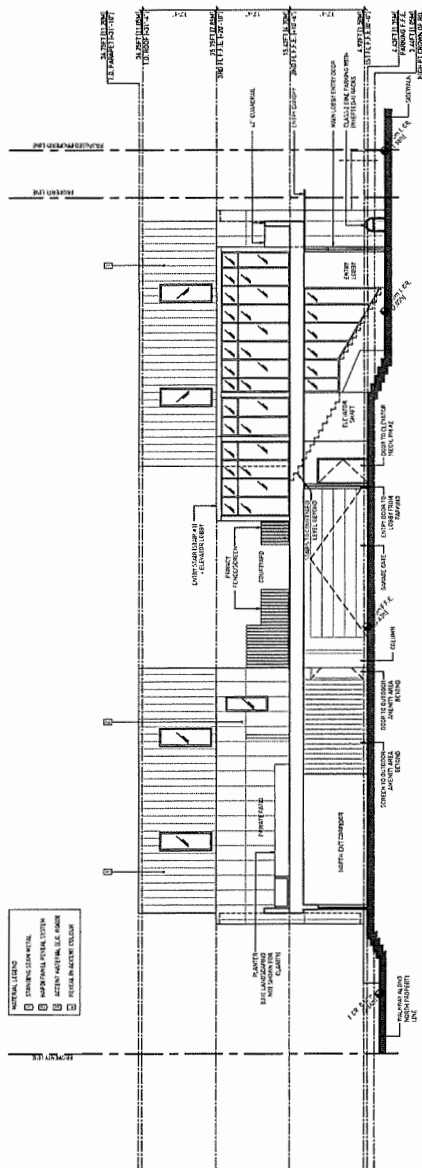
Year	Age	Sex	Location	Notes
1977	1	Male	1000 ft. above sea level	
1978	2	Female	1000 ft. above sea level	
1979	3	Male	1000 ft. above sea level	
1980	4	Female	1000 ft. above sea level	
1981	5	Male	1000 ft. above sea level	
1982	6	Female	1000 ft. above sea level	
1983	7	Male	1000 ft. above sea level	
1984	8	Female	1000 ft. above sea level	
1985	9	Male	1000 ft. above sea level	
1986	10	Female	1000 ft. above sea level	
1987	11	Male	1000 ft. above sea level	
1988	12	Female	1000 ft. above sea level	
1989	13	Male	1000 ft. above sea level	
1990	14	Female	1000 ft. above sea level	
1991	15	Male	1000 ft. above sea level	
1992	16	Female	1000 ft. above sea level	
1993	17	Male	1000 ft. above sea level	
1994	18	Female	1000 ft. above sea level	
1995	19	Male	1000 ft. above sea level	
1996	20	Female	1000 ft. above sea level	
1997	21	Male	1000 ft. above sea level	
1998	22	Female	1000 ft. above sea level	
1999	23	Male	1000 ft. above sea level	
2000	24	Female	1000 ft. above sea level	
2001	25	Male	1000 ft. above sea level	
2002	26	Female	1000 ft. above sea level	
2003	27	Male	1000 ft. above sea level	
2004	28	Female	1000 ft. above sea level	
2005	29	Male	1000 ft. above sea level	
2006	30	Female	1000 ft. above sea level	
2007	31	Male	1000 ft. above sea level	
2008	32	Female	1000 ft. above sea level	
2009	33	Male	1000 ft. above sea level	
2010	34	Female	1000 ft. above sea level	
2011	35	Male	1000 ft. above sea level	
2012	36	Female	1000 ft. above sea level	
2013	37	Male	1000 ft. above sea level	
2014	38	Female	1000 ft. above sea level	
2015	39	Male	1000 ft. above sea level	
2016	40	Female	1000 ft. above sea level	
2017	41	Male	1000 ft. above sea level	
2018	42	Female	1000 ft. above sea level	
2019	43	Male	1000 ft. above sea level	
2020	44	Female	1000 ft. above sea level	
2021	45	Male	1000 ft. above sea level	
2022	46	Female	1000 ft. above sea level	
2023	47	Male	1000 ft. above sea level	
2024	48	Female	1000 ft. above sea level	
2025	49	Male	1000 ft. above sea level	
2026	50	Female	1000 ft. above sea level	
2027	51	Male	1000 ft. above sea level	
2028	52	Female	1000 ft. above sea level	
2029	53	Male	1000 ft. above sea level	
2030	54	Female	1000 ft. above sea level	
2031	55	Male	1000 ft. above sea level	
2032	56	Female	1000 ft. above sea level	
2033	57	Male	1000 ft. above sea level	
2034	58	Female	1000 ft. above sea level	
2035	59	Male	1000 ft. above sea level	
2036	60	Female	1000 ft. above sea level	
2037	61	Male	1000 ft. above sea level	
2038	62	Female	1000 ft. above sea level	
2039	63	Male	1000 ft. above sea level	
2040	64	Female	1000 ft. above sea level	
2041	65	Male	1000 ft. above sea level	
2042	66	Female	1000 ft. above sea level	
2043	67	Male	1000 ft. above sea level	
2044	68	Female	1000 ft. above sea level	
2045	69	Male	1000 ft. above sea level	
2046	70	Female	1000 ft. above sea level	
2047	71	Male	1000 ft. above sea level	
2048	72	Female	1000 ft. above sea level	
2049	73	Male	1000 ft. above sea level	
2050	74	Female	1000 ft. above sea level	
2051	75	Male	1000 ft. above sea level	
2052	76	Female	1000 ft. above sea level	
2053	77	Male	1000 ft. above sea level	
2054	78	Female	1000 ft. above sea level	

Engineers concerned. The design and drawings are the engineers' responsibility. They will have to look for any physical limitations that their clients or the agency may have.

The drawing is not to be used for construction until it has been approved by the engineer.

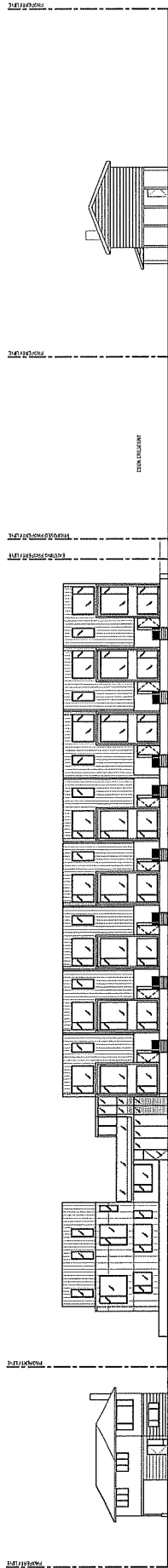
First, to communicate all the work the Contractor shall verify all dimensions, materials and methods to meet any existing and increasing quantities and any discrepancies between the drawing and the job. Contractor shall report and bring their notes to the attention of the Engineer for construction.

CNCL - 207

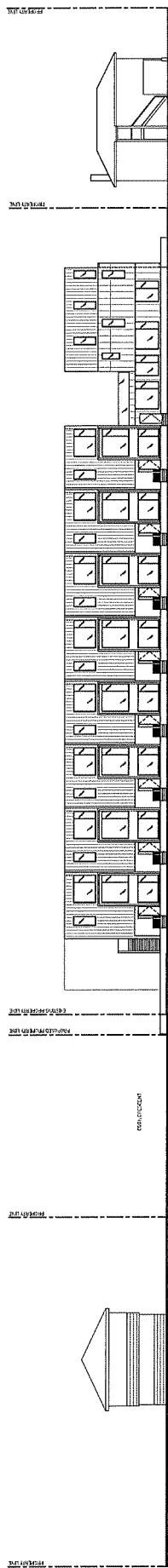


HOTSON

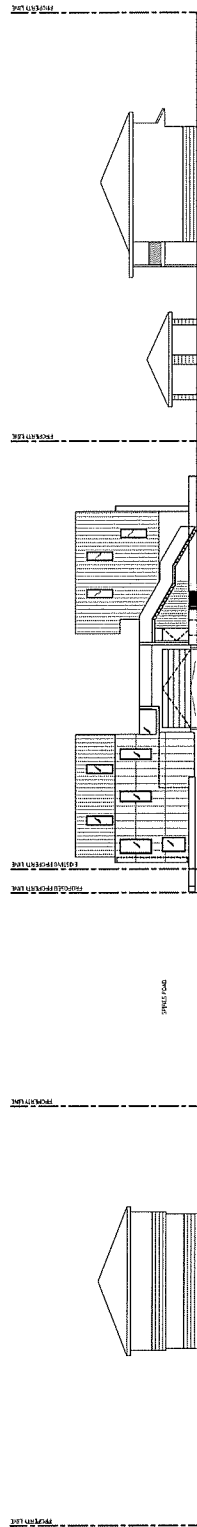
Project: 8871-8731 SPIRES RD
Address: 8871-8731 Spires Road
Richmond, BC
Title: COURTYARD
ELEVATIONS/SECTION
Scale: 1/8" = 1'-0"
Date: May 28, 2019
Project #: 1605
Drawing #: A2.04



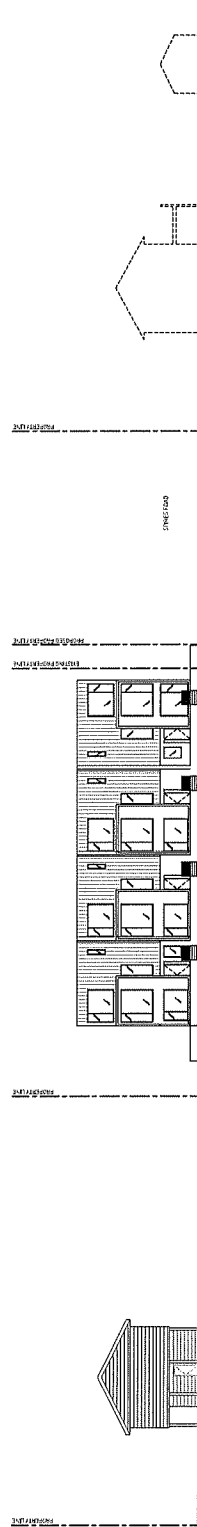
1 SOUTH ELEVATION
1/16" = 1'-0"



2 NORTH ELEVATION
1/16" = 1'-0"



3 EAST ELEVATION
1/16" = 1'-0"



4 WEST ELEVATION
1/16" = 1'-0"

CNCL - 209

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Revised and Issues:

REV	DESCRIPTION	DATE
1	REVISION 1: 1/16" = 1'-0"	NOV 13, 2015
2	REVISION 2: 1/16" = 1'-0"	NOV 13, 2015
3	REVISION 3: 1/16" = 1'-0"	NOV 13, 2015
4	REVISION 4: 1/16" = 1'-0"	NOV 13, 2015
5	REVISION 5: 1/16" = 1'-0"	NOV 13, 2015

HOTSON

Project: 807-4771 SPIRES RD
Address: 807-4771 Spires Road
Richmond, BC
Title: RUNNING STREETSCAPES
Scale: 1/16" = 1'-0"
Date: May 26, 2015
Project #: 100
Drawing #: A2.05

MATERIALS LEGEND

	Abundant Concrete Pavers, Pavers; Ashlar
	Colonic; Gray Black
	Abundant Concrete Pavers, Pavers; Ashlar
	Colonic; Gray Concrete Pavers, Pavers; Ashlar
	Abundant Concrete Pavers, Pavers; Ashlar
	Colonic; Dark Slate
	Textured Features Paving; Abundant Concrete
	Paving Stone Pavers, Pavers; Ashlar Colonic
	Staircase and Wallcut
	Textured Paving in Walkway; Abundant
	Colonic; Pavers; Ashlar
	Colonic; Sandstone and Walnut
	Reared Plaster with 600 mm depth top soil



EXAMPLE OF SOLID WOOD BENCH, DESIGN AND FINISH TBD

TEXTURED PAVING: BRIDGEWOOD BY BARKMAN

ASHLAR PATTERN PAVING

Plant List				
ID	Latin Name	Common Name	Quantity	Scheduled Size
FRES-5	Acer japonicum "spicifolium"	Fedsmoon maple		7.6cm cal #20 pot
ALW	Acer tomentosum "Joe Wirt"	Mamochurin Satsukibark Maple		8.5cm cal.
ALW	Magnolia "Tokyo"	Pinked Magnolia		4.5cm cal.

May 15 2018	Issues for Review
April 11 2018	Revised Running Submission
Mar 28 2018	Issues for Review
Jan 23 2018	Re-issues for Re-Zoning
Sep 25 2017	Issues for Review
Sep 13 2018	Issues for Re-Zoning
Aug 31 2018	For Review
Aug 15 2018	For Review

Prospect & Refuge

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Spires Boulevard
8671-8731 Spires Road, Richmond,
BC

Sheet Title: Landscape Layout & Planting Plan

Scale: 1:125

Date: _____

Project No. 2017-28

L-1C



PLANT LIST FOR TOTAL SITE. NOT INCLUDING OFFSITE TREES

PLANT LIST					
ID	Latin Name	Common Name	Quantity	Scheduled Size	Notes
TREES					
Aja	Acer japonicum 'aconitifolium'	Fullmoon maple	15	4cm cal. #20 pot	Cont.
APK	Acer Palmatum 'Katsura'	Katsura Japanese Maple	1	6cm cal.	B & B
AcPF	Acer palmatum 'Sangokaku'	Coral Bark Japanese Maple	1	6cm cal.	B & B
ApaE	Acer palmatum Emperor 1	Emperor 1 Japanese Maple	1	6cm cal.	B & B
AtJW	Acer tegmentosum 'Joe Witt'	Manchurian Snakebark Maple	16	6cm cal.	B & B
CK WE	Cornus kousa 'Wolf Eyes'	Wolf Eyes Korean Dogwood	3	5cm cal.	B&B
Cxe	Cornus x elwinortoni 'Kn30 8' PBR VENUS	Venus Dogwood	8	6cm cal.	B & B
WA	Cupressus nottkatensis 'Green Arrow'	Weeping Alaskan Yellow Cedar	3	2.5m full ht.	B&B
FsP	Fagus sylvatica 'Purpurea Tricolor'	Tricolour European Beech	3	6cm cal.	B & B
Mgx	Magnolia 'Galaxy'	Hybrid Magnolia	8	6cm cal.	B&B
Mxb	Magnolia x brooklynensis 'Yellow Bird'	Yellow Bird Magnolia	1	6 cm. cal	B&B
Mgx-S	Magnolia x soulangeana 'Black Tulip'	Black Tulip Magnolia	2	6cm. cal	B&B
Mspp	Malus spp.	Dwarf Apple	3	3cm cal.	Cont.
Pf	Pinus Flexilis 'Vandrwolf's Pyramid'	Limber Pine	5	3M ht.	Cont.
PIE	Populus tremula 'Erecta'	Columnar Swedish Aspen	5	6cm cal.	B & B
SO	Quercus coccinea	Scarlet Oak	2	6cm cal.	B & B
QfS	Quercus frainetto 'Schmidt'	Forest Green oak	4	6cm cal.	B & B
			0		
SHRUBS					
As	Acanthus spinosus	Bear's Breeches	8	#2 pot	Cont.
Bmj	Buxus microphylla japonica 'Winter Gem'	Winter Gem Boxwood	4	#3 pot	Cont.
Cam o	Calamagrostis x acutiflora 'Overdam'	Variegated Reed Grass	14	#2 pot	Cont.
CE	Carex 'Evergold'	Golden Sedge Grass	16	#2 pot	Cont.
CV	Ceanothus 'Victoria'	California Lilac	9	#3 pot	Cont.
Cxh	Cistus x hybridus	White Rockrose	5	#2 pot	Cont.
Eu	Euphorbia characias ssp. wulfenii 'Lambrook Gold'	Evergreen spurge	8	#2 pot	Cont.
Hm-1	Hakonechloa macra 'aurea'	Golden Japanese Forest Grass	81	#2 pot	Cont.
HsV	Hibiscus syriacus 'Variegatus'	Varegated Rose of Sharon	2	#3 pot	Cont., (Male & Female)
HBI	Hosta 'Blue Ivory'	Hosta Blue Ivory	30	#2 pot	Cont.
HpL	Hydrangea paniculata 'Limelight'	Panicle Hydrangea	1	#5 pot	Cont.
Hq-L	Hydrangea quercifolia 'Little Honey'	Dwarf Golden Oakleaf Hydrangea	7	#5 pot	Cont.
Hb	Hydrangea serrata 'Bluebird'	Bluebird Hydrangea	7	#5 pot	Cont.
Lxs	Leucanthemum x superbum 'Sante'	Shasta Daisy	24	#2 pot	Cont.
Lp	Lonicera pileata	Box Leaf Honeysuckle	7	#2 pot	cont.
Mm	Mahonia media 'Charity'	Charity Mahonia	11	#5 pot	Cont.
Mr	Mahonia Repens	Creeping Mahonia	26	#2 pot	Cont.
Ms	Matteuccia struthiopteris and cvs	Ostrich Fern	7	#2 pot	Cont.
Ms g	Miscanthus sinensis 'Gracillimus'	Maiden Grass	4	#5 pot	Cont.
MsLM	Miscanthus sinensis 'Little Miss'	Little Miss Maiden Grass	16	#2 pot	Cont.
MsZ	Miscanthus sinensis 'Zebrinus'	Zebra Grass	8	#2 pot	Cont.
Nt	Nessella tenuissima	Mexican feather grass	24	#2 pot	Cont.
Pho	Philadelphus 'Belle Etoile'	Mock Orange	7	#3 pot	Cont.
Mp	Pinus mugo 'Mughus'	Mugo Pine	12	#3 pot	Cont.
Pm	Polystichum munitum	Sword Fern	34	#1 pot	Cont.
PI	Prunus laurocerasus 'Mount Vernon'	Dwarf English Laurel	49	#3 pot	Cont.
Rpjm	Rhododendron 'P.J.M. Compact'	Compact P.J.M. Compact	9	#1 pot	Cont.
RAK	Rhododendron 'Anah Kurschke'	Anah Kurschke Rhododendron	2	#3 pot	Cont.
Rbb	Rhododendron 'Baden Baden'	Red Dwarf Rhododendron Hybrid	27	#3 pot	Cont.
RhCT	Rhododendron 'Crimson Tide'	Rhododendron 'Taurus'	5	#5 pot	Cont.
RGW	Rhododendron 'Gumpo White'	Gumpo White Azalea	6	#3 pot	Cont.
RPR	Rhododendron 'President Roosevelt'	Rhododendron 'President Roosevelt'	3	#3 pot	Cont., (Male & Female)
Rh-1	Rhododendron hoteli	Rhododendron	32	#2 pot	Cont.
Sa	Symphoricarpos alba	Snowberry	11	#2 pot	Cont.
Txm	Taxus x media 'Hillsii'	Hills Yew	186	1.25 m ht	B & B
Vp	Viburnum plicatum f. tomentosum 'Mariesii'	Doublefile Viburnum	1	#3 pot	Cont.
VB ar	Viburnum x burkwoodii 'Anne Russell'	Anne Russell Burkwood Viburnum	1	#3 pot	Cont.
			0		



RZ 17-790301

Attachment 3

Address: 8671, 8691, 8711 and 8731 Spires Road and the Surplus Portion of the Spires Road
and Cook Crescent Road Allowance

Applicant: Spires Road Development Holdings Ltd.

Planning Area(s): City Centre

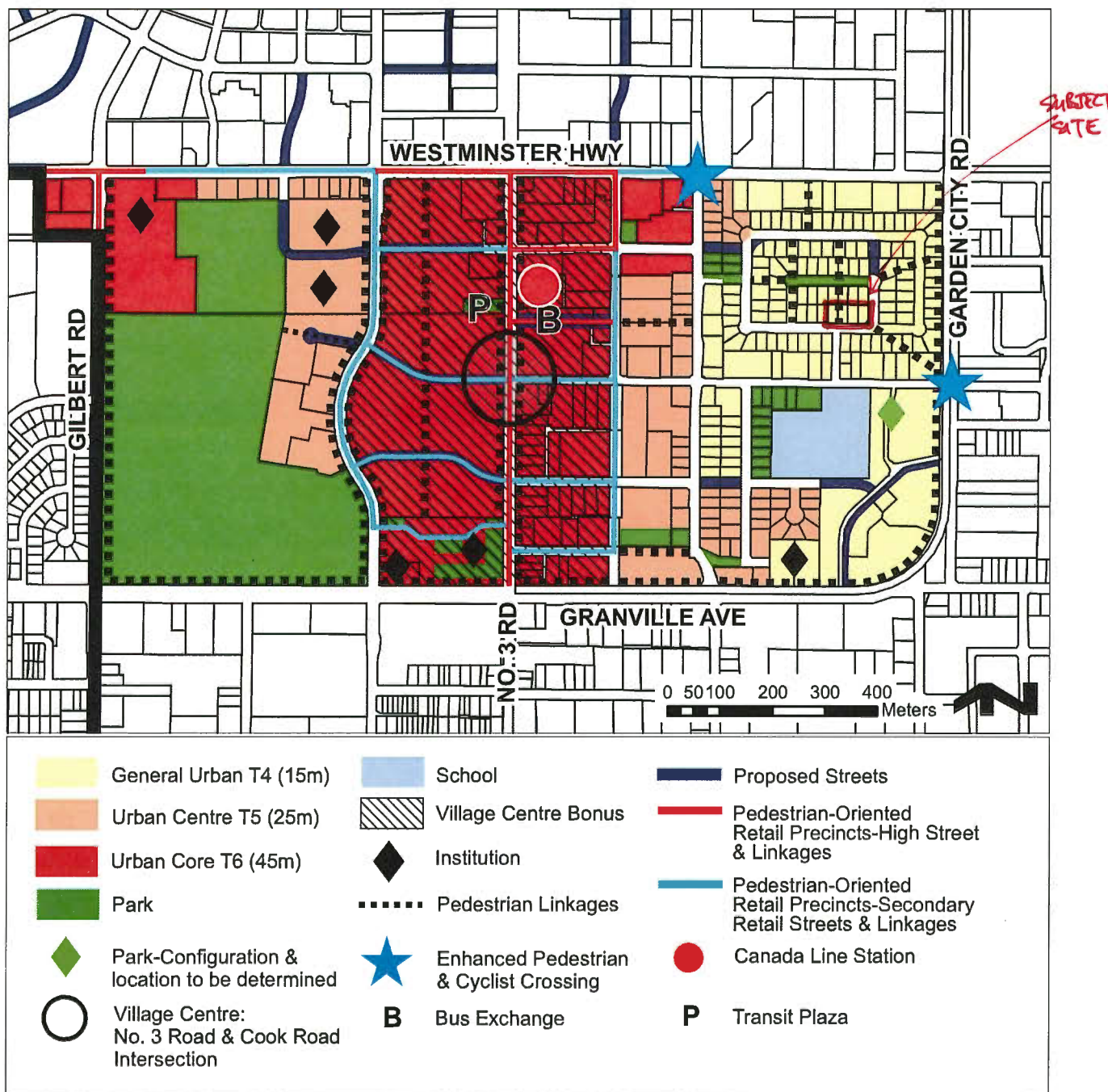
	Existing	Proposed
Owner:	Spires Road Development Holdings Ltd.	No Change
Site Size (m²):	2,965.9 m ²	3,203.3 m ²
Land Uses:	Single-Family Residential	Multiple-Family Residential
OCP Designation:	Low-Density Residential	No Change
Area Plan Designation:	City Centre Area Plan: General Urban T4 Sub-Area B.1: Mixed Use – Low-Rise Residential & Limited Commercial	No Change
702 Policy Designation:	N/A	No Change
Zoning:	Single Detached (RS1/E)	Parking Structure Townhouses (RTP4)
Number of Units:	4	22
Other Designations:	N/A	No Change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 1.20	1.16	none permitted
Lot Coverage – Building:	Max. 50%	43.3%	none
Lot Coverage – Non-porous Surfaces:	Max. 75%	72.3%	none
Lot Coverage – Landscaping:	Min. 20%	22.1%	none
Setback – Front Yard Cook Crescent (m):	Min. 3.0 m	3.0 m	none
Setback – Exterior Side Yard – South – Spires Road (m):	Min. 3.0 m	3.0 m	none
Setback – Interior Side Yard - North (m):	Min. 3.0 m	6.0 m	none
Setback – Rear - West (m):	Min. 3.0 m	6.0 m	none
Setback – Walkway - North (m):	Min. 3.0 m	3.0 m	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Setback – Walkway - West (m):	Min. 3.0 m	3.0 m	none
Height (m):	Max. 15.0 m (4 storeys)	11.2 m (3 storeys)	none
Lot Depth:	Min. 30.0 m	83.05 m	none
Site Area:	Min. 2,400 m ²	3,203.3 m ²	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	1.2 (R) and 0.2 (V) per unit	1.2 (R) and 0.2 (V) per unit	none
Off-street Parking Spaces – Total:	27 (R) and 5 (V)	27 (R) and 5 (V)	none
Tandem Parking Spaces:	Max. 50% of required residential spaces (27 x Max. 50% = 13)	0	none
Small Car Parking Spaces	Max. 50% when 31 or more spaces are provided on-site (32 x Max. 50% = 16)	0	none
Handicap Parking Spaces:	Min. 2% when 11 or more spaces are required (32 x 2% = 1 spaces)	3	none
Bicycle Parking Spaces – Class 1 / Class 2:	1.25 (Class 1) and 0.20 (Class 2) per unit	1.27 (Class 1) and 0.27 (Class 2) per unit	none
Off-street Parking Spaces – Total:	28 (Class 1) and 5 (Class 2)	28 (Class 1) and 6 (Class 2)	none
Amenity Space – Indoor:	Min. 100 m ² or Cash-in-lieu	Cash-in-lieu	none
Amenity Space – Outdoor:	Min. 6 m ² x 22 units + 10% of net site area = 452.3 m ²	475 m ²	none

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

Specific Land Use Map: Brighthouse Village (2031)



Bylaw 10020
2019/05/21

Maximum building height may be subject to established Airport Zoning Regulations in certain areas.

LEGEND-TREE MANAGEMENT IN DEVELOPMENT AREA:

See arborist report for further details.

denotes TAG NUMBER or ID REFERENCE
(see tree inventory and assessment list)

denotes RETENTION trees
(protection measures as specified)

denotes UNDER-SIZE TREE that is smaller than bylaw defined size. To be treated at owner's discretion. If retained, consult this office for protection measures. If to be removed, a permit may be required from municipality.

denotes REMOVAL tree (TAGGED TREE)
(municipal permit or approvals may be required)

denotes HIGH RISK tree to be REMOVED or MODIFIED
(see tree inventory and report - permit or approvals required)

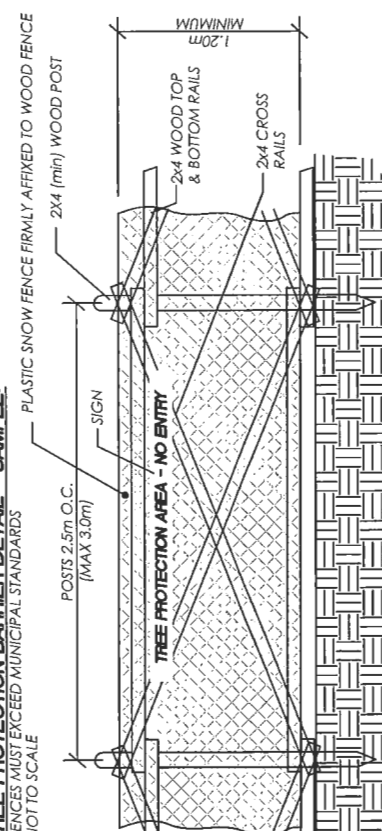
LEGEND-TREE PROTECTION:



TREE PROTECTION ZONE RESTRICTIONS:

- Trees that are specified to be retained must be protected from damage during all phases of development related work on the site. Any access or construction related work within the CPZ, RPZ and/or WSS requires advance approval, guidance and on-site direction or supervision by the project arborist. General restrictions in the TPZ are as follows:
- No soil disturbance of any scope or to any depth for cuts or fills, including but not limited to: trenching, stripping of over-burden, bulk excavation, fill placement, site preparation, grade transitions, topsoil placement, etc.,
 - No passage or operation of machinery, trucks, vehicles or equipment (including small track machines, skid steers, lifts, etc), except as approved and directed by the project arborist, and subject to special measures.
 - No storage of soil, spoil, gravel, construction materials, waste materials, etc.,
 - No waste or washing of concrete, succo, drywall, paint, or other potentially harmful materials.
 - No placement of temporary structures or services.
 - No affixing of signs, cables or any other device to retained trees.
 - No pruning or cutting of retained trees, except as approved and directed by the project arborist, and performed by a qualified tree service firm employing ISA Certified Arborists and working to ANSI A300 and ANSI Z133 Standards.
 - No landscape lighting, such as but not limited to: installing retaining walls, digging planting holes, placing growing medium, installing irrigation or conduit, etc., except as approved and directed by the project arborist.

TREE PROTECTION BARRIER DETAIL - SAMPLE:



Condensed Tree Inventory and Assessment Data:

Tag #	Dbh (cm)	Tree Type	Ht (m)	Spread (m)	Location	Action
810	65	Austrian Pine	19	4	On-site	RETAIN
811	45	Blue Spruce	15	2	On-site	RETAIN
812	45	Sitka Spruce	22	3.5	On-site	Remove
813	68	Douglas-fir	25	4	On-site	Remove
814	61	Sitka Spruce	22	3.5	On-site	Remove
815	40	Common Plum	6	2	On-site	Remove
816	90	Decodar Cedar	19.6	4.5	On-site	Remove
817	40	Cherry Plum	6	2	On-site	Remove
818	60	Cherry Plum	7	3.5	On-site	Remove
819	43	Blue Spruce	15	2.5	On-site	Remove
820	39	Sitka Spruce	12.2	2	On-site	Remove
821	38	Blue Spruce	12	1.5	On-site	Remove
822	56	Norway Spruce	17	3	On-site	Remove
823	51	Norway Spruce	17	3	On-site	Remove
824	30	Common Pear	7	1.5	On-site	Remove
N01	49	Cherry Plum	6	3	Off-site	Protect
N02	25	Japanese Maple	5	2	Off-site	Protect
N03	60	Western Redcedar		3	Off-site	Protect
N04	45	Blue Spruce	11	3	Off-site	Protect
N05	51	Norway Spruce	11	3	Off-site	Remove
N06	25	American Elm	5	2.5	Off-site	Protect
N07	30	Common Plum	5	3	Off-site	Protect
C01	45	Sycamore Maple	11	3	City	Remove
C02	43	Sycamore Maple	9.5	2.5	City	Remove
C03		Common Plum	4	1.5	City	Remove

SUGGESTED PLANT LIST: REPLACEMENT TREES

Please use botanical name when ordering.

Current arboricultural best management practices and BCSLA/BC/VA standards apply to: quality, root ball, health form, handling, planting, guying/staking and establishment care.

CODE	QTY	Size	BOTANICAL NAME	COMMON NAME
BROADLEAF - SMALL TO MEDIUM SCALE:				
ACA	5cm C	Acer campestre	Field maple	
AG	5cm C	Acer griseum	Paperbark maple	
ARB	5cm C	Acer rubrum 'Bowhall'	Bowhall maple	
ARS	5cm C	Acer rubrum 'Red Sunset'	Red Sunset maple	
DI	5cm C	Davidia involucreata	Deve tree	
FSD	5cm C	Fagus sylvatica 'Dawyd'	Dawyd beech	
FSP	5cm C	Fagus sylvatica 'Perdula'	Weeping European beech	
NSO	3.5m H	Magnolia soulangeana	Saucer magnolia	
SP	5cm C	Stewartia pseudocamellia	Japanese stewartia	
AP	5cm C	Acer palmatum	Japanese maple	
AU	5cm C	A-ributus unedo	Strawberry tree	
CC	3.5m H	Cercis canadensis	Redbud	
MGR	5cm C	Magnolia grandiflora	Southern magnolia (evergreen)	
MST	5cm C	Magnolia stellata	Star magnolia	
PSAR	5cm C	Prunus sargentii 'Rancho'	Sargent cherry	
PY	5cm C	Prunus x yedoensis	Yoshino cherry	
SJ	5cm C	Styrax japonicus	Japanese snowbell	
EVERGREEN - SMALL SCALE:				
APC	3.5m H	Abies procera 'Glauc'	Noble fir	
PO	3.5m H	Picea omorika	Serbian spruce	

NOTE: TREE REPLACEMENT DESIGN IS BY OTHERS

SHEET 3 TREE MANAGEMENT DRAWING DETAILS

acdgroupp.ca

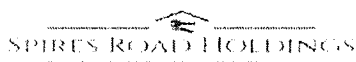
ARBORTECH CONSULTING

ARBO GROUP

SUITE 145 • 7205 HORSESHOE WAY, RICHMOND, BC V7A 4V4 • 604.275.3464

PROJECT: PROPOSED MULTI-FAMILY DEVELOPMENT
ADDRESS: 8671 - 8731 SPIRES RD RICHMOND BC
CLIENT: SOUTH STREET DEVELOPMENT
CITY REF: JACL FILE: 18252
PLOT SIZE: 11"x17" REV #15 DATE: MAY 14, 2019

Spires Road Development Holdings LTD
200-1778 West 2nd Ave. Vancouver, BC
604-714-0573



April 9, 2019

City of Richmond

Planning & Development
6911 No. 3 Road
Richmond, BC V6Y 2C1
ATTN: Mr. Edwin Lee

Re: 8671-8731 Spires Road

File #: RZ 17-790301

Response to City of Richmond Preliminary Staff Comments

Dear Edwin,

We intend to engage an energy modelling company to ensure that the proposed building design can meet the BC Energy Step Code requirements that are expected to be in place at the building permit application.

Best Regards,

A handwritten signature in black ink, appearing to read "Brent Hanson", is written over the printed name and title.

Brent Hanson
Director



Address: 8671, 8691, 8711 and 8731 Spires Road and the surplus portion
of the Spires Road and Cook Crescent road allowances

File No.: RZ 17-790301

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10058, the developer is required to complete the following:

1. Council approval of the road closure bylaw for a portion of Spires Road and Cook Crescent. The developer shall be required to enter into a purchase and sales agreement with the City for the purchase of the Land, which is to be based on the business terms approved by Council. The primary business terms of the purchase and sales agreement will be brought forward for consideration by Council in a separate report from the Senior Manager, Real Estate Services. All costs associated with the purchase and sales agreement shall be borne by the developer.
2. Consolidation of all the lots and the portion of Spires Road and Cook Crescent mentioned above into one development parcel (which will require the demolition of the existing dwellings).
3. Granting of statutory right-of-way for access as follows:
 - A 3.0 m wide SRW along the entire length of the north and west property lines of the site; and
 - A 3.0 m x 3.0 m SRW corner cut where the two walkways meet.

Language should be included in the SRW document that:

- The City may require the owners to install signage within the SRW;
 - Utilities under the SRW may be permitted;
 - The owners are responsible for all maintenance of improvements, including but not limited to the pathways, landscaping, signage and lighting installed within the SRWs, and are responsible for all liability of SRW areas; and
 - Any fences installed along the north and west property line must be removed when the other SRWs for access are secured from the adjacent sites to the north and/or west.
4. Registration of an aircraft noise sensitive use covenant on title.
 5. Registration of a flood indemnity covenant on title.
 6. Registration of a legal agreements on Title or other measures, as determined to the satisfaction of the Director of Development, to ensure that:
 - a) No final Building Permit inspection is granted until two secondary suites are constructed on site, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw; and
 - b) The secondary suites cannot be stratified or otherwise held under separate title.
 7. Registration of a legal agreement on title ensuring that a parking stall with minimum dimensions of 3.7 m wide and 5.5 m long will be assigned to each of the Basic Universal Housing units and/or convertible units contained within the proposed townhouse development. No accessible parking signage or pavement markings will be required on these parking spaces.
 8. Registration of a legal agreement on title or other measures, as determined to the satisfaction of the Director of Development, to ensure that:
 - a) the number of visitor parking stalls per zoning bylaw requirements will be maintained in perpetuity;
 - b) selling, leasing, assigning, or designating any of the visitor parking spaces to individual unit owners/renters/occupants or any other persons by the developers/applicants/owners and future strata councils is prohibited; and

- c) the required visitor parking stalls are available for the common use of visitors to this development and are accessible to visitors at all times.
9. Registration of a legal agreement on title ensuring that:
 - a) conversion of any of the bicycle parking areas within the parking structure into habitable space or general storage area is prohibited; and
 - b) all of the bicycle parking areas are available for shared common use and for the sole purpose of bicycle storage.
10. Registration of a legal agreement on title stipulating that the development is subject to potential impacts due to other development that may be approved within the City Centre including without limitation, loss of views in any direction, increased shading, increased overlook and reduced privacy, increased ambient noise and increased levels of night-time ambient light, and requiring that the owner provide written notification of this through the disclosure statement to all initial purchasers, and erect signage in the initial sales centre advising purchasers of the potential for these impacts.
11. 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 on site and on neighbouring properties. 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.
12. City acceptance of the developer's voluntary contribution in the amount of \$10,344.35 (i.e. \$0.25 per buildable square foot, excluding affordable housing) to future City community planning studies, as set out in the City Centre Area Plan.
13. City acceptance of the developer's offer to voluntarily contribute \$8.50 per buildable square foot (e.g. \$351,707.84) to the City's affordable housing fund.
14. City acceptance of the developer's offer to voluntarily contribute \$0.83 per buildable square foot (e.g. \$34,343.24) to the City's public art fund.
15. City acceptance of the developer's offer to voluntarily contribute \$3,250.00 to Parks Division's Tree Compensation Fund for the removal of three trees located on the City boulevard in front of the site.
Note: Developer/contractor must contact the Parks Division (604-244-1208 ext. 1342) four (4) business days prior to the removal to allow proper signage to be posted. All costs of removal and compensation are the responsibility borne by the applicants.
16. Submission of a Tree Survival Security to the City in the amount of \$20,000 for the 65 cm caliper Austrian Pine tree (specifically tag# 810) and the 45 cm caliper Blue Spruce tree (specifically tag# 811) to be retained on site. No Tree Survival Security will be returned until the post-construction assessment report, confirming the protected trees survived the construction, prepared by the Arborist, is reviewed by staff.
17. Submission Contribution of \$25,000.00 in-lieu of on-site indoor amenity space.
18. City acceptance of the developer's offer to voluntarily contribute \$49,665.00 towards the construction of a new 750mm storm sewer via the capital project works that will front the development.
19. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
20. Enter into a Servicing Agreement* for the design and construction of frontage beautification along the site frontage, storm sewer and sanitary sewer upgrades, fire hydrant, as well as service connections. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to,

Water Works:

- a. Using the OCP Model, there is currently 102 L/s of water available at a 20 psi residual at the Spires Road frontage. Once Capital Program upgrades are installed there will be 254L/s of water available at a 20 psi residual at the Spires Road frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- b. At the developer's cost, the developer is required to:

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- i. Upgrade the existing 150mm diameter watermain along Spires Road frontage to 200mm diameter. Approximate length of required upgrade is 75 meters. The alignment of the required watermain will be determined via the SA design review.
 - ii. Remove the existing 150mm diameter AC watermain along the proposed site's entire Spires Road frontage when the new watermain is operational.
 - iii. Upgrade the existing 150mm diameter AC watermain along Cook Crescent frontage to 200mm diameter. Tie-in to the north shall be to the existing 150mm watermain and tie-in to the south shall be to the new watermain to be built at Spires Road frontage. Approximate length of required upgrade is 52 meters. Alignment of the new watermain shall be determined via the servicing agreement design.
 - iv. Remove the existing 150mm diameter AC watermain along the proposed site's entire Cook Crescent frontage when the new watermain is operational.
 - v. Install one new water service connection off of the proposed 200mm water main along Cook Crescent frontage complete with meter and meter box in a proposed utility right of way.
 - vi. Cut and cap all existing water service connections at main off of the existing 150mm AC water mains.
 - vii. Provide new fire hydrants to comply with the City's maximum spacing for proposed townhouse developments.
 - viii. Relocate the existing fire hydrant as required by the proposed frontage improvements. Fire department approval is required for all fire hydrant relocations.
- c. At the developer's cost, the City is to tie-in the proposed watermain to the existing watermain at Spires Road and Cook Crescent.

Storm Sewer Works:

- a. At the developer's costs, the Developer is required to:
- i. Upgrade the existing ditches along Spires Road frontage to a single storm sewer in the middle of the road. Approximate length of required upgrade is 75 meters. The alignment of the required storm sewer will be determined via the SA design review. Connection to the west shall be via a new manhole to be tied-in to the storm sewer that will be built via the capital project at Spires Road and tie-in to the east shall be via a new manhole at the intersection of Spires Road and Cook Crescent then to the existing ditches at the north and south sides of Spires Road via new headwalls.
 - ii. Tie-in the existing storm manhole at the junction of the east-west and north-south aligned Spires Road to the existing ditch fronting 8931 Spires Road via a new headwall.
 - iii. Upgrade the existing ditches along Cook Crescent frontage to a single storm sewer in the middle of the road. Approximate length of required upgrade is 52 meters. Tie-in to the south shall be at the new manhole to be built at the intersection of Spires Road and Cook Crescent and tie-in to the north shall be to the existing ditches at the east and west sides of Cook Crescent via new headwalls. Alignment of the new storm sewer shall be determined via the servicing agreement design.
 - iv. Install lane drainage (200mm diameter) along the entire north and west property lines complete with manholes as per Engineering specifications then tie-in to the new storm sewer at Cook Cr via a new manhole.
 - v. Install a new storm service connection complete with inspection chamber connecting to the new storm sewer along Spires Road.
- b. At the Developers cost, the City is to tie-in the proposed storm sewers to the existing drainage system.

Sanitary Sewer Works:

- a. At the developer's costs, the Developer is required to:
- i. Install the ultimate sanitary line at Spires Road frontage at the same alignment as the sanitary main to be built at Spires Road located west of Cook Gate via the City's capital project. Pipe sizing shall be determined via the Servicing Agreement design process. Approximate length of required upgrade is 75 meters.
 - ii. Install the ultimate sanitary line at Cook Crescent frontage and tie-in (via a new manhole) to the new sanitary sewer that will be built at the proposed site at Spires Road frontage. The pipe alignment and

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sizing shall be determined via the Servicing Agreement design process. Approximate length of required upgrade is 52 meters.

- iii. Ensure no soil fill or building encroaches into the existing sanitary SRWs and that the existing 150mm diameter asbestos cement sanitary sewer is protected during any preload/construction phase (the sewer will remain active despite new works proposed for Spires Road and Cook Crescent).
- iv. Install a new sanitary service connection c/w inspection chamber and tie-in to the new sanitary manhole at the intersection of Spires Road and Cook Gate that will be built via the City's capital project.
- v. If the proposed sanitary mains on Cook Gate that will be built through capital funding are not in service or not constructed at the time of connection, the developer will be required to design and construct a sanitary service connection that will work on both interim and ultimate conditions. The interim service connection shall be from the site to the existing 200mm sanitary main located between 8644 Cook Crescent & 8771 Spires Road while the ultimate service connection shall be tied-in to the ultimate manhole at the intersection of Spires Road and Cook Gate that will be built via the City's capital project. The details of the combined interim and ultimate sanitary service connections shall be finalized via the Servicing Agreement design review.
- vi. If required, the interim connection shall be removed (at developer's costs) once the ultimate sanitary lines and manhole under the City's Capital project are constructed and the proposed site's ultimate service connection is connected to the ultimate sanitary system.
- vii. Provide a signed and sealed geotechnical assessment, complete with recommendations to ensure the following conditions are met. The assessment and mitigation recommendations shall be included in the rezoning staff report and the development permit design review.
 - That the City be able to construct, maintain, operate, repair, or remove City utilities/infrastructures (i.e. sanitary main along the north PL) without impact to the onsite works. The building edge shall be set based on the required clearance between the building edge and the existing AC sanitary pipe as recommended by a professional geotechnical engineer.
 - That the on-site works (e.g. soil densification, preload, foundation works, etc.), or the construction/maintenance of the proposed building, not cause damage to the City utilities/infrastructure (i.e. sanitary main along the north PL)
 - That impact of the site preparation works (e.g., soil densification, pre-load, foundation excavation, dewatering, etc.) to the existing infrastructures around the proposed site (i.e. sanitary main along the north PL) are determined by the Geotechnical Engineer. If the existing infrastructures will be significantly impacted, the works required to mitigate the impact or the replacement of the affected existing infrastructures shall be done prior to start of the site preparation works at developer's cost.
 - Pre and post pre-load and construction surveys and CCTV will be required. Any damage to be repaired and any required replacement shall be done at the Developer's sole cost.
 - Ensure that the existing sanitary sewer along the north property line remains operational during any preload and/or construction phase (the sewer will remain active despite new works proposed for Spires Road). If the existing sanitary line is impacted during site preparation or construction of the proposed development then the developer shall be responsible to make the damaged sanitary system operational during the duration of the onsite works (i.e., temporary bypass via pumping, etc.). The damaged sanitary system shall be replaced at the same alignment through the servicing agreement, at the developer's costs, after completion of the site preparation and/or building construction works.
- b. At the developer's costs, the City is to cut and cap at main all existing connections and remove inspection chambers along the south and west property lines.

Frontage Improvements:

- a. Road works and frontage improvements (Spires Road and Cook Crescent development frontages)
 - i. The entire Spires Road and Cook Crescent development frontages are to be widened to provide 8.7 m wide pavement (one parking lane and two traffic lanes). The road works are also to include tie-in tapers (20:1) to the existing sections of Spires Road to the east and west of the site and Cook Crescent to the north.

The following are the road and behind the curb frontage improvement cross-section elements to be designed and constructed by the Developer. The existing ditches are to be filled to accommodate these frontage improvements.

- existing property line of road right-of-way along development frontage;
 - 2.05 m wide landscaped boulevard with street trees. (The Spires Road and Cook Crescent right-of-ways are planned to be reduced from a width of 20.1 m to 16.0 m. The 2.05 m wide boulevard may become surplus City land and available for disposition);
 - 2.0 m wide concrete sidewalk;
 - 1.5 m wide landscaped boulevard with street trees;
 - 0.15 m wide curb;
 - 8.7 m wide pavement;
 - 1.0 m wide gravel shoulder (with no-post low barriers per TAC standards).; and
 - Ditch embankment stability requirements (opposite side of road), i.e. ditch in-filling and/or retaining walls.
- b. Treatments of south side of Spires Road and east side of Cook Crescent opposite site frontages
- i. The Developer shall retain a Geotechnical Engineer to determine the requirements for filling in the existing ditches along Spires Road and Cook Crescent on the opposite side of the road from the development or installing retaining walls to support the widened pavement. The Developer shall advise the Transportation and Engineering of the outcome of the geotechnical investigation and is responsible for implementing the recommended actions.
- c. Existing driveways along the development frontages
- i. All existing driveways along the Spires Road and Cook Crescent development frontages are to be closed permanently. The Developer is responsible for removing the existing driveways and the replacement with barrier curb/gutter, boulevards and concrete sidewalk per standards described.
- d. Existing driveways on the opposite side of development frontages
- i. All existing driveways on the opposite side of the Spires Road and Cook Crescent development frontages are to be kept during and post construction. Consultation and co-ordination with adjacent property owners is required particularly if their driveways are altered as part of the proposed road works.
- e. Walkways
- i. The Developer is required to construct two walkways along the north and west property lines of the site. The detail of the walkway requirements are as follows:
 - The cross-section of the walkways is to include: 1.5 m wide grass swale surface for drainage; and 1.5 m wide hard surface walkway. Confirm with Parks if changes to this cross-section are required.
 - Provide fencing and safety guardrail as required.
 - Provide walkway signs and removable bollards at the Spires Rad and Cook Crescent ends of the walkway.
- f. Parks consultation
- i. Consult Parks on the requirements for tree protection/placement including tree species and spacing as part of the frontage works.
- g. Engineering consultation
- i. Consult Engineering on lighting and other utility requirements as part of the frontage works. The tree planting works will need to be coordinated with Engineering to ensure there are no conflicts with any above ground or underground utilities.
- h. Design and construction standards
- i. All road works are to be designed to meet City Engineering Design Specifications and constructed to the satisfaction of the City.

i. Functional Road Design Plan

- i. The Developer is required to submit a functional road design plan with cross-sections (interim and ultimate) to show the road works and behind the curb frontage improvements described above. The functional design plan is to be approved by Transportation. The following elements are to be incorporated in the functional design exercise.
 - General comments
 - Use metric scale.
 - Provide basic geometric design information, e.g. curve radii, taper ratios, etc.
 - Identify the width of road and frontage elements.
 - The pavement should be presented without shaded background so as not to obscure any road element information.
 - Provide cross sections for both interim and ultimate road and frontage configurations.
 - The center line of the widened pavement is to follow the existing center lines of Spires Road and Cook Crescent.
 - The location of underground utilities must be confirmed with Engineering and the road cross-sections must show the correct underground utility locations.
 - Spires Road and Cook Crescent development frontages
 - The design considerations, among others, are to include:
 - Full road and frontage improvement cross-sections including edge of pavement treatments along the south side of Spires Road and east side of Cook Crescent opposite the site.
 - Provide 20:1 taper sections to tie-in the widened section of Spires Road along the development frontages to the existing roadway; and
 - As parking is permitted on Spires Road, the maximum cross slope for the boulevard and sidewalk is 2%.
 - Walkways
 - Refer details provided above.
 - Engineering consultation
 - As part of the review and approval process of the functional plan, Engineering is to be consulted on the following design issues, among other requirements:
 - Vertical alignment - The elevation of the centre line of Spires Road along the development frontage is to take into considerations drainage requirements and to ensure there is no conflict with district energy equipment and other underground utilities.
 - Horizontal alignment - Engineering is to be consulted to ensure that the establishment of the road alignment along the development frontages and the underground utility corridor are coordinated.

j. Site Vehicle Access

- i. This site is to be served by a single vehicle driveway. All existing driveways along the Spires Road and Cook Crescent development frontages are to be closed permanently.
- ii. The driveway width is to be set at 7.5 m at P/L, with 0.9 m flares at the curb and 45° offsets to meet existing grade of sidewalk/boulevard).

k. Developer to coordinate with BC Hydro, Telus and other private communication service providers:

- i. To provide underground private utility service lines for the proposed development along Spires Road and Cook Crescent frontages, at the Developer's cost. The private utility companies (e.g., BC Hydro, Telus and Shaw) may require right of ways in the proposed site to facilitate transition from the existing rear yard overhead private utility service to an underground service at Spires Road and Cook Crescent frontages. The private utility servicing (i.e., transition from rear yard overhead service to underground service at the fronting streets) shall be coordinated with the private utility companies prior to the proposed development advancing to DP panel. CNCL-226 this is to ensure that all private utility above ground

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cabinets that are required to facilitate the transition from rear yard overhead system to underground system at the fronting streets are determined and secured via the Development Permit process.

- ii. To maintain BC Hydro and private communication services to the neighbouring properties that are connected to the existing rear yard overhead system if the rear yard overhead system is going to be removed when the new underground services are provided along the fronting streets.
- iii. To pre-duct for future hydro, telephone and cable utilities along all road frontages at Developer's cost.
- iv. When relocating/modifying any of the existing power poles and/or guy wires within the rear yards.
- v. To locate all above ground utility cabinets and kiosks required to service the proposed development within the developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the staff report and the development process design review. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements and the locations for the above ground structures. If a private utility company does not require an above ground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of SRWs that shall be shown in the functional plan and registered prior to SA design approval:
 - BC Hydro PMT – 4mW X 5m (deep)
 - BC Hydro LPT – 3.5mW X 3.5m (deep)
 - Street light kiosk – 1.5mW X 1.5m (deep)
 - Traffic signal kiosk – 2mW X 1.5m (deep)
 - Traffic signal UPS – 1mW X 1m (deep)
 - Shaw cable kiosk – 1mW X 1m (deep) – show possible location in functional plan
 - Telus FDH cabinet - 1.1mW X 1m (deep) – show possible location in functional plan
- l. The existing ditches at Spires Road and Cook Cr frontages are to be filled to accommodate the frontage improvements.
- m. A geotechnical assessment (complete with recommendations) is required to confirm that the existing road base structures are adequate to support the required road upgrades at Spires Road frontage.
- n. Review the existing street lighting levels along Cook Cr and Spires Road frontages and upgrade lighting along the development frontages.

General Items:

- a. At the developers cost, the Developer is required to:
 - i. Building encroachment and permanent structures such as trees and patios etcetera will not be permitted inside rear yard sanitary SRW. Please note fence along north property line should be a standard wooden fence
 - ii. Provide, within the first SA submission, a geotechnical assessment of preload and soil preparation impacts on the existing utilities (e.g., rear yard sanitary mains, rear yard private utility overhead lines, etc.) fronting or within the development site and provide mitigation recommendations.
 - iii. Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

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

1. Complete an acoustical report and recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and noise mitigation standards comply with the City's Official Community Plan and Noise Bylaw requirements. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards follows:

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

Prior to a Development Permit* issuance, the developer is required to complete the following:

1. Submission of a Landscaping Security based on 100% of the cost estimate provided by the landscape architect.

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

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
Note: Should the applicant wish to begin site preparation work after third reading of the rezoning bylaw, but prior to final adoption of the rezoning bylaw and issuance of the Development Permit, the applicant will be required to obtain a Tree Permit and submit landscaping security (i.e. \$13,000 in total) to ensure the replacement planting will be provided.
2. Submission and approval of a separate Tree Permit for the removal of the Norway Spruce tree (tag# N05) located on 8751 Spires Road.

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Incorporation of energy efficiency, CPTED, sustainability, and accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
3. If applicable, payment of latecomer agreement charges, plus applicable interest associated with eligible latecomer works.
4. 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 10058 (RZ 17-790301)
8671, 8691, 8711 and 8731 Spires 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 **"PARKING STRUCTURE TOWNHOUSES (RTP4)"**.

P.I.D. 010-472-436

Lot 4 Section 9 and 10 Block 4 North Range 6 West New Westminster District Plan 21489

P.I.D. 004-306-040

Lot 5 Section 9 and 10 Block 4 North Range 6 West New Westminster District Plan 21489

P.I.D. 007-464-622

Lot 6 Section 9 and 10 Block 4 North Range 6 West New Westminster District Plan 21489

P.I.D. 003-684-253

Lot 7 Section 9 and 10 Block 4 North Range 6 West New Westminster District Plan 21489

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10058"**.

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: June 28, 2019
File: RZ 17-771371

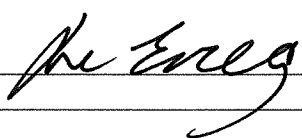
Re: Application by Design Work Group Ltd. for Rezoning at 11480 and 11500 Railway Avenue from the "Single Detached (RS1/E)" Zone to the "Arterial Road Two-Unit Dwellings (RDA)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10060, for the rezoning of 11480 and 11500 Railway Avenue from the "Single Detached (RS1/E)" zone to the "Arterial Road Two-Unit Dwellings (RDA)" zone, be introduced and given First Reading.


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

WC:el
Att. 9

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

Staff Report

Origin

Design Work Group Ltd. has applied to the City of Richmond for permission to rezone 11480 and 11500 Railway Avenue (Attachment 1) from the “Single Detached (RS1/E)” zone to the “Arterial Road Two-Unit Dwellings (RDA)” zone in order to permit the property to be subdivided into three duplex lots (Attachment 2). A preliminary site plan, streetscape elevation and landscape plan are provided for reference in Attachment 3. A Development Permit application will be required to address the form and character of the proposed duplex.

A Servicing Agreement (SA) for frontage improvements and site service connections is required as a consideration of rezoning.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 4).

Subject Site Existing Housing Profile

There are two existing single-family dwellings on the property, which will be demolished. The applicant has indicated that the dwellings are currently owner occupied, and that they do not contain any secondary suite.

Surrounding Development

- To the North: Fronting Railway Avenue, single-family homes on lots zoned “Single Detached (RS1/E)”.
- To the South: A rezoning application to permit the development of a duplex on the adjacent property (at 11540 Railway Avenue) (RZ 18-819258) has been given Third Reading on June 17, 2019.
- To the East: Fronting Kestrel Drive, single-family homes on lots zoned “Single Detached (RS1/B)”.
- To the West: Across Railway Avenue, single-family homes on small lots zoned “Single Detached (RS1/A)” fronting on Garry Street.

Related Policies & Studies

Official Community Plan/Steveston Area Plan

The 2041 Official Community Plan (OCP) Land Use Map designation for the subject site is “Neighbourhood Residential”. The Steveston Area Land Use Map designation for the subject site is “Single-Detached/Duplex/Triplex” (Attachment 5). The development proposal for three duplex lots is consistent with these designations.

Arterial Road Policy

The Arterial Road Land Use Policy in the City's 2041 Official Community Plan Bylaw 9000 directs appropriate duplex and triplex developments onto certain minor arterial roads outside the City Centre. The subject site is identified for "Arterial Road Duplex/Triplex" on the Arterial Road Housing Development Map and the proposal is in compliance with the Arterial Road Duplex Development Requirements under the Arterial Road Policy.

Floodplain Management Implementation Strategy

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

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.

The developers have also consulted with the owners/residents of the adjacent properties of the proposed development site; no concern has been raised. A consultation summary prepared by the developers can be found in Attachment 6.

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

Built Form and Architectural Character

The developer proposes to subdivide the site into three lots and construct a new duplex on each lot. Each duplex lot will feature a unit in the front of the property with direct pedestrian access from Railway Avenue, and one unit will be at the back of the property with the main entrance from the auto-court proposed on site. The unit sizes are ranging from 123 m² (1,399 ft²) to 167 m² (1,800 ft²). All units will have a side-by-side attached garage. In keeping with the architectural character of the neighbourhood, all duplexes will be two storeys and will feature a peaked roof.

A Development Permit application will be required to address the form and character of the proposed duplex. Through the Development Permit, the following issues are to be further examined:

- Compliance with Development Permit Guidelines for duplex projects in the 2041 Official Community Plan (OCP).

- Review of the architectural character, scale, and massing to ensure that the proposed duplexes are well designed, fit well into the neighbourhood, and do not adversely impact adjacent homes.
- Review of the roof design to ensure it meets the “Residential Vertical Lot Depth Envelope” and “Residential Vertical Lot Width Envelope” requirements under Zoning Bylaw 8500.
- Review of aging-in-place features in all units and the provision of a convertible unit.
- Refinement of the proposed site grading to ensure survival of the protected tree, and to provide appropriate transition between the proposed development and adjacent existing developments.
- Refinement of the driveway and auto court configurations to minimum paved areas on site and explore the opportunity to widen the street fronting units to further animate the public realm.
- Refinement of landscape design including new trees to be planted on site.

Additional issues may be identified as part of the Development Permit application review process.

Existing Legal Encumbrances

There is an existing 3.0 m wide utility Right-of-Way (ROW) along the east property line of the subject site for an existing sanitary sewer line. The developer is aware that no construction is permitted in these areas.

Transportation and Site Access

Railway Avenue is a minor arterial road with a bike lane in this location. Vehicle access to the proposed duplex lots will be limited to one shared driveway crossing from Railway Avenue per every two lots, where possible.

Vehicle access to the two northern duplex lots is to be provided via a single shared driveway crossing from Railway Avenue. Since the street frontage of the proposed northernmost lot is adjacent to the Garry Street/Railway Avenue intersection, the proposed shared driveway for the two northern lots must be designed to locate outside (i.e., south) of the intersection.

As per the parking requirements under the “Arterial Road Two-Unit Dwellings (RDA)” zone, a visitor parking space will be required between the two northern lots since the shared driveway will be servicing more than two dwelling units.

Vehicle access to the south duplex lot is to be provided via a single driveway. No visitor parking is required for the southern lot since the driveway will be servicing no more than two dwelling units. However, visitor parking may informally be accommodated within the auto court, similar to the typical arrangement in a single family lot with a secondary suite or a side-by-side duplex development (i.e., two dwelling units sharing a single driveway).

Prior to rezoning, the applicant is required to register a restrictive covenant on Title to ensure that, upon subdivision of the property:

- Vehicle access to the two northern lots is via a single shared driveway crossing, based on a design specified in a Development Permit approved by the City.
- A cross-access easement for the shared driveway access, common drive aisle, and the shared visitor parking stall is to be registered on Titles of the each of the two northern lots.
- The buildings and driveways on all proposed lots are to be designed to accommodate on site vehicle turn-around to prevent vehicles from reversing onto Railway Avenue.

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

- There is no bylaw-sized tree located on site.
- A Douglas Fir tree (Trees # 62) located on neighbouring property to the east at 11471 Kestrel Drive is to be retained and protected as per Arborist Report specifications.
- A Juniper tree (Trees # A) located on the neighbouring property to the south at 11540 Railway Avenue is considered as an under-sized tree and has been identified for removal as part of the redevelopment proposal of 11540 Railway Avenue (which has received 3rd Reading on June 17, 2019). In order to avoid damages to the neighbour's tree during construction of the subject development, installation of tree protection fencing on the subject site is still required until the neighbouring developers are ready to remove this Juniper tree.

Tree Protection

Two trees on neighbouring properties are to be retained and protected. The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 7). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.

- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

Tree Replacement

No replacement is required as there is no bylaw-sized tree on site. However, according to the Preliminary Landscape Plan provided by the developer (Attachment 2), the developer is proposing to plant nine new trees on site. The number, size and species of new trees will be reviewed in detail through Development Permit and overall landscape design.

Accessible Housing

The developer has agreed that aging-in-place features will be provided in all units (e.g., inclusion of blocking in bathroom walls for installation of grab-bars, provision of blocking in stair walls to accommodate lift installation at a future date, and provision of lever door handles). In addition, a total of two convertible units will be provided in this three-duplex-lot development. Details of the accessible housing features will be reviewed at the future Development Permit stage.

Affordable Housing Strategy

The applicant proposes to make a cash contribution to the Affordable Housing Reserve Fund in accordance to Section 5.15.1(c) of Zoning Bylaw 8500. The applicant will make a cash contribution of \$8.50 per buildable square foot as per the requirement for a contribution of \$82,000.75.

Energy Step Code

The applicant has committed to design the subject development to meet the City's Step Code requirements (Attachment 8). Details on how all units are to be built and maintained to this commitment will be reviewed at Building Permit stage.

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the developer is required to dedicate an approximately 0.92 m wide road across the Railway Avenue frontage to match the property line to the north, in order to accommodate the required future signal equipment and frontage upgrades. The exact road dedication is to be determined based on legal surveys. In addition, the applicant is required to enter into the City's standard Servicing Agreement to design and construct frontage beautification works and service connections including new sidewalk, boulevard and trees (see Attachment 9 for details). All works are at the client's sole cost (i.e., no credits apply).

At future subdivision stage, the developer will be required to pay Development Cost Charges (DCC's) (City & GVS&DD), School Site Acquisition Charge, and Address Assignment Fee. Servicing connections are to be determined at Servicing Agreement stage.

Financial Impact or Economic Impact

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

Conclusion

The purpose of this rezoning application is to rezone 11480 and 11500 Railway Avenue from the "Single Detached (RS1/E)" zone to the "Arterial Road Two-Unit Dwellings (RDA)" zone, in order to permit the development of three duplex lots (six dwelling units in total) on the subject site. The list of rezoning considerations is included in Attachment 9, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10060 be introduced and given First Reading.

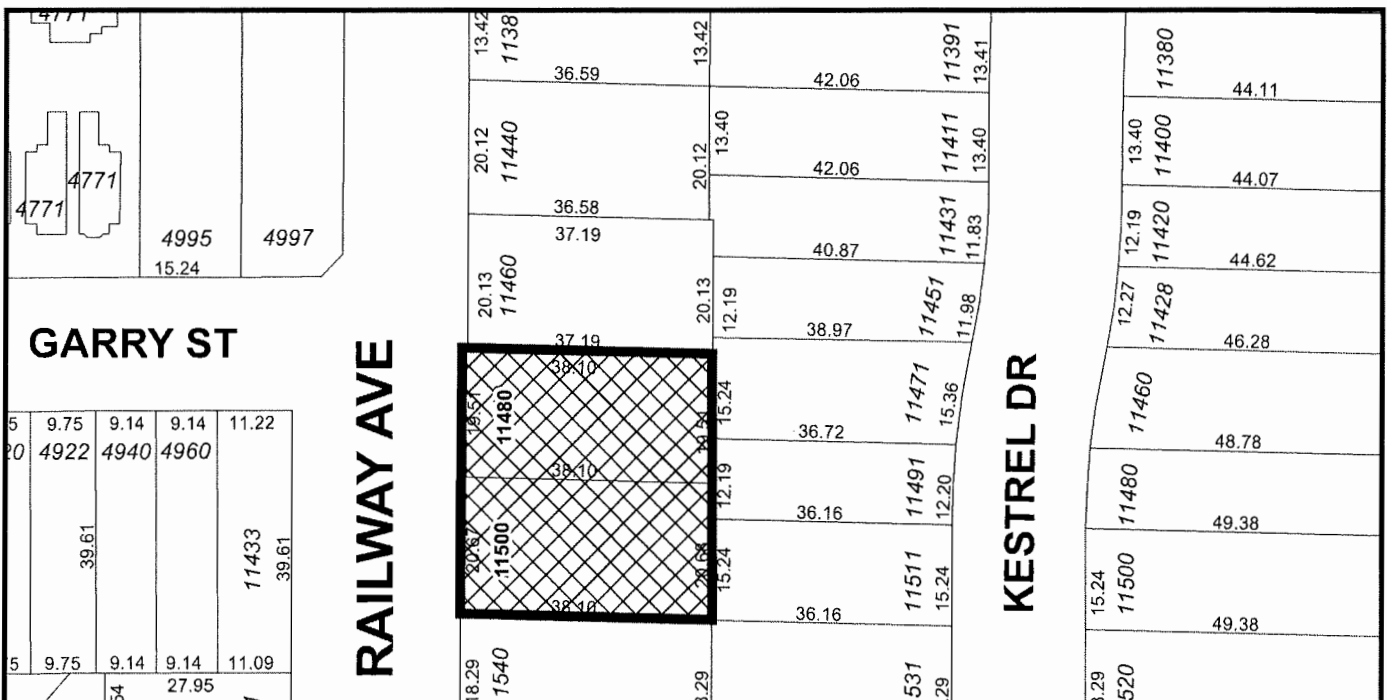
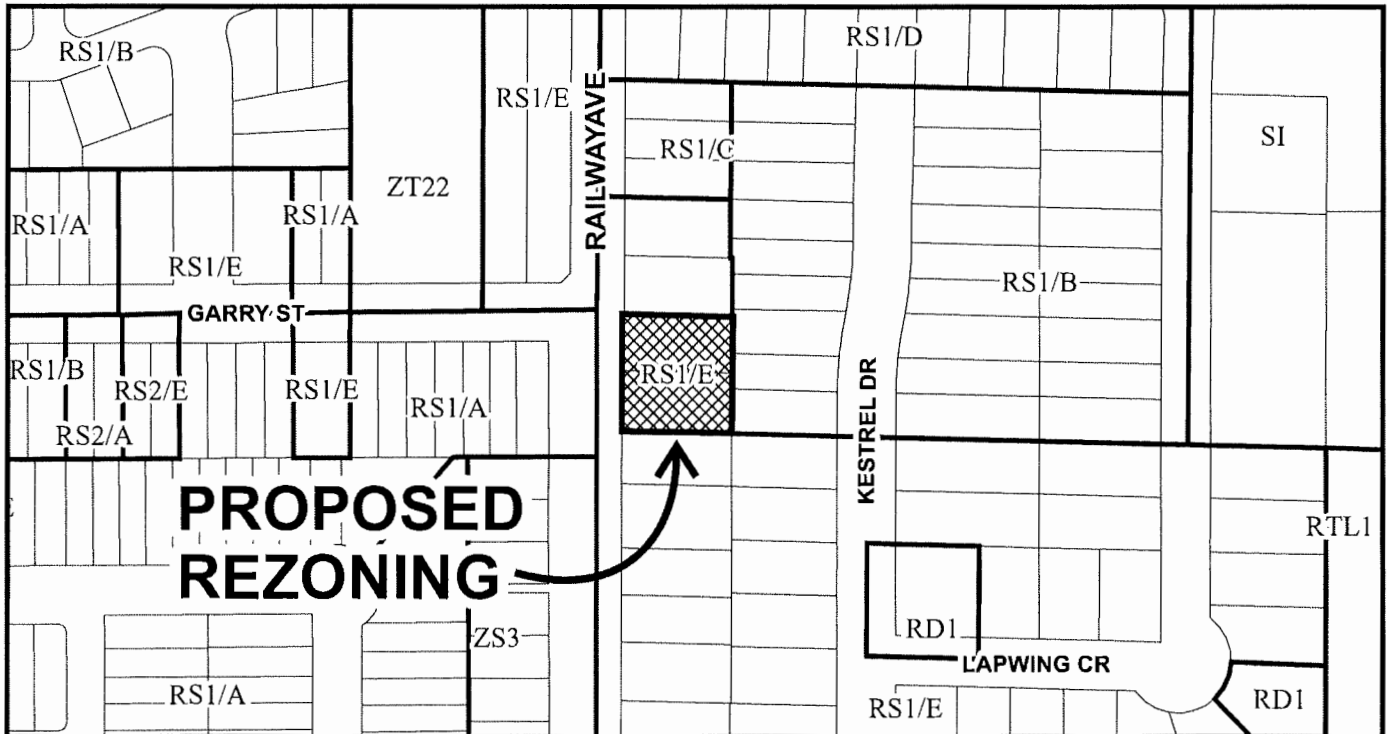


Edwin Lee
Planner 1
(604-276-4121)

EL:blg

- Attachment 1: Location Map
- Attachment 2: Proposed Subdivision Layout
- Attachment 3: Conceptual Development Plans
- Attachment 4: Development Application Data Sheet
- Attachment 5: Steveston Area Land Use Map
- Attachment 6: Consultation Summary
- Attachment 7: Tree Management Plan
- Attachment 8: Letter from Developer
- Attachment 9: Rezoning Considerations

City of
Richmond



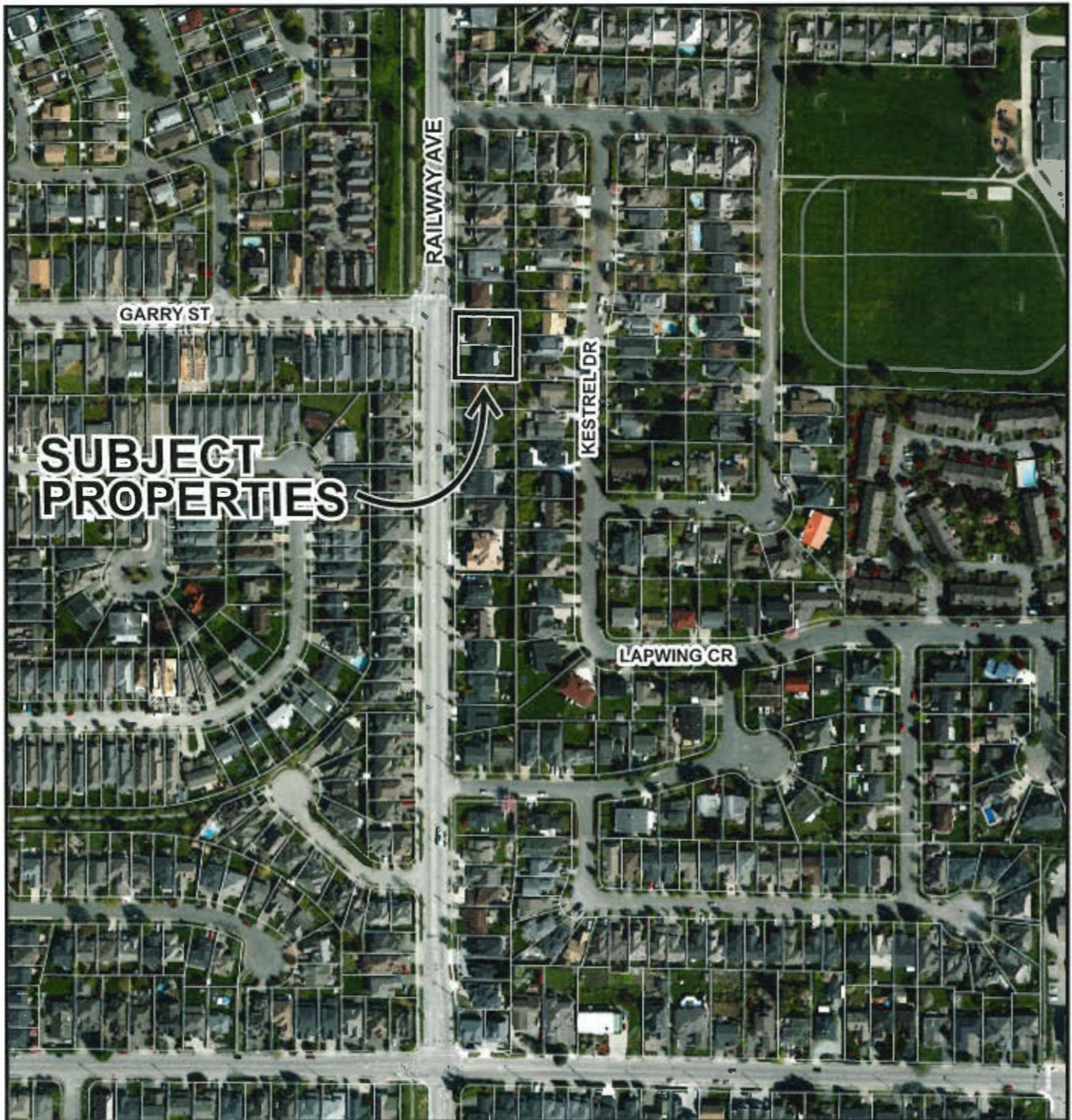
RZ 17-771371

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



RZ 17-771371

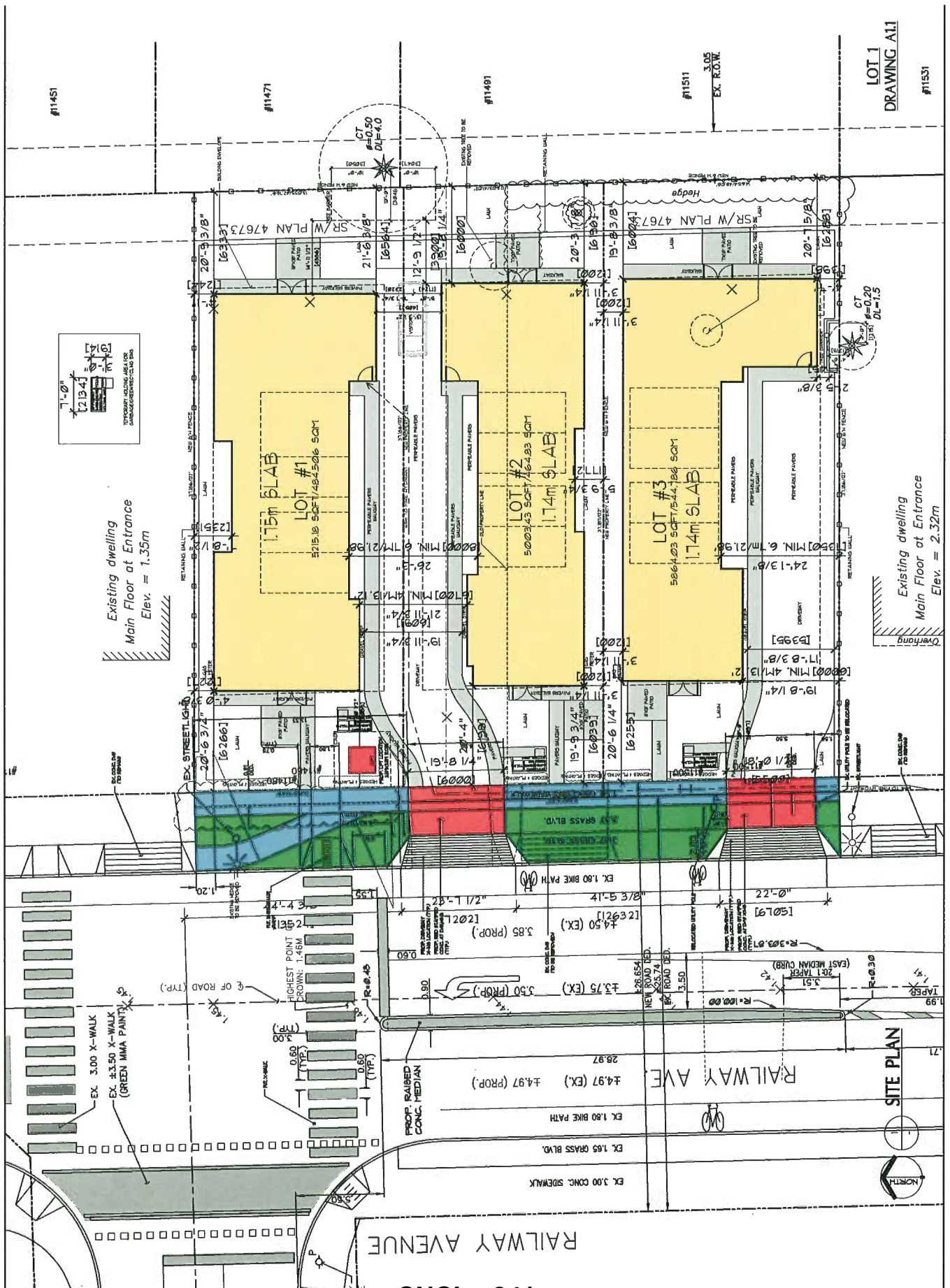
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Revision Date:

Note: Dimensions are in METRES

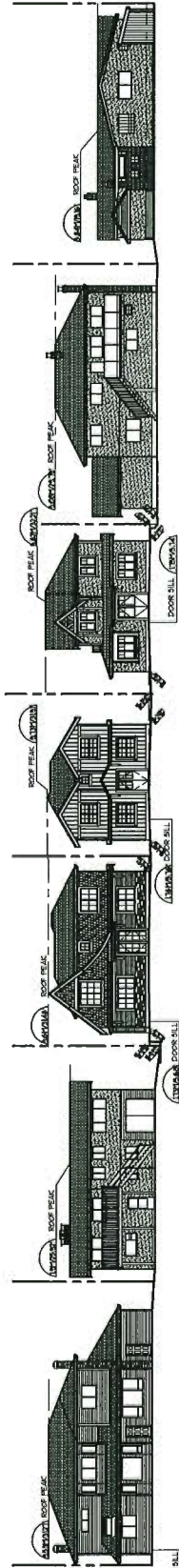
CNCL - 239







11440 RAILWAY AVE 11460 RAILWAY AVE 11460 RAILWAY AVE 11540 RAILWAY AVE 11560 RAILWAY AVE
 PHOTO STREETSCAPE ALONG THE REAR PROPERTY LINE SHOWING EAST ELEVATIONS
 N.E.S.



11560 RAILWAY AVE 11540 RAILWAY AVE 11480/11500 RAILWAY AVE 11460 RAILWAY AVE 11440 RAILWAY AVE
 PHOTO STREETSCAPE ALONG THE REAR PROPERTY LINE SHOWING EAST ELEVATIONS
 N.E.S.

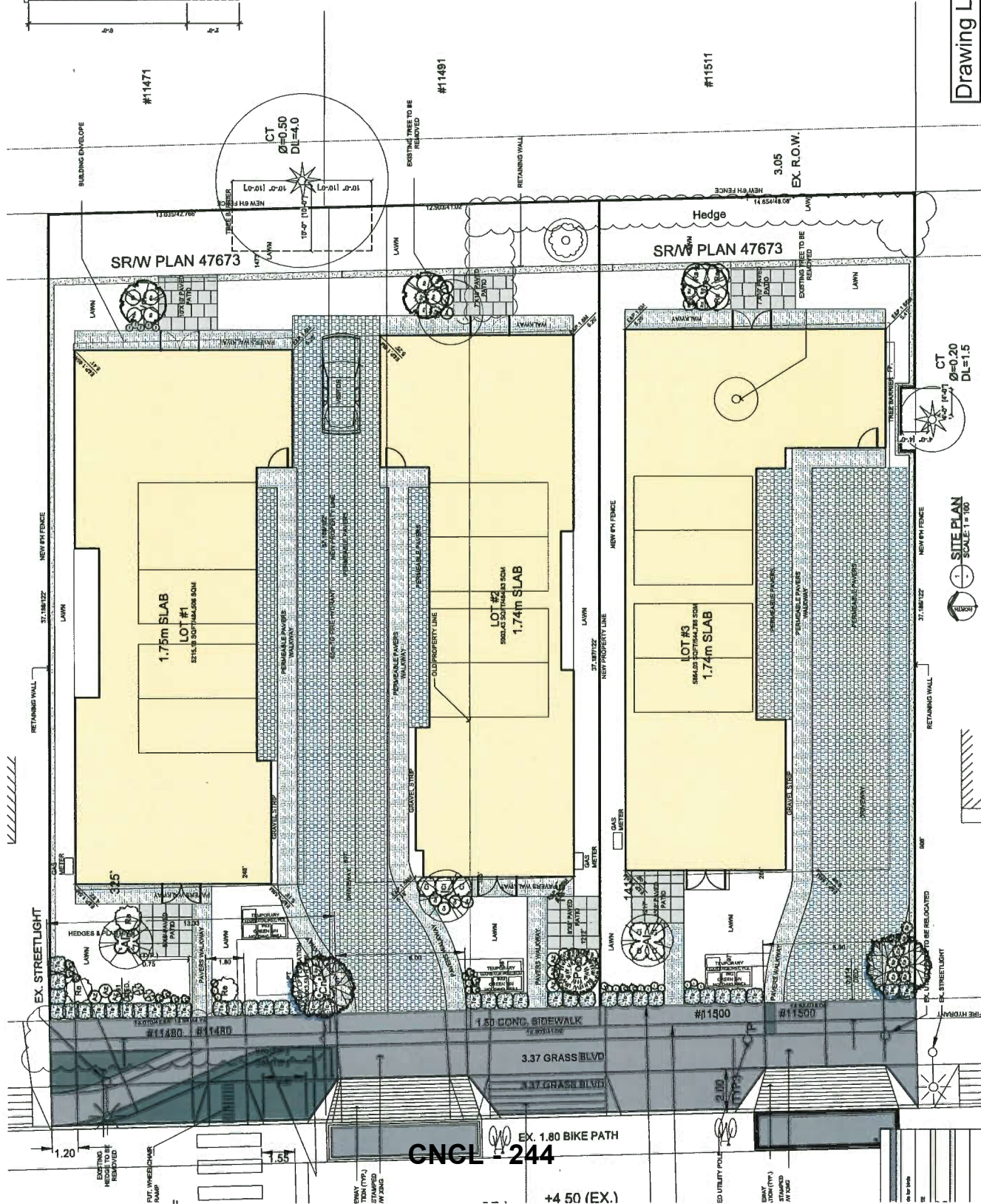


11471 RAILWAY AVE 11451 RAILWAY AVE 11433 RAILWAY AVE 4771 GARRY ST (UNIT 3)
 PHOTO STREETSCAPE ALONG RAILWAY AVENUE FACING WEST
 N.E.S.

DRAWING A5.0



Drawing L1



Plant List - 11480 -11500 RAILWAY AVENUE

Qty	Common Name	Botanical Name	Scheduled Size	Comments
Conifers				
39	Emerald Arborvitae	Thuja occidentalis 'Emerald' (T.o. 'Smaragd')	1.8m.	Provides cover & seeds for birds
1	Serbian Spruce	Picea omorika	3.5m. B&B	REPLACEMENT TREE
Ornamental Grass-Bamboos				
5	Golden Japanese Forest Grass	Hakonechloa macra 'Aureola'	#1	
Perennials				
16	Bressingham Ruby Heartleaf Bergenia	Bergenia 'Bressingham Ruby' P.P.# 7344	#1	
8	Goldsturm Black Eyed Susan	Rudbeckia fulgida 'Goldsturm'	#2	
12	Joan Senior Daylily	Hemerocallis x 'Joan Senior'	#1	
13	Purple Coneflower	Echinacea purpurea	#2	Attracts birds
3	Shorty Spurge	Euphorbia 'Shorty' P.P.A.F.	#2	
Shrubs				
3	Anah Krushke Rhododendron	Rhododendron x 'Anah Krushke'	#5	
7	Aztec Pearl Mexican Orange Blossom	Choisya ternata 'Aztec Pearl'	#5	
7	Blue Diamond Rhododendron	Rhododendron x 'Blue Diamond' (H-3)	#5	
6	Hino-Crimson Azalea	Azalea 'Hino-Crimson' (Kurume hybrid)	#3	
3	King Edward VII Flowering Currant	Ribes sanguineum 'King Edward VII'	#2	
12	Salal	Gaultheria shallon	#2	
Trees				
2	Eddie's White Wonder Dogwood	Cornus x 'Eddie's White Wonder'	6cm. B&B	REPLACEMENT TREE
3	Pacific Fire Vine Maple	Acer circinatum 'Pacific Fire'	2.5m. B&B	native species
3	Shadblow Serviceberry	Amelanchier canadensis	2.5m. B&B	Wildlife Habitat



RZ 17-771371

Attachment 4

Address: 11480 and 11500 Railway Avenue

Applicant: Design Work Group Ltd.

Planning Area(s): Steveston

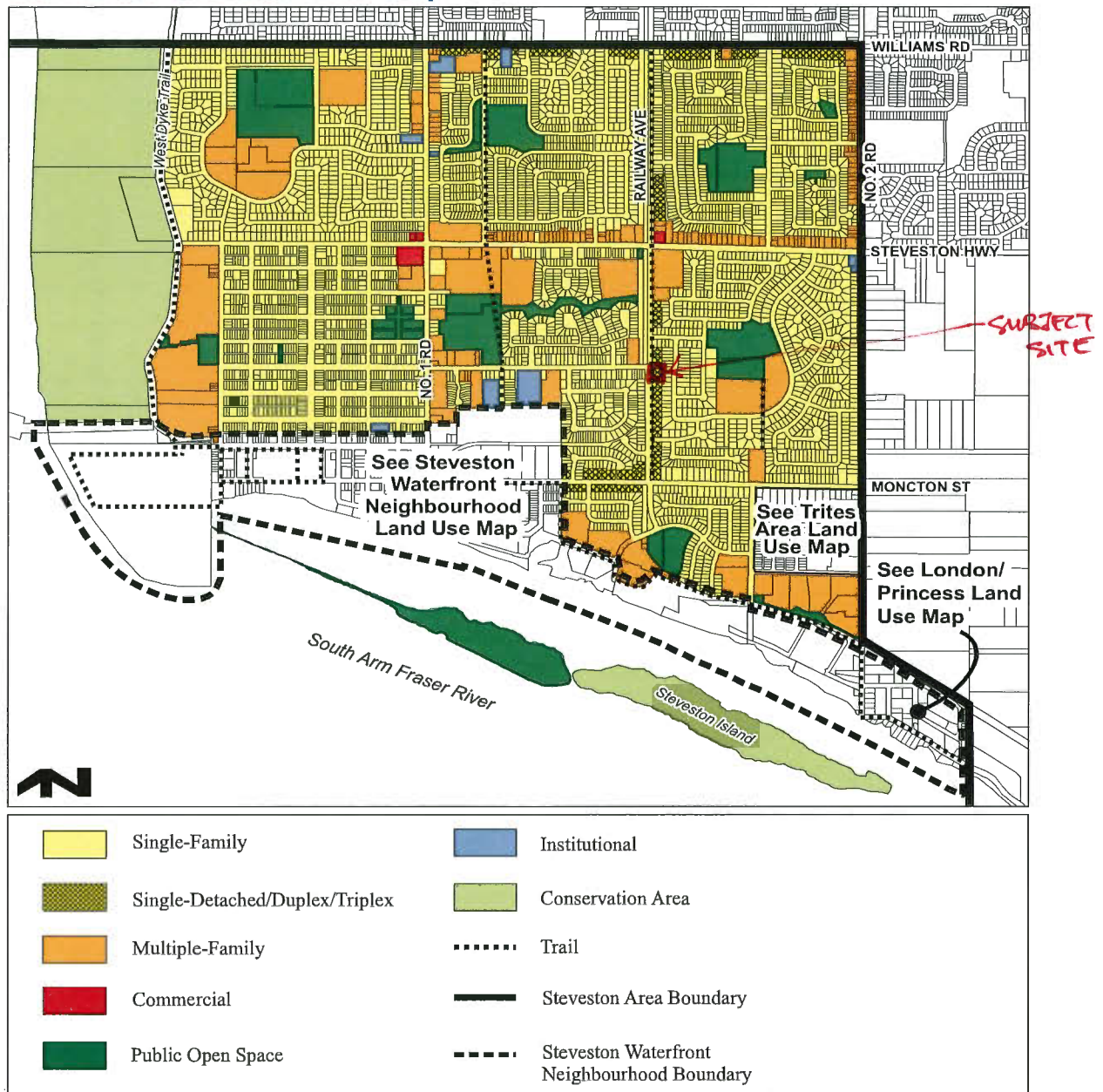
	Existing	Proposed
Owner:	1113132 BC LTD.	No change
Site Size (m ²):	1,530.6 m ²	Ranging from 464.8 m ² to 544.8 m ² per lot
Land Uses:	Single-family dwelling	Two-unit dwelling
OCP Designation:	Neighbourhood Residential	No change
Area Plan Designation:	Steveston Area Plan: Single-Detached/Duplex/Triplex	Duplex
702 Policy Designation:	N/A	No Change
Zoning:	Single-Detached (RS1/E)	Arterial Road Two-Unit Dwellings (RDA)
Number of Units:	2	6
Other Designations:	n/a	No change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Density:	The lesser of 0.6 FAR or 334.5 m ² per lot	0.6 FAR	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping: Min. 25%	Building: 45% Max. Non-porous Surfaces: 70% Max. Landscaping: 25% Min.	none
Lot Size:	Min. 464.5 m ²	464.8 m ² to 544.8 m ²	none
Lot Dimensions (m):	Width: Min. 10.35 m for proposed lots with shared vehicle access and Min. 13.4 m for proposed lot with individual vehicle access Depth: Min. 30 m	Width: 12.5 m for the lots with shared vehicle access and 14.65 m for the lot with individual vehicle access Depth: 37.18 m Min.	none
Setbacks (m):	Front: Min. 6 m Rear: Min. 6 m Side: Min. 1.2 m	Front: 6 m Min. Rear: 6 m Min. Side: 1.2 m Min.	none
Height (m):	Max. 9.0 m (2 storeys)	9.0 m (2 storeys)	none
Off-street Parking – Regular (R):	2 per unit	2 per unit	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Off-street Parking – Visitor (V):	0.2 per unit when 3 or more units share one access (0.2 x 4) = 1	1	none
Off-street Parking (total):	13	13	none
Tandem Parking Spaces:	Permitted	0	none

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

City of Richmond

Steveston Area Land Use MapBylaw 9604
2016/12/19

Railway Development – Neighbourhood Consultation

11491 Kestrel Drive

(Ellene & Tim Gould) – ellenegould@aim.com

- Like the design
- Happy to be engaged
- The height of building and the layout of the property works for them

RECEIVED
JUN 15 2018

11511 Kestrel Drive

(Derek & Carmen) – lamsx4@gmail.com

- On board with the development
- Hoping we trim the hedge in the back to provide more sun

11471 Kestrel Drive

(Karl Reinders) – karlreinders@shaw.ca

- Likes the design
- On board with the development
- Doesn't feel he will be impacted much

11540 Railway Avenue

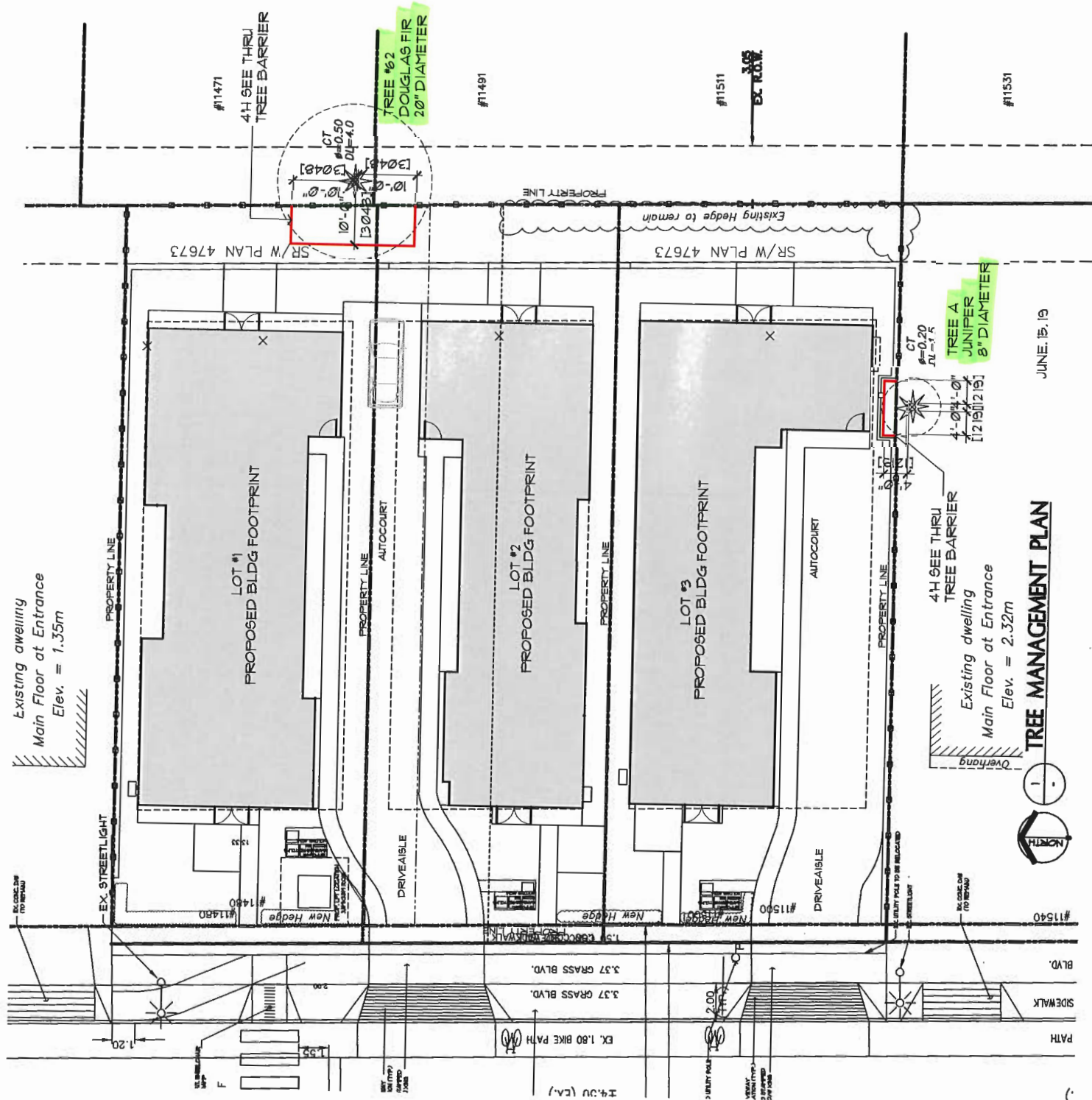
(Joy Ma)

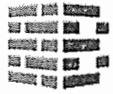
- Likes the design
- On board with the development
- Doesn't feel she will be impacted
- Curious why he have not yet started breaking ground

11433 Railway Avenue

(Aziz Kara & Zabeen Kara) – armiek@gmail.com

- Feels design is tasteful
- Happy with the number of units
- On board with the development





bricklane
developments

June 14, 2019

Attention: City of Richmond

Re: Energy Step Code on proposed duplex project – 11480 & 11500 Railway Avenue

Bricklane Developments fully supports the new step code requirements and will meet the targets on this Duplex project.

Furthermore, we attended the various City of Richmond breakfast seminars and took advantage of the free testing that was offered on 2 of our projects. Those projects were successful and we reached the targets laid out by the Energy Step Code.

If you have any questions, please feel free to contact me at Bricklanedevelopments@gmail.com or call 604-812-9561.

Sincerely,

A handwritten signature in black ink, appearing to read 'Inder Johal', followed by a long horizontal line.

Inder Johal
Vice President
Bricklane Developments
Suite 186 - 8120 No. 2 Road
Richmond, BC
V7C 5J8



City of Richmond

Rezoning Considerations

Development Applications Department
6911 No. 3 Road, Richmond, BC V6Y 2C1

Address: 11480 and 11500 Railway Avenue

File No.: RZ 17-771371

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10060, the developer is required to complete the following:

1. 0.92 m wide road dedication along the entire Railway Avenue frontage to match the property line to the north, in order to accommodate the required future signal equipment and frontage upgrades; exact width is to be confirmed with survey information to be submitted by the applicant.
2. Registration of a flood indemnity covenant on title.
3. Registration of a legal agreement on Title to ensure that, upon subdivision of the property:
 - a) Vehicle access to the two northern lots is via a single shared driveway crossing, based on a design specified in a Development Permit approved by the City;
 - b) A cross-access easement for the shared driveway access, common drive aisle, and the shared visitor parking stall is to be registered on Titles of the each of the two northern lots.
 - c) The buildings and driveways on all proposed lots are to be designed to accommodate on-site vehicle turn-around to prevent vehicles from reversing onto Railway Avenue.
4. Submission of a Contract entered into between the applicants/developers and a Certified Arborist for supervision of any on-site works conducted within/near the tree protection zone on site for the protection of the trees to be retained on neighbouring properties. 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. City acceptance of the developer's offer to voluntarily contribute \$8.50 per buildable square foot (e.g. \$82,000.75) to the City's Affordable Housing Reserve Fund.
6. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
7. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. A Letter of Credit or cash security for the value of the Service Agreement works, as determined by the City, will be required as part of entering into the Servicing Agreement. Works include, but may not be limited to:
 - a) Water Works:
 - Using the OCP Model, there is 334 L/s of water available at a 20 psi residual at the Railway Avenue frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
 - The Developer is required to Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
 - At the Developers cost, the City is to:
 - Install six new water service connections to serve the proposed development, complete with meters and meter boxes.
 - Cut and cap, at main, both existing water service connections serving the development site.
 - b) Storm Sewer Works:
 - At Developer's cost, the City is to:

- Cut and cap, at main, the storm service connection at the north property line of 11500 Railway Avenue and remove inspection chamber STIC51163.
- Cut and cap, at inspection chamber, the existing service connection at the northern property line of 11480 Railway Avenue. Retain inspection chamber STIC51162 for boulevard drainage, and replace solid inspection chamber cover with grate if applicable.
- Cut and cap, at inspection chamber, the southern-most service connection serving the development site and retain inspection chamber STIC51180 serving 11540 Railway Avenue.
- Install three new storm service connections complete with inspection chambers. Or, alternatively, two new storm service connections with one located at the adjoining property line of two of the newly subdivided lots with dual service laterals.

c) Sanitary Sewer Works:

- The Developer is required to:
 - Not start onsite excavation or foundation construction prior to completion of rear yard sanitary works by City crews.
 - Ensure no encroachments of onsite works (proposed trees, buildings, non-removable fences, retaining walls, etc.) into existing sanitary right-of-way along north property line of subject site.
- At Developer's cost, the City is to:
 - Cut and cap, at main, the existing sanitary service connection remove inspection chamber SIC15772.
 - Install three new sanitary service connections complete with inspection chambers. Or, alternatively, two new sanitary service connections with one located at the adjoining property line of two of the newly subdivided lots with dual service laterals.

d) Frontage Improvements:

- Construct a new 1.5 m wide concrete sidewalk at the new property line. The new sidewalk is to connect to the existing sidewalk north and south of the subject site.
- Remove the existing sidewalk and backfill the area between the curb and the new sidewalk to provide a minimum 1.5 m wide grass boulevard with street trees. The boulevard width is exclusive of the 0.15 m wide curb.
- All existing driveways along the Railway Avenue development frontage are to be closed permanently. The developer is responsible for the removal of the existing driveway let-downs and the replacement with barrier curb/gutter, boulevard and concrete sidewalk per standards described above.
- Construct a new shared driveway to City design standards: 6.0 m wide at the property line with 0.9 m flares at the curb and 45° offsets to meet the grade of sidewalk/boulevard. The driveway width is to be kept at 6.0 m for a distance of 6.0 m from the back of the sidewalk to allow for two vehicles in opposite directions to pass. The driveway can be tapered at a 5:1 transition to a minimum width of 4.0 m (wider if garbage and recycling collection is provided door to door).
- Provide special stamped/tinted concrete treatment for the sidewalk across the driveway to better highlight the driveway for pedestrians.
- Relocate/upgrade the existing streetlights along Railway Avenue as required by the proposed sidewalk/driveway and to meet lighting requirements. Consult Engineering on other utility requirements as part of the frontage works.
- Consult Parks on the requirements for tree protection/placement including tree species and spacing as part of the frontage works.
- Coordinate with BC Hydro, Telus and other private communication service providers
 - To relocate/underground the existing overhead poles and lines as required to prevent conflict with the proposed frontage works (i.e. sidewalk and boulevard).
 - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To underground overhead service lines.

- To determine if above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc). These should be located onsite.
- e) General Items:
 - The Developer is required to:
 - Provide, within the building permit application, a geotechnical assessment of preload and soil preparation impacts on the existing utilities fronting the development site (i.e. AC water main on Railway Avenue, and rear-yard sanitary main) and provide mitigation recommendations.
 - 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, dewatering, 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 a Development Permit* issuance, the developer is required to complete the following:

1. Submission of a Landscaping Security based on 100% of the cost estimate provided by the landscape architect.

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

1. Payment of the current year's taxes, Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fees.
2. Registration of a cross-access easement over the driveway, drive aisle, and visitor parking stall shared between the two northern lots.

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

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

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
3. If applicable, payment of latecomer agreement charges, plus applicable interest associated with eligible latecomer works.
4. 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 10060 (RZ 17-771371)
11480 and 11500 Railway Avenue**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **“ARTERIAL ROAD TWO-UNIT DWELLINGS (RDA)”**.

P.I.D. 004-024-621

The Northerly 64 Feet of Lot 459 Section 1 Block 3 North Range 7 West New Westminster District Plan 46318

P.I.D. 004-024-460

Lot 459 Except the Northerly 64 Feet Section 1 Block 3 North Range 7 West New Westminster District Plan 46318

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10060”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

_____	CITY OF RICHMOND

_____	APPROVED by <i>E.L.</i>
_____	APPROVED by Director or Solicitor <i>[Signature]</i>

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Planning Committee

Date: July 4, 2019

From: Barry Konkin
Manager, Policy Planning

File: 08-4045-00/Vol 01T




Re: Metro Vancouver Regional Plan Amendments

Staff Recommendation

That staff be directed as detailed in the report titled "Metro Vancouver Regional Plan Amendments" dated July 4, 2019 from the Manager, Policy Planning, to advise the Greater Vancouver Regional District Board that the City of Richmond has no objections to the minor amendments outlined in the Metro Vancouver request dated May 24, 2019.

Barry Konkin
Manager, Policy Planning

BK:je
Att. 1

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

Staff Report

Origin

The Metro Vancouver Regional District Board has proposed amendments to the Regional Growth Strategy, *Metro Vancouver 2040: Shaping our Future*, to reflect amendments to the Regional Context Statements for the City of Anmore and the City of New Westminster, and to reflect minor land use designation changes for the City of Vancouver. The amendments under the proposed Regional Growth Strategy Amendment Bylaw No. 1285, 2019 are “housekeeping” in nature, and consist only of mapping changes.

As a member municipality, the City of Richmond is invited to provide written comments on the proposed amendments to the Regional Growth Strategy (Attachment 1).

Background

The approval process for amendments to the Regional Context Statements and minor land use designations for member municipalities does not include referrals to all member municipalities of the Metro Vancouver Regional District. However, municipal input is required for amendments to the land use designation map contained in the Regional Growth Strategy.

The proposed amendments to the Regional Growth Strategy (Bylaw No. 1285, 2019), would incorporate mapping changes to reflect previously-approved changes, including:

- Reflecting the Frequent Transit Development Areas in New Westminster and in Anmore,
- Adjusting the Urban Containment Boundary in Anmore, and,
- Changing three regional land use designations for the City of Vancouver.

The proposed amendments are considered “Type 3”, which require adoption of an amendment bylaw with an affirmative 50% +1 weighted vote by the Metro Vancouver Regional District Board. Type 3 amendments are minor in nature, and are typically mapping changes, based on adopted Regional Growth Strategy.

Metro Vancouver Regional District Board adopted a resolution to consider these amendments on May 24, 2019, but City of Richmond staff did not receive the request for comments until June 27, 2019. Metro Vancouver has requested that any comments on the proposed amendments be submitted before August 2, 2019.

Proposed Amendments

The nature and scope of the proposed amendments to the Regional Growth Strategy are summarized below.

City of New Westminster

The Metro Vancouver Regional District Board endorsed six minor amendments to the Regional Growth Strategy within New Westminster, from the “Industrial” designation to “Conservation / Recreation”, for a total of 3.15 hectares (7.88 acres) located in the eastern portion of the city, to

allow linear conservation / recreation areas to function as public trails and walkways. New Westminster's amended Regional Context Statement also identifies three new Frequent Transit Development Areas, around three transit stations (22nd Street, Sapperton, and Braid Street). These amendments were endorsed by the Metro Vancouver Board August 31, 2017.

Staff are of the opinion that these amendments are minor, and there are no impacts or implications for the City of Richmond associated with the changes.

Anmore

The Metro Vancouver Regional District Board-approved changes to the Anmore Regional Context Statement are for a minor extension of the Urban Containment Boundary for the neighbourhood of Anmore Green Estates, and to amend the regional land use designation for 5.67 hectares (14 acres) of land from "Rural" to "General Urban".

The amendment to the Urban Containment Boundary would allow a 51-unit strata complex (Anmore Green Estates) to be included in the Greater Vancouver Sewer and Drainage District (GVSD) and, as a result, to connect to the regional sanitary sewer system. The connection to the regional sanitary system would address a failing septic system. The Metro Vancouver Regional District Board approved the proposed amendments to the Regional Context Statement on March 29, 2019.

Staff are of the opinion that these amendments are minor, and there are no impacts or implications for the City of Richmond associated with the changes.

City of Vancouver

The City of Vancouver made minor adjustments to the regional land use designations for False Creek Flats, Franklin Street and the Arbutus Corridor. The land use designation changes for False Creek Flats and Franklin Street were from "Mixed Employment" and "Industrial", to "General Urban" for a total of 1.72 hectares (4.25 acres) of land the around the periphery of the False Creek Flats area in east Vancouver. The changes accommodate additional housing for the two areas, while maintaining the core of the mixed-use areas. The staff report to Vancouver City Council stated that the proposed change for the False Creek:

...seeks to intensify existing pockets of residential to activate the public life and support the economic function of the area. Small pockets of strategic additional rental residential are proposed to leverage and cross-subsidize employment uses, improve transitions to surrounding neighbourhoods, and better serve the needs of workers and students.

The City of Vancouver also requested minor adjustments to the land use designations for .64 hectares (1.58 acres) of land along the Arbutus Corridor from "Conservation and Recreation" to "General Urban" and "Conservation and Recreation" to "Mixed Employment" for lands that were no longer required for the Arbutus Corridor, after Vancouver Council finalized the alignment of the Arbutus Corridor.

Under Sections 6.2.7 and 6.2.9 of the Regional Growth Strategy, under certain conditions, minor adjustments to land use designations are permitted without GVRD Board approval. The subject land use designation changes satisfy these criteria.

The Metro Vancouver Regional District Board was notified of changes to the False Creek Flats land use designations in August 2017, and of the changes to the Franklin Street land use designations in April 2018. The Metro Vancouver Regional District Board was notified of the requested changes to the Arbutus Corridor land use designations in March 2019.

Staff are of the opinion that these land use designation adjustments are minor, and there are no impacts or implications for the City of Richmond associated with the changes.

Financial Impact or Economic Impact

None.

Conclusion

The Greater Vancouver Regional District proposes to amend to the Regional Growth Strategy, through Bylaw Amendment 1285, 2019. The Bylaw amendment, considered a Type 3 minor amendment, reflects amendments to the Regional Context Statements for the City of Anmore and the City of New Westminster, and minor land use designation changes for the City of Vancouver.

It is recommended that Planning Committee direct staff to prepare a letter under the Mayor's signature advising the Greater Vancouver Regional District Board that the City of Richmond has no objections to the Bylaw.



Jeanette Elmore
Planner 2

BK:cas

Attachment1: Letter from MetroVancouver dated May 24, 2019



Office of the Chair
Tel. 604 432-6215 Fax 604 451-6614

JUN 21 2019

File: CR-12-01
Ref: RD 2019 May 24

Mayor Malcolm Brodie and Council
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

Dear Mayor Brodie and Council:

Re: Amending *Metro Vancouver 2040: Shaping our Future* to Reflect Accepted Regional Context Statements

This letter is to inform you of a proposed amendment to *Metro Vancouver 2040: Shaping our Future* (*Metro 2040*), the regional growth strategy and to invite you to provide written comments on the proposed amendments.

At its May 24, 2019 regular meeting, the Board of Directors of the Metro Vancouver Regional District (MVRD Board) adopted the following resolution:

That the MVRD Board:

- a) *initiate the Metro Vancouver 2040: Shaping our Future amendment process for a Type 3 Minor Amendment to the regional growth strategy to incorporate regional land use designation changes, the expansion of the Urban Containment Boundary, and the addition of Frequent Transit Development Areas stemming from accepted regional context statements;*
- b) *give first, second, and third readings to "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1285, 2019"; and*
- c) *direct staff to notify affected local governments and appropriate agencies as per Section 6.4.2 of Metro Vancouver 2040: Shaping our Future.*

In accordance with Section 437 of the *Local Government Act*, and Section 6.4.2 of *Metro Vancouver 2040: Shaping our Future* (*Metro 2040*), the regional growth strategy, this letter provides the opportunity for affected local governments to comment on the proposed amendment.

The proposed *Regional Growth Strategy Amendment Bylaw No. 1285, 2019* would incorporate a number of minor *Metro 2040* regional land use designation and overlay map revisions that have previously received MVRD Board approval, including the addition of new Frequent Transit Development Areas, contained within the MVRD-Board accepted Regional Context Statements for the City of New Westminster and Village of Anmore. It would also incorporate three regional land use designation revisions made under Section 6.2.7 of *Metro 2040* (i.e. the "flexibility clause") in the City

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of Vancouver; these revisions were made to enable the provision of affordable housing and the Arbutus Greenway.

The proposed amendment is a Type 3 minor amendment that requires the adoption of an amendment bylaw with an affirmative 50%+1 weighted vote of the MVRD Board.

Please note that each part of the proposed amendment was previously considered and accepted by Metro Vancouver. A Metro Vancouver staff analysis for all of the map revisions was considered and accepted by the Metro Vancouver Board as part of each of the respective Regional Context Statement acceptance processes. Enclosed is a copy of the staff report that summarizes the proposed changes to *Metro 2040* that will result from *Regional Growth Strategy Amendment Bylaw No. 1285, 2019*.

You are invited to provide written comments on the proposed amendment to *Metro 2040*. Please provide comments in the form of a Council or Board resolution, as applicable, and submit to Chris.Plagnol@metrovancover.org by Friday, August 2, 2019.

If you have any questions with respect to the proposed amendment please contact Erin Rennie, Senior Planner, Regional Planning by phone at 778-452-2690 or by email at Erin.Rennie@metrovancover.org.

Yours sincerely,



Sav Dhaliwal
Chair, Metro Vancouver Board

SD/HM/er

Encl: Report dated April 13, 2019, titled "Amending Metro Vancouver 2040: Shaping our Future to Reflect Accepted Regional Context Statements" (Doc# 29335206)

To: Regional Planning Committee

From: Erin Rennie, Senior Planner, Regional Planning

Date: April 13, 2019 Meeting Date: May 3, 2019

Subject: **Amending *Metro Vancouver 2040: Shaping our Future* to Reflect Accepted Regional Context Statements**

RECOMMENDATION

That the MVRD Board:

- a) initiate the *Metro Vancouver 2040: Shaping our Future* amendment process for a Type 3 Minor Amendment to the regional growth strategy to incorporate regional land use designation changes, the expansion of the Urban Containment Boundary, and the addition of Frequent Transit Development Areas stemming from accepted regional context statements;
 - b) give first, second, and third readings to "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1285, 2019"; and
 - c) direct staff to notify affected local governments and appropriate agencies as per Section 6.4.2 of *Metro Vancouver 2040: Shaping our Future*.
-

PURPOSE

This report proposes a Type 3 minor amendment to *Metro Vancouver 2040: Shaping our Future* (*Metro 2040*) for consideration by the Regional Planning Committee and MVRD Board.

BACKGROUND

On June 23, 2017 the MVRD Board adopted *Greater Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1246, 2017*, which incorporated amendments to *Metro 2040* associated with the acceptance of three Regional Context Statements (RCSs). Since then, the MVRD Board has accepted updated RCSs from the City of New Westminster, and the Village of Anmore that trigger a required Type 3 minor amendment to *Metro 2040*.

This report proposes a minor amendment that will amend *Metro 2040* to incorporate regional land use designation changes, the expansion of the Urban Containment Boundary, and the addition of Frequent Transit Development Areas (FTDAs) stemming from accepted RCSs, as well as mapping updates initiated by municipalities under *Metro 2040* Section 6.2.7 (known as the "flexibility clause").

THE PROPOSED AMENDMENT

Type 3 minor amendments have been used in the past as a means to amend the regional growth strategy to reflect mapping changes made through accepted regional context statements. While the amendments that are included have been approved by the MVRD Board through the RCS acceptance process over the past 2 years, the amendment bylaw is required to amend *Metro 2040* to reflect those changes.

This proposed amendment resulting from accepted regional context statements is a required administrative step, but presents no new information. All changes have already been considered by the MVRD Board through the RCS acceptance process or have been made under *Metro 2040* Section 6.2.7.

Policy Context

Section 6.2.6 of *Metro 2040* allows the MVRD Board to consider and accept RCSs that include regional land use designation revisions that the Board deems to be “generally consistent” with the *Metro 2040*. Section 6.2.7 of *Metro 2040* allows municipalities to include language in their respective RCS that permits (with limitations) amendments to the municipality’s Official Community Plan that adjust the boundaries of regional land use designations. Section 6.3.4(i) of *Metro 2040* provides that these revisions can be incorporated into the regional growth strategy by way of a Type 3 Minor Amendment. A Type 3 amendment requires the adoption of an amendment bylaw passed by an affirmative 50%+1 weighted vote of the MVRD Board, and does not require a public hearing.

Accepted Regional Context Statements 2017-2019

The updated RCSs from the Village of Anmore and City of New Westminster include revisions to regional land use designation maps, an adjustment to the Urban Containment Boundary, and the introduction of three new FTDAs.

The City of Vancouver has made minor regional land use designation changes to facilitate the provision of affordable housing and the Arbutus Greenway without updating its RCS, by invoking the flexibility provisions of Section 6.2.7 of *Metro 2040* and has advised Metro Vancouver, in writing, as set out in *Metro 2040* Section 6.2.9.

Metro Vancouver staff provided specific analysis for all of these changes as part of the respective RCSs submitted to the MVRD Board for acceptance (Table 1).

Mapping Updates to *Metro 2040*

The proposed *Metro 2040* bylaw amendment (Attachment 1) proposes: 12 regional land use designation changes (i.e. one in Village of Anmore, 6 in the City of New Westminster, and 5 in the City of Vancouver); 3 new FTDAs added in the City of New Westminster; and an Urban Containment Boundary expansion in the Village of Anmore. These changes, while already being approved by the MVRD Board, require updates to *Metro 2040* Maps 2, 4, 5, 6, 8, 9, 11, and 12. These are summarized in Table 1 below.

Table 1: Summary of Bylaw No. 1285, 2019 Metro 2040 Amendments

Municipality	Metro 2040 Amendments	MVRD Board Report Date
Village of Anmore	<ul style="list-style-type: none"> Urban Containment Boundary change Regional land use designation change (Rural to General Urban) 	Feb 13, 2019 (item 5.1)
City of New Westminster	<ul style="list-style-type: none"> 3 New FTDAs (22nd St. Stn., Sapperton Stn., Braid Stn.) 6 minor regional land use designation changes (all regional "Industrial" to "Conservation / Recreation") 	Aug 31, 2017
Municipality	Metro 2040 Amendments	Sec. 6.2.7. Notification Date
City of Vancouver	<ul style="list-style-type: none"> Two locations in the False Creek Flats and three parcels on Franklin Street amended from regional "Mixed Employment" or "Industrial" to "General Urban" to facilitate temporary modular housing Locations along the Arbutus Corridor amended from regional "Conservation and Recreation" to "General Urban" and "Mixed Employment" to facilitate the Arbutus Greenway. 	<p>False Creek Flats Letter to Metro Vancouver – Aug 10, 2017</p> <p>Franklin St Letter to Metro Vancouver - April 5, 2018</p> <p>Arbutus Corridor Letter to Metro Vancouver – March 27, 2019</p>

Processing the Type 3 Minor Amendment

The proposed amendment bylaw, along with a draft version of the staff report, was provided to the Regional Planning Advisory Committee on April 12, 2019, for information and comment as required by *GVRD Regional Growth Strategy Procedures Bylaw No. 1148, 2011*. No comments on the proposed amendment were provided.

ALTERNATIVES

1. That the MVRD Board:
 - a) Initiate the *Metro Vancouver 2040: Shaping our Future* amendment process for a Type 3 Minor Amendment to the regional growth strategy to incorporate regional land use designation changes, the expansion of the Urban Containment Boundary, and the addition of Frequent Transit Development Areas stemming from accepted regional context statements;
 - b) Give first, second, and third readings to "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1285, 2019"; and
 - c) Direct staff to notify affected local governments and appropriate agencies as per Section 6.4.2 of *Metro Vancouver 2040: Shaping our Future*.
2. That the MVRD Board receive for information the report dated March 22, 2019, titled "*Amending Metro Vancouver 2040: Shaping our Future to Reflect Accepted Regional Context Statements*" and provide alternative direction.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report. If the MVRD Board chooses Alternative 1, the proposed bylaw amendment will be initiated and given first, second, and third readings, and staff will notify affected local governments and agencies to provide an opportunity to offer comment. Staff will note in the correspondence to member jurisdictions that this amendment to *Metro 2040* is an administrative step, and that all proposed amendments within the bylaw have previously been considered by the MVRD Board through the acceptance of regional context statements or have been made under the provisions Section 6.2.7 of *Metro 2040* (the “flexibility clause”).

The proposed amendment bylaw would then be brought back to the MVRD Board with any comments from the notification period for consideration of final reading. The notification period will be approximately 45 days. The amendment notice will be posted on the Metro Vancouver website.

If the MVRD Board chooses Alternative 2, the process for updating *Metro 2040* to reflect Regional Context Statements will not be initiated. The result is that accepted RCSs and *Metro 2040* will be inconsistent, which has no material effect as the accepted RCSs are legally binding. However, *Metro 2040*, as the publicly accessible and consolidated record of the accepted RCSs, would not reflect the Board’s recent decisions.

SUMMARY / CONCLUSION

Since the adoption in July 2011 of *Metro 2040*, 21 Regional Context Statements have been accepted by the MVRD Board. Since the last such amendment in July 2017, 4 updated RCSs have been accepted by the MVRD Board and 3 RCSs have been submitted for reacceptance without amendment and subsequently accepted by the MVRD Board.

The recent RCSs include revisions to the *Metro 2040*’s land use designations, the addition of three FTDA’s, and the expansion of the Urban Containment Boundary. In addition, the City of Vancouver has used the flexibility provisions of Section 6.2.7 to make minor regional land use designation changes in three areas to facilitate the provision of affordable housing and the Arbutus Greenway.

Staff recommend Alternative 1.

Attachment

Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1285, 2019

References:

1. *Metro Vancouver 2040: Shaping our Future Amendment to Reflect Accepted Regional Context Statements (Bylaw No. 1246, 2017, dated May 30, 2017)*
2. *Metro Vancouver 2040: Shaping our Future Amendment to Reflect Accepted Regional Context Statements (Bylaw No. 1223, 2015), dated June 11, 2015*

METRO VANCOUVER REGIONAL DISTRICT

BYLAW NO. 1285, 2019

A Bylaw to Amend "Greater Vancouver Regional District Regional Growth Strategy
Bylaw Number 1136, 2010"

WHEREAS:

- A. Metro Vancouver Regional District Board (the "Board") has adopted the "Greater Vancouver Regional District Regional Growth Strategy Bylaw Number 1136, 2010" on July 29, 2011;
- B. The Board has accepted a number of member municipality regional context statements that contain maps that differ from the official regional land use designation maps contained in the Regional Growth Strategy, as maintained by Metro Vancouver Regional District;
- C. The Board wishes to amend the Regional Growth Strategy official regional land use designation maps so that such maps reflect the maps included in the accepted municipal regional context statements;
- D. In accordance with Regional Growth Strategy Section 6.3.4(i), any amendment to the Regional Growth Strategy mapping that incorporates maps included in an accepted regional context statement is considered a Type 3 amendment; and
- E. Metro Vancouver Regional District wishes to amend "Greater Vancouver Regional District Regional Growth Strategy Bylaw Number 1136, 2010";

NOW THEREFORE, the Board of the Metro Vancouver Regional District Board enacts as follows:

- 1. "Greater Vancouver Regional District Regional Growth Strategy Bylaw Number 1136, 2010" is hereby amended as follows:
 - a) the official land use designation maps numbered 2, 3, 4, 5, 11 and 12 be revised to record the changes in regional land use designations and extension of the Urban Containment Boundary within the Village of Anmore that are set out in the following table and shown in the maps contained in Schedule "A" attached to and forming part of this Bylaw;

REF#	AREA	FROM REGIONAL LAND USE DESIGNATION	TO REGIONAL LAND USE DESIGNATION	AFFECTED LAND AREA	REGIONAL CONTEXT ACCEPTANCE DATE
1	Anmore Green Estates	Rural	General Urban	5.67 ha	Mar 29, 2019

- b) the official land use designation maps numbered 2, 4, 5, 6, 8, 9, 11 and 12 be revised to record the changes in regional land use designations within the City of New Westminster that are set out in the following table and shown in the maps contained in Schedule "B" attached to and forming part of this Bylaw;

REF#	AREA	FROM REGIONAL LAND USE DESIGNATION	TO REGIONAL LAND USE DESIGNATION	AFFECTED LAND AREA	REGIONAL CONTEXT ACCEPTANCE DATE
2	Two-piece parcel south and west of Spruce St.	Industrial	Conservation and Recreation	0.35 ha	Sept 22, 2017
3	Parcel north of Canfor Ave.	Industrial	Conservation and Recreation	1.32 ha	Sept 22, 2017
4	Parcel east of Canfor Ave.	Industrial	Conservation and Recreation	0.53 ha	Sept 22, 2017
5	Parcel immediately south of Canfor Ave.	Industrial	Conservation and Recreation	0.74 ha	Sept 22, 2017
6	Parcel to the far south of Canfor Ave.	Industrial	Conservation and Recreation	0.25 ha	Sept 22, 2017

- c) the official regional growth strategy map numbered 4 be revised to record the addition of Frequent Transit Development Areas in the City of New Westminster that are set out in the following table and shown in the map contained in Schedule "C" attached to and forming part of this Bylaw;

MUNICIPALITY	REF#	MAP ADDITIONS	REGIONAL CONTEXT ACCEPTANCE DATE
City of New Westminster	7	Addition of 22 nd Street Station FTDA	Sept 22, 2017
	8	Addition of Braid Street Skytrain FTDA	Sept 22, 2017
	9	Addition of Sapperton Skytrain FTDA	Sept 22, 2017

- d) the official land use designation maps numbered 2, 3, 4, 6, 11 and 12 be revised to record the changes in regional land use designations within the City of Vancouver that are set out in the following table and shown in the maps contained in Schedule "D" attached to and forming part of this Bylaw;

REF#	AREA	FROM REGIONAL LAND USE DESIGNATION	TO REGIONAL LAND USE DESIGNATION	AFFECTED LAND AREA	NOTIFICATION DATE
10	False Creek Flats southeast of Main St.	Mixed Employment	General Urban	0.54 ha	August 10, 2017
11	False Creek Flats south of Prior St.	Industrial	General Urban	1.0 ha	August 10, 2017
12	1115, 1131, 1141 Franklin St.	Industrial	General Urban	0.18 ha	April 5, 2018
13	Arbutus Corridor parcels south of West 1 st Ave and north of	Conservation and Recreation	General Urban	0.43 ha	March 27, 2019

	West 4 th Ave on east side of Fir St.				
14	Arbutus Corridor parcels south of West 2 nd Ave and north of West 5 th Ave, on the east side of Fir St.	Conservation and Recreation	Mixed Employment	0.21 ha	March 27, 2019

2. This bylaw shall be cited as "Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1285, 2019". This bylaw may be cited as "Regional Growth Strategy Amendment Bylaw No. 1285, 2019".

Read a first time this _____ day of _____, _____

Read a second time this _____ day of _____, _____

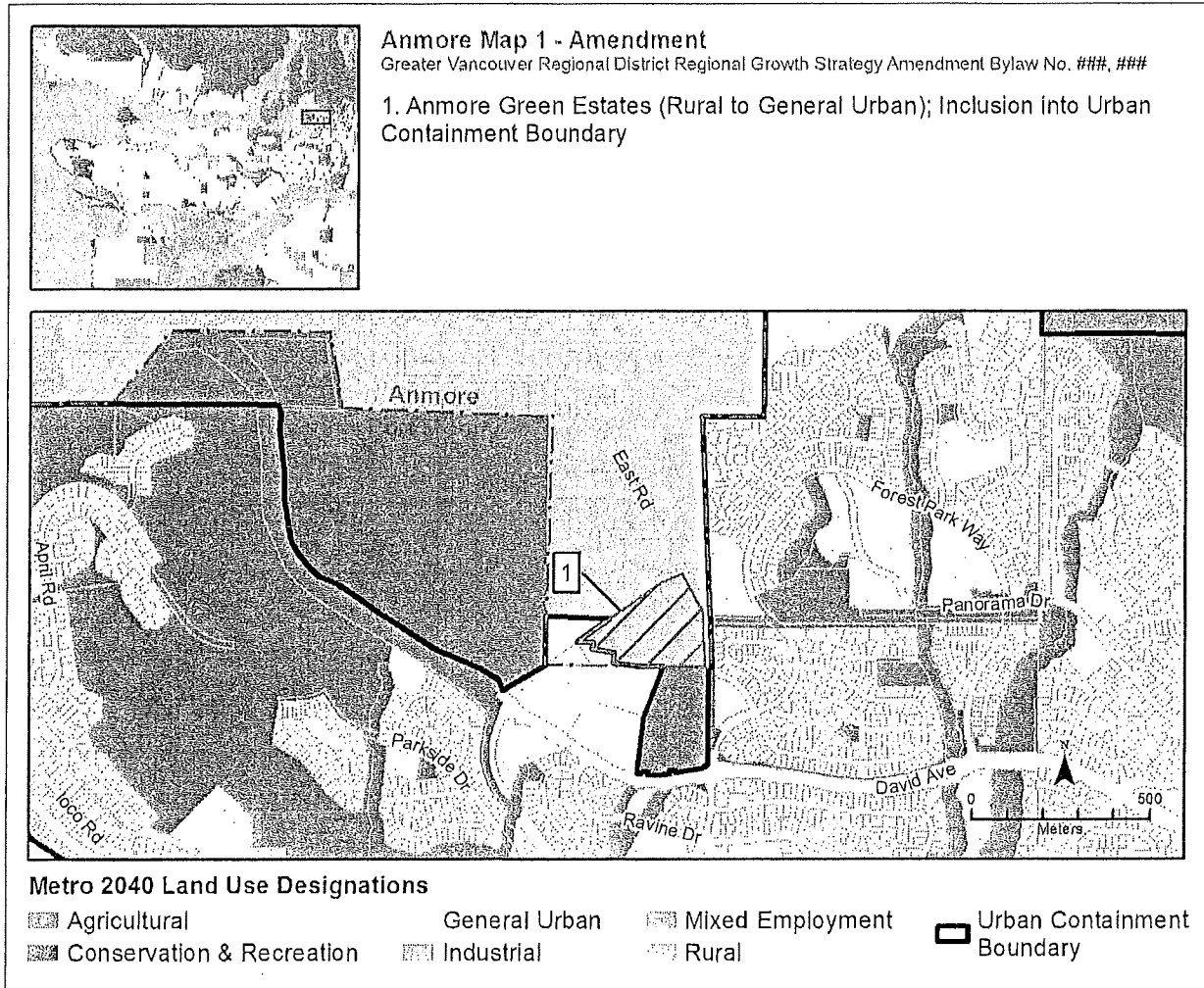
Read a third time this _____ day of _____, _____

Passed and finally adopted this _____ day of _____, _____

Sav Dhaliwal, Chair

Chris Plagnol, Corporate Officer

**SCHEDULE A
VILLAGE OF ANMORE AMENDMENT**



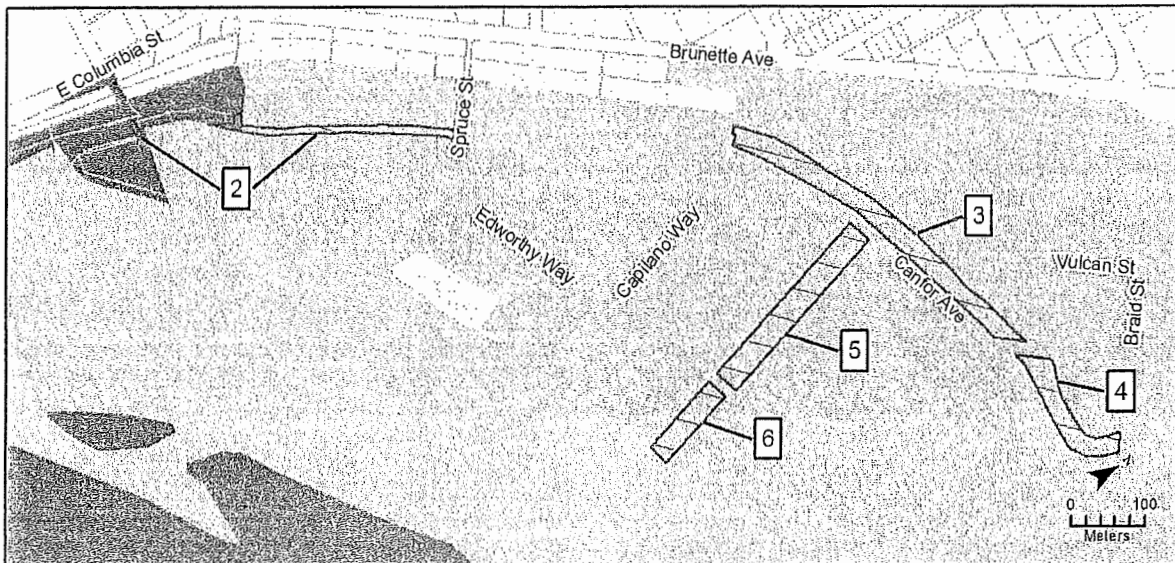
SCHEDULE B
CITY OF NEW WESTMINSTER REGIONAL LAND USE DESIGNATION AMENDMENTS



New Westminster Map 1 - Amendments

Greater Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. ###, ###

2. Two-piece parcel south and west of Spruce St (from Industrial to Conservation and Recreation)
3. Parcel north of Canfor Ave (from Industrial to Conservation and Recreation)
4. Parcel east of Canfor Ave (from Industrial to Conservation and Recreation)
5. Parcel immediately south of Canfor Ave (from Industrial to Conservation and Recreation)
6. Parcel to the far south of Canfor Ave (from Industrial to Conservation and Recreation)



Metro 2040 Land Use Designations

Agricultural	General Urban	Mixed Employment
Conservation & Recreation	Industrial	Rural

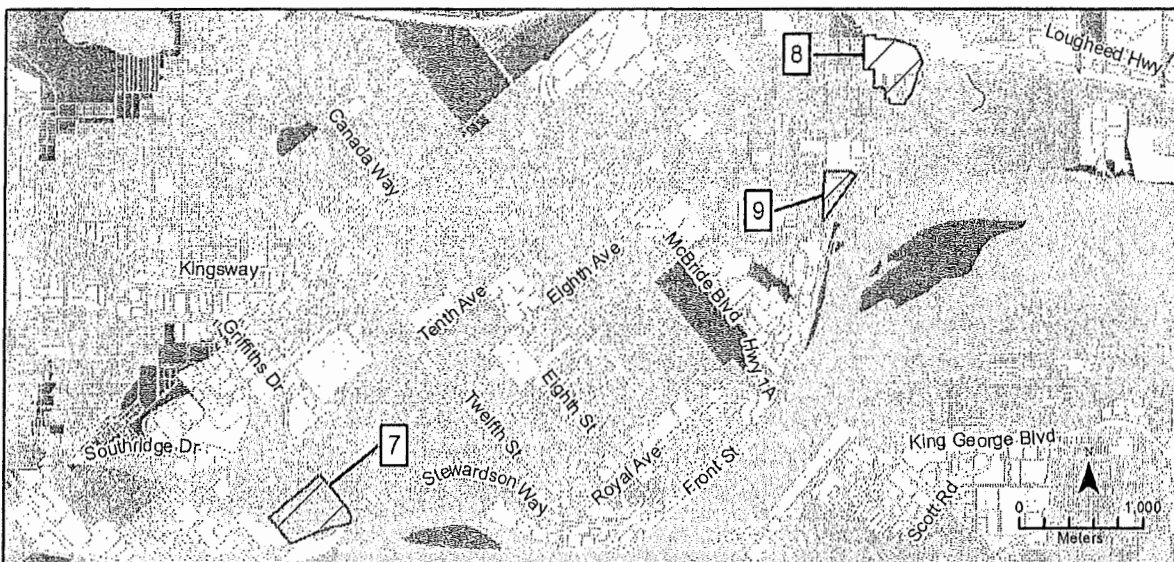
SCHEDULE C
CITY OF NEW WESTMINSTER ADDITION OF FREQUENT TRANSIT DEVELOPMENT AREAS



New Westminster Map 2 - Amendments

Greater Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. ###, ###

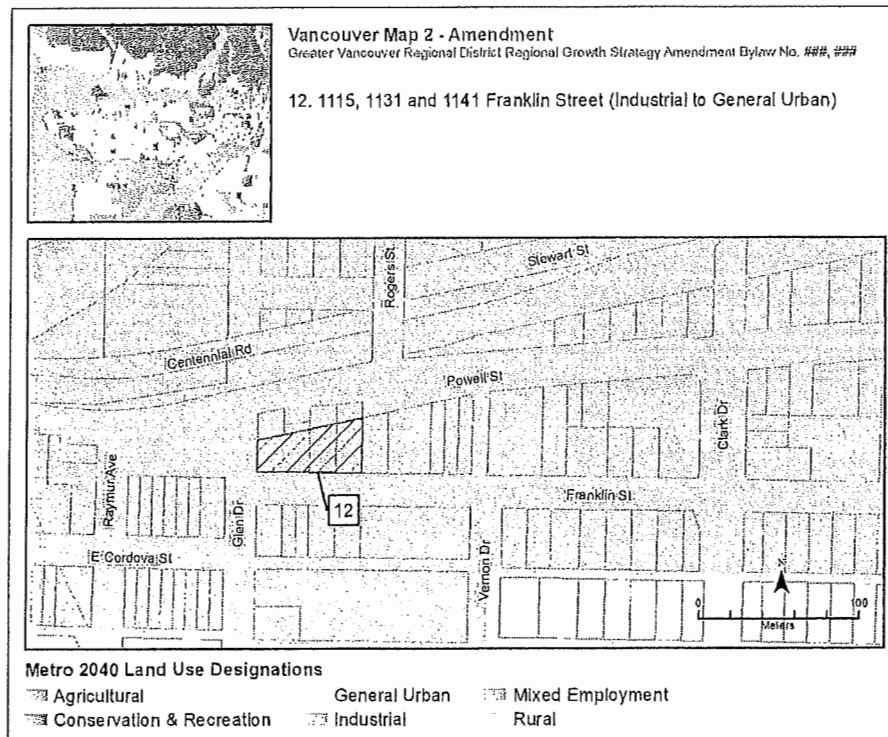
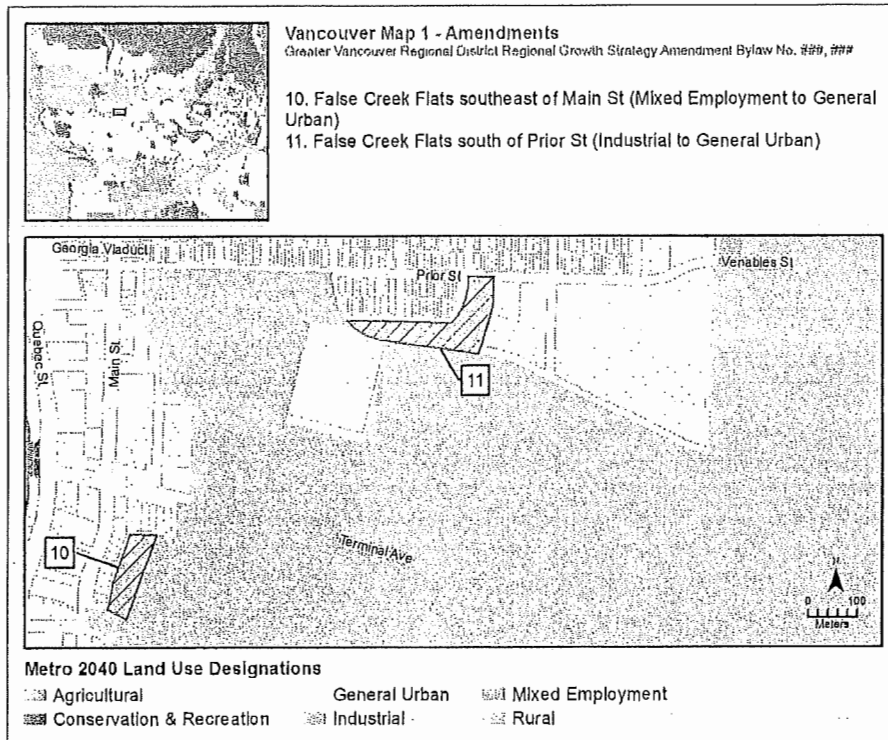
- 7. Addition of 22nd Street Station FTDA
- 8. Addition of Braid Station FTDA
- 9. Addition of Sapperton Station FTDA



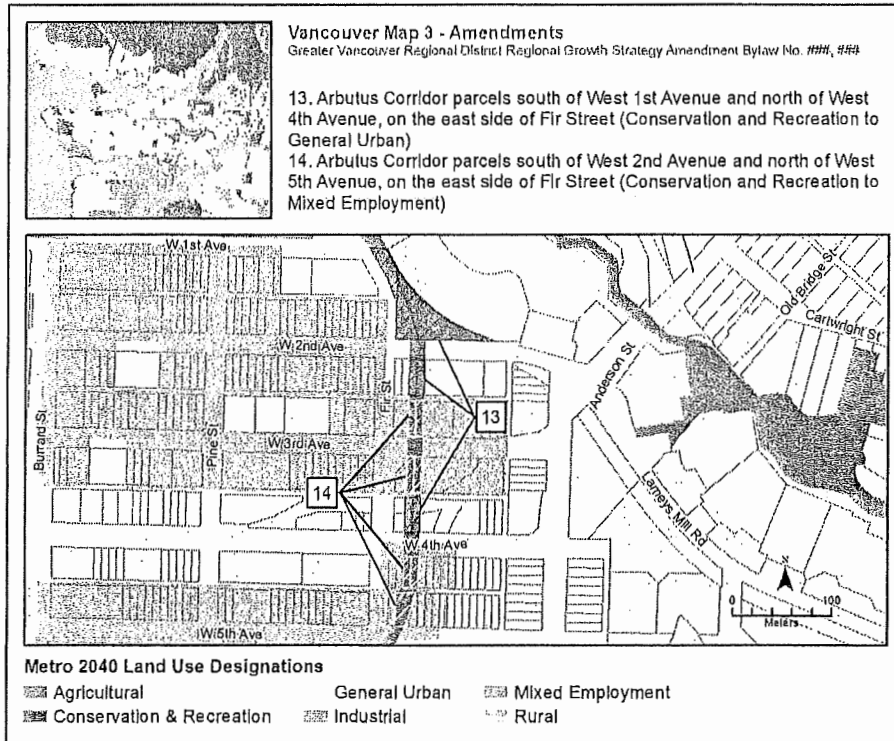
Metro 2040 Land Use Designations

Agricultural	General Urban	Mixed Employment
Conservation & Recreation	Industrial	Rural

SCHEDULE D **CITY OF VANCOUVER REGIONAL LAND USE DESIGNATION AMENDMENTS**



SCHEDULE D (Cont'd)
CITY OF VANCOUVER REGIONAL LAND USE DESIGNATION AMENDMENTS





To: Planning Committee **Date:** July 9, 2019
From: Barry Konkin **File:** 08-4430-03-10/2019-Vol
Manager, Policy Planning 01
Re: **Cannabis Related Official Community Plan and Zoning Bylaw Amendments In
Response to the New Provincial Agricultural Land Reserve Use Regulations**

Staff Recommendation

1. That Richmond Official Community Plan (OCP) Bylaw 9000, Amendment Bylaw 10061, to revise Section 3.6.5 of Schedule 1 of the OCP on the City's land use policies for the management of restriction of cannabis related activities in response to the Provincial *Agricultural Land Reserve (ALR) Use Regulations*, be introduced and given first reading.
2. That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10061, having been considered in conjunction with:
 - the City's Financial Plan and Capital Program;
 - the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the *Local Government Act*.
3. That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10061, having been considered in conjunction with Section 477(3)(b) of the *Local Government Act*, be referred to the Provincial Agricultural Land Commission for comment and response by August 27, 2019.
4. That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10061, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation.
5. That Richmond Zoning Bylaw 8500, Amendment Bylaw No 10062, to amend Section 3.4 and add Section 5.21 to manage and restrict cannabis related activities in the Agricultural Land Reserve in accordance with the *Agricultural Land Reserve Use Regulation*, be introduced and given first reading.
6. Whereas Section 463 of the *Local Government Act* allows the withholding of building permits that conflict with bylaws in preparation;

July 9, 2019

- 2 -

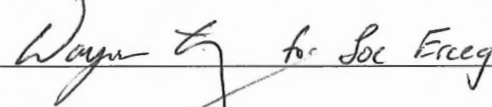
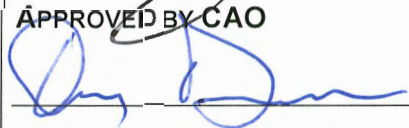
Whereas Council has granted first reading to Richmond Zoning Bylaw 8500, Amendment Bylaw 10062 to amend land use regulations specific to the production of cannabis in and outside of the ALR in response to changes to the Provincial ALR legislation;

Therefore be it resolved that staff bring all building permit applications involving the production of cannabis in a building or structure, received more than 7 days after the date of first reading of Richmond Zoning Bylaw 8500, Amendment Bylaw 10062, forward to Council to determine whether such applications are in conflict with the proposed bylaw.



Barry Konkin
Manager, Policy Planning

BK:ke
Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Law Development Applications	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: DW	APPROVED BY CAO 

Staff Report

Origin

On July 13, 2018, the Province of British Columbia announced changes to the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation* regarding cannabis production in the Agricultural Land Reserve (ALR). These new regulations identified that the lawful production of medical and non-medical (recreational) cannabis is a farm use only if the production occurred:

1. Outdoors in a field or in a building or structure with a soil base; or
2. As of July 13, 2018, in an existing building or structure (or under construction) used for the purpose of growing crops.

Subsequent to that, on February 22, 2019, the *Agricultural Land Commission Act* (the “ALC Act”) and the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation* were amended and the *Agricultural Land Reserve Use Regulation* (the “*ALR Use Regulation*”) was created (Attachment 1 is a copy of the ALC Information Bulletin 04 on this matter). Though many concepts contained in the ALC Act and regulations remain unchanged, there were significant changes to the regulations regarding the use of ALR land for cannabis production.

Under the new legislation, the use of agricultural land for producing cannabis lawfully is a “farm use” in the ALR that does not require Agricultural Land Commission (ALC) approval. Also, through the combined effect of s.4 and s.8 of the *ALR Use Regulation* (set out in Attachment 2), the legislation also provides that this use in the ALR may not be prohibited by a local government bylaw if the cannabis is produced:

- (a) outdoors in a field, or
- (b) inside a structure that has a base consisting entirely of soil that meets those conditions set out in s.8(2) of the *ALR Use Regulation*, or
- (c) As of July 13, 2018, inside an existing building or structure (or a building or structure under construction) previously used for the purpose of growing crops (Attachment 2).

In effect, the new *ALR Use Regulation* now permits all forms of cannabis production as a farm use, subject to obtaining a Federal Health Canada license. If a local government does not establish desired regulations through amendments to the Official Community Plan and Zoning Bylaw, any form of cannabis production (including inside a structure built in the ALR) would be permitted.

For example, a building permit application could be submitted for construction of a large agricultural building within the ALR (consistent with the regulation on building size in the Richmond Zoning Bylaw 8500 of a maximum of 750 m² (8,073 ft²) of concrete slab) which would be lawfully used for cannabis production under the Provincial Regulation, and with a Health Canada License.

Local governments were not consulted regarding the changes to the ALR regulation in February 2019, were not given any advance notice, or notified when these changes came into effect. While these changes to the ALR legislation came into effect in February, 2019, the accompanying ALC bulletin was not published until May 8, 2019.

Based on the new *ALR Use Regulation*, it is staff opinion that the City's Official Community Plan Bylaw 9000 and the Richmond Zoning Bylaw 8500 should be amended as soon as possible to regulate cannabis production and cultivation and any related accessory uses within the Agricultural Land Reserve to the fullest extent possible.

Existing OCP and Zoning Bylaw Regulations

OCP Policy

The OCP limits the proliferation of medical and non-medical cannabis production and cannabis research and development facilities city-wide by restricting any such facility to a site designated as "Mixed Employment" or "Industrial" land use in the OCP. The OCP policy also limits any type of cannabis production or cannabis research and development facility to one facility only city-wide.

Zoning Bylaw 8500

Richmond Zoning Bylaw 8500 currently has land use definitions for a "medical cannabis production facility", "non-medical cannabis production facility" and "cannabis research and development facility". None of these identified land uses are permitted in any zoning district city-wide, and a rezoning application is required to allow City Council to consider the site-specific requirements of the use. Furthermore, the land use definitions for "farm business" and "agriculture" explicitly exclude cannabis related activities.

Despite the City's Zoning Bylaw approach to restrict medical and non-medical cannabis production activities and other cannabis related operations city-wide, the City has been subject to legal proceedings and a court judgement pertaining this use on ALR land. Amendments to the Richmond Zoning Bylaw 8500 proposed in this report in relation to cannabis activities in the ALR will strengthen City's framework to restrict and regulate this use to the fullest extent possible and in staff's opinion, likely prevent future legal proceedings against the City from being successful.

Analysis

Proposed Bylaw Amendments

The intent of the proposed amendments to the Official Community Plan (OCP) and the Richmond Zoning Bylaw 8500 are to provide the maximum degree of regulation permitted by current Provincial regulation, to ensure that the City's bylaws are consistent with the *ALR Use Regulation*, and provide a clear framework for the production and processing of cannabis on lands zoned "Agriculture (AG1)" and located within the Agricultural Land Reserve.

Official Community Plan Bylaw 9000

Bylaw 10061 to amend Richmond Official Community Plan Bylaw 9000 would include a new policy that will clearly state that the cultivation and production of cannabis and related activities is not permitted on ALR land, other than those cannabis activities that cannot be prohibited as per the *ALR Use Regulation*. The proposed amendment would specifically reference to relevant sections of the *ALR Use Regulation*, and state that while cannabis production consistent with the Provincial regulations cannot be prohibited, that use will be subject to the regulations in the Richmond Zoning Bylaw 8500 for cannabis production and related activities.

Richmond Zoning Bylaw 8500

The *ALR Use Regulation* and Ministry of Agriculture “Guide for Bylaw Development in Farming Areas” were referenced in the proposed land use regulations related to cannabis activities outlined in this section of the report. Proposed Richmond Zoning Bylaw 8500 Amendment Bylaw 10062 will bring the City’s zoning regulations up to the maximum level of regulation currently permitted under Provincial legislation. Specific amendments are as follows:

1. Definition of “Agriculture”: Currently, the Zoning Bylaw allows agriculture as a secondary use in all zones to support community gardens and urban farming and already includes a regulation that does not permit a Health Canada commercially licensed medical/non-medical cannabis production facility or cannabis research and development facility. The proposed amendment clarifies that this use definition only applies to land outside of the ALR and any cannabis related activities in this category will continue to be prohibited.
2. Definition of “Farm Business”: Proposed Bylaw 10062 would amend the definition of ‘farm business’ to reference the specific use regulations proposed in a new section (5.21 Cannabis Production and Cultivation in the Agricultural Land Reserve). Medical/non-medical cannabis production facilities would continue to not be permitted as a farm business, except if done so in a manner outlined in the *ALR Use Regulation* that cannot be prohibited by a local government bylaw.
3. A new Section 5.21 (Cannabis Production and Cultivation in the Agricultural Land Reserve) is proposed to be added as a new specific land use regulation, which would prohibit the production and cultivation of cannabis. Under this new section and as per the *ALR Use Regulation*, the only permitted methods of cannabis production and cultivation which cannot be prohibited are:
 - a. outdoors in a field, or inside a structure that has a base consisting entirely of soil that meets those conditions set out in s.8(2) of the *ALR Use Regulation*; or
 - b. inside an existing building or structure (or a building or structure under construction) previously used for the purpose of growing crops.
 - c. This section would establish minimum setbacks to lot lines for the cannabis production activities as follows:
 - i. 30 m to any lot line;
 - ii. 60 m to any lot line that abuts or is adjacent to land zoned anything other than Agriculture (AG1); and

- iii. 150 m measured from the lot line of a site zoned School & Institutional Use (SI) or Assembly (ASY).
- 4. Cannabis Accessory Activities (Storage/Processing): Staff have consulted with the Agricultural Land Commission, who have confirmed that – as with all other agricultural products – it is permitted for a farmer to process product grown on a different property, so long as at least 50% of the product processed is grown on the subject property, or is grown by members of an association (as per the *BC Cooperative Association Act*) that the processor belongs to. It is within the City’s zoning powers to establish regulations on this activity, but not an outright prohibition. To ensure that farmland is not targeted for cannabis processing facilities with no connection to cannabis production and cultivation methods permitted under the *ALR Use Regulation*, Section 5.21 prohibits cannabis related storing, packing, preparing and processing activities. For types of cannabis operations in the ALR where storing, packing, preparing and processing activities cannot be prohibited, regulations are proposed to regulate their siting and restrict size as follows:
 - a. Establish minimum setbacks to lot lines for any cannabis storing, packing, preparing and processing activities (identical to cannabis production and cultivation activities) as follows:
 - i. 30 m to any lot line;
 - ii. 60 m to any lot line that abuts or is adjacent to land zoned anything other than Agriculture (AG1); and
 - iii. 150 m measured from the lot line of a site zoned School & Institutional Use (SI) or Assembly (ASY).
 - b. The proposed size restrictions for a building or facility used for accessory cannabis storing, packing, preparing and processing activities is linked to the total area designated for cannabis production and cultivation use, regardless of if this activity occurs indoors in a building or outside. As a result, the floor area restriction for these accessory activities is proposed to be calculated as 15% of the area designated for cannabis production and cultivation up to a maximum of 100 m² (1,076 ft²). Some examples of how this is calculated is as follows:
 - i. For an operation that has a total area of 200 m² (2,152 ft²) designated for cannabis production and cultivation (inside or outside), 30 m² (323 ft²)(15% of the cannabis production and cultivation area) is the maximum floor area for a related accessory cannabis storing, packing, preparing and processing facility.
 - ii. For an operation that has a total area of 1,000 m² (10,764 ft²) designated for cannabis production and cultivation (inside or outside), the floor area for any related accessory uses would be capped at 100 m² (1,076 ft²).

Cannabis Retail Activities

Zoning Bylaw 8500 currently has provisions in place to prohibit any retail cannabis operations city-wide. The proposed Official Community Plan and Zoning Bylaw Amendments in this report do not impact this and cannabis retail operations would remain prohibited.

In relation to potential cannabis “farm gate retail activities” occurring within the ALR, the Province, through the Liquor and Cannabis Regulation Branch (LCRB) and Liquor Distribution Branch (LDB), is responsible for regulating the retailing of cannabis. As part of the processing

of any retail licensing application by the Province, a referral to the local government is made and requires a positive recommendation. The Province, through the LCRB and LDB, will not license any cannabis retail operations without the support of the local government. Based on this, the City's existing Zoning Bylaw regulation to not permit cannabis retail activities apply, thereby granting the ability for the City to say no to a proposal and would end the license application process. City staff have contacted the Province to request if they have any additional updates on this matter and will advise Council accordingly.

Existing Regulations for Agricultural Buildings and Greenhouses

The two proposed bylaws presented with this report will establish the maximum level of regulation currently permitted under Provincial regulations. It is important to note that the existing provisions in the Richmond Zoning Bylaw 8500 to prohibit concrete slab greenhouses, and to limit the size of a concrete slab in an agricultural building to 750 m² (8,073 ft²) are unchanged. It is intended that the regulations proposed in this report will work in tandem with existing zoning bylaw regulations on cannabis production and agricultural structures.

Consultation

The proposed amendments to the Official Community Plan Bylaw 9000 and the Richmond Zoning Bylaw 8500 would be consistent with the *ALR Use Regulation*, and are fully within Council's powers to enact. In accordance with Section 477(3)(b) of the *Local Government Act*, the proposed Official Community Plan Amendment Bylaw 10061 is recommended to be forwarded to the ALC for review and comment should the Council grant first reading to this bylaw amendment. City staff recommend that any ALC comments be provided seven (7) days in advance (August 27, 2019) of the scheduled Public Hearing (September 3, 2019). Proposed Richmond Zoning Bylaw Amendment Bylaw 10062 would also be forwarded to the ALC for review and comment in conjunction with Official Community Plan Amendment Bylaw 10061.

To date, the City's Agricultural Advisory Committee (AAC) was not consulted on the proposed bylaw amendments, which are consistent with the *ALR Use Regulation* and Ministry of Agriculture "Guide for Bylaw Development in Farming Areas" related to cannabis related facilities in the ALR. The City's AAC current membership consists of 5 members, which is not sufficient to achieve committee quorum. If the proposed bylaw amendments are endorsed by Council and to take into account the current membership challenge of the AAC not being able to achieve committee quorum for a meeting, staff propose to circulate the appropriate materials in this report to the 5 existing members of the AAC. This approach will provide the opportunity for existing members of the AAC to provide comments in advance of the Public Hearing. In addition, as there was no advance notice of the new ALR Use Regulation, staff are of the opinion that the recommended bylaw amendments should proceed as soon as possible as they are consistent with provincial legislation, and delaying until the new AAC is established would place the city at some risk of having more cannabis related facilities constructed on farmland prior to having City restrictions and regulations in place.

Based on the above status of the City's AAC and recommended referral of the OCP and Zoning Amendment Bylaw to the ALC, the consultation outlined in this report is consistent with OCP Consultation Policy No. 5043.

Temporary Withholding of Building Permits

If Council were to grant first reading to Richmond Zoning Bylaw 8500, Amendment Bylaw 10062 to include regulations specific to the production of cannabis in the ALR in response to changes to the Provincial ALR legislation, and wished to withhold the issuance of building permits related to the bylaw under preparation, a resolution would need to be endorsed by Council as follows:

Whereas Section 463 of the Local Government Act allows the withholding of building permits that conflict with bylaws in preparation;

Whereas Council has granted first reading to a bylaw to include regulations specific to the production of cannabis in the ALR in response to changes to the Provincial ALR legislation;

Therefore be it resolved that staff bring all building permit applications involving the production of cannabis in a building or structure, received more than 7 days after the date of first reading, forward to Council to determine whether such applications are in conflict with the proposed bylaw.

The above resolution is included as a recommendation in this staff report as it enables the ability for Council to review and (if applicable) withhold building permits associated with new or existing buildings or structures intended to be used for the production of cannabis that are in conflict with a bylaw under consideration in accordance with Section 463 of the *Local Government Act*. The withholding resolution would also apply to building permits for buildings or structures intended to be used for the storing, packing, preparing or processing of cannabis to determine if such proposals are in conflict with the bylaw under consideration. Any such building permit would be presented to Council for direction on withholding of the building permit if Council endorses the withholding resolution referenced above and recommended as part of this report.

A resolution, in accordance with Section 463 of the *Local Government Act*, enables Council the ability to review and withhold any building permits for these types of proposals.

Staff highlight the following for Council to be aware of if the above referenced resolution to enable the withholding of building permits is supported by Council and Richmond Zoning Bylaw 8500, Amendment Bylaw 10062 is granted first reading:

- In accordance with Section 463 of the *Local Government Act*, building permit applications that are potentially in conflict with a bylaw under consideration must be considered by Council within 30 days (from the date the building permit application was made).
- Due to the existing August schedule break where there are no scheduled regular Council meetings, a special Council meeting would need to be coordinated through the City Clerks Office to consider Council withholding of building permit applications. A special Council meeting would need to be arranged for the applicable building permits received between July 30, 2019 and August 9, 2019.

- Building permits received after August 9, 2019 would be presented to Council as necessary following the regular scheduled Council meetings in September.

Financial Impact or Economic Impact

None.

Conclusion

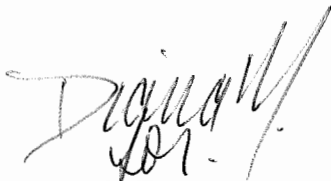
With the un-announced changes to the *Agricultural Land Reserve Use Regulation* which took effect February 22, 2019, there is a risk that cannabis production facilities of a variety of forms and sizes could be constructed on lands zoned “AG Agriculture” and located within the Agricultural Land Reserve. Staff have reviewed the updated Provincial regulations closely, and have proposed a number of amendments to the City’s Official Community Plan Bylaw 9000 and the Richmond Zoning Bylaw 8500 in order to establish the maximum level of regulation allowed.

The proposed bylaws will strengthen the OCP policies on cannabis production lands zoned “AG Agriculture” and located within the Agricultural Land Reserve, and will limit production of cannabis to the minimum permitted through Provincial regulations, and will establish setbacks for lawful cannabis production. The proposed Richmond Zoning Bylaw 8500 amendments will also establish a maximum size and setbacks for on-farm processing, storing, and packaging of cannabis.

It is recommended that Official Community Plan Bylaw 9000, Amendment Bylaw 10061 be introduced and given first reading.

It is further recommended that Richmond Zoning Bylaw 8500 Amendment Bylaw 10062 be introduced and given first reading.

In conjunction with the above referenced Bylaws being recommended for first reading, a withholding resolution in accordance with Section 463 of the *Local Government Act* is also recommended to enable Council the ability to consider and withhold building permits that are in conflict with Bylaws under consideration.



Kevin Eng
Planner 2

KE:cas

Attachment 1: ALC Information Bulletin 04 – Cannabis Production in the ALR
Attachment 2: Agricultural Land Reserve Use Regulation



INFORMATION BULLETIN 04

CANNABIS PRODUCTION IN THE ALR

Revised: May 8, 2019
Issued: August 15, 2018

1. SCOPE OF THIS INFORMATION BULLETIN

This information bulletin provides guidance to assist in interpreting the *Agricultural Land Commission Act*, S.B.C. 2002, c. 36 (**ALCA**) and regulations in relation to cannabis production in the Agricultural Land Reserve (**ALR**). The ALCA and regulations will govern if inconsistent with this bulletin.

This information bulletin is directed only to interpretation of the ALCA and regulations. Compliance with the ALCA and regulations in relation to cannabis does not relieve persons from the need to comply with all other applicable laws, regulations and bylaws at the federal, provincial and local government levels.

2. RECENT CHANGES TO STATUTE AND REGULATIONS

Effective February 22, 2019, the ALCA and the Agricultural Land Reserve Use, Subdivision and Procedure Regulation (now the **ALR General Regulation**) were amended and the Agricultural Land Reserve Use Regulation (the **ALR Use Regulation**) was created. Though many concepts contained in the ALCA and regulations remain unchanged, there have been changes related to the use of ALR land for cannabis production. All references in this information bulletin to the ALCA and regulations are as of February 22, 2019, unless otherwise stated.

3. WHETHER CANNABIS PRODUCTION IS A FARM USE

In the past, certain forms of cannabis production, but not others, had been “designated” as farm use by regulation. This was the practice followed when s. 2(2.5) of the former regulation was introduced in July 2018. The fact that certain production required “designation” to be a farm use suggested that non-designated forms of cannabis production:

- were not a farm use; and
- as such, could only be engaged in if the Agricultural Land Commission (the **Commission**) approved a non-farm use application specific to that use.

On February 22, 2019, s. 2(2.5) of the former regulation was repealed and the ALR Use Regulation was created. The ALR Use Regulation addresses cannabis production in s. 8, in a part of the ALR Use Regulation that is entitled “Farm Uses”, and no longer “designates” a

subset of cannabis production as farm use. This regulatory change clarifies that all forms of cannabis production are a “farm use”.

Because all forms of cannabis production are a “farm use”, cannabis production in the ALR does not contravene the ALCA even if engaged in without the Commission’s approval.

However:

- the ALR Use Regulation specifically allows local governments to prohibit cannabis production in certain forms (see section A of this bulletin); **AND**
- certain other activities associated with cannabis production, such as fill placement or soil removal, may still require proponents to engage with the Commission (see section B of this bulletin).

A. Local Government Authority To Prohibit

Local governments play a significant role in determining what kind of cannabis production occurs in their community.

Local governments may regulate or prohibit certain kinds of cannabis production, though may not prohibit all forms of cannabis production.

Section 8 of the ALR Use Regulation provides:

- (1) The use of agricultural land for producing cannabis lawfully may not be prohibited as described in section 4 if the cannabis is produced
 - (a) outdoors in a field, or
 - (b) inside a structure that, subject to subsection (2), has a base consisting entirely of soil.
- (2) The use of agricultural land for producing cannabis lawfully may not be prohibited as described in section 4 if the cannabis is produced inside a structure that meets both of the following conditions:
 - (a) the structure was, before July 13, 2018,
 - (i) constructed for the purpose of growing crops inside it, including but not limited to producing cannabis lawfully, or
 - (ii) under construction for the purpose referred to in subparagraph (i), if that construction
 - (A) was being conducted in accordance with all applicable authorizations and enactments, and

- (B) continues without interruption from the date it began until the date the structure is completed, other than work stoppages considered reasonable in the building industry;
- (b) the structure has not been altered since July 13, 2018 to increase the size of its base or to change the material used as its base.

Section 4 of the ALR Use Regulation provides:

The farm uses referred to in this Part [which includes s. 8] may not be prohibited

- (a) by a local government enactment except a bylaw under section 552 *[farming area bylaws]* of the *Local Government Act*, or
- (b) by a first nation government law, if the activity is conducted on settlement lands.

B. Placing Fill In, And Removing Soil From, The ALR

There are strict rules regarding placement of fill in the ALR and removal of soil from the ALR, **even when necessary for a farm use**, unless limited exceptions are met.

- Q. Do the rules on placement of fill in the ALR and removal of soil from the ALR apply to the construction of structures intended to be used for the production of cannabis?*
- A. Yes. These rules are found in ss. 35-36 of the ALR Use Regulation and apply generally, to the construction of structures for the production of cannabis, subject only to the limited exceptions summarized below.*

Typically even where the fill placement or soil removal is for cannabis production, successful completion of a notice of intent and/or use application process is required before the activity can proceed. This is so unless all of the following conditions are met:

- the fill placement or soil removal are for the purpose of constructing a structure for farm use; AND
- the total area from which the soil is removed or on which fill is placed is 1,000 m² or less; AND
- if the area from which the soil is removed or on which the fill is placed is in a floodplain, the resulting elevation level is consistent with the minimum elevation level established under all applicable local government enactments and first nation government laws, if any, respecting flood protection in the floodplain; AND
- the fill **is not, and does not contain**, construction or demolition waste (including masonry rubble, concrete, cement, rebar, drywall and wood waste), asphalt, glass,

synthetic polymers, treated wood, or unchipped lumber, as none of these may be used as fill in the ALR: ALR Use Regulation, ss. 35-36.

See the Commission's Information Bulletin #7 – Soil or Fill Use in the ALR for more information.

4. CONSTRUCTION, MAINTENANCE AND OPERATION OF STRUCTURES NECESSARY FOR FARM USE

Subject to any limits and conditions set out in Part 2 of the ALR Use Regulation, the use of land in the ALR to construct, maintain or operate a structure (including a greenhouse), driveway or utility that is necessary for a farm use is designated as a farm use: ALR Use Regulation, s. 5. A designated farm use may be undertaken without making a use application to the Commission.

Q. What does “subject to any limits and conditions set out in Part 2 of the ALR Use Regulation” mean for the construction of structures intended to be used for cannabis production?

A. The construction of structures for cannabis production are limited by the specific limitations for cannabis production set out at s. 8 of the ALR Use Regulation.

In determining whether an activity is “necessary” for a farm use, consideration must be given to whether the nature and size of the activity is proportionate to the farm use. If a landowner claims that an activity is “necessary” for a farm use that has not yet commenced, issues may arise in respect of whether the proposed use is in fact going to occur, and whether the nature and size of activity characterized as “necessary” will in fact be necessary to that use.

5. STORING, PACKING, PREPARING AND PROCESSING FARM PRODUCTS

The ALR Use Regulation refers to certain other activities potentially related to cannabis that local governments may not prohibit, but may regulate, as described in s. 4 of the ALR Use Regulation, such as certain storing, packing, preparing and processing uses set out in s. 11.

The use of land in the ALR for storing, packing, preparing and processing farm products is designated as a farm use, and as such may be undertaken without application to the Commission, if at least 50% of the farm product is (a) produced either on that agricultural land or by an association (as that term is used in the *Cooperative Association Act*) to which the owner of the agricultural land belongs, or (b) feed required for farm use on that agricultural land: ALR Use Regulation, s. 11(2).



Agricultural Land Commission Act
**AGRICULTURAL LAND RESERVE
USE REGULATION**

B.C. Reg. 30/2019

Deposited and effective February 22, 2019

Consolidated Regulations of British Columbia

This is an unofficial consolidation.

B.C. Reg. 30/2019 (O.C. 67/2019), deposited and effective February 22, 2019, is made under the *Agricultural Land Commission Act*, S.B.C. 2002, c. 36, s. 58.

This is an unofficial consolidation provided for convenience only. This is not a copy prepared for the purposes of the *Evidence Act*.

This consolidation includes any amendments deposited and in force as of the currency date at the bottom of each page. See the end of this regulation for any amendments deposited but not in force as of the currency date. Any amendments deposited after the currency date are listed in the B.C. Regulations Bulletins. All amendments to this regulation are listed in the *Index of B.C. Regulations*. Regulations Bulletins and the Index are available online at www.bclaws.ca.

See the User Guide for more information about the *Consolidated Regulations of British Columbia*. The User Guide and the *Consolidated Regulations of British Columbia* are available online at www.bclaws.ca.

Prepared by:
Office of Legislative Counsel
Ministry of Attorney General
Victoria, B.C.

Agricultural Land Commission Act

AGRICULTURAL LAND RESERVE USE REGULATION

B.C. Reg. 30/2019

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Agricultural Land Commission Act

AGRICULTURAL LAND RESERVE USE REGULATION

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PART 1 – INTERPRETATION

Definitions

1 In this regulation:

“**Act**” means the *Agricultural Land Commission Act*;

“**agri-tourism activity**” means an activity referred to in section 12 [*agri-tourism*];

“**compost**” means a product that is

- (a) a stabilized earthy matter having the properties and structure of humus,
- (b) beneficial to plant growth when used as a soil amendment,
- (c) produced by composting, and
- (d) derived only from organic matter;

“**farm product**” means a commodity that is produced from a farm use but does not include water;

“**gathering for an event**” means a gathering of people on agricultural land for the purpose of attending

- (a) a wedding, other than a wedding to which paragraph (c) (ii) applies,
- (b) a music festival, or
- (c) an event, other than
 - (i) an event held for the purpose of an agri-tourism activity, or
 - (ii) the celebration, by residents of the agricultural land and those persons whom they invite, of a family event for which no fee or other charge is payable in connection with the event by invitees;

“**soil amendment**” means compost, fertilizer, manure, mulch and soil conditioners.

Other laws not ousted

2 For the purpose of section 2 (1) of the Act, a person who engages in a use of agricultural land that is permitted under this regulation is not relieved from complying with

- (a) any other enactment that may apply, or
- (b) a decision of a responsible authority that may apply.

If farming extends over multiple parcels

3 Unless a contrary intention appears, a reference to a use of agricultural land includes all of the agricultural land on which a single farm operation is conducted, regardless of

- (a) whether activities are conducted over one parcel or multiple parcels, or
- (b) whether, in the case of multiple parcels, the parcels are adjacent.

PART 2 – FARM USES**Farm uses that may not be prohibited**

- 4** The farm uses referred to in this Part may not be prohibited
- (a) by a local government enactment except a bylaw under section 552 [farming area bylaws] of the *Local Government Act*, or
 - (b) by a first nation government law, if the activity is conducted on settlement lands.

Necessary structures and ancillary services

- 5** (1) Subject to any limits and conditions set out in this Part, the use of agricultural land to construct, maintain or operate any of the following is designated as a farm use and may not be prohibited as described in section 4:
- (a) a structure, other than a residential structure, that is necessary for a farm use;
 - (b) a driveway or utility that is necessary for a farm use.
- (2) For greater certainty, subsection (1) (a) includes all of the following:
- (a) a greenhouse;
 - (b) a structure for use in an intensive livestock operation or for mushroom production;
 - (c) an aquaculture facility.

Land development works

- 6** (1) The use of agricultural land for conducting land development works may not be prohibited as described in section 4 if the works are required for farm uses conducted on the agricultural land on which the works are conducted.
- (2) Without limiting paragraph (b) of the definition of “farm operation” in section 1 of the *Farm Practices Protection (Right to Farm) Act*, land development works include all of the following:
- (a) levelling and berming agricultural land;
 - (b) constructing reservoirs;
 - (c) constructing works ancillary to clearing, draining, irrigating, levelling or berming agricultural land and to constructing reservoirs.

Soil testing, biosolids and soil amendments

- 7** (1) Soil sampling conducted on agricultural land, including testing of the soil samples, may not be prohibited as described in section 4.
- (2) The use of agricultural land for storing and applying biosolids and soil amendments, other than compost, may not be prohibited as described in section 4.

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- (3) The use of agricultural land for producing, storing and applying compost may not be prohibited as described in section 4 if, in the case of
 - (a) compost classified as Class A compost under the Organic Matter Recycling Regulation, all of the compost produced, stored and applied is used on the agricultural land on which it was produced, or
 - (b) any other compost, the compost is from agricultural by-products that were produced for a farm use.

Cannabis

- 8** (1) The use of agricultural land for producing cannabis lawfully may not be prohibited as described in section 4 if the cannabis is produced
 - (a) outdoors in a field, or
 - (b) inside a structure that, subject to subsection (2), has a base consisting entirely of soil.
- (2) The use of agricultural land for producing cannabis lawfully may not be prohibited as described in section 4 if the cannabis is produced inside a structure that meets both of the following conditions:
 - (a) the structure was, before July 13, 2018,
 - (i) constructed for the purpose of growing crops inside it, including but not limited to producing cannabis lawfully, or
 - (ii) under construction for the purpose referred to in subparagraph (i), if that construction
 - (A) was being conducted in accordance with all applicable authorizations and enactments, and
 - (B) continues without interruption from the date it began until the date the structure is completed, other than work stoppages considered reasonable in the building industry;
 - (b) the structure has not been altered since July 13, 2018 to increase the size of its base or to change the material used as its base.

Horse facilities

- 9** (1) The use of agricultural land for commercial horse riding, training and boarding may not be prohibited as described in section 4 if both of the following conditions are met:
 - (a) facilities for horse riding do not include a racetrack that is or must be licensed by the British Columbia Racing Commission;
 - (b) no more than 40 horses are boarded on the agricultural land.
- (2) The use of agricultural land for non-commercial horse riding, training and boarding is designated as a farm use and may not be prohibited as described in section 4 if both of the conditions referred to in subsection (1) of this section are met.

Forestry

- 10** The following uses of agricultural land are designated as farm uses and may not be prohibited as described in section 4:
- (a) deliberately retaining, introducing and mixing trees or other plants in crop or animal production systems to provide an economic return, commonly referred to as “agroforestry”;
 - (b) producing botanical forest products;
 - (c) producing and harvesting timber, including engaging in silviculture and forest protection activities.

Farm products

- 11** (1) In this section, “**association**” has the same meaning as in the *Cooperative Association Act*.
- (2) The use of agricultural land for storing, packing, preparing and processing farm products is designated as a farm use and may not be prohibited as described in section 4 if at least 50% of the farm product is
- (a) produced either on that agricultural land or by an association to which the owner of the agricultural land belongs, or
 - (b) feed required for farm use on that agricultural land.
- (3) The use of agricultural land for conducting farm retail sales is designated as a farm use and may not be prohibited as described in section 4 if
- (a) all of the farm products offered for sale are produced on that agricultural land, or
 - (b) the area used for all retail sales meets both of the following conditions:
 - (i) the total area, both indoors and outdoors, does not exceed 300 m²;
 - (ii) at least 50% of that area is limited to the sale of farm products produced either on that agricultural land or by an association to which the owner of the agricultural land belongs.

Agri-tourism

- 12** (1) The use of agricultural land for conducting an agri-tourism activity described in subsection (2) of this section is designated as a farm use and may not be prohibited as described in section 4 if all of the following conditions are met:
- (a) the activity is conducted on agricultural land that is classified as a farm under the *Assessment Act*;
 - (b) members of the public are ordinarily invited to the activity, whether or not a fee or other charge is payable;
 - (c) no permanent facilities are constructed or erected in connection with the activity.
- (2) The following are agri-tourism activities for the purposes of subsection (1):

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- (a) an agricultural heritage exhibit displayed on the agricultural land;
- (b) a tour of the agricultural land, an educational activity or demonstration in respect of all or part of the farm operation conducted on that agricultural land, and activities ancillary to any of these;
- (c) cart, sleigh and tractor rides on the agricultural land;
- (d) subject to section 9 [*horse facilities*], activities that promote or market livestock raised or kept on the agricultural land, whether or not the activity also involves livestock raised or kept elsewhere, including shows, cattle driving and petting zoos;
- (e) dog trials held on the agricultural land;
- (f) harvest festivals and other seasonal events held on the agricultural land for the purpose of promoting or marketing farm products produced on that agricultural land;
- (g) corn mazes prepared using corn produced on the agricultural land on which the activity is taking place.

Alcohol production

13 (1) In this section:

“**alcohol product**” means beer, cider, spirits, mead or wine;

“**alcohol production facility**” means a brewery, cidery, distillery, meadery or winery;

“**ancillary use**” means the following activities conducted at an alcohol production facility:

- (a) processing, storing and retail sales of an alcohol product produced by the alcohol production facility;
- (b) operating a food and beverage service lounge, if the area of the lounge does not exceed 125 m² indoors and 125 m² outdoors;
- (c) selling an alcoholic beverage other than one produced by the alcohol production facility, if the alcoholic beverage is intended to be consumed immediately and is sold
 - (i) as a single serving in a lounge referred to in paragraph (b), or
 - (ii) in a service area under a special event area endorsement endorsed on the licence issued under the *Liquor Control and Licensing Act* for the alcohol production facility;
- (d) conducting a cooking class, if the class is held in a food premises within the meaning of the Food Premises Regulation that has been constructed, and is being operated, in compliance with that regulation;
- (e) gathering for an event, if the event is held only in the lounge referred to in paragraph (b) or the special event area under a special event area

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endorsement referred to in paragraph (c), and, for this purpose, section 17 *[gathering for an event]* does not apply;

“**brewery**”, “**cidery**”, “**distillery**”, “**meadery**” and “**winery**” mean a brewery, cidery, distillery, meadery or winery, as applicable, that is licensed under the *Liquor Control and Licensing Act* to produce beer, cider, spirits, mead or wine;

“**primary farm product**” means the farm product that is the primary ingredient used in a fermentation process to make an alcohol product.

- (2) The use of agricultural land for constructing, maintaining and operating an alcohol production facility and the use of the facility for ancillary uses are designated as farm uses and may not be prohibited as described in section 4 if
 - (a) at least 50% of the primary farm product used to make the alcohol product produced each year is harvested from the agricultural land on which the alcohol production facility is located, or
 - (b) the agricultural land on which the alcohol production facility is located is more than 2 ha in area and at least 50% of the primary farm product used to make the alcohol product produced each year is
 - (i) harvested from that agricultural land, or
 - (ii) both harvested from that agricultural land and received from a farm operation located in British Columbia that provides that primary farm product to the alcohol production facility under a contract having a term of at least 3 years.
- (3) Despite subsection (2), the use of agricultural land for maintaining and operating a winery or cidery and ancillary uses is designated as a farm use and may not be prohibited as described in section 4 if
 - (a) the winery or cidery
 - (i) is the subject of a licence under the *Liquor Control and Licensing Act* to produce wine or cider, issued on or before June 15, 2015, or
 - (ii) is the subject of a letter of eligibility to produce wine or cider, given in respect of a licensing application made under the *Liquor Control and Licensing Act* and received during the period that begins June 15, 2014 and ends June 15, 2015, and
 - (b) the production of wine or cider by the winery or cidery would be designated as a farm use under section 2 (2) (b) of the Agricultural Land Reserve Use, Subdivision and Procedure Regulation as it read on June 14, 2015.

PART 3 – PERMITTED NON-FARM USES**Division 1 – Permitted Non-Farm Uses That May Not Be Prohibited****Permitted non-farm uses that may not be prohibited**

- 14** The non-farm uses permitted under this Division may not be prohibited

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- (a) by a local government enactment, or
- (b) by a first nation government law, if the activity is conducted on settlement lands.

Necessary structures and ancillary services

15 Subject to any limits and conditions set out in this Division, the use of agricultural land to construct, maintain or operate any of the following is permitted and may not be prohibited as described in section 14:

- (a) a structure, other than a residential structure, that is necessary for a non-farm use permitted under this Division;
- (b) a driveway or utility that is necessary for a non-farm use permitted under this Division.

Parks and similar areas

16 The following uses of agricultural land are permitted and may not be prohibited as described in section 14:

- (a) a park established or continued under the *Park Act* or the *Protected Areas of British Columbia Act*;
- (b) an ecological reserve established or continued under the *Ecological Reserve Act* or the *Protected Areas of British Columbia Act*;
- (c) a wildlife management area designated under the *Wildlife Act*;
- (d) a reserve established under section 15 of the *Land Act* for recreational use;
- (e) a recreation site established under section 56 of the *Forest and Range Practices Act*;
- (f) an area established by order under section 7 (1) of the *Environment and Land Use Act* to protect the environment or restrict land or resource use within the area.

Gathering for an event

17 The use of agricultural land for the purpose of gathering for an event is permitted and may not be prohibited as described in section 14 if all of the following conditions are met:

- (a) the event is conducted on agricultural land that is classified as a farm under the *Assessment Act*;
- (b) no permanent facilities are constructed or erected in connection with the event;
- (c) parking for those attending the event
 - (i) is available on that agricultural land,
 - (ii) occurs only in connection with that event, and
 - (iii) does not interfere with the productivity of that agricultural land;

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- (d) no more than 150 people, excluding residents of the agricultural land and employees of the farm operation conducted on that agricultural land, are gathered on that agricultural land at one time for the purpose of attending the event;
- (e) the event is of no more than 24 hours in duration;
- (f) no more than 10 gatherings for an event of any type occur on that agricultural land within a single calendar year.

Roads

18 The use of agricultural land for any of the following purposes is permitted and may not be prohibited as described in section 14:

- (a) constructing and upgrading roads within a dedicated right of way that has a constructed road bed for vehicular access and use;
- (b) upgrading an existing road that has vehicular access and use and that is declared to be a highway under section 42 of the *Transportation Act*;
- (c) widening an existing constructed road within a right of way
 - (i) to ease one curve, or
 - (ii) if the right of way width is 24 m or less, for safety or maintenance purposes or for drainage or flood control works;
- (d) declaring as a forest service road an existing road under the *Forest Act* or a new road in a managed forest;
- (e) increasing the width of a forest service road within a right of way by up to 4 m if the right of way width is
 - (i) 30 m or less, if the forest service road is located on Crown land, or
 - (ii) 20 m or less, in any other case;
- (f) constructing and upgrading a road, and conducting related works, for the purpose of realigning Highway 29 between Hudson's Hope and Charlie Lake, to the extent necessary to
 - (i) construct the dam and hydroelectric generating station on the Peace River known as the Site C Clean Energy Project, and
 - (ii) address potential adverse effects on the highway arising from the operation of the dam and generating station referred to in subparagraph (i).

Other permitted non-farm uses

19 The use of agricultural land for any of the following purposes is permitted and may not be prohibited as described in section 14:

- (a) collecting surface water for farm use or domestic use, water well drilling, connection of water lines and access to water well sites;

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- (b) surveying, exploring and prospecting for gravel or minerals if all cuts, trenches and similar alterations are restored to the natural ground level on completing the surveying, exploring or prospecting;
- (c) constructing, upgrading and operating a railway on an existing railbed within a dedicated right of way;
- (d) widening an existing railbed within a right of way if the right of way width is 30.5 m or less.

Division 2 – Permitted Non-Farm Uses That May Be Prohibited**Permitted non-farm uses that may be prohibited**

- 20** The non-farm uses permitted under this Division may be prohibited
- (a) by a local government enactment, or
 - (b) by a first nation government law, if the activity is conducted on settlement lands.

Necessary structures and ancillary services

- 21** Subject to any limits and conditions set out in this Division, the use of agricultural land to construct, maintain or operate any of the following is permitted but may be prohibited as described in section 20:
- (a) a structure, other than a residential structure, that is necessary for a non-farm use permitted under this Division;
 - (b) a driveway or utility that is necessary for a non-farm use permitted under this Division.

Parks and similar areas

- 22** (1) The following uses of agricultural land are permitted but may be prohibited as described in section 20:
- (a) an open land park established by a local government or a first nation government, other than an aboriginal governing body referred to in paragraph (b) of the definition of “first nation government” in the Act, for biodiversity conservation, passive recreation, heritage, wildlife or scenery viewing purposes;
 - (b) converting non-forested land to forested land on parcels less than 20 ha, other than for a farm use as described in section 10 [forestry].
- (2) The use of agricultural land for biodiversity conservation, passive recreation, heritage, wildlife and scenery viewing purposes, other than in a park referred to in subsection (1) (a), is permitted, but may be prohibited as described in section 20, if both of the following conditions are met:
- (a) the area occupied by any associated structures does not exceed 100 m² for each parcel;

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- (b) the purpose does not include the creation of a wetland intended to manage urban runoff or waste.

Keeping animals

- 23** The following uses of agricultural land are permitted but may be prohibited as described in section 20:

- (a) pet breeding and boarding;
- (b) sheltering and caring for surrendered, abandoned or seized livestock;
- (c) providing a refuge for wildlife within the meaning of the *Wildlife Act*.

Home occupation use

- 24** (1) The use of agricultural land for a commercial or similar use within a structure is permitted, but may be prohibited as described in section 20, if all of the following conditions are met:

- (a) the structure is accessory to and located on the same parcel as a residence;
- (b) the structure occupies an area that does not exceed
 - (i) the limit specified in an applicable local government enactment or first nation government law, or
 - (ii) if subparagraph (i) does not apply, 100 m².
- (2) The conditions set out in subsection (1) do not apply to a type of use referred to in any other provision of this regulation.

Infrastructure

- 25** The following uses of agricultural land are permitted but may be prohibited as described in section 20:

- (a) constructing, maintaining and operating force mains, trunk sewers, gas pipelines and water lines within an existing dedicated right of way;
- (b) constructing, maintaining and operating, for the purpose of drainage or irrigation or to combat the threat of flooding,
 - (i) dikes and related pumphouses, and
 - (ii) ancillary works, including access roads and facilities.

Aggregate removal

- 26** The use of agricultural land for the purpose of removing aggregate is permitted, but may be prohibited as described in section 20, if all of the following conditions are met:

- (a) the total volume of aggregate removed from any single parcel is less than 500 m³;
- (b) regardless of the volume of aggregate removed, the disturbed area is rehabilitated in accordance with good agricultural practice as soon as reasonably practicable after

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- (i) aggregate removal is complete, if the aggregate is removed as part of a single continuous operation, or
- (ii) each stage of aggregate removal is complete, if subparagraph (i) does not apply;
- (c) the cultivable surface layer of soil is salvaged, stored on the parcel and available for rehabilitation in accordance with paragraph (b).

Other permitted non-farm uses

- 27** (1) The use of agricultural land for producing and developing biological products used in integrated pest management programs is permitted, but may be prohibited as described in section 20, if the area occupied by all structures used for the production or development does not exceed 300 m² for each parcel.
- (2) The use of agricultural land for producing, storing and applying compost classified as Class A compost under the Organic Matter Recycling Regulation is permitted, but may be prohibited as described in section 20, if at least 50% but less than 100% of the compost produced, stored and applied is used on the agricultural land on which it was produced.
- (3) The use of agricultural land for operating a temporary sawmill is permitted, but may be prohibited as described in section 20, if at least 50% of the volume of milled timber is harvested from the agricultural land on which the sawmill is located.
- (4) The use of agricultural land for education and conducting research respecting a farm use or permitted non-farm use is permitted, but may be prohibited as described in section 20, if all of the following conditions are met:
- (a) the area occupied by any structures necessary for conducting education or research does not exceed 100 m² for each parcel;
 - (b) the agricultural land is not used for a school within the meaning of the *School Act*.

PART 4 – RESIDENTIAL USES

Section 20.1 (1) (a) and (b) of Act applies

- 28** A person who engages in a residential use that is permitted under this Part is not relieved from complying with section 20.1 (1) (a) or (b) of the Act, except as provided under section 32 [*additional residences*] of this regulation.

Prescribed residential structures

- 29** (1) A structure used, whether permanently or temporarily, to provide or in connection with providing accommodation as described in this Part is prescribed as a residential structure for the purposes of the Act.

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- (2) A vehicle used, whether permanently or temporarily, to provide or in connection with providing accommodation as described in this Part is prescribed as a residential structure for the purposes of this Part.

Necessary structures and ancillary services

- 30** Subject to any limits and conditions set out in this Part, the use of agricultural land to construct, maintain or operate any of the following is permitted:
- (a) a structure, other than a residential structure, that is necessary for a residential use permitted under this Part;
 - (b) a driveway or utility necessary for a residential use permitted under this Part.

Secondary suites

- 31** The use of agricultural land for a secondary suite is permitted if there is one suite only, located in the principal residence.

Additional residences

- 32** The use of agricultural land for an additional residence is permitted if all of the following conditions are met:
- (a) there is one additional residence only;
 - (b) the residence is a pre-existing residential structure, constructed in accordance with all applicable enactments;
 - (c) on the date this section comes into force, the size, siting and use of the residence complies with section 3 (1) (b) (ii) or (b.1) (ii) or (iii) of the Agricultural Land Reserve Use, Subdivision and Procedure Regulation, as it read immediately before this section came into force;
 - (d) the size and siting of the residence is not altered after the date this section comes into force unless
 - (i) permitted under section 25 or 45 of the Act, or
 - (ii) the size of the manufactured home or the total area occupied by all residences and other residential structures, roads and service lines, and all agricultural land between them, as applicable, is not increased by the alteration.

Agri-tourism accommodation

- 33** (1) In this section, “**sleeping unit**” means the following:
- (a) a bedroom or other area used for sleeping located in a residence, cabin or other structure;
 - (b) a vehicle, trailer, tent or other structure located on a campsite, field or other area.
- (2) The use of agricultural land for providing accommodation in relation to an agri-tourism activity is permitted if all of the following conditions are met:

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Part 5 – Soil or Fill Uses

- (a) the accommodation is located on agricultural land that is classified as a farm under the *Assessment Act*;
- (b) the total developed area for structures, landscaping and access for the accommodation is less than 5% of any parcel;
- (c) the accommodation is limited to 10 sleeping units in total, including bedrooms under section 34 [*tourist accommodation*];
- (d) accommodation is provided on a seasonal or short-term basis only.

Tourist accommodation

- 34** (1) In this section, “**bedroom**” means a bedroom or other area used for sleeping in a residence.
- (2) The use of agricultural land for providing accommodation for tourists is permitted in a principal residence that is not a pre-existing residential structure if both of the following conditions are met:
- (a) the accommodation is limited to 4 bedrooms in total;
 - (b) accommodation is provided on a short-term basis only.
- (3) The use of agricultural land for providing accommodation for tourists is permitted in a principal residence that is a pre-existing residential structure if all of the following conditions are met:
- (a) on the date this section comes into force, the number of bedrooms complies with section 3 (1) (d) of the Agricultural Land Reserve Use, Subdivision and Procedure Regulation, as it read immediately before this section came into force;
 - (b) the number of bedrooms is not changed after the date this section comes into force unless
 - (i) permitted under section 25 or 45 of the Act, or
 - (ii) the number of bedrooms is not increased by the change;
 - (c) accommodation is provided on a short-term basis only.

PART 5 – SOIL OR FILL USES

Permitted soil or fill uses

- 35** Subject to section 36 [*prohibited fill*], the removal of soil from, or the placement of fill on, agricultural land for one or more of the following purposes is permitted if all applicable conditions are met:
- (a) constructing or maintaining a structure for farm use or for a principal residence if both of the following conditions are met:
 - (i) the total area from which soil is removed or on which fill is placed is 1 000 m² or less;

- (ii) if the area from which the soil is removed or on which the fill is placed is in a floodplain, the resulting elevation level is consistent with the minimum elevation level established under all applicable local government enactments and first nation government laws, if any, respecting flood protection in the floodplain;
- (b) constructing or maintaining berms for producing cranberries, if any fill placed on the area is
 - (i) no higher than 2 m above the natural grade, and
 - (ii) no wider than 10 m at the base;
- (c) constructing or maintaining flood protection dikes, drainage, irrigation and livestock watering works for farm use, if the total annual volume of soil removed or fill placed is 320 m³/16 ha or less;
- (d) maintaining an existing farm road, if the total annual volume of soil removed or fill placed is 50 m³ or less;
- (e) using clean sand as a top-dress for berry production, if the total annual volume of soil removed or fill placed is 100 m³/ha or less;
- (f) applying soil amendments, if incorporated into the soil to a depth of 30 cm or less;
- (g) conducting soil research and testing, if the soil removed or fill placed is limited to the amount necessary for the research or testing.

Prohibited fill

36 The following must not be used as fill on agricultural land:

- (a) construction or demolition waste, including masonry rubble, concrete, cement, rebar, drywall and wood waste;
- (b) asphalt;
- (c) glass;
- (d) synthetic polymers;
- (e) treated wood;
- (f) unchipped lumber.



**Official Community Plan Bylaw 9000
Amendment Bylaw 10061
Cannabis Production and Cultivation in the Agricultural Land Reserve**

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

1. Richmond Official Community Plan Bylaw 9000, as amended, is further amended at Section 3.6.5 (Health Canada Licensed Medical Cannabis Production, Non-Medical Cannabis Production and Cannabis Research and Development Facilities) by repealing and replacing Objective 1 in this section with the following:

“Objective 1

Protect the City’s social, economic, land use and environmental interests when considering proposed medical and non-medical cannabis production facilities, cannabis research and development facilities and the production and cultivation of cannabis, including any related accessory uses, on land within the Agricultural Land Reserve by preventing their unnecessary proliferation, avoiding long-term negative effects, and ensuring minimal City costs.”

2. Richmond Official Community Plan Bylaw 9000, as amended, is further amended at Section 3.6.5 (Health Canada Licensed Medical Cannabis Production, Non-Medical Cannabis Production and Cannabis Research and Development Facilities) by inserting the following policies under Objective 1 and renumbering the following policies accordingly:

“b) subject to c) below, production and cultivation of cannabis and any related accessory uses is not permitted in the Agricultural Land Reserve;

- c) where the use of land in the Agricultural Land Reserve for the production and cultivation of cannabis and any related storing, packing, preparing and processing uses is done so in a manner in accordance with Sections 4, 8 and 11(1)(2) of the *Agricultural Land*

Reserve Use Regulation (as amended), the use cannot be prohibited and is subject to the applicable regulations contained in Richmond's Zoning Bylaw 8500."

3. This Bylaw may be cited as **"Official Community Plan Bylaw 9000, Amendment Bylaw 10061"**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

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

MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10062
Cannabis Production and Cultivation in the Agricultural Land Reserve**

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

1. Richmond Zoning Bylaw 8500 is amended by repealing and replacing the following use definitions in Section 3.4 (Use and Term Definitions):

“Agriculture

means the **use** of land outside of the **Agricultural Land Reserve** for the growing of crops or the raising of domesticated animals and allotment gardens where land is divided into plots for exclusive **use** as vegetable, fruit or flower gardens such as private and community gardens but does not include a **medical cannabis production facility** or **non-medical cannabis production facility**.

Farm business

means a **business** in which one or more of the following farm activities are conducted, and includes a farm education or farm research institution to the extent that the institution conducts one or more of the following farm activities:

- a) growing, producing, raising or keeping animals or plants, including mushrooms, or the primary products of those plants or animals;
- b) clearing, draining, irrigating or cultivating land;
- c) using farm machinery, equipment, devices, materials and **structures**;
- d) applying fertilizers, manure, pesticides and biological control agents, including by ground and aerial spraying;
- e) conducting any other agricultural activity on, in or over agricultural land;
- f) intensively cultivating in plantations, any
 - i) specialty wood crops, or
 - ii) specialty fibre crops prescribed by a Minister of the Province of BC;
- g) conducting turf production in an **Agricultural Land Reserve** with the approval under *Agricultural Land Commission Act* of the Provincial Agricultural Land Commission;
- h) aquaculture as defined in the *Fisheries Act* when carried on by a person licensed, under Part 3 of that Act, to carry on the **business** of aquaculture;
- i) raising or keeping game, within the meaning of the *Game Farm Act*, by a person licensed to do so under that Act;
- j) raising or keeping fur bearing animals, within the meaning of the *Fur Farm Act*, by a person licensed to do so under that Act;

- k) processing or direct marketing by a farmer of one or both of
 - i) the products of a farm owned or operated by the farmer, and
 - ii) within limits prescribed by a Minister of the Province of BC, of products not of that farm, to the extent that the processing or marketing of those products is conducted on the farmer's farm, but

farm business does not include:

- a) an activity, other than grazing or hay cutting, if the activity constitutes a forest practice as defined in the *Forest and Range Practices Act*;
- b) breeding pets or operating a kennel;
- c) growing, producing, raising or keeping exotic animals, except types of exotic animals prescribed by a Minister of the Province of BC;
- d) a **medical cannabis production facility**, subject to the provisions contained in Section 5.21 (Cannabis Production and Cultivation in the **Agricultural Land Reserve**);
- e) a **non-medical cannabis production facility**, subject to the provisions contained in Section 5.21 (Cannabis Production and Cultivation in the **Agricultural Land Reserve**); and
- f) a **cannabis research and development facility**.”

2. Richmond Zoning Bylaw 8500 is amended by inserting Section 5.21 (Cannabis Production and Cultivation in the Agricultural Land Reserve) into Section 5 (Specific Use Regulations)

“5.21 Cannabis Production and Cultivation in the Agricultural Land Reserve

5.21.1 Subject to the limitations set out in Sections 4 and 8 of the *Agricultural Land Reserve Use Regulation (as amended)*, the production and cultivation of cannabis and any related accessory **uses** is prohibited in the **Agricultural Land Reserve**.

5.21.2 Subject to the limitations set out in Sections 4, 8 and 11(1) and (2) of the *Agricultural Land Reserve Use Regulation (as amended)*, the storing, packing, preparing and processing of cannabis is prohibited in the **Agricultural Land Reserve**.

5.21.3 Any lawful production and cultivation of cannabis and any related accessory **uses** in the **Agricultural Land Reserve** that cannot be prohibited in accordance with Sections 4 and 8 of the *Agricultural Land Reserve Use Regulation (as amended)*, are subject to the following regulations:

- a) Production and cultivation of cannabis outdoors or in any **building** or **structure** must be **setback** a minimum of:
 - i) 30 m to any **lot line**;
 - ii) 60 m to any **lot line** that **abuts** or is **adjacent** to land zoned anything other than Agriculture (AG1); and

- iii) 150 m measured from the **lot line** of a **site** zoned School & Institutional Use (SI) or Assembly (ASY).

5.21.4 Any lawful storing, packing, preparing and processing of cannabis that cannot be prohibited in accordance with Sections 4, 8, and 11(1) and (2) of the *Agricultural Land Reserve Use Regulation (as amended)*, are subject to the following regulations:

- a) Storing, packing, preparing and processing of cannabis outdoors or in any **building or structure** must be **setback** a minimum of:
- i) 30 m to any **lot line**;
 - ii) 60 m to any **lot line** that **abuts** or is **adjacent** to land zoned anything other than Agriculture (AG1); and
 - iii) 150 m measured from the **lot line** of a **site** zoned School & Institutional Use (SI) or Assembly (ASY).

5.21.5 For the use of storing, packing, preparing and processing of cannabis that cannot be prohibited in accordance with Sections 4, 8, and 11(1) and (2) of the *Agricultural Land Reserve Use Regulation (as amended)*, the maximum **floor area** for the use of storing, packing, preparing and processing of cannabis shall not exceed 15% of the total area designated for production and cultivation of cannabis (in a **building or structure** or outside) up to a maximum of 100 m² (1,076 ft²)."

3. This Bylaw is cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 10062**".

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept. <i>LE</i>
APPROVED for legality by Solicitor <i>AC</i>



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: May 27, 2019

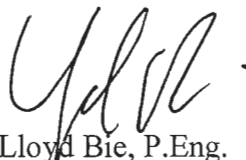
From: Lloyd Bie, P.Eng.
Director, Transportation

File: 10-6450-15-01/2019-
Vol 01

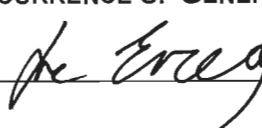

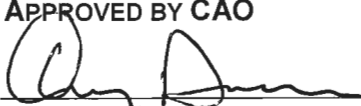
Re: **Amendment to Traffic Bylaw No. 5870 to Revise Speed Limits in Steveston**

Staff Recommendation

That Traffic Bylaw No. 5870, Amendment Bylaw No. 10049, to revise the posted speed limit on selected street sections in the Steveston area be introduced and given first, second and third reading.


Lloyd Bie, P.Eng.
Director, Transportation
(604-276-4131)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
RCMP Law	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

Traffic Bylaw No. 5870 currently identifies the scope of the 30 km/h speed limit in Steveston as all roads bounded by Chatham Street, the west property line of No. 1 Road, Bayview Street, and Third Avenue plus Chatham Street from Third Avenue to Seventh Avenue. This report proposes an amendment to the Bylaw to extend the 30 km/h speed limit to more fully encompass the Steveston Village area.

Analysis

Expansion of 30 km/h Speed Zone in Steveston

The existing 30 km/h speed zone within the Steveston Village core was originally established as part of the improvements to enhance pedestrian safety and walkability in the Steveston Village area in conjunction with the signalization of the No. 1 Road-Moncton Street intersection in 2011.

The proposed expansion of the 30 km/h speed zone would establish consistency throughout the commercial area of Steveston Village and address residents' concerns regarding traffic generated by the development on Bayview Street east of No. 1 Road. Table 1 identifies the road sections along which the speed limit would be reduced from 50 km/h to 30 km/h.

Table 1: Street Sections for Proposed 30 km/h Speed Zones

Road	From	To
Moncton Street	No. 1 Road	East property line of Steveston Park
	Third Avenue	50 m east of Third Avenue
	Seventh Avenue	40 m east of Sixth Avenue
No. 1 Road	Chatham Street	Bayview Street
Bayview Street	No. 1 Road	Moncton Street
Sixth Avenue	Chatham Street	Moncton Street
Seventh Avenue	Chatham Street	Moncton Street
Easthope Avenue	Bayview Street	Moncton Street
English Avenue	Bayview Street	Northern terminus
Ewen Avenue	Bayview Street	Northern terminus

For Moncton Street, the proposed 30 km/h speed zone would be extended east of No. 1 Road to the east property line of Steveston Park, which encompasses the full park frontage and the extent of traffic calming on the street (i.e., raised crosswalks at Easthope Avenue and the pedestrian pathway west of Hayashi Court). In addition, for consistency throughout the Steveston Village area, the remaining sections of Moncton Street west of Third Avenue would be added to the 30 km/h speed zone as well as the internal streets bounded by the extended zone (i.e., Sixth and Seventh Avenues south of Chatham Street).

For No. 1 Road, the proposed 30 km/h speed zone would comprise Chatham Street south to Bayview Street to encompass the area of traffic calming on the street (i.e., raised crosswalk at Chatham Street, raised intersection at No. 1 Road, and planned raised intersection at Bayview Street).

For Bayview Street the proposed amendment would extend the 30 km/h speed zone eastward from No. 1 Road to Moncton Street and encompass the internal streets of Easthope Avenue, Ewen Avenue and English Avenue. The revised speed limit responds to concerns identified by residents regarding potential impacts from truck traffic associated with the development along the south side of Bayview Street.

Figure 1 illustrates the existing and proposed 30 km/h zones for the Steveston Village area. Attachment 1 provides the proposed new Schedule B to Traffic Bylaw No. 5870.

Figure 1: Existing and Proposed 30 km/h Speed Zones



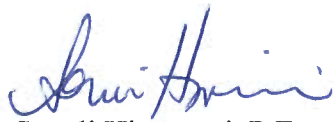
Financial Impact

None.

Conclusion

The proposed bylaw amendments enhance traffic safety in the Steveston Village area for all road users.

for: 
Joan Caravan
Transportation Planner
(604-276-4035)


Sonali Hingorani, P.Eng.
Transportation Engineer
(604-276-4049)

JC:jc

Att. 1: Traffic Bylaw No. 5870, Amendment Bylaw No. 10049



**Traffic Bylaw No. 5870
Amendment Bylaw No. 10049**

The Council of the City of Richmond enacts as follows:

1. **Traffic Bylaw No. 5870**, as amended, is further amended by deleting Schedule B and replacing it with Schedule A attached hereto as the new Schedule B to Bylaw No. 5870.
2. This Bylaw is cited as “**Traffic Bylaw No. 5870, Amendment Bylaw No. 10049**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER



SCHEDULE A to AMENDMENT BYLAW NO. 10049

SCHEDULE B to BYLAW NO. 5870

SPEED ZONES

Highways On Which Traffic Is Limited To 30 Kilometres (18.64 Miles) Per Hour

1. River Road between No. 7 Road and a point one half mile east of the centre line of Nelson Road and measured at right angles to the said Nelson Road.
2. River Road from a point 198 metres (649.61 feet) east of the northerly projection of the centre line of Queen Road, measured at right angles to the said northerly projection of Queen Road, to Boundary Road.
3. Finn Road and No. 4 Road, from a point 244 metres (800.52 feet) east of the intersection of Garden City Road to the junction of No. 4 Road, from this point north on No. 4 Road to 30.5 metres (100.06 feet) north of the bridge over Green Slough.
4. Dyke Road from Boundary Road to Hamilton Road.
5. Ryan Road from the west boundary line of Lot 137, Section 33, Block 4 North, Range 6 West, being the South Arm Park to a point 15 metres (49.21 feet) north of the north boundary line of Ryan Place.
6. All roads within the Burkeville area subdivision bounded by the south property line of Miller Road, the west property line of Russ Baker Way, and the Vancouver International Airport on the west.
7. All roads within the Steveston Village Core bounded by the north property line of Chatham Street, the east property line of No.1 Road, the south property line of Bayview Street and the west property line of Third Avenue.
8. All roads within Steveston Village bounded by the north property line of Chatham Street, the west property line of Third Avenue, the south property line of Moncton Street, and the west property line of Seventh Avenue.
9. All roads bounded by the north property line of Moncton Street, the east and south property lines of Bayview Street, and the east property line of No. 1 Road.
10. Moncton Street from Bayview Street to the east property line of Steveston Park.



To: Parks, Recreation and Cultural Services Committee **Date:** June 19, 2019
From: Councillor Chak Au **File:** 03-1250-01/2019-Vol 01
Councillor Harold Steves
Re: Request to Attend the Port Townsend Wooden Boat Festival, September 5 – 8, 2019

Recommendation

That \$3,136.00 American dollars (approximately \$4162 Canadian) be funded from the Council Contingency account for Councillors Au and Steves to travel to the Port Townsend Wooden Boat Festival from September 5-8, 2019.

Background

The Port Townsend Wooden Boat Festival is a major West Coast, three-day event that is both educational and inspiring. The festival features more than 300 wooden vessels, 120 indoor and outdoor presentations as well as demonstrations from wooden boat experts.

The annual festival is located in and around the Northwest Maritime Center in Port Townsend, Washington. The mission of the Northwest Maritime Center in Port Townsend is to engage and educate people of all generations in traditional and contemporary maritime life in the spirit of adventure and discovery.

Attending this festival is intended to assist in achieving the goals of the Council-endorsed Britannia Shipyards Strategic Development Plan including:

- enhancing and expanding programming, increasing the Britannia Shipyards appeal as a cultural tourism destination;
- informing the development of a program plan for wood-working, boat building and boat restoration activities at Britannia Shipyards;
- recruiting boats for future maritime events in Steveston;
- promoting Britannia Shipyards; and
- networking with other host ports for the purposes of information sharing and future collaboration.

Attachment 1 details a proposed itinerary for participation at the festival.

City Staff have also attended this event in previous years and are currently seeking approval to attend in 2019. Britannia Heritage Shipyard Society will be sending a delegation and a heritage wooden boat for display at the festival.

ATTACHMENT 1

2019 Port Townsend Wooden Boat Festival – Proposed Itinerary:

Thursday, September 5, 2019:	
7:00 a.m.	Depart Richmond
12:00 p.m.	Arrive at Coopersville ferry
1:00 p.m.	Take the Coopersville ferry to Port Townsend, WA
2:00 p.m.	Arrive, sign in and set up booth at festival grounds
5:30 p.m.	Check in at hotel
6:00 p.m.	Check in for all vendors
Friday, September 6, 2019:	
8:30 a.m.	Staff arrive on site to open the Britannia booth for the festival
9:00 a.m.	Festival opens to the public
1:00 – 2:30 p.m.	Recruitment of ships for 2020 on the dock
2:30 – 3:30 p.m.	Attend landside demonstration
3:00 – 4:00 p.m.	Attend Waterfront Beach Tours
6:00 p.m.	Festival closes to the public, staff to set down Britannia booth
7:00 p.m.	After festival liaising with various boat enthusiasts.
Saturday, September 7, 2019:	
8:30 a.m.	Staff arrive on site to open the Britannia booth for the festival
9:00 a.m.	Festival opens to the public, staff to open the tent
9:30 – 10:30 a.m.	Speaker
10:00 – 11:30 a.m.	Attend landside demonstration
11:30 – 12:15 p.m.	Attend landside demonstration
12:00 – 4:00 p.m.	Ship recruitment all afternoon and attend landside demonstration
6:00 p.m.	Festival closes to the public, staff to set down Britannia booth
7:00 p.m.	Dinner with potential ships for 2020 Wooden Boat events in Richmond
Sunday, September 8, 2019:	
8:30 a.m.	Staff arrive on site to open the Britannia booth for the festival
9:00 a.m.	Festival opens to the public, staff to open the Britannia booth
10:45 – 11:15 a.m.	Speaker
12:30 – 1:15 p.m.	Speaker
	Ship recruitment afternoon
1:15 – 2:15 p.m.	Speaker
5:00 p.m.	Festival closes to the public
5:00 – 7:00 p.m.	Staff to set down the Britannia booth
7:00 p.m.	Depart Port Townsend, WA, to Richmond, BC



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services Committee **Date:** June 20, 2019

From: Kim Somerville
Director, Community Social Development **File:** 07-3425-02/2019-Vol 01

Re: 2015–2020 Youth Service Plan: Where Youth Thrive – 2018 Update

Staff Recommendation

That the staff report titled “2015–2020 Youth Service Plan: Where Youth Thrive – 2018 Update” dated June 20, 2019 from the Director, Community Social Development, be distributed to key stakeholders and posted on the City website.

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

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
City Clerk	<input checked="" type="checkbox"/>	
Library Services	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Recreation and Sport Services	<input checked="" type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The 2015–2020 Youth Service Plan: Where Youth Thrive was adopted by Council on March 9, 2015. The Youth Service Plan guides the City on youth matters, is a resource for external stakeholders and is in effect from 2015 to 2020. The Plan provides a framework with goals and actions for the planning and development of services and programs that generate opportunities for Richmond's youth (13–24 years) to have a safe and healthy journey into adulthood. The report is currently in its fourth year and achievements over the first three years were detailed in previous annual progress reports received by Council.

The purpose of this report is to provide an update on the implementation of the Plan for 2018.

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

Action 13 – Monitor and update the Youth Service Plan, striving to create an environment that generates opportunities for Richmond's youth to have a safe and healthy journey into adulthood.

This report supports the 2018–2023 Community Wellness Strategy's Focus Area:

#1: Foster healthy, active and involved lifestyles for all Richmond residents with an emphasis on physical activity, healthy eating and mental wellness.

This report also supports the Youth Service Plan's Theme #9: Tracking the Progress and Reporting to Community:

Action 9.2 – Annually monitor and report on the accomplishments from the Youth Service Plan.

Analysis

Since the Youth Service Plan was adopted in 2015, the City, community partners, youth serving organizations, residents and other stakeholders have used it as a roadmap to improve the lives of youth in Richmond. This report provides a high-level summary of the City and community achievements in meeting the goals, themes and actions of the Plan in 2018. It is important to note that, as the Plan is implemented, some actions have timelines that, due to community context, may no longer be considered short or medium term and are better suited to be ongoing actions.

The following goals and corresponding themes include items for action and associated timelines for completion:

1. Goal 1: Building Youth Assets through Engagement and Partnerships
 - Theme 1: Youth Asset Development
 - Theme 2: Youth Engagement, Leadership and Empowerment

- Theme 3: Collaboration with Community Partners
- 2. Goal 2: Expanding Opportunities for Youth
 - Theme 4: Youth Program Development and Delivery
 - Theme 5: Bridging Services for Vulnerable Youth
 - Theme 6: Safe and Social Spaces for Youth
- 3. Goal 3: Improving Quality of Youth Services
 - Theme 7: Moving Towards Standards
 - Theme 8: Marketing and Communication
 - Theme 9: Tracking the Progress and Reporting to the Community

The Youth Service Plan showcases the important role the City, community partners and youth serving organizations play by working collaboratively to meet the needs of youth and to support young people in developing the character strengths they need to become healthy, caring and responsible adults.

Highlighted Achievements for 2018

The following are some highlighted 2018 achievements in implementing the Youth Service Plan:

Goal 1: Building Youth Assets through Engagement and Partnerships

- The Youth U-ROC (Richmond Outstanding Community) Awards celebrated its 20th Anniversary, recognizing outstanding youth for their mentorship, leadership and teamwork and adult asset champions, who mentor, support and make a difference in the lives of youth. In 2018, there were 165 nominees acknowledged (72 youth representing seven youth groups, 34 adult Asset Champions and 59 Outstanding Youth);
- The Youth at the Booth initiative created 88 positions for youth (15 to 18 years) to serve as election officials for the 2018 Richmond Municipal and School Board Elections; and
- The Youth on Council Appointed Advisory Committees initiative provided opportunities for youth (18-24 years) to serve on Council Appointed Advisory Committees.

Goal 2: Expanding Opportunities for Youth

- Financial Literacy programs were offered by community partners, in partnership with local businesses, to 192 youth at six community centres (West Richmond, Steveston, Cambie, City Centre, Thompson and South Arm);
- The Richmond Youth Media Program worked with five youth who participated in a guided and supervised live video stream of the Remembrance Day Ceremony at City Hall providing the public a real-time broadcast of the Ceremony; and
- An “unplugged” camping experience gave 15 youth from Richmond and 90 youth throughout the Lower Mainland an opportunity to camp at Sasamat Outdoor Centre.

Goal 3: Improving Quality of Youth Services

- Increased training in mental health, substance misuse, inclusion and mindfulness provided City and Community Partner staff with enhanced knowledge, skills and abilities to better meet the needs of vulnerable youth;
- In preparation for Summer Day Camp, 275 Summer Leaders and volunteers attended City Wide Training to be better prepared in providing a safe, positive and inclusive experience for children in programs; and
- The City and community partners released the new Youth Facility Pass that allows youth access to a variety of youth friendly spaces, activities, recreation, either for free or at a subsidized price, at Richmond community centres.

The 2018 highlights above showcase the progress towards the achievement of actions outlined in the Youth Service Plan. Within the Plan, three goals and nine themes continue to provide a framework that guide the City's decisions and resource allocations on youth matters from 2015 to 2020. A one-time additional level request will be submitted for 2020 to update the Youth Service Plan.

Additional details on the highlights noted above are available in Attachment 1. A summary of the progress made on all of the Youth Service Plan's actions is available in Attachment 2.

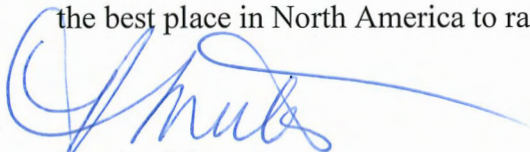
Financial Impact

None.

Conclusion

The City, community partners and youth serving organizations continue to work collaboratively to address the service needs of youth in Richmond and to achieve the actions in the Youth Service Plan. The Plan aims to create opportunities for youth to actively engage, develop competence and skills, make decisions, have a voice, be connected to community and develop a lasting identity.

As priorities for youth in the community are addressed, the quality of life in Richmond continues to be enriched and the City further realizes the Youth Service Plan's vision for Richmond to be the best place in North America to raise children and youth.



Heather Muter
Program Manager, Community Social Development
(604-204-8599)

Att. 1: 2015–2020 Youth Service Plan: Where Youth Thrive - 2018 Update

Att. 2: 2015–2020 Youth Service Plan: Where Youth Thrive - Status of Actions

City of Richmond

2015–2020 Youth Service Plan: Where Youth Thrive

2018 Update

Community Services Division



CNCL - 322

Richmond



Introduction

The City's 2015–2020 Youth Service Plan was developed to address the service needs for youth 13–24 years and acts as a road map for the City, its Community Partners (Community Associations and Societies) and Youth Serving Organizations to support and respond to the demands and aspirations of youth in Richmond. The Plan aims to create an environment that generates opportunities for Richmond's youth to have a safe and healthy journey into adulthood. The Youth Service Plan was the result of collecting best-practice information from other jurisdictions in Canada, related research, and extensive community consultations with youth, Community Partners and Youth Serving Organizations.

The 2015–2020 Youth Service Plan consists of three goals and nine themes with associated actions (see page 2). Each theme is linked to the Search Institute's 40 Developmental Assets, a framework that the City of Richmond has adopted for working with youth. Developmental Assets are positive supports and strengths that young people need to succeed (see Appendix A on page 19). The actions suggested under each theme aim to address the needs that were identified by youth and stakeholders during the development of the Youth Service Plan (see Appendix B on page 23). Since the 2015–2020 Youth Service Plan was adopted, there has been significant progress in addressing the short term (0–2 years), medium term (2–3 years), long term (4–5 years) and ongoing actions.

This 2018 Update showcases the progress made towards the actions in the 2015–2020 Youth Service Plan. The City, Community Partners and Youth Serving Organizations continue to collaborate to better meet the needs of youth in Richmond. These vital partnerships resulted in numerous benefits to the community and supports the vision of the 2015–2020 Youth Service Plan *"for Richmond to be the best place in North America to raise children and youth."*

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2015–2020 Youth Service Plan Framework

GOAL 1

Building Youth Assets Through Engagement & Partnerships

Theme 1: Youth Asset Development

Theme 2: Youth Engagement, Leadership and Empowerment

Theme 3: Collaboration with Community Partners

GOAL 2

Expanding Opportunities for Youth

Theme 4: Youth Program Development and Delivery

Theme 5: Bridging Services for Vulnerable Youth

Theme 6: Safe and Social Spaces for Youth

GOAL 3

Improving the Quality of Youth Services

Theme 7: Moving Towards Standards

Theme 8: Marketing and Communication

Theme 9: Tracking the Progress and Reporting to Community

Who is responsible for implementation?

Many individuals and groups, in particular the City, its Community Partners and Youth Serving Organizations, contribute towards achieving the actions set out in the Youth Service Plan. The following defines their roles:

City of Richmond

The City has maintained an ongoing commitment to support the unique needs of youth through resource allocation and the design of services, programs and

spaces. Working closely with Community Partners, the following City staff positions are dedicated to working with Richmond youth:

- **Youth Services Coordinator:** Acts as a resource to City staff, Community Partners, Youth Serving Organizations and the public on youth matters in Richmond. The Youth Services Coordinator develops and manages policies and strategies that meet the needs of youth and young adults, 13–24 years, and collaborates with others on initiatives, activities and events that achieve the actions set out in the Youth Service Plan.

- **Youth Outreach Workers:** Develop and implement programs and opportunities to meet the individual needs and interests of youth in Richmond. The two Youth Outreach Workers connect youth to their community through social, recreational and cultural activities.
- **Youth Outreach Worker, Media Arts Specialist and Media Arts Programmer:** Build relationships with youth through the Richmond Youth Media Program and lead activities in the Media Lab at the Richmond Cultural Centre that help youth build media arts skills.

It is important to note that there are many other City staff that deliver valuable services to youth, however, they are not specifically identified as youth workers. These staff work in City facilities throughout Richmond (e.g. Arenas and Aquatics).

Community Partners (Community Associations and Societies)

The City of Richmond works collaboratively with Community Partners who deliver programs and services at community centres in the city. Community Associations and Societies are led by volunteer boards comprised of committed community members. Richmond Community Partners 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

The following Community Partner staff are dedicated to working with youth:

- **Youth Development Coordinators:** Develop programs and services for youth within community centres. Additionally, they lead activities, programs and events as well as supervise Youth Development Leaders. Youth Development Coordinators are supervised by City staff within their facility however, each Youth Development Coordinator is employed by a Community Association or Society.
- **Youth Development Leaders:** Lead and supervise preteen and youth programs at community centres under the direction of the Youth Development Coordinator.
- **Volunteer Coordinators:** Recruit, coordinate, supervise, support and evaluate volunteers for Community Partner programs, services and events.

It is also important to note that there are many other Community Partner staff that deliver valuable services to youth, however, they are not specifically identified as youth workers. These staff work in City facilities throughout Richmond (e.g. Community Development Coordinators and Fitness Centre staff).

Youth Serving Organizations

Youth Serving Organizations include those organizations that work with Richmond youth.

Organizations include the Richmond School District, Vancouver Coastal Health, Connections Community Services, Richmond Addiction Services Society, Touchstone Family Association, Chimo Community Services, the Ministry of Children and Family Development, RCMP, Richmond Public Library, Community Sports Organizations and many others.





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GOAL 1

Building Youth Assets Through Engagement & Partnerships

Theme 1: Youth Asset Development

Asset development is a key element underpinning the Youth Service Plan.

Objective: The 40 Developmental Assets Framework provides a shared vision and language to guide practice and decision-making. Community Services, in collaboration with various Community Partners, works to ensure a common understanding of the 40 Developmental Assets Framework in youth programming. Youth are aware of how their participation influences their asset development. The community, as a whole, also has an awareness of the principles of developmental asset-building and its role in collectively increasing the assets of Richmond youth.

40 Developmental Assets

The City and its Community Partners use the 40 Developmental Assets as a framework for working with youth. Asset development is accomplished by building relationships with youth that are grounded in mentoring, role modelling and engagement; creating meaningful experiences for youth and adults; and working with other Youth Serving Organizations to support all youth.

Research shows that the 40 Developmental Assets, developed by the Search Institute of Minnesota, act as essential building blocks for adolescents to make wise decisions, choose positive paths and grow into competent, caring and responsible adults. These building blocks are made up of assets that are internal and external to the individual youth. Internal Assets are assets that youth can work on independently and External Assets focus on positive experiences that young people receive from the people and institutions in their lives.

Highlighted Achievements

40 Developmental Assets Training

City staff delivered 40 Developmental Assets training to both staff and volunteers at a variety of events in 2018 including: Youth Development Leader Training; Richmond Summer Staff and Volunteer Training; and the Richmond Olympic Oval Staff and Volunteer Training. In 2018, approximately 375 City, Richmond Olympic Oval and Community Partner staff and volunteers participated in these training opportunities.

Youth Services Street Team

The Youth Services Street Team is a youth-focused social marketing project that is designed to bring awareness of the 40 Developmental Assets to the community. Street Team staff recruit, train and support up to 20 youth volunteers (15–18 years) to participate in the project throughout the summer. In 2018, 16 Street Team youth volunteers promoted the 40 Developmental Assets philosophy and positive youth culture through games and age appropriate marketing tools at five community events including Steveston Salmon Festival, West Fest, Steveston Dragon Boat Festival, City Centre Outdoor Movie Night and Richmond World Festival.



Theme 2: Youth Engagement, Leadership and Empowerment

Engaged and empowered youth are the leaders of today and tomorrow.

Objective: Community Services values Richmond youth as contributing members of society and recognizes the importance of youth being involved in the decisions that affect them. Richmond youth are connected to opportunities to provide direct input in decision-making, to collaborate with adults and their peers, and are involved in meaningful volunteer experiences with the City and the community. Empowered youth know that they are valued by society and this helps them create positive views of themselves and develop social competencies required to succeed in life.

Highlighted Achievements

Community Activation Event: Opioid Crisis

In February 2018, City and South Arm Community Association staff attended a Community Action Initiative project intended to prevent overdoses in the community and educate the public and service providers on the opioid crisis. Over 20 youth provided input about addiction and the opioid crisis and were educated about the importance of their involvement in this process. Youth were encouraged to represent their thoughts, opinions and recommendations at the seminar to more than 80 community members and service providers.

Community Centre Youth Councils

Community Partners continue to provide leadership skill development opportunities for youth in Richmond. In 2018, over 80 youth participated in Community Centre Youth Councils at City facilities across the community. Youth Council members are empowered to have a voice to influence decisions that affect them and to contribute to improving programs and services at their community centre.

Event Collaboration

The Holla Bak Youth Leadership Program at City Centre Community Centre, devoted to engaging children in the community, worked in conjunction with City staff to organize 10 different activity stations for Minoru Fireworks during Halloween 2018. This team of 18 youth spent six weeks planning for the event and created age appropriate games, ordered supplies and worked within the budget providing valuable job readiness skills for future employment.

Environmental Stewardship


The City of Richmond's Green Ambassadors are a dedicated group of high school students who participate in monthly symposiums to learn about environmental sustainability and apply what they learned as volunteers at City events and activities. These energetic and environmentally conscious youth also manage green initiatives at their schools, including the annual Richmond Earth Day Youth Summit. In 2018, 145 youth volunteered 2,752 hours in the Green Ambassador program at 24 special events across Richmond. Youth volunteers gained valuable teamwork and leadership skills while learning more about environmental sustainability.

Job Readiness in Aquatics

The City's Aquatics Services continue to offer a variety of volunteer opportunities for youth to gain valuable job readiness skills for future employment. In 2018, there were 26 new volunteers who contributed 569 hours to Aquatics programs and services in roles such as Assistant Water Safety Instructor, Special Event Assistant and Shadow Lifeguard. Of those 26 volunteers, 80 per cent were hired as Aquatics staff highlighting the importance of leadership training for young people to gain the skills needed for the job market.

Richmond Art Gallery Youth Art Collective

The Richmond Art Gallery (RAG) Youth Art Collective provides opportunities for youth to participate in workshops by guest artists to work on their own art projects and to assist in the planning and delivery



of the RAG Family Sunday program; a program that encourages families to do something creative and fun together. The youth volunteers gain valuable work experience including event planning and promotions, public speaking, and skills for working with children. In addition, youth volunteers gain art experience by meeting professional artists, working on various art projects for their own portfolios and working with gallery staff to learn more about how galleries operate. In 2018, 14 youth volunteered in the Youth Art Collective at the Richmond Art Gallery.

Richmond Earth Day Summit

The Richmond Earth Day Youth (REaDY) Summit is a youth-led event that provides Richmond students the opportunity to learn, lead and connect as they actively engage in environmental stewardship. Through the unique partnership of the City of Richmond, the Richmond School District, and the David Suzuki Foundation, REaDY helps build capacity for environmental education amongst Richmond secondary and elementary students, positioning them as change agents in their school and community. In 2018, 270 students from nine elementary schools plus 50 student leader volunteers participated in this youth-led, youth-oriented Summit at Cambie Secondary School.

Richmond Heritage Fair Youth Planning Committee

The Richmond Regional Heritage Fair is an annual two-day event presented by the Richmond Museum that showcases history projects created by Richmond students and offers activities that inspire a deeper appreciation for and curiosity about Canada's past. In 2018, 12 Richmond students, who presented their projects at the BC Provincial Heritage Fair, were invited to join the Richmond Heritage Fair Planning Committee. Committee members attended planning meetings and, through their own initiative, set up interview clinics to help students prepare for their interviews at the Regional Heritage Fair. During the Fair, the committee members guided students through various activities, emceed the event and interviewed students about their research gaining valuable leadership and public speaking skills.

Richmond Museum Internship Program

The City's Richmond Museum partners with the University of British Columbia to provide 4-month Arts Internship Program opportunities to UBC students 18–22 years. In 2018, two students participated in internships with the Richmond Museum; one as a Collections Assistant Intern and the other as a Museum Assistant Intern. The Internships are a rare opportunity for students to work in a museum and be mentored by museum, cultural and education professionals. Internship students provide an opportunity for young people to learn more about or pursue a career in the museums or heritage sector. The 2018 Internship projects included preventative conservation work, artefact accessioning, and oral history and exhibition support.

Specialized Leadership Opportunities

In 2018, City Centre Community Association had over 75 young people participate in specialized youth groups including: Green Initiatives Environmental Education group comprised of 21 youth; Beta U Business and Entrepreneurship group comprised of 33 youth; and C-Change Social Development and Social Change group comprised of 24 youth. These unique groups harness enthusiasm, spark imagination and unlock creativity in youth while raising awareness of issues impacting society.

Spring Break Camping Trip

The City Youth Services Spring Break Camping Trip to Squamish in July 2018 encouraged leadership and teamwork amongst youth in a supportive outdoor setting. The trip empowered youth to be leaders through intentional team-based activities and a volunteer component leading up to the trip. The six youth participants provided input on activities and logistical planning in preparation for the trip gaining valuable planning skills and enhancing relationships amongst participants.

U-ROC Awards

The City annually hosts the U-ROC (Richmond Outstanding Community) Awards as part of BC Youth Week (May 1–7). In 2018, the U-ROC Awards celebrated its 20th Anniversary awarding outstanding youth recognized for their mentorship, leadership and teamwork; and adult asset champions, who mentor, support and make a difference in the lives of youth. There were 165 nominees (72 youth representing seven youth groups, 34 adult Asset Champions and 59 Outstanding Youth) were acknowledged in 2018.

Youth at the Booth

The Youth at the Booth initiative created 88 positions for youth (15–18 years) to serve as Election Workers for the Richmond Municipal Local and School Election in Fall 2018. Successful youth applicants assisted voters with wayfinding and provided general information inside each voting facility. Recruitment for the program was launched at a Job Fair, drawing 120 interested youth applicants. Youth at the Booth participants gained valuable employment experience and provided early exposure to the democratic process with the intention of increasing youth voting interest.

Youth on Council Appointed Advisory Committees

In 2018, the City initiated the Youth on Council Appointed Advisory Committees initiative that provides opportunities for youth (18–24 years) to serve on Council Appointed Advisory Committees. The two youth who were appointed to committees were given an orientation and paired with a staff liaison that provides coaching and mentoring. This youth engagement initiative provides youth with exposure to civic life and the ability to develop leadership and employment skills, which will help to serve them in the future.

Theme 3: Collaboration with Community Partners

The delivery of Youth Services is strengthened through the City's community partnerships.

Objective: Relationships with Community Partners increase the City's capacity and pooled resources and therefore, the success of the Youth Service Plan. The City maintains and expands its network with Community Partners to provide flexible outreach services and accommodate the diverse needs of youth. Youth are better connected to the wide range of opportunities and services that the City of Richmond and Community Partners have to offer.

Highlighted Achievements

Collaborative Programs

The City and Community Partners collaborated with other youth serving organizations to produce new programming in 2018. Highlights include partnerships with the Richmond Public Library (Youth Book Club), Touchstone Family Association (Youth Cooking Night), the Richmond School District Settlement Workers in Schools (Newcomer Youth on Remembrance Day), Connections Community Services Society (Interview Skill-Building Workshop) and Richmond Addiction Services Society (Youth Facility Pass for Recovery Day Program). These collaborations support and facilitate regular communication between youth serving organizations to share information and knowledge, coordinate activities, and to better meet the needs of young people in Richmond.

Federal Youth Policy Forum

In 2018, the Government of Canada launched a national conversation with youth. Young people were encouraged to participate online, attend in-person roundtables, or host their own discussions and submit

their ideas to the Federal Government. Richmond youth provided feedback via the online survey at youthaction.ca and participated in an in-person Youth Policy Forum at City Centre Community Centre in February 2018. Youth discussed the issues that affect their lives, the types of supports they need to succeed and the ways they wish to be engaged. The responses received from youth across the country helped to shape Canada's Youth Policy that was announced in May 2019 by the Federal Government.

Foundry Richmond

In 2017, the province announced that Vancouver Coastal Health (VCH) and lead agency Richmond Addiction Services Society (RASS), secured funding for a Foundry Youth Centre in Richmond. Foundry centres provide a one-stop-shop for young people to access mental health care, substance use services, primary care, youth and family peer supports in addition to other local service services. As a stakeholder and partner of the Foundry Project, the City continues to participate on the Leadership Advisory Council (LAC). Exploration continues in the community for a home for Foundry Richmond.

Girls Only Day (G.O. Day)

G.O. Day (Girls Only Day) is a day-long expo where a selected group of Grade 9 girls are provided the opportunity to participate in fun physical activities and workshops on healthy living. This initiative is planned and delivered in partnership with Vancouver Coastal Health, Richmond School District and Community Partners. The goals of G.O. Day are to remove barriers that may limit Grade 9 girls from being physically active, help participants develop healthy recreational habits and improve attitudes toward physical activity. In 2018, 74 Grade 9 girls participated in a variety of unique fitness programs including rock climbing, Pilates, yoga and hip-hop dancing at Thompson Community Centre.

Reducing Barriers to Physical Activity

The \$19 Summer Swim and Skate pass offered young people 5–16 years unlimited swimming and skating at the City's four aquatic facilities and the Richmond Ice Centre from the end of June to the beginning of September. Youth 13–16 years were also able to use the fitness centre at Watermania. The Summer Pass offered excellent value and was a fun way for young people to keep active and engaged over the summer. There were 409 Summer Swim and Skate passes sold in 2018 with a total of 2,255 visits scanned (1,846 children and 409 youth).

Steveston Alive! Walking Tour Vignettes

In 2018, the City's Steveston Museum and the Steveston Historical Society presented Steveston Alive! Walking Tour Vignettes—a five part play during a walking tour of Steveston. Over 150 audience members saw how Steveston's early immigrants overcame hardship, and learned to live and work together in this diverse community. The play showcased the talent of ten drama students from Hugh McRoberts Secondary, who had the opportunity to participate in local theatre, gaining experience and knowledge of the history of Steveston.



GOAL 2

Expanding Opportunities for Youth

Theme 4: Youth Program Development and Delivery

Youth benefit from developing and participating in a wide range of social, cultural and recreational programs.

Objective: Youth are aware and have equitable access to a number of diverse recreational, social, volunteer and cultural opportunities that are responsive to their specific needs and interests and build on their Developmental Assets. Deliberate planning with Community Partners and youth around a core grouping of programs results in a broad range of programs and services that accommodate a variety of needs and interests.

Highlighted Achievements

Financial Literacy Programs

Financial literacy pertains to the understanding of basic financial concepts and the ability to use that information to make wise personal and financial decisions. In 2018, West Richmond, Steveston, Cambie, City Centre, Thompson and South Arm Community Centre staff teamed up with local businesses to provide workshops for youth on how to build a budget, plan for the future, and to balance a bank account. A total of 192 youth participated in Financial Literacy programs in 2018.

New Programs

The City and its Community Partners strive to offer programs for young people that are current and up to date with youth trends. In 2018, West Richmond Community Centre introduced a youth kickboxing

program that demonstrated to 11 youth a new way to be fit, active and healthy. Thompson Community Centre offered a scooter and skateboarding program which gave 67 youth the opportunity to hone their riding skills; further increasing physical literacy and providing non-mainstream options for young people in the community.

Richmond Youth Dance Company

In 2018, 17 dancers were enrolled in the Richmond Youth Dance Company (RYDC) at the Richmond Arts Centre. The Company dancers attended multiple ballet classes each week and worked with guest artists throughout the season. In March 2018, the dancers shared their skills and love of dance with over 150 audience members through their original production of "Choices" at the Richmond Cultural Centre. The youth in RYDC gained important lifelong skills including physical literacy, teamwork and discipline.

Richmond Olympic Oval

The Richmond Olympic Oval High Performance Programs are aligned with the long term athlete development pathway and have a number of programs that help youth reach their goals. These programs focus on the Train to Train and Train to Compete stages of the Long Term Athlete Development (LTAD). On the professional development front, another program the Oval offers is Sport Leadership, specifically designed to give youth the training (National Coaching Certification Program courses, Oval Camp), mentorship and volunteer experience towards becoming a sport/recreation leader in sport camps and programs. The Active Life and Leadership Camp (for ages 11–14) is a precursor to this program and is focussed on building sport leadership skills. A total of 39 youth participated in 2018.

Richmond Remembers

On November 11, 2018, five members of the Richmond Youth Media Program participated in a guided and supervised live video simulcast of the Richmond Remembers Remembrance Day Ceremony at City Hall. In preparation for the event, the youth attended two skill sessions led by a professional filmmaker. Together, the group learned important skills relevant to the film industry and obtained first-hand experience creating a quality simulcast for members of the public to enjoy.

Young Entrepreneurs Program

In 2018, the Richmond Public Library offered the Young Entrepreneurs Program (YEP) to nine youth between the ages of 15 and 25 years who were interested in becoming entrepreneurs. The program's goal is to equip young people with the basic knowledge and tools required to help start their journey on being a successful entrepreneur. Participants gained valuable business skills including budgeting, marketing, branding and writing a business plan.

Youth Art Mart

The 5th Annual Youth Art Mart was held in December 2018 at the Richmond Cultural Centre. This event showcased the artistic talents of youth in Richmond and enhanced youth life skills and career training. In preparation for the event, youth attended skill sessions which taught them new technical and business-related skills to promote their work. A total of 10 youth vendors sold their one-of-a-kind pieces of art to the public.

Youth Week

Youth Week, held annually from May 1–7, offers multiple opportunities to engage youth throughout the Community. In 2018, City and Community Partner staff coordinated a wide array of activities during Youth Week to meet the varied interests of Richmond's youth. Events included: a Grab n' Go Clothing Shop, U-ROC Awards, Youth Job Fair, Basketball Tournament, Archery Tag and Youth Swim

Theme 5: Bridging Services for Vulnerable Youth

Vulnerable youth have unique needs and can thrive with access to appropriate programs and services.

Objective: Community Services reaches all youth through a variety of programs and services while being particularly vigilant about addressing the specific needs of vulnerable youth. These groups include Indigenous youth, youth with diverse abilities, newcomer/immigrant youth, LGBTQ+ youth, youth from low-income families and youth in conflict with the law. Serving diverse youth, and vulnerable youth in particular, requires targeted approaches and strong relationships with a variety of community partners and with the youth themselves. Community Services ensures that vulnerable youth are connected to resources and opportunities to build assets.

Highlighted Achievements

Get Out Camping Trip

Aimed at youth who face barriers to getting out in nature, 'Get Out!' is all about being active, pushing boundaries and reaching for goals and dreams. By unplugging from devices and spending time in a beautiful natural setting, youth connect to each other and to the environment. In 2018, 15 youth from Richmond (out of 90 youth from Metro Vancouver) participated in this cross-municipal program at Sasamat Outdoor Centre in Port Moody. Through engaging and intentional activities such as the high ropes course, nature walks, kayaking and canoeing, youth are taught to "unplug to connect" by having an electronic free weekend in the outdoors.

Inclusion Programs

City Centre Community Association partnered with the Richmond School District Settlement Workers in Schools (SWIS) to provide a variety of supported

opportunities to new immigrant youth. In 2018, 40 youth participated in programming including a weekly dance drop-in, three newcomer youth focus groups to identify the needs and wants of youth new to Canada, and other activities surrounding the holidays to better understand Canadian traditions.

Richmond Youth Media Program (RYMP)

The Richmond Youth Media Program (RYMP), a free referral-based program for youth ages 13–24 delivered in partnership with Richmond Addictions Services Society and Vancouver Coastal Health, completed its eighth year at the Richmond Media Lab. RYMP members gain skills in media arts and build connections in the community, with a focus on Asset Development. In 2018, a total of 30 program members, 120 guests and 21 adults (including youth workers and professional artists) spent 2,641 hours in the Media Lab and at community outreach events as part of the Richmond Youth Media Program. Youth in RYMP also logged 131 hours volunteering for 16 media projects utilizing their learned skills in photography and video production.

Surfari Girls Surfing Trip

In 2018, the City partnered with Richmond Addiction Services to lead the Surfari program. This program is geared toward female youth and includes activities focussed on positive identity, healthy relationships and building empathy during a four-day surfing adventure to Tofino, BC. Each year two alumni are invited back and trained as Junior Leaders for future trips. In 2018, 11 young women participated in the program, all of which had no prior surfing experience.

Youth Clothing Shop

Each year staff from the Youth Team partner to deliver a free youth Clothing Shop. Staff collect donations of youth friendly, gently used items and set up a mock retail store at a community centre where youth “shop” for free clothes, shoes, and accessories. Developed out of the financial need identified by youth and an effort to be sustainable, this event has

been offered annually over the past eight years. In 2018, approximately 60 youth participated in the Youth Clothing Shop event hosted at City Centre Community Centre.

Youth Integration Programs

Youth Integration Programs are suitable for youth with cognitive delays and/or social impairments and focuses on reducing stress and building self-esteem. In 2018, East Richmond Community Association received a \$5,000 Coast Capital Savings Community Investment Fund grant to implement a Youth Integration Program at Cambie Community Centre and the Steveston Community Society received funding for staffing from Richmond Society for Community Living to support Youth Integration Programs (Steveston United Peers and Youth Integration Summer Camps) at Steveston Community Centre. The Youth Integration Programs supported 20 individuals in 2018 by helping them identify and achieve individual goals, connecting them to other resources and creating social opportunities in the community. Volunteers were a key component of the program with over 380 volunteer hours logged in 2018.

Theme 6: Safe and Social Spaces for Youth

Indoor and outdoor youth spaces foster their development and independence.

Objective: All youth have access to indoor and outdoor spaces in the community where they can take ownership, be responsible, feel welcome, socialize, obtain information and receive services. Youth friendly spaces are designed and operated in a way that promotes social gathering and safety. Recognizing that safety goes beyond physical safety, efforts will be made to ensure that youth have access to spaces where they have more autonomy and independence within facilities.

Highlighted Achievements

AllWays and GLITTER

For the past five years, the AllWays and GLITTER (Gay, Lesbian, Intersex, Trans, Two-Spirit, Everyone in Richmond) Programs have been providing a safe drop-in space to discuss gender and identity as well as meet like-minded peers. Supported and led by Community Partner staff, the programs have generated wide interest across the community. In 2018, 13 youth participated in GLITTER at South Arm Community Centre. In addition, there were over 200 youth visits to AllWays at City Centre Community Centre, up from 160 youth visits in 2017.

Friday Night Programs

On Friday nights at Cambie, Steveston, West Richmond, City Centre, South Arm and Thompson Community Centres, games rooms become dynamic youth-only spaces offering free drop-in activities to young people as a constructive and safe alternative for youth to start the weekend. During Friday night programs, youth participate in cooking, sports, video games, pool, table tennis and theme nights. In 2018, there were over 4,000 Friday Night program visits at community centres.

Nature Park Overnight Trip

In September 2018, the City and Community Partner staff worked with the Richmond Nature Park Society to offer an overnight camping experience for 18 youth. The goal of the trip was to promote an electronic free environment in nature and to plan activities that would contribute to youth asset development. The overnight trip included an evening educational tour of the Richmond Nature Park, a meditation session and team building activities.

Sharing Farm Social

The Sharing Farm Society, in partnership with the City, offered an intergenerational program in Summer 2018. The program brought 13 seniors and youth together to work on small gardening projects at Terra Nova Rural Park; sharing and learning while helping to bring vegetables to harvest for the Richmond Food Bank. Accessible garden beds, free transportation and lunch was provided reducing barriers to participation. Youth and seniors gained valuable knowledge about the environment and had the opportunity to give back to the community, meet people from different generations, experience the outdoors and have fun.





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GOAL 3 Improving the Quality of Youth Services

Theme 7: Moving Towards Standards

High quality and consistent youth services deliver results.

Objective: Community Services fosters consistency in the delivery of services to youth across all City facilities and programs. Youth benefit from having programs delivered with consistent city-wide messages. Community Services attracts and retains high performing employees as the City is recognized as a desirable place to work with fair compensation. Standardized training provides employees with professional skills required to be successful in their work and enhances their ability and capacity to deliver high-quality youth services.

Highlighted Achievements

BC Recreation and Parks Association (BCRPA) Empower YOUTH: Provincial Conference for Youth Workers

Every two years the BCRPA, in partnership with municipalities across the Province, host the Empower YOUTH Conference in the Lower Mainland. City of Richmond and Community Partner staff attended the 2018 conference in Vancouver and brought back relevant information to share with their teams. Sessions included: The Youth Experience of Social Media and Technology; From a Youth's Perspective: Creating Safe Spaces for All Youth; Burnout; Compassion Fatigue; and Vicarious Trauma: Coping Tools and Strategies.

2018 Canadian Child and Youth Care Conference

In 2018, City staff presented a session titled "Relationships First" at the Canadian Child and Youth Care Conference highlighting the 40 Developmental

Assets Framework through storytelling and information sharing. Over 30 delegates gained further knowledge on how to implement the 40 Developmental Assets Framework into their work and to put relationships first when engaging with youth.

Inter-Municipal Youth Coordinators Committee

The City's Youth Services Coordinator participates in the Inter-Municipal Youth Coordinators Committee. Meeting on a quarterly basis, the Committee consists of Youth Service Coordinators from municipalities across the Lower Mainland and offers an opportunity for participants to discuss best practices, challenges and success in working with youth. The Committee contributes to a greater connection amongst municipalities in supporting youth in their communities.

Summer Leader and Volunteer Training

Summer City Wide Training is a professional development opportunity that provides Summer Leaders and volunteers the chance to participate in educational and engaging workshops related to Summer Day Camp Programs. Integral to the delivery of summer programs, Summer Leaders and youth volunteers develop leadership skills and learn the tools required to provide a safe, positive, and inclusive experience for children in summer programs. In 2018, approximately 275 Summer Leaders and volunteers from across Richmond attended the City Wide Training.

Staff Development

City and Community Association/Society youth staff meet bi-weekly to discuss important issues, plan activities and share information. These meetings provide valuable opportunities to bring in subject matter experts to present to staff on relevant topics that relate to current youth trends. These presentations have included information on inclusion, substance use, mental health, and mindfulness.

Theme 8: Marketing and Communication

Awareness of programs, services and facilities encourages youth participation.

Objective: Youth and the community are aware of programs, services and facilities available in Richmond. Community Services actively seeks input from youth and the community in the development and delivery of marketing to ensure that a wide range of youth is reached. Providing youth with timely, accurate and easy-to-understand information about community events and opportunities will give them a gateway to making informed choices.

Highlighted Achievements

Erase Bullying Day

The annual ERASE (Expect, Respect, and a Safe Education) anti-bullying campaign, also known as Pink Shirt Day, runs in collaboration with the Richmond School District. The campaign increases awareness and education in efforts to reduce the prevalence of bullying amongst children and youth. In 2018, the City worked closely with the School District to promote the event through a poster campaign created by students, social media, media releases, and in-house promotions at all City facilities.

Pride Week – Rainbow Stairs

In July 2018, nine Richmond Youth Media Program (RYMP) members created and executed a visual project for Pride Week in Richmond. In an effort to celebrate inclusivity, youth painted a "Rainbow Staircase" at both entrances to the Richmond Library/Cultural Centre. Under the guidance and supervision of RYMP staff, each stair was hand-painted to reflect the colors of the Pride rainbow.

Theme 9: Tracking the Progress and Reporting to Community

Monitoring and evaluation enable continued learning, ensure success and are key to delivering effective, efficient and responsive services.

Objective: Community Services and Community Partners monitor and evaluate the progress on implementing the actions of the 2015–2020 Youth Service Plan. Qualitative and quantitative indicators are used to measure success in achieving desired outcomes and provide useful information for program development, resource allocation and decision making. Community Services reports back to community organizations and citizens on the progress of the Youth Service Plan implementation and ensures consistency and accountability in reporting mechanisms.

Highlighted Achievements

Youth Facility Pass Implementation

In January 2018, the City and Community Partners came together to release the new Youth Facility Pass. The pass allows youth to access a variety of youth friendly spaces, activities, clubs and recreation, either for free or at a subsidized price at Richmond community centres. The Youth Facility Pass has improved tracking of youth participation and provides staff another mechanism to better plan for the future. In 2018, 1,468 Youth Facility Passes were used 8,773 times at community centres across Richmond.

Youth Service Plan Progress Report

The Youth Service Plan Report provides a snapshot of annual highlights and also assists the City, its Community Partners and Youth Serving Organizations in monitoring the progress of the actions outlined in the 2015–2020 Youth Service Plan. This report is shared with City Council, disseminated to Community Partners and Youth Serving Organizations and posted

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Next Steps

The 2015–2020 Youth Service Plan: Where Youth Thrive continues to be a valuable tool to guide the development and delivery of City of Richmond and Community Partner youth programs and services. Future initiatives and activities for 2019 include:

- Presentations on asset development to internal and external partners;
- An enhanced Positive Ticket Program;
- A variety of training opportunities for youth staff;
- A focus on four key areas in program and service delivery: Engagement; Partnerships; Programs and Events; and Training and Education;
- An intentional focus on providing programs and services for youth up to 24 years; and
- A targeted approach to encouraging youth involvement on City committees.

Staff will continue to monitor and report out on the achievements of the Youth Service Plan on an annual basis through future updates detailing the progress made on ongoing, short term, medium term and long term actions. For more information about the 2015–2020 Youth Service Plan, please visit richmond.ca/youth.

Conclusion

The 2015–2020 Youth Service Plan: 2018 Update demonstrates the commitment of the City of Richmond, Community Partners and other Youth Serving Organizations to help youth thrive. The work completed in 2018, through many important partnerships and collaborations, demonstrates the City and its Community Partners' commitment to ensure effective, meaningful and appropriate services, programs and opportunities are provide to youth. The Plan also acts as an important framework and guide for those who work with youth in Richmond.

The City, Community Partners and Youth Serving Organizations will continue to work collaboratively in an effort to further the vision, *"for Richmond to be the best place in North America to raise children and youth."*

Appendix A: Search Institute's 40 Developmental Assets

Why do some kids grow up with ease, while others struggle? Why do some kids get involved in dangerous activities, while others spend their time contributing to society? The Search Institute has identified 40 concrete qualities—developmental assets—that have a tremendous influence on

youth's lives and choices. Research shows that the 40 Developmental Assets help youth make wise decisions, choose positive paths, and grow up competent, caring and responsible.

(See: <http://search-institute.org>)

EXTERNAL ASSETS



Support

1. **Family support** - Family life provides high levels of love and support
2. **Positive family communication** - Young person and their parent(s)/guardian(s) communicate positively, and young person is willing to seek advice and counsel from parent(s)/guardian(s)
3. **Other adult relationships** - Young person receives support from three or more non-parent adults
4. **Caring neighbourhood** - Young person experiences caring neighbours
5. **Caring school climate** - School provides a caring, encouraging environment
6. **Parent involvement in schooling** - Parent(s)/guardian(s) are actively involved in helping young person success in school



Empowerment

7. **Community values youth** - Young person perceives that adults in the community value youth
8. **Youth as resources** - Young people are given useful roles in the community
9. **Service to others** - Young person serves in the community one hour or more per week
10. **Safety** - Young person feels safe at home, school, and in the neighbourhood



Boundaries & Expectations

11. **Family boundaries** - Family has clear rules and consequences and monitors the young person's whereabouts
12. **School boundaries** - School provides clear rules and consequences
13. **Neighbourhood boundaries** - Neighbours take responsibility for monitoring young people's behaviour

- 14. Adult role models** - Parent(s)/guardian(s) and other adults model positive, responsible behaviour
- 15. Positive peer influence** - Young person's best friends model responsible behaviour
- 16. High expectations** - Parent(s)/guardian(s) encourage the young person to do well



Constructive Use of Time

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

INTERNAL ASSETS



Commitment to Learning

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



Positive Values

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



Social Competencies

- 32. Planning and decision making** - Young person knows how to plan ahead and make choices
- 33. Interpersonal competence** - Young person has empathy, sensitivity, and friendship skills
- 34. Cultural competence** - Young person has knowledge of and comfort with people of different cultural/racial/ethnic backgrounds
- 35. Resistance skills** - Young person can resist negative peer pressure and dangerous situations
- 36. Peaceful conflict resolution** - Young person seeks to resolve conflict non-violently



Positive Identity

- 37. Personal power** - Young person feels they have control over "things that happen to me"
- 38. Self-esteem** - Young person reports having high self-esteem
- 39. Sense of purpose** - Young person reports that "my life has a purpose"
- 40. Positive view of personal future** - Young person is optimistic about their personal future



Appendix B: Youth Service Plan: Actions

GOAL 1

Building Youth Assets Through Engagement & Partnerships

THEME 1: YOUTH ASSET DEVELOPMENT

#	ACTION	TIMELINE
1.1	Incorporate the Developmental Asset language and philosophy in City and Community Association youth marketing and communication tools.	Ongoing
1.2	Develop and implement a campaign that serves to educate parents, youth and the community at large on the Developmental Assets and their benefits.	Short Term
1.3	Develop and implement training opportunities for City staff, Community Associations and Community Organizations to enhance common understanding of Developmental Asset principles.	Medium Term
1.4	Expand the Youth Services Street Team to advance Developmental Asset education and awareness in the community.	Medium Term
1.5	Establish an asset-based leadership group with key representatives from the City's community partners.	Medium Term
1.6	Create asset development training, and coordinate and advance asset development within Community Services and other youth serving agencies.	Medium Term

THEME 2: YOUTH ENGAGEMENT, LEADERSHIP AND EMPOWERMENT

#	ACTION	TIMELINE
2.1	Enhance existing programs and services and create new opportunities for mentorship (such as youth peer leadership, intergenerational activities).	Ongoing
2.2	Increase the number of (and access to) meaningful youth volunteer opportunities in civic and community based programs and activities (such as youth representation on boards, committees, and Council-appointed groups).	Short Term
2.3	Provide leadership skills development programs that are specifically designed for youth.	Ongoing
2.4	Develop a systematic approach to engage youth in planning programs, services and facilities that are of interest and benefit to them (such as programs and services, parks and open spaces).	Medium Term
2.5	Educate youth on how their input will be used and inform young people about the outcomes of their involvement in the planning process.	Ongoing
2.6	Acknowledge diverse youth through the U-ROC Awards, volunteer recognition, and develop new and innovative methods of youth recognition. CNCL - 346	Ongoing

THEME 3: COLLABORATION WITH COMMUNITY PARTNERS

#	ACTION	TIMELINE
3.1	Build new relationships and foster existing relationships with community partners.	Ongoing
3.2	Support and facilitate regular communication between partners to share information and knowledge, coordinate activities and discuss youth needs and issues.	Ongoing
3.3	Develop and regularly maintain an inventory of youth-serving organizations in Richmond to more efficiently communicate youth related information and resources.	Medium Term
3.4	Organize a Richmond Youth Forum to bring together youth and youth stakeholders, provide education and information and improve interagency communication.	Medium Term

GOAL 2

Expanding Opportunities for Youth

THEME 4: YOUTH PROGRAM DEVELOPMENT AND DELIVERY

#	ACTION	TIMELINE
4.1	Enhance communication city-wide about the importance of regular physical activity on youth health and wellness.	Ongoing
4.2	Involve youth in program planning to ensure development of appropriate opportunities to combat inactivity.	Ongoing
4.3	Improve accessibility of Community Services programs and services, facilities and spaces.	Ongoing
4.4	Identify opportunities to provide more low cost/no cost programs and services to youth.	Ongoing
4.5	Provide youth with a full range of opportunities to participate in sport and physical activity and ensure they are aware of these opportunities.	Ongoing
4.6	Support the Richmond sport community to develop youth to reach their highest level of sport achievement.	Ongoing
4.7	Identify transportation needs to access youth programs and services, particularly in outlying areas of Richmond.	Ongoing
4.8	Identify opportunities for relevant programming targeting specific age groups of youth.	Medium Term
4.9	Enhance youth life skills and build career training into programs and services for youth.	Ongoing

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THEME 5: BRIDGING SERVICES FOR VULNERABLE YOUTH

#	ACTION	TIMELINE
5.1	Identify barriers to existing programs, services and opportunities for vulnerable youth, focusing on particular target groups.	Short Term
5.2	Improve access to and information about existing City programs, services and opportunities for vulnerable youth.	Medium Term
5.3	Enhance programs and services for vulnerable youth.	Medium Term
5.4	Enhance the Roving Leader Program and if applicable, develop additional approaches to provide more flexible outreach services.	Short Term
5.5	Develop ways to better reach parents of vulnerable youth.	Ongoing
5.6	Create more opportunities for (and increase access to) opportunities and activities for young people with disabilities.	Ongoing
5.7	Develop additional opportunities for low-income youth by improving access to programs and services and by connecting them to existing low cost/no cost programs and services (such as Recreation Fee Subsidy Program).	Ongoing
5.8	Enhance opportunities for vulnerable youth within the Richmond Youth Media Program.	Ongoing
5.9	Create and support welcoming and inclusive community events, programs and services to allow youth (particularly immigrant youth) to celebrate their cultural identities and feel connected to their community.	Ongoing
5.10	Support ELL youth in building their confidence in speaking English.	Ongoing
5.11	Provide opportunities for staff to increase their education and awareness to best support the needs of youth who are experiencing mental health challenges.	Medium Term
5.12	Participate annually in anti-bullying week, leverage opportunities and create ongoing awareness and education throughout the year.	Ongoing

THEME 6: SAFE AND SOCIAL PLACES FOR YOUTH

#	ACTION	TIMELINE
6.1	Involve diverse youth in the ongoing development, design and operation of youth spaces to address their needs and gather their input.	Ongoing
6.2	Examine community needs in connection to increased youth-specific space in Richmond.	Long Term
6.3	Enhance existing youth-friendly spaces to better accommodate the needs of youth.	Ongoing
6.4	Provide new and innovative youth programming in the Richmond Cultural Centre Media Lab through the Richmond Youth Media Program (RYMP).	Ongoing
6.5	Utilize multifunctional, youth-friendly outdoor spaces for programs and services.	Medium Term

GOAL 3**Improving the Quality of Youth Services****THEME 7: MOVING TOWARDS STANDARDS**

#	ACTION	TIMELINE
7.1	Create and implement city-wide youth service criteria and program standards.	Ongoing
7.2	Continue to enhance Performance Evaluation Systems that are aligned to service standards and support staff development.	Ongoing
7.3	Develop and implement a standardized orientation and training program for staff that enhances skills and positively contributes to youth programs and services.	Medium Term
7.4	Create a standardized data collection method for Community Services youth programs and services.	Short Term

THEME 8: MARKETING AND COMMUNICATION

#	ACTION	TIMELINE
8.1	Develop a dynamic, age appropriate Youth Marketing Plan designed specifically to appeal to youth that is contemporary and delivered for a tech-savvy audience.	Short Term
8.2	Provide opportunities for youth to be proactively and creatively engaged in the development and delivery of marketing materials.	Ongoing
8.3	Identify and engage Youth Promotion Ambassadors who will conduct "word of mouth" and "Face-to-Face" promotion of youth events, programming and services.	Medium Term
8.4	Utilize the Media Lab to develop videos and/or use Media Arts in marketing and communication.	Ongoing

THEME 9: TRACKING THE PROGRESS AND REPORTING TO COMMUNITY

#	ACTION	TIMELINE
9.1	Develop target and baseline indicators using the outcome-based evaluation framework to monitor the progress of the Youth Service Plan and evaluate the outcomes.	Short Term
9.2	Annually monitor and report on accomplishments from the Youth Service Plan.	Ongoing
9.3	Develop a Youth Service Plan reporting tool to periodically communicate progress of implementation and achievements to the public.	Short Term
9.4	Create a marketing and education plan to introduce and educate City and Community Association staff and community partners on the 2015–2020 Youth Service Plan.	Short Term

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City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1 **CNCL - 351**
Telephone: 604-276-4000
www.richmond.ca

2015–2020 Youth Service Plan: Where Youth Thrive

Status of Actions

Legend:

Timeline

- *Ongoing*: For ongoing actions
- *Short Term* refers to 0–2 years
- *Medium Term* refers to 2–3 years
- *Long Term* refers to 4–5 years

Status

- *Ongoing*
- *Complete*: This Action has been achieved.
- *Significant Progress*: 50% or more of the work has been completed to address this Action.
- *In Progress*: There has been some progress towards addressing this Action, but more work remains.
- *Work Not Begun*: Work towards achieving this Action has not been initiated.

Note: Due to the changing community context, some Actions are better suited as Ongoing as reflected in the Status

Goal #1 – Building Youth Assets Through Engagement and Partnerships		
Theme #1 – Youth Asset Development		
Action	Timeline	Status
1.1 Incorporate the Developmental Asset language and philosophy in City and Community Association youth marketing and communication tools.	Ongoing	Ongoing
1.2 Develop and implement a campaign that serves to educate parents, youth and the community at large on the Developmental Assets and their benefits.	Short Term	Complete
1.3 Develop and implement training opportunities for City staff, Community Associations and Community Organizations to enhance common understanding of Developmental Asset principles.	Medium Term	Significant Progress
1.4 Expand the Youth Services Street Team to advance Developmental Asset education and awareness in the community.	Medium Term	Complete
1.5 Establish an asset-based leadership group with key representatives from the City's community partners.	Medium Term	In Progress
1.6 Create asset development training, and coordinate and advance asset development within Community Services and other youth serving agencies.	Medium Term	Significant Progress

Theme #2 – Youth Engagement, Leadership and Empowerment		
Action	Timeline	Status
2.1 Enhance existing programs and services and create new opportunities for mentorship (such as youth peer leadership, intergenerational activities).	Ongoing	Ongoing
2.2 Increase the number of (and access to) meaningful youth volunteer opportunities in civic and community based programs and activities (such as youth representation on boards, committees, and Council-appointed groups).	Short Term	Complete
2.3 Provide leadership skills development programs that are specifically designed for youth.	Ongoing	Ongoing
2.4 Develop a systematic approach to engage youth in planning programs, services and facilities that are of interest and benefit to them (such as programs and services, parks and open spaces).	Medium Term	Significant Progress
2.5 Educate youth on how their input will be used and inform young people about the outcomes of their involvement in the planning process.	Ongoing	Ongoing
2.6 Acknowledge diverse youth through the U-ROC Awards, volunteer recognition, and develop new and innovative methods of youth recognition.	Ongoing	Ongoing
Theme #3 – Collaboration with Community Partners		
3.1 Build new relationships and foster existing relationships with community partners.	Ongoing	Ongoing
3.2 Support and facilitate regular communication between partners to share information and knowledge, coordinate activities and discuss youth needs and issues.	Ongoing	Ongoing
3.3 Develop and regularly maintain an inventory of youth-serving organizations in Richmond to more efficiently communicate youth related information and resources.	Medium Term	Complete
3.4 Organize a Richmond Youth Forum to bring together youth and youth stakeholders, provide education and information, and improve interagency communication.	Medium Term	Complete

Goal #2 – Expanding Opportunities for Youth		
Theme #4 – Youth Program Development and Delivery		
Action	Timeline	Status
4.1 Enhance communication city-wide about the importance of regular physical activity for youth health and wellness.	Ongoing	Ongoing
4.2 Involve youth in program planning to ensure development of appropriate opportunities to combat inactivity.	Ongoing	Ongoing
4.3 Improve accessibility of Community Services programs and services, facilities and spaces.	Ongoing	Ongoing
4.4 Identify opportunities to provide more low cost, no cost programs and services to youth.	Ongoing	Ongoing
4.5 Provide youth with a full range of opportunities to participate in sport and physical activity and ensure they are aware of these opportunities.	Ongoing	Ongoing
4.6 Support the Richmond sport community to develop youth to reach their highest level of sport achievement.	Ongoing	Ongoing
4.7 Identify transportation needs to access youth programs and services, particularly in outlying areas of Richmond.	Ongoing	Ongoing
4.8 Identify opportunities for relevant programming targeting specific age groups of youth.	Medium Term	Complete
4.9 Enhance youth life skills and build career training into programs and services for youth.	Ongoing	Ongoing
Theme #5 – Bridging Services for Vulnerable Youth		
5.1 Identify barriers to existing programs, services and opportunities for vulnerable youth, focusing on particular target groups.	Short Term	Complete
5.2 Improve access to and information about existing City programs, services and opportunities for vulnerable youth.	Medium Term	Ongoing
5.3 Enhance programs and services for vulnerable youth.	Medium Term	Ongoing
5.4 Enhance the [Youth Outreach Program] and if applicable, develop additional approaches to provide more flexible outreach services.	Short Term	Complete
5.5 Develop ways to better reach parents of vulnerable youth.	Ongoing	Ongoing
5.6 Create more opportunities for (and increase access to) opportunities and activities for young people with disabilities.	Ongoing	Ongoing

Action	Timeline	Status
5.7 Develop additional opportunities for low-income youth by improving access to programs and services and by connecting them to existing low cost/no cost programs and services (such as Recreation Fee Subsidy Program).	Ongoing	Ongoing
5.8 Enhance opportunities for vulnerable youth within the Richmond Youth Media Program.	Ongoing	Ongoing
5.9 Create and support welcoming and inclusive community events, programs and services to allow youth (particularly immigrant youth) to celebrate their cultural identities and feel connected to their community.	Ongoing	Ongoing
5.10 Support English Language Learner (ELL) youth to build their confidence in speaking English.	Ongoing	Ongoing
5.11 Provide opportunities for staff to increase their education and awareness to best support the needs of youth who are experiencing mental health challenges.	Medium Term	Ongoing
5.12 Participate annually in anti-bullying week, leverage opportunities and create ongoing awareness and education throughout the year.	Ongoing	Ongoing
Theme #6 – Safe and Social Spaces for Youth		
6.1 Involve diverse youth in the ongoing development, design and operation of youth spaces to address their needs and gather their input.	Ongoing	Ongoing
6.2 Examine community needs in connection to increased youth-specific space in Richmond.	Long Term	Significant Progress
6.3 Enhance existing youth-friendly spaces to better accommodate the needs of youth.	Ongoing	Ongoing
6.4 Provide new and innovative youth programming in the Richmond Cultural Centre Media Lab through the Richmond Youth Media Program (RYMP).	Ongoing	Ongoing
6.5 Utilize multifunctional, youth-friendly outdoor spaces for programs and services.	Medium Term	Significant Progress

Goal #3 – Improving Quality of Youth Services		
Theme #7 – Moving Towards Standards		
Action	Timeline	Status
7.1 Create and implement city-wide youth service criteria and program standards.	Ongoing	Ongoing
7.2 Continue to enhance Performance Evaluation Systems that are aligned to service standards and support staff development.	Ongoing	Ongoing
7.3 Develop and implement a standardized orientation and training program for staff that enhances skills and positively contributes to youth programs and services.	Medium Term	Significant Progress
7.4 Create a standardized data collection method for Community Services youth programs and services.	Short Term	Complete
Theme #8 – Marketing and Communication		
8.1 Develop a dynamic, age appropriate Youth Marketing Plan designed specifically to appeal to youth that is contemporary and delivered for a tech-savvy audience.	Short Term	Significant Progress
8.2 Provide opportunities for youth to be proactively and creatively engaged in the development and delivery of marketing materials.	Ongoing	Ongoing
8.3 Identify and engage Youth Promotion Ambassadors who will conduct “word of mouth” and “Face-to-Face” promotion of youth events, programming and services.	Medium Term	Ongoing
8.4 Utilize the Media Lab to develop videos and/or use Media Arts in marketing and communication.	Ongoing	Ongoing
Theme #9 – Tracking the Progress and Reporting to Community		
9.1 Develop target and baseline indicators using the outcome-based evaluation framework to monitor the progress of the Youth Service Plan and evaluate the outcomes.	Short Term	Complete
9.2 Annually monitor and report on accomplishments from the Youth Service Plan.	Ongoing	Ongoing
9.3 Develop a Youth Service Plan reporting tool to periodically communicate progress of implementation and achievements to the public.	Short Term	Complete
9.4 Create a marketing and education plan to introduce and educate City and Community Association staff and community partners on the 2015-2020 Youth Service Plan.	Short Term	Complete



City of Richmond

Report to Committee

To: General Purposes Committee

Date: July 10, 2019

From: Anthony Capuccinello Iraci
City Solicitor

File: 10-6060-01/2019-Vol
01

Milton Chan, P.Eng.
Acting Director, Engineering



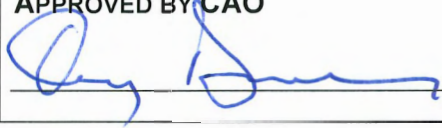
Re: Vancouver Airport Fuel Delivery Project

Staff Recommendation

1. That the Chief Administrative Officer and the General Manager, Engineering & Public Works be authorized to execute, on behalf of the City, a Site Specific Municipal Access Agreement between the City and the Vancouver Airport Fuel Facilities Corporation containing the material terms and conditions as generally described in the staff report titled "Vancouver Airport Fuel Delivery Project", dated July 10, 2019, from the City Solicitor and the Acting Director, Engineering;
2. That the Manager, Engineering Planning be authorized to execute, on behalf of the City, a Servicing Agreement between the City and the Vancouver Airport Fuel Facilities Corporation, for the development of the Marine Terminal located at 15040 Williams Road, Richmond, BC, containing the material terms and conditions as generally described in the staff report titled "Vancouver Airport Fuel Delivery Project", dated July 10, 2019, from the City Solicitor and the Acting Director, Engineering; and
3. That the Chief Administrative Officer and the General Manager of Engineering & Public Works be authorized to approve both Vancouver Airport Fuel Facilities Corporation's reliance on the ALC Decision dated March 17, 2017 (ALC File: 55644) and Vancouver Airport Fuel Facilities Corporation making a replacement ALC application in the event reliance on the said ALC Decision becomes problematic for either the City or VAFFC.

Anthony Capuccinello Iraci
City Solicitor
(604-247-4636)
Att. 12

Milton Chan, P.Eng.
Acting Director, Engineering
(604-276-4377)

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

Staff Report

Origin

The Vancouver Airport Fuel Facilities Corporation (“VAFFC”) is building a new aviation fuel delivery system to serve the airlines at Vancouver International Airport (“YVR”). The Vancouver Airport Fuel Delivery Project (the “**Project**”) consists of the following key elements:

1. a deep water Marine Terminal on the south arm of the Fraser River, capable of receiving marine vessel shipments of aviation fuel, to be located on lands owned by the VAFFC at 15040 Williams Road (the “**Marine Terminal**”);
2. an approximately 400 meter long transfer pipe connecting the Marine Terminal to the Fuel Receiving Facility (the “**Transfer Pipe**”);
3. a Fuel Receiving Facility, consisting of 6 storage tanks, to be located on lands that are adjacent to the Marine Terminal at 15611 Williams Road (the “**Fuel Receiving Facility**”), which are leased to the VAFFC from the Port of Vancouver (the “**Port Authority**”); and
4. a 13km long delivery pipeline connecting the Fuel Receiving Facility to existing VAFFC storage systems at YVR (together with the Transfer Pipe, the “**Pipeline**”).

In December 2013, VAFFC was issued an Environmental Assessment Certificate under the *Environmental Assessment Act*, approving the Project. In February 2016, the Port issued a project permit to VAFFC to begin construction activities on the Fuel Receiving Facility. In April 2017, the BC Oil and Gas Commission issued a permit to VAFFC to construct the Pipeline.

The proposed Pipeline alignment runs along provincially-owned roads and some City roads. The main segment of the proposed alignment runs along Highway 99, which is under Provincial jurisdiction. Multiple route options were approved in the Environmental Assessment Certificate for the southern portion of the Pipeline (all of which require the use of City roads/highways). VAFFC has elected to pursue a route that uses unopened portions of Francis Road, Savage Road and Williams Road (all owned by the City). **Attachment 2** is a map showing the Pipeline route VAFFC intends to use.

Although VAFFC has received a permit from the BC Oil and Gas Commission to build the Pipeline, pursuant to section 34(2)(b) of the *Oil and Gas Activities Act*, VAFFC must obtain authorization from the City in order to enter and use the City’s roads/highways for the Project.

VAFFC has obtained all necessary federal and provincial regulatory approvals for this Project through extensive public processes over the last 10 years. The only outstanding approvals required by VAFFC are the approvals of the MAA and the Servicing Agreement and issuance of the ESA DP and related building permit, all by the City of Richmond and all of which are limited in scope to terms related to the occupation and use of the required City highway/road right of way and to the Marine Terminal site ESA.

Other considerations related to the Project have been dealt with in other approval processes or are the subject matter of legislation and are summarized in the report for background information purposes.

Background

YVR currently receives jet fuel from two sources: (a) 80% through the 40 km Kinder Morgan (Jet Fuel) Inc. pipeline that originates near the Burrard Inlet and crosses Burnaby and north Richmond (40% of which is supplied by the Chevron Refinery in Burnaby and 40% of which is shipped by barges to the Westridge Marine Terminal from the BP Cherry Point Refinery in Washington State); and (b) 20% via tanker truck deliveries from the BP Cherry Point Refinery in Washington State.

VAFFC has submitted that the Project is needed because the Kinder Morgan pipeline is at maximum capacity and cannot meet the airport's growing fuel demand. According to VAFFC the existing fuel delivery system must currently be supplemented by 70 fuel tanker truck deliveries per day to meet the airport's peak fuel demand (which if the airport was operating at peak fuel demand for a full month would amount to approximately 2,000 fuel tanker trucks per month). For a full summary of why the VAFFC claims the Project and Pipeline are needed, see **Attachment 3**.

A corporate profile and description of VAFFC's membership and structure has been provided by VAFFC (**Attachment 4**). Also, as noted by VAFFC, "...similar fuel facility corporations operate at all the major international airports across Canada – Vancouver, Edmonton, Calgary, Winnipeg, Ottawa, Hamilton, Toronto, Montreal and Halifax. The largest in Canada is Pearson International Fuel Facilities Corporation (PIFFC). VAFFC is the second largest..."

Regarding the existing jet fuel line that was constructed in 1969, the owner Kinder Morgan (Jet Fuel) Inc. ("**KMJF**") in current proceedings before the British Columbia Utilities Commission ("**BCUC**"), has submitted that once the VAFD Project commences operations the existing jet fuel line will become economically unviable. Consequently, KMJF is seeking orders from the BCUC approving abandonment cost estimates and the collection of an abandonment cost surcharge over the three year remaining economic life of the existing system (see excerpts taken from KMJF's application set out in **Attachment 7**).

Analysis

SECTION 1: Municipal Access Agreement

City staff have negotiated a Site-Specific Municipal Access Agreement ("**MAA**") with VAFFC, whereby the City would grant VAFFC a non-exclusive license to use those portions of Francis Road, Savage Road and Williams Road highlighted in purple on the map in **Attachment 2** (the "**Service Corridors**") to construct and operate portions of the Pipeline. The Service Corridors are, with the exception of a portion of Williams Road, all unopened roads.

The MAA is very favorable to the City and imposes minimal obligations on the City. A summary of some of the potential impacts of not entering into an MAA are set out in **Attachment 1**.

The key terms of the MAA are as follows:

Term	50 years (initial term of 30 years, with an automatic 20 year extension).
License Fee	VAFFC will pay the City: <ul style="list-style-type: none"> (a) a non-refundable license fee of \$9,800,000 for the initial thirty year term, paid upfront; (b) \$250,000 to reimburse the City for its costs associated with negotiating the MAA, paid upfront; and (c) if the term of the MAA is extended for the additional 20 year term, the greater of \$12,706,000 or the fair market value of a 20 year license as determined by an appraiser at the time the extension term is about to commence.
Road Construction	The Pipeline must be installed in a manner that permits the City to build a road above it without requiring the Pipeline to be protected or relocated.
Relocation of Pipeline	If the Pipeline in any way interferes with the City's ability to undertake a municipal project, VAFFC is required, at its sole cost, to protect or relocate the Pipeline to accommodate the municipal project. VAFFC is also liable to pay the City all the City's project costs caused by the Pipeline (such as delay costs).
Route Alignment	Subject to the City granting VAFFC the right to use the City's roads/highways for the southern portion of the Pipeline (and approving the Servicing Agreement and Environmentally Sensitive Area Development Permit (the "ESA DP") for the Marine Terminal), VAFFC will use the Bridgeport Road option (which is under Provincial Jurisdiction) for the northern portion of the Pipeline, instead of City roads in north Richmond. This is better for the City as the Bridgeport Trail option and the River Road option for the northern pipeline alignment (as set out in Attachment 5), which were both approved in VAFFC's Environmental Assessment Certificate and were VAFFC's preferred alignment options, would have had significant negative impacts on the future development of North Richmond.
Limitation on Liability	The liability of the City is limited to claims or losses arising from the gross negligence or wilful misconduct of the City, or its employees or contractors.

Indemnification	VAFFC will indemnify the City from all losses and claims that are caused by the portion of the Pipeline located in the Service Corridors or VAFFC's operations in the Service Corridors (including environmental liabilities). The City is not providing any indemnity in favour of VAFFC.
Environmental and Fire Suppression	<p>VAFFC agrees to provide an automated fire suppression system. The fire system would be designed so that, once the system detects a fire, foam will automatically be deployed without human intervention after a 5 min delay. This time delay will allow the operator on site enough time to abort the deployment of foam should it be a false alarm. If for whatever reason the operator on-site is incapacitated, the foam will deploy automatically after the 5 min delay. Furthermore, if the operator on site confirms the fire before the 5 min delay has passed, they will be able to deploy the foam immediately. Details regarding the system are set out in Attachment 8.</p> <p>VAFFC also agrees to a series of environmental monitoring and reporting requirements. VAFFC also agrees to incorporate certain additional fire suppression equipment and establish two command centres in connection with its operations at the Marine Terminal and Fuel Receiving Facility.</p>
Remedies	If VAFFC is in breach of its obligations under the MAA, and it fails to fix that breach within 30 days of receipt of a notice from the City (or fails to commence to rectify the breach if it is not possible to remedy the breach in 30 days), then the City may either (a) take such actions as it determines are necessary to correct the breach (at VAFFC's cost), or (b) terminate the MAA. The City may also terminate the MAA if VAFFC (i) becomes bankrupt or (ii) ceases to have the authority to operate the Pipeline.
Removal of Pipeline	Within one (1) year from the date the MAA is terminated or expires, or the date VAFFC notifies the City that it no longer needs the Pipeline, VAFFC must, <u>at its own cost, and at the City's option</u> , either (1) remove all abandoned Pipeline in the Service Corridor, or (2) abandon the Pipeline in place in the Service Corridor in accordance with all applicable laws.

In addition to the above terms, there are also indirect benefits accruing to the City. The corresponding reduction of tanker trucks off City roads will eliminate the safety risks associated with transporting jet fuel in that manner. Also, the approved alignment ensures that the Pipeline will not be located in proximity to residential areas, as was previously considered by VAFFC.

A further potential benefit is the likely abandonment of the existing jet fuel line which was constructed in 1969 to the standards of construction at that time. Construction of the VAFD Project together with the likely abandonment of the existing KMJF pipeline system will result in effectively no appreciable net increase in jet fuel pipeline length in Richmond given that each line is approximately 13km in length within the City. For some properties abandonment will also boost land values and create development options that were otherwise not possible within 30

meters of the existing line due to the proximity and development restrictions set out in legislation and in the statutory right of ways registered against the encumbered private properties.

The upfront payment of \$10,050,000 (for the initial license fee and reimbursement for costs) as well as an additional payment of at least \$12,706,000 if the term of the MAA is extended beyond its initial 30 year term was based on the fair market value of the impacted area of the required City highways as determined by a third party accredited appraiser retained by the City.

The MAA includes a provision that the City will not unreasonably withhold the issuance of any other permits of the City that are necessary for the initial installation and construction of the Pipeline within the Service Corridors and of the Marine Terminal. This includes:

- Marine Terminal Building Permit
- Marine Terminal Environmentally Sensitive Area Development Permit
- Marine Terminal Servicing Agreement

VAFFC would still be required to apply for various permits and satisfy certain notification requirements for work within the Service Corridors, in a similar manner as that required for telecommunications carriers that have infrastructure in the City's roads.

While the MAA is still subject to Council approval, VAFFC have provided the City with a signed copy of the MAA, and have delivered full payment of the \$9,800,000 license fee and the \$250,000 for reimbursement of the City's professional costs in trust. If the City does not approve the MAA by August 1, 2019 (or such later dated agreed upon by VAFFC), then these funds will be returned to VAFFC.

SECTION 2: ALC Approval dated March 17, 2017

Included in this report is a recommendation that the City approve VAFFC's reliance on the ALC Decision dated March 17th, 2017 in respect of ALC File: 55644 (**Attachment 6**) that was inadvertently obtained without proper City authorization, and which staff only recently became aware of. The ALC Decision approves the Proposal to create two temporary workspaces, with a maximum combined area of 2.0 ha, for the purposes of constructing an underground pipeline within the existing Road Right of Way along Francis Road.

If the MAA is approved by Council, the approval of reliance on the ALC Decision should not be a concern to the City. It would be implicit in any approval of the MAA that the City supports the approvals granted in the ALC Decision. Moreover, VAFFC has recently confirmed that it will require only 10% of the approved temporary workspace on private property within the ALR and and ESA. In the event reliance on ALC Decision becomes problematic, this report further recommends that the City approves VAFFC making a properly authorized application for the necessary ALC approvals.

SECTION 3: Servicing Agreement

Various infrastructure upgrades and utility works would be required to support the Marine Terminal Facility, protect the public and enhance the City's infrastructure network. VAFFC would be required to enter into a Servicing Agreement for these works.

The key components of the SA are:

- Design and construct approximately 350 m of new dike through the subject site, complete with seismic protection;
- Register a 7.5 m wide SRW through the subject site for the purposes of dike access, construction and maintenance, with a minimum dike setback of 7.0 m;
- Design and construct bank protection works along the river, which are to be maintained by the Owner, with a legal agreement to be registered on Title, permitting the City to access and maintain these works if the Owner fails to do so, at the Owner's cost;
- Design and construct a 6 m wide park trail through the subject site;
- Register a 6 m wide Statutory Right of Way with Public Right-of-Passage for a publicly-accessible trail through the subject site;
- Design and construct off-site and on-site Environmentally Sensitive Area (ESA) and Riparian Management Area (RMA) landscaping enhancements, including a bench marsh on the river side of the dike;
- Design and construct utility and frontage works to provide services and access to the site, including water connections, culverts, and driveway modifications;
- Provide financial security for the City to complete any unfinished works;
- Complete works within a defined schedule; and
- Indemnify the City.

Entering into the Servicing Agreement will benefit the City by providing additional linkages in the public trail network and providing enhanced flood protection in the area through dike works. The dike works to be provided by the development are consistent with the City's Dike Master Plan Phase 3 approved by Council on March 25, 2019.

SECTION 4: Limited Scope of Outstanding Approvals Sought from the City of Richmond

VAFFC has obtained all necessary federal and provincial regulatory approvals for this Project through extensive public processes over the last 10 years. The only outstanding approvals required by VAFFC are the approvals of the MAA and the Servicing Agreement and issuance of the ESA DP and related building permit, all by the City of Richmond and all of which are limited in scope to terms related to the occupation and use of the required City highway/road right of way and to the Marine Terminal site ESA.

Other considerations related to the Project have been dealt with in other approval processes or are the subject matter of legislation and may be summarized as follows:

4(a) Environmental Assessment Process Approval dated December 11th, 2013

Issues related to impacts on the environment including, among other things, marine spill prevention, marine spill preparedness and response, spill liability, fire prevention and fire response at the Fuel Receiving Facility and Marine Terminal were all considered and decided as part of the environmental assessment process and are addressed in the conditions of approval of the Environmental Assessment (the “EA”). Attached collectively are copies of the Reasons for Ministers’ Decision, the EA Certificate and the Conditions of EA Approval (**Attachment 9**).

In addition to staff’s comments below, VAFFC has provided a summary outlining “VAFFC SPILL PREVENTION, PREPAREDNESS AND RESPONSE” and an outline of “OTHER FACTORS TO REDUCE RISK ON FRASER RIVER” as well as a description of the legislative federal and provincial regulatory regimes related to spill response and spill liability, all of which are collectively attached as **Attachment 10** to this report.

4(a)(i) Summary on waterside operational spill and disaster response requirements, procedures and capabilities

VAFFC’s spill prevention, preparedness and response capabilities was a key issue discussed during the EA. The Vancouver Fraser Port Authority concluded that tanker traffic risks involving aviation fuel and other liquid bulk carriers in the Fraser River were acceptable in the spill scenarios modeled by VAFFC. The BC Ministry of Environment and Climate Change Strategy stated that the recommended conditions (outlined in VAFFC’s EA Certificate) for spill prevention align with emerging policy and bolster the requirements contemplated in the Province’s independent West Coast Spill Response Study (Volume 1 – Volume 3).

Construction Spill Prevention Measures

VAFFC has developed project Construction Environmental Management Plans that specifically mitigate environmental concerns including spills, while constructing the Marine Terminal, Pipeline and Receiving Fuel Facility. Each plan was prepared in accordance with the Project’s stakeholder engagement, aligns with the conditions outlined in VAFFC’s EA Certificate and further includes the addition of the following attachments:

- a) Accidents or Malfunctions Management Plan;
- b) Air Quality and Dust Control Management Plan;
- c) Archaeological Management Plan;
- d) Contaminated Sites Management Plan;
- e) Fuels, Chemicals and Materials Storage and Handling Plan;
- f) Noise Management Plan;
- g) Spill Prevention and Emergency Response Plan;
- h) Surface Water Quality/Fisheries Protection and Sediment Control Plan;
- i) Vegetation and Wildlife Management Plan; and
- j) Waste Management Plan.

Marine Spill Prevention Measures

VAFFC, in consultation with Western Canada Marine Response Corporation (“WCMRC”), has developed a robust spill prevention, preparedness and response plan and has committed to the following measures that will prevent spills in the Fraser River:

- Pre-screening of vessels through a tanker acceptance program;
- All vessels must be double-hulled;
- Berthing/escort tugs for vessels;
- Vessels must be under the expert control of Fraser River Pilots;
- Vessels will travel at slow speeds in the Fraser River;
- Fuel unloading will stop if weather conditions or river characteristics exceed pre-set operational limits;
- Automatic and manual shutdown of fuel unloading equipment;
- Leak-free manifold connections;
- Pre-arrival readiness checks at the marine terminal (personnel, tank space, monitoring Systems, emergency shut-down, dock readiness);
- Pre-transfer (from ship to shore) meeting of tanker and terminal personnel to discuss the fuel transfer process;
- A response vessel will accompany each fuel cargo vessel; and
- Pre-deployed, permanent spill containment booms will be deployed at the terminal and two response vessels will be on standby at all times.

Additional marine spill prevention measures include:

- Port Metro Vancouver escorts deep-sea vessels during inclement weather to assist with safe navigation;
- Communication is required between Fraser River Pilots and the Coast Guard’s Vessel Traffic Services and the marine terminal while on the Fraser River;
- The Fraser River has a sandy river bottom, making grounding less likely and less hazardous; and
- The location of the marine terminal will reduce the time and distance that vessels travel along the BC coastline compared to using the Westridge Marine Terminal in Burnaby.

Fuel Receiving Facility Spill Prevention Measures

The Fuel Receiving Facility will be equipped with the following spill prevention measures:

- Constructed to current seismic design standards;
- Corrosion protection;
- Leak detection;
- Flow control systems;
- Automatic foam suppression system;
- Secondary containment to prevent the spread of spills outside the facility;
- 24/7 monitoring, including electronic video surveillance; and

- On-site control and monitoring by trained operations personnel during all offloading, fuel transfer and fuel handling activities.

Pipeline Spill Prevention Measures

The pipeline will be equipped with the following spill prevention measures:

- State-of the art corrosion protection and leak detection technologies;
- Monitoring by a control system that uses pressure sensors and automatic flow shut-off devices;
- Constructed to current seismic design standards;
- Be pressurized only during fuel transfer operations (not 24/7); and
- Be buried underground and well-marked, mapped and electronically located for reference by municipal and private contractors.

Marine Spill Preparedness and Response

Various pieces of federal legislation including the *Fisheries Act*, *Canada Shipping Act*, and *Canadian Environmental Protection Act* include provisions that restrict pollution and impose liability for damages resulting from spills. The *Canada Shipping Act* requires that VAFFC deploy equipment and resources to contain and control a spill within one hour of its discovery, and commence spill response within six hours. VAFFC's spill response measures will facilitate a response in less than six hours. VAFFC will have the following spill preparedness and response measures in place before fuel unloading begins to enable rapid spill response in the unlikely event of a spill:

- A final Oil Pollution Emergency Plan in place prior to operations;
- Pre-deployed, permanent booming protection of the fuel vessel at the marine terminal and at Ladner Reach (in Delta, BC);
- On-site spill response and containment infrastructure, including permanent deflection/containment structures, booms, sorbents, skimmers, temporary waste storage; spill response infrastructure at key locations in the Fraser River;
- Two dedicated spill response vessels; and
- The installation of spill response infrastructure for rapid deployment of spill response equipment in the event of a spill at Sea Reach, North Steveston Harbour, Canoe Passage and Lander Reach locations.

4(a)(ii) The status of WCMRC or others setting up a Fraser River asset

- WCMRC maintains a network of response bases, equipment and personnel across coastal B.C. WCMRC currently has five response bases (of varying capacities) in the South Coast and one response base on the North Coast. WCMRC is currently planning additional response bases on the South Coast, including one in Richmond at 23511 Dyke Rd, near Annacis Island. Staff have had preliminary discussions about the proposed facility, but no formal applications to construct the facility have been received to date.

Staff would work cooperatively with WCMRC to obtain any necessary City approvals in a timely manner.

- The Federal Government has also made a \$1.5 billion pledge to support the national Oceans Protection Plan that includes: \$278 million for improved emergency preparedness; \$250 million to increase Coast Guard Capacity; \$207 million for safer navigation and vessel tracking systems; and \$103 million in increased marine research.
- Federal Agencies such as DFO and the Coast Guard have since been working with Agencies such as the Marine Environmental Observation Prediction & Response Network and Canadian Universities to build BC's capacity to anticipate and respond to marine risks. Staff have been involved in some of this work to date including spill modelling predictions.

4(a)(iii) Details on the capability of the proposed tank farm containment dike and structures

VAFFC has prepared a draft Oil Spill Emergency Plan in consultation with Western Canada Marine Response Corporation, particulars of which include:

- The terminal facilities include six aboveground tanks, with a total capacity of 500,000 barrels, located in a "diked" secondary containment area. The tanks are equipped with overfill alarms, tank vents, motorized tank valves and related piping and fittings;
- The secondary containment is sized, according to the National Fire Code, to hold the contents of one tank plus 10% of the aggregate of the other tanks in the tank farm. The tank farm secondary containment area precipitation accumulation is controlled via motor operated and hydrocarbon monitor controlled valve(s) that control the flow to an oil water separator for monitoring before the water is released to the Fraser River;
- Design Specifications that meet National Fire Code standards;
- Spill recovery techniques for land-based spills including land-based booms, sorbents and tank trucks and vacuum trucks (equipped with a manta ray skimmer) to recover any portions of the slick moving onsite and towards the shore;
- Operations for spill response will include 24/7 operations until the risk has been mitigated through the Incident Command System; and
- Waste management procedures including an operational Waste Plan that complies with all federal and provincial hazardous waste guidelines.

4(a)(iv) Seismic design standard for the tank farm

Mitigations for various environmental concerns including flooding, earth quakes and climate change are outlined in Chapter 21 of the EA. Section 21.5 relates to Seismic Activity specifically.

The Project will be designed, constructed, operated and managed in a manner that addresses the potential adverse effects of the environment including the following design requirements:

- Design all aboveground Project components to withstand a 1-in-50 year snow load event and an extreme rainfall event to a maximum of 8 millimetres precipitation over 15 minutes or 40 millimetres precipitation over 24 hours;
- Design all aboveground Project components to withstand a 1-in-100 year hourly wind pressure event;
- Design all Project components to withstand, at minimum a 1-in-200 year flood event;
- Design the marine terminal to withstand all physical river loads, including current velocity and direction and waves;
- Design all drainage systems to accommodate the rainfall flow generated from a 1-in -10 year rainstorm;
- Design the marine terminal to withstand a seismic event with an equivalent return period of 475 years, which corresponds to a 10% probability of exceedance in 50 years;
- Design the fuel receiving facility to withstand a seismic event with an equivalent return period of 2,475 years, which corresponds to a 2% probability of exceedance in 50 years;
- Design the pipeline river crossing to withstand a seismic event with an equivalent return period of 2,475 years, which corresponds to a 2% probability of exceedance in 50 years; and
- Design all other sections of the pipeline to maintain structural and pressure integrity under the seismic loading of, at minimum, a 1-in-475 year earthquake.

4(a)(v) Insurance

The requirement to carry adequate insurance coverage for spills is captured in Conditions 46 and 47 of the Environmental Assessment Certificate (**Attachment 9**).

In the Ministers' Reasons for Decision approving the issuance of the Environmental Assessment Certificate (**Attachment 9**), the Ministers noted on p. 4 of that decision under the heading "Spill Liability" that "...VAFFC and vessel owners will have \$2 billion in insurance to cover the costs of spill response and compensation...".

VAFFC has additionally provided a summary of the policies that are currently in place and has agreed that the City of Richmond will be named as an additional insured to the insurance liability policies VAFFC has and is required to have in place for the VAFD Project.

4(b) Oil and Gas Commission Approval dated April 3, 2017 (amended April 10, 2017 and extended March 28, 2019)

In addition to conditions imposed under the EA process, the Oil and Gas Commission of BC (the "OGC") in issuing a permit under the *Oil and Gas Activities Act* has imposed conditions related to the technical specifications of the Pipeline and associated works as well conditions related to, among other things, the environment, clearing, water course crossings and works, all as set out in OGC permit and permit extension (**Attachment 11**) and applicable legislation cited therein.

Among the technical specifications are the operating pressure, pipeline diameter and requirement that the flow be uni-directional. The scope of the project design does not allow for fuel flow in both directions. Fuel can only flow towards YVR International Airport. Also, VAFFC's Environmental Assessment Certificate only allows for the unloading of jet fuel.

VAFFC has also confirmed that the Pipeline is extendable to points south and/or to Cherry Point in future.

4(c) Legislative Spill Response Regulatory Regime and Spill Compensation Regulatory Regime

In addition to the conditions of approval outlined above, a description of the legislative federal and provincial regulatory regimes related to spill response and spill liability has been provided by VAFFC and is attached (**Attachment 10**).

SECTION 5: Consequences of Not Approving a Municipal Access Agreement

If Council does not approve the MAA, VAFFC has several legal and legislative options available to proceed with the Pipeline without the City's consent. If this occurs then all the benefits and protections staff have negotiated in the MAA would be lost. Moreover, if successful in pursuing the legal and legislative options, the end result for the City would be a Pipeline in place, potentially in a less desirable alignment, without an agreement and without compensation payable to the City. In other words, the outcome would mirror that of the existing jet fuel line that is owned and operated by Kinder Morgan (Jet Fuel) Inc. for which the City does not have an agreement and for which the City does not receive any compensation or any of the other benefits and protections negotiated in the MAA.

Some of the key impacts of not entering into a MAA are set out in **Attachment 1**.

In addition, particulars of some of the key benefits that would be lost include:

- upfront payment of \$10,050,000 (for the initial licence fee and reimbursement for costs) as well as the additional payment of at least \$12,706,000 if the term is extended;
- the Pipeline must be installed in a manner that permits the City to build a road above it without requiring the Pipeline to be protected or relocated;
- if the Pipeline in any way interferes with the City's ability to undertake a municipal project, VAFFC is required, at its sole cost, to protect or relocate the Pipeline to accommodate the municipal project. VAFFC is also liable to pay the City all the City's project costs caused by the Pipeline (such as delay costs);
- liability of the City is limited to claims or losses arising from the gross negligence or wilful misconduct of the City, or its employees or contractors;
- VAFFC will indemnify the City from all losses and claims that are caused by the portion of the Pipeline located in the City's highways or by VAFFC's operations in the City's

highways (including environmental liabilities). The City is not providing any indemnity in favour of VAFFC;

- VAFFC's agreement to provide an automated fire suppression system. The fire system would be designed so that, once the system detects a fire, foam will automatically be deployed without human intervention after a 5 min delay. This time delay will allow the operator on site enough time to abort the deployment of foam should it be a false alarm. If for whatever reason the operator on-site is incapacitated, the foam will deploy automatically after the 5 min delay. Furthermore, if the operator on site confirms the fire before the 5 min delay has passed, they will be able to deploy the foam immediately;
- VAFFC's agreement to a series of environmental monitoring and reporting requirements and to incorporate certain additional fire suppression equipment and establish two command centres in connection with its operations at the Marine Terminal and Fuel Receiving Facility;
- Upon termination or expiry of the MAA, VAFFC must, at its own cost, and at the City's option, either (1) remove all abandoned Pipeline in the City's highways, or (2) abandon the Pipeline in place in the City's highways in accordance with all applicable laws; and
- VAFFC's agreement that the Pipeline will not be located in proximity to the residential and other areas of Richmond previously under consideration.

In addition, the public amenities and infrastructure improvements that VAFFC has committed to provide through the DP approval process would likely be unrealized. These include:

- Approximately 350 m of new foreshore dike;
- Design and construction of a 6 m wide park trail across 15040 Williams Road;
- Approximately 3,491 m² of new terrestrial habitat and 3,800 m³ of new aquatic habitat;
- Three years of monitoring all ESA, RMA and trail vegetation installations (on and off-site) by a Qualified Environmental Professional (QEP);
- Creation of a new 200 m² intertidal bench marsh with monitoring for five years;
- Five years of adaptive management/detailed success monitoring by a (QEP);
- \$204,210 cash-in-lieu for future construction of a recreational staging area east of Williams Road plus off-site trail enhancements to the east of the subject property;
- \$6,480.00 to the City of Richmond, for an interpretive signage package for the pedestrian trail system; and
- Registration of a legal agreement on Title to require the owner to design and construct bank protection along the Fraser River to protect the new dike.

If Council does not approve the MAA, VAFFC would likely commence construction of those components of the Project that are not affected by the City's actions (such as the Fuel Receiving Facility and those portions of the Pipeline that use Provincially owned highways/roads) while it

pursues circumventing the City's refusal through the Courts or through other legislative means. VAFFC has already provided notice indicating that it will resume construction on the Fueling Receiving Facility this summer and expects to have a highway permit in hand from the Ministry of Transportation and Infrastructure by end of July, 2019 (**Attachment 12**).

Financial Impact

None

Conclusion

A Municipal Access Agreement between the City and VAFFC will allow the City to better manage the presence of the Pipeline within the City's Service Corridors. The terms and conditions of the proposed agreement provide fair market value for use of the corridor and protect the City's interests.



Anthony Capuccinello Iraci
City Solicitor
(604-247-4636)



Milton Chan
Acting Director, Engineering
(604-276-4377)

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- Att. 1: Some potential impacts of not entering into a MAA
- Att. 2: Existing and Proposed Pipeline Route
- Att. 3: Project Description
- Att. 4: VAFFC Corporate Profile, Membership and Structure
- Att. 5: Alternative North Route Alignment
- Att. 6: ALC Decision
- Att. 7: Excerpts from KMJF application to BCUC
- Att. 8: Details Regarding Foam Suppression System
- Att. 9: Reasons for Ministers' Decision, the EA Certificate and the Conditions of EA Approval
- Att.10: Spill Response Regulatory Regime; Marine Oil Spill Regulatory Regime; Spill Prevention, Preparedness and Response; Other Factors to Reduce Risk on Fraser River
- Att. 11: OGC Permit and Permit Extension
- Att. 12: Letter regarding MOTI highway permit

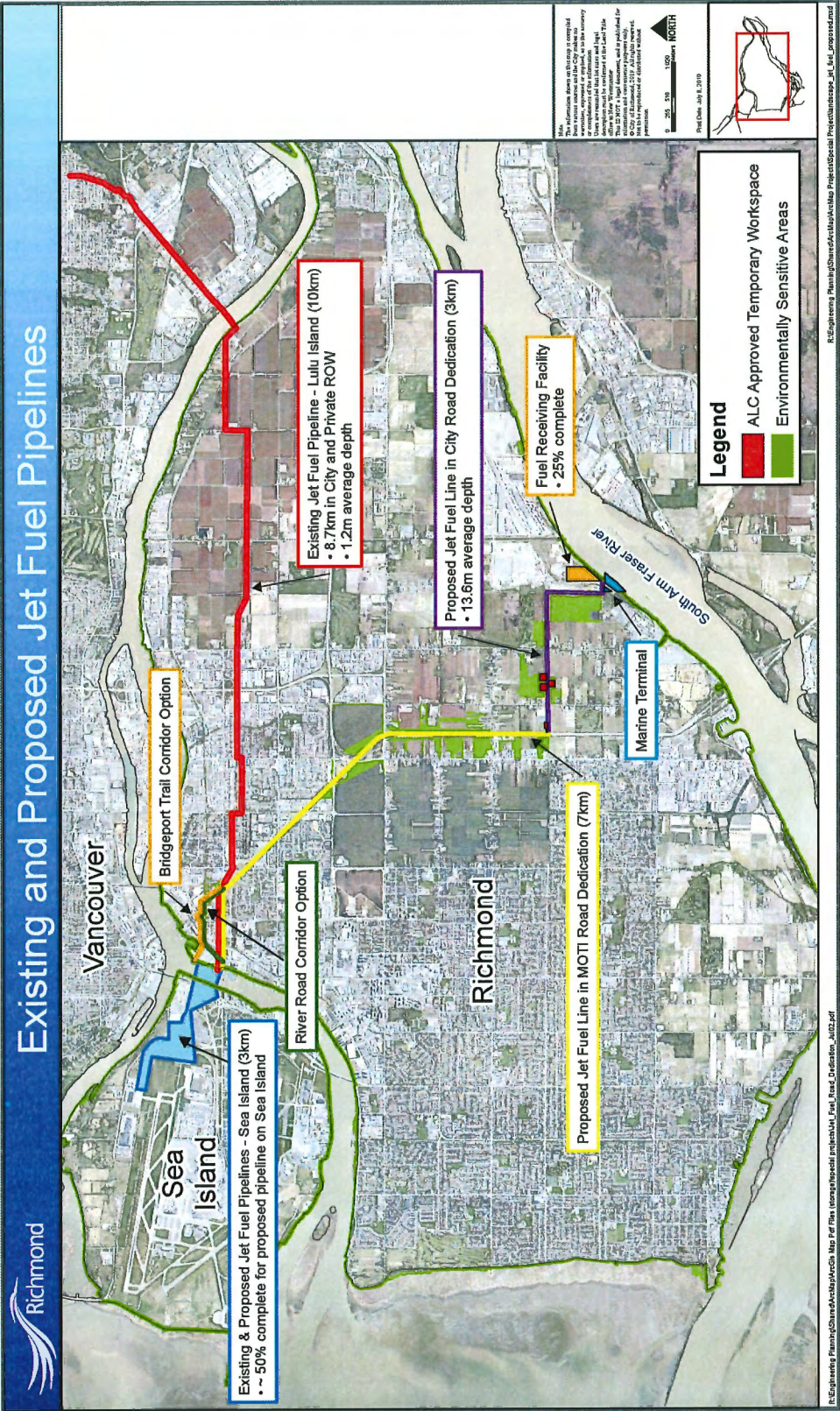
Attachment 1
Some potential impacts of not entering into a MAA

The following table summarizes some of the potential impacts of not entering into a Municipal Access Agreement or ESA DP with VAFFC:

With Municipal Access Agreement	No Municipal Access Agreement
VAFFC indemnifies the City from all losses and claims that are caused by the VAFFC in the City's highways, including environmental liabilities.	The City is not indemnified by VAFFC.
If the pipeline in any way interferes with the City's ability to undertake a municipal project, VAFFC is solely responsible to protect or relocate the pipeline at VAFFC's cost. VAFFC is also liable for any City project costs caused by the pipeline.	Costs are allocated per the provincial Pipeline Crossing Regulation.
Liability of the City to VAFFC is limited to gross negligence.	Liability of the City to VAFFC is based on common law rules of negligence, increasing risk to the City in the case of an incident involving the pipeline caused by the City or contractor.
The pipeline in City highway is installed using horizontal directional drilling, with the pipe being below the peat level except at the entry/exit pits.	VAFFC may opt to switch to a shallow excavation method, increasing impacts along the length of the pipeline including ESA areas.
In north Richmond between Highway 99 and Sea Island, the pipeline is installed in provincial land along Bridgeport Road.	VAFFC has the option to utilize alternate corridors approved under the Environmental Assessment Certificate. Both alternate options (Bridgeport Trail Corridor and River Road Corridor) result in additional pipeline being installed in City highway instead of Provincial highway.
Modified automatic fire suppression system to be installed at the Fuel Receiving Facility.	VAFFC may opt to revert to a fire suppression system that meets the minimum code requirements.
The City can require VAFFC to remove all abandoned pipeline at the end of the agreement period.	Decommissioning will be done in accordance with legislation, which may allow the pipe to be abandoned in place
Licence fee of \$9.8 million for initial 30 year term, and a minimum extension licence fee of \$12.7 million for 20 year extension. Reimbursement for professional costs in the amount of \$250,000.	No licence fees and no reimbursement for professional costs.

With ESA DP	No ESA DP
Construction of 350m of new dike and registering a 7.5m Right of Way for dike access, construction and maintenance at the Marine Terminal site.	Any dike would be private. The City would not have the right to access and maintain this dike.
Provision of a 6m wide park trail through the site at the Marine Terminal Site along with cash contribution towards off-site trail enhancements in the area.	No public trail/amenities.
Design and construct off-site and on-site ESA and RMA habitat enhancements, including a bench marsh on the river side of the dike. Monitoring requirements associated with these enhancements will ensure these significant habitat improvements are maintained.	VAFFC may elect to reduce ESA and RMA compensation to the minimum amount required.

Attachment 2
Existing and Proposed Pipeline Route



Attachment 3 Project Description

From VAFFC website:

Project Overview

Vancouver Airport Fuel Facilities Corporation (VAFFC), a consortium owned by most of the major airlines serving [Vancouver International Airport](#) (YVR), is building an aviation fuel delivery system to serve YVR.

The new delivery system includes a [Marine Terminal](#) and [Fuel Receiving Facility](#) on the South Arm of the Fraser River and a 13-kilometre underground [pipeline](#) to YVR. The system will meet the fuel requirements of the airlines and airport for the next 60 to 100 years, and be constructed to modern building, seismic, fire, and environmental codes to achieve the highest level of safety and reliability.

Project Need

The project is needed because the existing fuel delivery system is at maximum capacity and cannot meet the airport's growing fuel demand. Currently, the existing fuel delivery system must be supplemented by 70 fuel tanker truck deliveries per day (2,000 per month) which are required to meet the airport's peak fuel demand. Without a new fuel delivery system, the expected growth in fuel demand at YVR will have to be supplied by tanker truck deliveries, which could result in an additional 500 trucks on the road each month. For example, one new daily flight from Asia would require an additional 80 tanker truck deliveries each month. Reliance on tanker trucks is not sustainable to meet the fuel demand at a major international airport. The project will allow for the safe, secure and reliable supply of fuel to YVR for the long term.

Project Benefits

With a secure and long-term competitive fuel supply, the project will help ensure that YVR remains a key economic generator and critical part of British Columbia's role as Canada's Pacific Gateway. The project will have a smaller environmental footprint than the existing fuel delivery system. The project's spill prevention and response strategies for the Fraser River are robust and go well beyond industry standards and best practices, and will enhance the response capability on the Fraser River to the benefit of all other users on the river. It will also significantly reduce the dependence on tanker truck deliveries.

Project Approval

VAFFC received environmental approval in December 2013 from the provincial and federal governments following more than a decade of comprehensive planning, research, review and consultation, including seven open houses and more than 80 meetings with stakeholders.

Construction of the new system is expected to resume in spring 2019, with the full project commencing operations by late 2021.

Marine Terminal

The new Marine Terminal will be located on the north shore of the south arm of the Fraser River, at one of the widest and deepest sections of the river. An upgrade of an existing wharf, in an area that is already zoned for heavy industrial use, will be based on best practice designs and incorporate state-of-the-art mooring and offloading technologies.

The marine terminal will be designed to handle small barge shipments and large overseas shipments. These will be short in duration and only a few times a month, based on projected YVR fuel demand. A barge could be expected to deliver fuel once every two weeks with an unloading time around 12 hours, while a Panamax class vessel could be expected 1-2 times per month with an unloading time of between 24 to 36 hours.

Marine transportation of aviation fuel and other petroleum products within the Lower Mainland is not new. This new terminal will be receiving the vessels that are currently making deliveries to the Westridge Marine Terminal in Burrard Inlet.

Safety

The marine terminal will be a designated Oil Handling Facility ("OHF") under Transport Canada and comply with the standards and requirements of the Canada Shipping Act. The Marine Terminal will have a comprehensive Oil Pollution Emergency Plan incorporating specific response strategies tailored to the river environment. Western Canada Marine Response Corporation is the designated Response Organization in western Canada and will provide marine spill response services for both the terminal and shipping companies calling the terminal.

Vessels:

- All vessels will be double-hulled for optimal safety
- All vessel movements will be guided by tugboats and government-certified marine pilots on the river and at the Marine Terminal
- All vessels calling on the terminal will be pre-screened and vetted through a tanker acceptance program
- All vessels will have Shipboard Oil Pollution Emergency Plan, and required to carry pollution liability insurance

Fuel transfer:

- Fuel will be transferred from vessels to shore using hydraulically-operated articulated unloading arms
- The unloading arms will be designed to have flexibility and move with the vessel as winds, tides and currents change and as the vessel rises higher in the water as the fuel is offloaded
- If the movement of the vessel exceeds the safe range, the fuel transfer process will be automatically stopped and the arms will be disconnected using leak-free emergency release couplings
- The terminal will be equipped with pre-deployed booming

On-site Spill Response:

- Spill response vessels will be deployed upon arrival of a vessel in the river, will accompany the vessel to the terminal
- Before a vessel is offloaded, booms and skimmers will be positioned around the vessel to contain a spill in the unlikely event of an accidental release of product onto water, and to recover the product as quickly as possible
- The response boats would be on standby to deploy containment and absorbent booms in the water if require

Fuel Receiving Facility

The Fuel Receiving Facility will be located on industrial zoned, Port Metro Vancouver land adjacent to the Marine Terminal. No agricultural land will be required.

The facility will include six steel above-ground storage tanks with a total capacity of about 80 million litres.

The tanks will be located on the landward side of the dike at the foot of Williams Road. They will be approximately 14 metres high compared to the surrounding land, and partially hidden behind a two- to three-metre high containment berm.

A new, 500 metre-long underground pipeline will transfer offloaded jet fuel from the marine terminal to the storage tanks.

The facility will:

- Comply with both federal and provincial storage tank regulations
- Be built to modern storage tank and seismic design requirements
- Provide secondary containment features for all fuel storage and handling areas
- Incorporate emissions control systems
- Incorporate modern corrosion protection, leak detection and flow control systems

- Be automated, monitored 24/7 and electronically safeguarded through electronic video surveillance
- Be controlled and monitored by on-site operations personnel during all offloading, fuel transfer and fuel handling activities
- Supplementary to fire department services and fire water supply, the facility and public areas will also be protected from fire with a state-of-the-art detection system and suppression system including tank cooling water and foam injection

Pipeline

The new pipeline will be about 13 kilometres long and 355 millimetres (about 14 inches) in diameter. The pipeline will be buried approximately 10 metres underground for most of its route, and at least 2.5 metres underground along Bridgeport Road.

The pipeline will consist of specialty steel pipe manufactured in accordance with the American Society for Testing and Materials (ASTM) Standard A53 (Grade B) and will be installed to the standards established by the Canadian Standards Association (CSA) Standard Z662-03 for Oil and Gas Pipeline Systems. The pipeline installation and operation will be regulated by the BC Oil and Gas Commission.

Construction will include extensive use of directional drilling (particularly for water body crossings and intersections) to mitigate potential environmental impacts and avoid disruption of vehicle and marine vessel traffic.

Prior to commissioning, the pipeline will be thoroughly tested and cleaned in accordance with construction and operational requirements, and clearly marked along its entire length. Similar to all other utility installation, location information will be provided to the City of Richmond and locator services.

Safety

Modern pipeline systems have the benefit of precise locating technologies, new materials and coatings, and high-tech installation techniques to reduce disturbances during construction.

The pipeline systems will:

- Be constructed with resilient materials to current seismic design standards
- Be controlled and monitored by operations personnel during all fuel transfer activities
- Be pressurized only during fuel transfer operations between the Fuel Receiving Facility and YVR (not 24/7)
- Include state-of-the-art corrosion protection and leak detection technologies
- Be buried underground and well-marked, mapped and electronically located for reference by municipal and private contractors
- Be monitored by a control system using pressure sensors and automatic flow shutoff devices

Attachment 4 VAFFC Corporate Profile, Membership and Structure

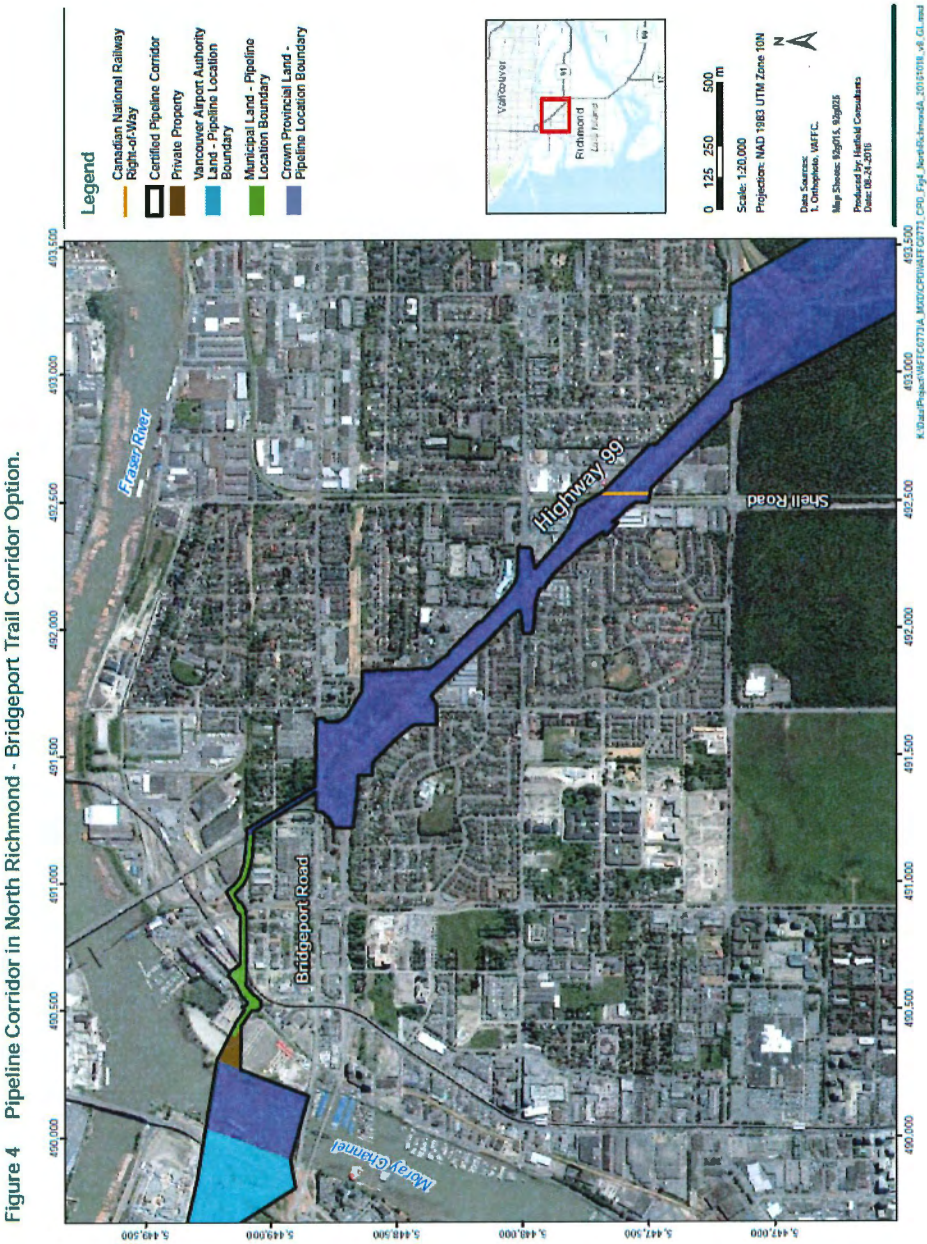
VAFFC – 9 July 2019

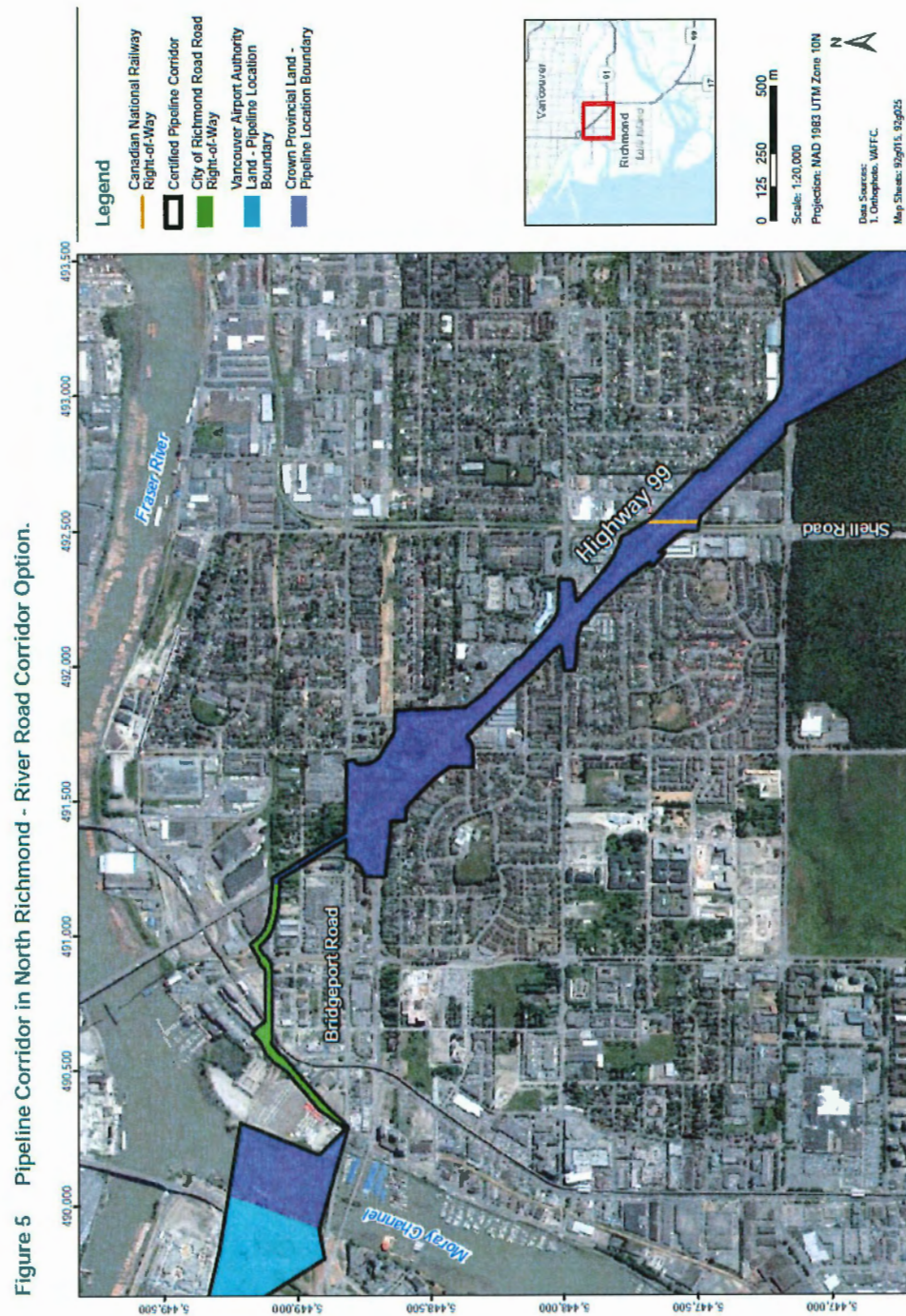
VANCOUVER AIRPORT FUEL FACILITIES CORPORATION

Corporate Profile, Membership and Structure

- Vancouver Airport Fuel Facilities Corporation (VAFFC) is a not-for-profit company owned by a consortium of international and domestic commercial airlines that operate at Vancouver International Airport (YVR), Canada's second largest airport. Currently, 34 airlines are VAFFC members. The main function of VAFFC is to provide efficient sharing of facilities, costs and risks between member airlines. VAFFC has over 30 years of experience in fuel handling activities at YVR.
- VAFFC owns, constructs, operates and maintains the aviation fuel storage and distribution facilities at YVR. Similar fuel facility corporations operate at all of the major international airports across Canada – Vancouver, Edmonton, Calgary, Winnipeg, Ottawa, Hamilton, Toronto, Montreal and Halifax. The largest in Canada is Pearson International Fuel Facilities Corporation (PIFFC). VAFFC is the second largest.
- VAFFC contracts the planning, management, construction and operation of its facilities to qualified organizations, and draws expertise from a network of experienced engineering and environmental consultants specializing in fuel infrastructure. FSM Management Group Inc. (FSM) is responsible for administering the day-to-day finances for VAFFC, managing its construction projects, and overseeing operations at YVR. FSM specializes in the planning and management of fuel-related projects and infrastructure across Canada.
- The fuel facility structure has been a successful organizational model for many years, both operationally and commercially. The airline membership in VAFFC may vary from year-to-year, but VAFFC continues and offers a stable entity to serve the airlines who use YVR. VAFFC enjoys an A2 credit rating from Moody's.
- Each member airline purchases fuel for its own use and arranges delivery to the VAFFC fuel facilities at YVR, either through the existing delivery pipeline system or via tanker trucks. On behalf of its member airlines, VAFFC is responsible for:
 - Operating and maintaining its fuel facility system at YVR;
 - Working with Vancouver Airport Authority and Transport Canada to develop fuel demand forecasts and comply with regulations;
 - Directing new investment, maintaining insurance, and structuring debt;
 - Planning, constructing and operating safe, reliable and cost-effective fuel infrastructure to meet near and long-term demand projections; and
 - Obtaining regulatory permits, approvals and authorizations as they relate to fuel system operation and expansion, and new developments such as the Vancouver Airport Fuel Delivery Project (VAFDP).

Attachment 5
Alternative North Route Alignment





Attachment 6 ALC Decision



Agricultural Land Commission
133-4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

March 17, 2017

ALC File: 55644

RPS Group
Suite 700, 555 – 4th Avenue SW
Calgary, AB T2P 3E7

Attention Jerry Hagen: -----

Re: Application for a Utility Corridor the Agricultural Land Reserve (ALR)

Please find attached the Reasons for Decision of the South Coast Panel (Resolution #64/2017) as it relates to the above noted application. A sketch plan depicting the decision is also attached. As agent, it is your responsibility to notify the applicant accordingly.

Reconsideration of a Decision as Directed by the ALC Chair

Please note that pursuant to [s. 33.1 of the Agricultural Land Commission Act](#), the Chair may direct the Executive Committee to reconsider any panel decision if, within 60 days from the date of this decision, he considers that the decision may not fulfill the purposes of the Commission as set out in s. 6, or does not adequately take into consideration s. 4.3.

You will be notified in writing if the Executive Committee is directed to reconsider your decision. The Commission advises you to take this 60 day period into consideration prior to proceeding with any actions upon this decision.

Reconsideration of a Decision by an Affected Person

We draw your attention to [s. 33\(1\) of the Agricultural Land Commission Act](#) which provides a person affected the opportunity to submit a request for reconsideration.

33(1) On the written request of a person affected or on the commission's own initiative, the commission may reconsider a decision of the commission under this Act and may confirm, reverse or vary it if the commission determines that:

- (a) evidence not available at the time of the original decision has become available,
- (b) all or part of the original decision was based on evidence that was in error or was false.

For further clarity, s. 33.1 and s. 33(1) are separate and independent sections of the *Agricultural Land Commission Act*.

Further correspondence with respect to this application is to be directed to Kamelli Mark at (Kamelli.Mark@gov.bc.ca).

July 10, 2019

- 28 -

Page 2 of 2

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

A handwritten signature in dark ink, appearing to read 'KMARK'.

Kamelli Mark, Land Use Planner

Enclosures: Reasons for Decision (Resolution #64/2017)
Sketch plan

55844d1

CNCL - 384



AGRICULTURAL LAND COMMISSION FILE 55644

REASONS FOR DECISION OF THE SOUTH COAST PANEL

Application submitted pursuant to s. 6 of BC Regulation 171/2002 (ALR Use, Subdivision and Procedure Regulation)

Applicant: City of Richmond
(the "Applicant")

Agent: Jerry Hagen
(the "Agent")

Application before the South Coast Regional Panel: William Zylmans, Panel Chair
Satwinder Bains



THE APPLICATION

[1] The legal description of the properties involved in the application are:

Property 1

Parcel Identifier: 002-789-850

Parcel One (RD173314E) (Reference Plan 8809) of Lot 3, Section 19, Block 4, north Range 5 West, New Westminster District Plan 5239

Civic Address: 8871 Sidaway Road, Richmond, BC

Parcel Area: 6.4 ha

Area Affected: 0.6 ha

Property 2

Parcel Identifier: 011-007-427

Lot 5, Section 20, Block 4, North Range 5 West, New Westminster District Plan 3109

Civic Address: 8611 No. 6 Road, Richmond, BC

Parcel Area: 8.1 ha

Area Affected: 1.0 ha

Property 3

Parcel Identifier: 011-007-419

Lot 4, Section 20, Block 4, North Range 5 West, New Westminster District Plan 3109

Civic Address: 8611 No. 6 Road, Richmond, BC

Parcel Area: 8.1 ha

Area Affected: 1.0 ha

Property 4

Parcel Identifier: 004-021-908

Lot 1, Section 29, Block 4, North Range 5 West, New Westminster District, Plan 4691



Agricultural Land Commission Decision, ALC File 55644

Civic Address: 9111 No. 6 Road, Richmond, BC

Parcel Area: 8.5 ha

Area Affected: 0.83 ha

Property 5 (Right-of-Way)

Parcel Identifier: N/A

Government Road Allowance between Sec 21, Block 4N, Range 5W and Section 28, Block 4N, Range 5W

Civic Address: N/A

Parcel Area: 3.8 ha

Area Affected: 3.8 ha

(collectively, the "Properties")

[2] The Properties are located within a designated agricultural land reserve ("ALR") as defined in s. 1 of the *Agricultural Land Commission Act* (the "ALCA").

[3] The Properties are located within Zone 1 as defined in s. 4.2 of the ALCA.

[4] Pursuant to s. 6 of the BC Regulation 171/2002 (Agricultural Land Reserve Use, Subdivision and Procedure Regulation (the "Regulation"), the Applicants are applying to create two temporary workspaces, with a maximum combined area of 2.0 ha, for the purpose of constructing an underground pipeline (fuel delivery system for the Vancouver International Airport) within an existing Road Right of Way (ROW) along Francis Road (the "Proposal"). The Proposal along with supporting documentation is collectively the application (the "Application").

RELEVANT STATUTORY PROVISIONS

[5] The Application was made pursuant to s. 6 of the Regulation:



Agricultural Land Commission Decision, ALC File 55644

6 Unless permitted under sections 2 and 3, a person must file an application under section 34 (6) of the Act directly with the office of the commission and in a form acceptable to the commission for any of the following uses:

- (a) widening of an existing road right of way;
- (b) construction of a road within an existing right of way;
- (c) dedication of a right of way or construction of any of the following:
 - (i) a new or existing road or railway;
 - (ii) a new or existing recreational trail;
 - (iii) a utility corridor use;
 - (iv) a sewer or water line other than for ancillary utility connections;
 - (v) a forest service road under the *Forest Act*;
- (d) the new use of an existing right of way for a recreational trail.

[6] The Panel considered the Application within the context of s. 6 of the ALCA. The purposes of the Agricultural Land Commission (the "Commission") set out in s. 6 are as follows:

6 The following are the purposes of the commission:

- (a) to preserve agricultural land;
- (b) to encourage farming on agricultural land in collaboration with other communities of interest; and
- (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.

EVIDENTIARY RECORD BEFORE THE PANEL

[7] The Panel considered the following evidence:

- 1. The Application
- 2. Local government documents
- 3. Previous application history



4. Agricultural capability map, ALR context map and satellite imagery

All documentation noted above was disclosed to the Agent in advance of this decision.

[8] The Panel reviewed two previous applications involving Property 1 (there are no previous applications in ALC records involving Property 2, Property 3, Property 4, or Property 5):

Application ID: 11112
Legacy File: 719
(Penich, 1975)

To subdivide two 0.08 ha lots from Property 1 (6.4 ha) for residential uses. The Commission stated that the subject property has very good agricultural potential and that the construction of two additional homes on the property would remove too much land from production. The application was refused by Resolution #2226/75.

Application ID: 14404
Legacy File: 32842
(Senghera Farms Ltd., 1999)

To place approximately 1000 m³ of gravel on an approximately 59 m x 100 m portion of Property 1 to a depth of approximately 0.2 to 0.3 m for the purpose of constructing a greenhouse. The application was approved by ALC Resolution #535/99.

SITE VISIT

[9] The Panel, in the circumstances of the Application, did not consider it necessary to conduct a site visit to the Property based on the evidentiary record associated with the Application.

FINDINGS

[10] In assessing agricultural capability, the Panel referred in part to agricultural capability mapping and ratings. The ratings are identified using the BC Land Inventory (BCLI), 'Land Capability Classification for Agriculture in B.C.' system. The improved agricultural capability ratings identified on BCLI map sheet 92G/03h for the mapping units encompassing the Properties are as follows:



- Property 1: Class 2 and Class 3, more specifically (7:2WD 3:3WD)
- Property 2: Class 3, more specifically (O3LWF)
- Property 3: Class 3, more specifically (O3LWF)
- Property 4: Class 3, more specifically (O3LWF)
- Property 5: Class 3, more specifically (O3LWF)

O - Indicates organic soils.

Class 2 - land is capable of producing a wide range of crops. Minor restrictions of soil or climate may reduce capability but pose no major difficulties in management.

Class 3 - land is capable of producing a fairly wide range of crops under good management practices. Soil and/or climate limitations are somewhat restrictive.

The limiting subclasses associated with this parcel of land are L (degree of decomposition – permeability), W (excess water), F (low fertility), and D (erosion).

[11] The Panel reviewed the BCLI ratings and find that the Properties are capable of supporting agriculture.

[12] The Application identifies four potential locations for the two proposed temporary workspaces on Property 1, Property 2, Property 3, and Property 4. The temporary workspaces are to be used for a combination of staging and storage of vehicles, pipes, and equipment to facilitate construction of the pipeline. The Application states that no agriculture is currently taking place on the portions of the Properties proposed for temporary workspaces. According to the Application, the 3.8 ha area identified as a "pipeline easement" is located entirely within an existing City of Richmond ROW (Property 5) along Francis Road (currently undeveloped). The Panel has no objection to the proposed location of the pipeline as it is entirely contained within an existing ROW.

[13] While no farming is currently taking place on the portions of the four Properties proposed for the temporary workspaces, this is not indicative that the lands will not be utilized for agricultural purposes in future. The Panel appreciates that the locations within



Agricultural Land Commission Decision, ALC File 55644

the ALR were chosen to best facilitate the construction and staging needs for the pipeline along Francis Road; however, there is the potential for negative impacts to accrue on the subject Properties and on adjacent properties during construction. The Panel is amenable to the Applicant utilizing any two of the four proposed temporary workspaces, provided that the two chosen sites are successfully reclaimed following completion of construction along Francis Road; should the Applicant choose to clear Property 2 for use as a temporary workspace, reforestation of the site would not be required following completion of construction.

DECISION

[14] For the reasons given above, the Panel approves the Proposal to create two temporary workspaces, with a maximum combined area of 2.0 ha, for the purpose of constructing an underground pipeline (fuel delivery system for the Vancouver International Airport) within an existing Road Right of Way (ROW) along Francis Road.

[15] The Proposal is approved subject to the following conditions:

Pre-Construction Phase:

- a. The Applicant shall submit a finalized plan confirming the selection of the two temporary workspaces prior to commencement of construction;
- b. no more than two temporary workspaces shall be selected out of the four proposed options;
- c. submission of a schedule outlining the projected start date and end date of construction within the Proposal area within 60 calendar days from release of this decision;
- d. submission of a pre-site assessment for the two temporary workspaces prepared by a qualified registered professional for review and approval by the Commission prior to commencement of construction. Any pre-site assessment prepared for Property 4 must assess the parcel in its entirety;
- e. submission of a reclamation plan for the two temporary workspaces prepared by a qualified registered professional for review and approval by the Commission prior to

Page 7 of 10



commencement of construction. If Property 4 is selected for use as a temporary workspace, the reclamation plan must include reclamation measures for the portion of the property outlined on the attached Sketch Plan;

- f. to ensure the successful reclamation of the project area and appropriate oversight should the Applicant cease to consult with a qualified registered professional, a financial security in the form of an Irrevocable Letter of Credit (the "ILOC") in the amount of \$40,000 must be made payable to the Minister of Finance c/o the Agricultural Land Commission. The ILOC is to ensure the project is conducted in accordance with the information submitted with the Application and the conditions of this decision;
- g. for greater clarity, some or all of the ILOC will be accessible to and used by the Commission upon the failure of the operator to comply with any or all aspects of the conditions of approval contained herein;

Construction Phase:

- h. the construction and location of the pipeline and the two temporary workspaces shall be in substantial compliance with the plan submitted with the Application and the attached Sketch Plan;
- i. under the direction of a professional agrologist, all existing topsoil must be salvaged for use during the reclamation of the project where appropriate:
 - i. Stockpiled soils should be windrowed and located in an area where they will not be disturbed and will not impede site drainage;
 - ii. Stockpiles should not exceed 3 metres in height and slopes should be no steeper than 3:1;
 - iii. Stockpiles should be seeded and established with an appropriate plant cover, or other suitable soil erosion control measure must be applied to protect the stockpiles from wind, runoff and other removal process;
 - iv. Stockpiled soil must not be removed from the Property without written permission from the Commission;



- j. geotextile fabric must be placed under soil stockpiles to protect underlying soil and to ensure no foreign material is left on site following completion of construction;
- k. swamp/rig mats must be installed over the temporary workspaces to protect underlying soil;
- l. appropriate weed control must be practiced on all areas disturbed by the Proposal;
- m. any fencing which is removed or damaged must be replaced, to the landowners' satisfaction, by the Applicant at the time of construction;

Post-Construction Phase:

- n. If Property 1, Property 2, or Property 3 are selected for use as temporary workspaces, upon completion of construction the temporary workspaces must be reclaimed to an agricultural capability equal to or better than existing conditions as per the pre-site assessment within 6 months of construction completion along Francis Road;
- o. If Property 4 is selected for use as a temporary workspace, upon completion of construction the portion of the property outlined on the attached Sketch Plan must be reclaimed to an agricultural capability equal to or better than the BCLI improved capability ratings;
- p. submission of a closure report prepared by a professional agrologist for review and approval by the Commission within 60 days following completion of the project, confirming that the Commission's conditions of approval have been met;
- q. release of the ILOC will be dependent on receipt of evidence that the reclamation is completed to a standard deemed satisfactory by the Commission. In this regard, the Commission will consider the final report that must be prepared by a qualified registered professional and submitted to the Commission in fulfillment of condition "p" above; and,
- r. the construction and reclamation being completed within three (3) calendar years from the date of release of this decision.

[16] This decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.



Agricultural Land Commission Decision, ALC File 55644

[17] These are the unanimous reasons of the South Coast Panel of the Agricultural Land Commission.

[18] A decision of the Panel is a decision of the Commission pursuant to s. 11.1(5) of the *Agricultural Land Commission Act*.

[19] This decision is recorded as Resolution #64/2017 and is released on March 17, 2017;

CERTIFICATION OF DECISION

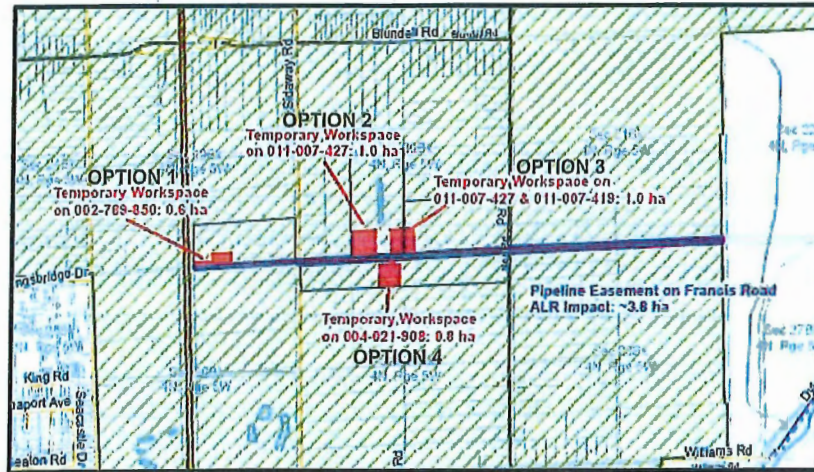
A handwritten signature in blue ink, appearing to read 'W. J. Zylmans', is written over a horizontal line.

William Zylmans, Panel Chair, on behalf of the South Coast Panel

END OF DOCUMENT



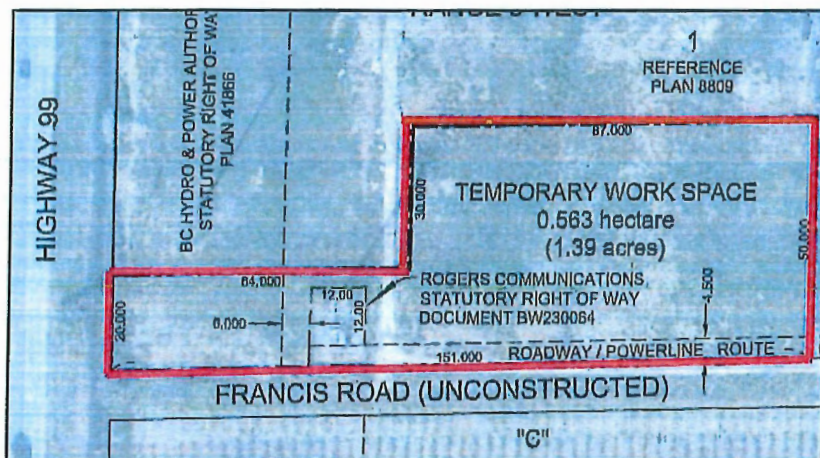
Agricultural Land Commission Decision Sketch Plan
 ALC File 55644 (City of Richmond)
 Conditionally Approved Utility Corridor Use
 ALC Resolution #64/2017



■ = Conditionally Approved Utility Corridor Use (two temporary workspaces out of four options, with a maximum combined area of 2.0 ha)



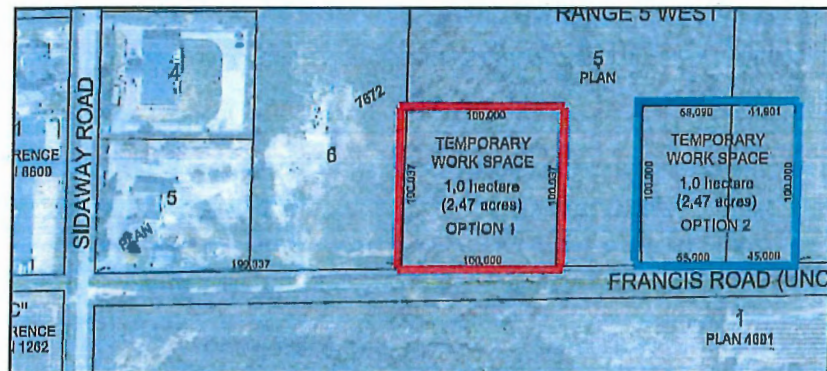
Agricultural Land Commission Decision Sketch Plan
 ALC File 55644 (City of Richmond)
 Conditionally Approved Utility Corridor Use
 ALC Resolution #64/2017




— = Conditionally Approved Utility Corridor Use (temporary workspace - Property 1, Option 1)



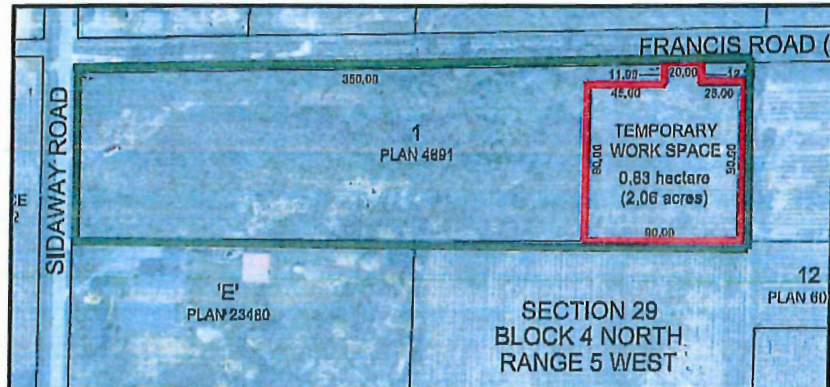
Agricultural Land Commission Decision Sketch Plan
ALC File 55644 (City of Richmond)
Conditionally Approved Utility Corridor Use
ALC Resolution #64/2017



-  = Conditionally Approved Utility Corridor Use (temporary workspace - Property 2, Option 2)
- = Conditionally Approved Utility Corridor Use (temporary workspace - Property 3, Option 3)



Agricultural Land Commission Decision Sketch Plan
 ALC File 55644 (City of Richmond)
 Conditionally Approved Utility Corridor Use
 ALC Resolution #64/2017



- = Conditionally Approved Utility Corridor Use (temporary workspace - Property 4, Option 4)
- = Area to be reclaimed if Property 4, Option 4, is selected for use as temporary workspace

Attachment 7
Excerpts from Kinder Morgan Canada (Jet Fuel) Inc.'s Application

KINDER MORGAN CANADA (JET FUEL) INC. 2019 TARIFF FILING	EXHIBIT B-8
------------------------------------------------------------	-------------



Rosa Twyman
Ph: 403.930.7991
Rosa.Twyman@RLChambers.ca
Our matter #: 1081.001

June 7, 2019

VIA E-Filing

British Columbia Utilities Commission
Suite 410, 900 Howe Street
Vancouver, BC V6Z 2N3

Attention: Patrick Wruck, Commission Secretary

Dear Mr. Wruck,

Re: Project No. 1598984
British Columbia Utilities Commission ("BCUC")
Kinder Morgan Canada (Jet Fuel) Inc. ("KMJF") 2019 Tariff Filing
2019 Revenue Requirement and Final Tolls Application

In accordance with the process schedule set out in BCUC Order No. P-5-19, please find enclosed KMJF's 2019 Revenue Requirement and Final Tolls Application.

Yours truly,

<Submitted electronically>

Rosa Twyman
Regulatory Law Chambers
cc: Bruce Reed, Manager-Tariffs and Regulatory Affairs for KMJF
KMJF Shippers

00098811.1

601, 888 FOURTH AVE. SW CALGARY AB T2P 0V2 • PH: 403-930-7991 FX: 403-930-7998 • WWW.REGULATORYLAWCHAMBERS.CA

BRITISH COLUMBIA UTILITIES COMMISSION

KINDER MORGAN CANADA (JET FUEL) INC.

2019 TARIFF FILING

Project No. 1598984

APPLICATION FOR REVENUE REQUIREMENT AND FINAL TOLLS FOR 2019-2021

June 7, 2019

00098368.7

Application for Tolls
Executive Summary

Kinder Morgan Canada (Jet Fuel) Inc.'s ("KMJF") pipeline system transports jet fuel from the Parkland refinery, Westridge terminal and distribution facilities in the Burnaby area to the Burnaby terminal and then to the Vancouver International Airport terminal. The 41-km pipeline system has been in operation since 1969. It includes five storage tanks at the Vancouver airport terminal.

KMJF requests approval of the 2019 Forecast Revenue Requirement that is calculated based on the continuation of the existing annual revenue requirement cost allocation tolling methodology approved by the Commission in Order P-5-09, issued December 16, 2009. KMJF further proposes that the 2019 Forecast Revenue Requirement is escalated 2.0 percent per year, which is 0.5 percent lower than the escalation factor used for the years 2011 through 2018. The 2019 Forecast Revenue Requirement reflects the cost of operation for the pipeline as well as the amortization of plant in service and other required costs over the expected remaining life of the pipeline. The expected remaining life of the pipeline is forecast to be three years, based on the Vancouver Airport Fuel Delivery's ("VAFD") stated construction timeline for its competing pipeline project. KMJF expects that, as a result, the KMJF pipeline system will become economically unviable once the VAFD project commences operations and bypasses the KMJF pipeline system. KMJF also requests approval for the annual amount of abandonment costs to be collected from shippers through a Collection Mechanism. For purposes of calculating the annual amount of abandonment costs to be collected through the Collection Mechanism, KMJF assumed a 3-year period, consistent with the expected remaining life of the pipeline. The following is a high-level summary of the key parameters contained in the following pages.

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- 15 -

F. Forecasted Volumes After December 31, 2021 and Remaining Economic Life

24. Based on the foregoing, KMJF expects that the VAFD project (*i.e.*, VAFFC's bypass fuel delivery system) will be in service by late 2021. Once the VAFD project is operational, the Jet Fuel System will become uneconomical to maintain and operate.
25. Adrian Pollard, VAFFC's spokesman, was quoted as saying in an article in BIV, dated June 20, 2017, that the KMJF Jet Fuel System at that point will no longer be economical to maintain:¹⁷

"The airlines are the end customer," Pollard said. "They're financing this project; naturally they're going to use it. And the capacity on that existing [Jet Fuel System] will decline to such a point where it's not really economical to maintain it." [Emphasis added.]

26. The article also states:¹⁸

Once the VAFFC project is completed, the consortium [VAFFC] will be able to buy jet fuel on the open market. South Korea is one likely supplier, said Rob Smith, energy director for IHS Markit.

He expects having access to new markets for jet fuel will drive prices down, which will affect both the refinery in Burnaby and Kinder Morgan.

The new pipeline might mean that the days are numbered for the Kinder Morgan pipeline that now supplies YVR, because airlines will be able to supply all of their own fuel. [Emphasis added.]

27. Once the VAFD project enters service, the remaining shippers from the Parkland refinery and Shell rail facility, that currently represent about 40 percent of total volumes, would have to pay 100 percent of the Jet Fuel System revenue requirement. KMJF expects that, as a result, the Jet Fuel System will become economically unviable once the VAFD project commences operations and bypasses the Jet Fuel System.

¹⁷ Nelson Bennett, "New \$150 million jet fuel pipeline project underway: Days could be numbered for current Kinder Morgan pipeline that supplies YVR with jet fuel," Article Published by Business in Vancouver, dated June 20, 2017, available online at: <<https://biv.com/article/2017/06/new-150-million-jet-fuel-pipeline-project-underway>>. A copy of the article is attached hereto as Appendix D.

¹⁸ Nelson Bennett, "New \$150 million jet fuel pipeline project underway: Days could be numbered for current Kinder Morgan pipeline that supplies YVR with jet fuel," Article Published by Business in Vancouver, dated June 20, 2017, available online at: <<https://biv.com/article/2017/06/new-150-million-jet-fuel-pipeline-project-underway>>. A copy of the article is attached hereto as Appendix D.

00098368.7

C. Rate Base

32. The plant portion of the rate base is calculated on the basis of a mid-year average. The opening balances for original cost and accumulated depreciation are based on actuals, and the closing balances for original cost and accumulated depreciation are forecast. The mid-year average balances provide the forecast of average net plant in service.

Table 4: Rate Base Summary²¹

Average Rate Base (\$000)	2019 Forecast	Sch. No.
Average plant in service	18,819	6
Average accumulated depreciation of plant in service	13,878	6
Average net book value of plant in service	4,941	
December 31, 2018 deferred income tax balance	-111	
Average working capital requirement	<u>159</u>	10
Average Rate Base	<u>4,989</u>	

D. Depreciation Based on Three Year Remaining Economic Life of Jet Fuel System

33. As discussed above, KMJF expects that once the VAFD project commences operations, the Jet Fuel System will become economically unviable. For this reason, the expected economic life of the pipeline is forecast to be three years from January 1, 2019, based on an expectation that the VAFD project will commence operations by late 2021.
34. Depreciation expense is forecast by multiplying the plant account balances by the appropriate depreciation rate.²² A separate depreciation rate is applied for each plant account or group of similar assets. The depreciation rates are based on an updated depreciation study that establishes depreciation rates effective January 1, 2019.²³

²¹ Wetmore 2019 Cost of Service Study, Schedule 2.

²² Wetmore 2019 Cost of Service Study, Schedule 4.

²³ The updated depreciation study is included in the Wetmore 2019 Cost of Service Study as Schedule 5.

- 19 -

35. KMJF's existing depreciation rates have been in effect since January 1, 2010. The 2019 Depreciation Study (Schedule 5 of the 2019 Cost of Service Study) presented below calculates revised depreciation rates as of January 1, 2019 based upon a three-year remaining depreciable life:

Table 5: 2019 Depreciation Study²⁴

Account Number & Description	Original Cost 12/31/2018	Accumulated Depreciation 12/31/2018	Net Service Value 12/31/2018	2018 Depreciation Expense	Existing Depreciation Rates	Forecast Remaining Life (a) = [d / e] [1]	Proposed Recovery 3 Years w Exception (b)	(i) = [h / b]	Revised Remaining Life (j) = [d / h]
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)
152 Lend Rights	98,883.73	91,762.48	6,921.25	1,748.70	1.77%	4.0	2,307.08	2.34%	3.0
153 Line Pipe [2]	6,107,724.24	3,558,941.50	2,548,782.74	282,472.58	4.80%	9.0	1,080,980.91	15.89%	[1]
159 Buildings	490,479.33	341,743.90	138,735.43	19,219.18	4.00%	7.2	48,245.14	8.62%	3.0
159 Pumping Equipment	1,138,930.25	900,553.22	238,377.03	52,390.80	4.60%	4.5	79,459.01	6.98%	3.0
159 Station Lines	1,831,570.82	1,572,959.16	258,614.66	81,898.61	4.24%	4.4	119,538.22	6.16%	3.0
160 Other Station Equipment	2,760,133.99	1,989,824.62	770,309.37	153,627.16	5.73%	5.0	258,769.79	8.30%	3.0
160C Central Pipeline Control	328,325.99	320,325.99	-	-	0.00%	na	-	0.00%	na
161 Storage Tanks	1,878,251.02	1,228,896.83	649,354.19	91,963.66	4.90%	7.1	216,451.40	11.52%	3.0
163 Communications	230,200.52	223,358.50	15,842.02	5,513.46	10.00%	2.9	5,280.67	2.21%	3.0
165WE Work Equipment	51,974.45	47,999.11	3,975.34	1,326.12	20.00%	3.0	1,325.11	2.55%	3.0
165HW Computer Hardware	3,789.43	3,789.43	-	-	20.00%	na	-	0.00%	na
165SW Computer Software	8,625.11	8,625.11	-	-	20.00%	na	-	0.00%	na
169D AFUDC (Interest)	149,168.01	132,468.61	16,731.40	4,819.10	3.23%	3.5	5,577.13	3.74%	3.0
169E AFUDC (Equity)	160,050.55	136,072.52	23,978.04	5,425.72	3.39%	4.4	7,992.68	4.59%	3.0
190 Construction Overhead	3,252,311.69	2,773,177.53	479,134.46	130,417.68	4.01%	3.7	159,711.49	4.91%	3.0
BS Cost of Removal	-	(404,795.28)	404,795.28	49,616.56	7.69%	8.2	134,931.78	33.33%	3.0
Total	18,590,249.44	12,934,696.23	5,655,551.21	880,366.33		6.4	2,118,550.40		

Summary of Depreciation Rates

	2018	2019
Depreciation Expense without Costs of Removal	830,849.77	1,891,618.64
Amortization of normal Costs of Removal	49,516.56	134,931.78
Total Provision for Pipeline	880,366.33	2,118,550.40

Notes:

[1] Reflects depreciation and amortization effective as of January 1, 2010.

[2] As shown on Schedule 6, a significant addition is forecast to be placed in service in 2019. Therefore, this 2019 forecast addition is factored into the depreciation rate calculation, as shown below.

	12/31/2018	Forecast Additions	Revised Amount	Proposed Recovery 3 Years
Original Cost	6,107,724.24	694,100.00	6,801,824.24	15.89%
Net Service Value	2,548,782.74	694,100.00	3,242,882.74	1,080,980.91

36. These revised depreciation rates are used in the calculation of forecast 2019 depreciation expense presented in Schedule 6 of the 2019 Cost of Service Study.

37. KMJF considers that its proposed depreciation method is reasonable and fair as it ensures that Parkland, Shell, and Air Canada, together with VAFFC, equitably share the costs of the utilization of the pipeline prior to it becoming underutilized and economically unviable. This is particularly fair, given that VAFFC is the entity with sole control of whether the KMJF Jet Fuel Line becomes significantly underutilized as a result of the bypass VAFD project.

²⁴ Wetmore 2019 Cost of Service Study, Schedule 5.

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IV. ABANDONMENT COSTS

A. BCUC Jurisdiction

43. It is in the public interest that regulated pipelines be abandoned safely and efficiently.²⁹ The BCUC has jurisdiction to establish conditions with respect to a common carrier in relation to abandonment of service. KMJF considers that this authority includes jurisdiction to consider and approve:

- (a) an abandonment cost estimate for the Jet Fuel System, as a legitimate cost of KMJF providing service to be recovered from users of the system;
- (b) a fair and transparent collection mechanism that allows the estimated abandonment costs to be collected over the remaining economic life of the Jet Fuel System; and
- (c) a set-aside mechanism that ensures funds will be available to safely and effectively abandon the Jet Fuel System by the end of its anticipated economic life.

44. KMJF recognizes that prior to discontinuing service and commencing abandonment of the Jet Fuel System, it will be required to apply to the BCUC to cease providing service and to the BC Oil and Gas Commission ("BCOGC") for leave to physically abandon the system.

B. Abandonment Cost Estimate

45. KMJF retained Environmental Liability Management Inc. ("ELM") to provide an abandonment cost estimate for the Jet Fuel System (the "**2019 ELM Abandonment Cost Study**"). KMJF includes the ELM Abandonment Cost Study as Appendix E to this application.

46. ELM prepared the 2019 ELM Abandonment Cost Study based on the National Energy Board's guidelines regarding unit cost costs for abandonment activities.³⁰ ELM is in the process of completing an in-person inspection of the facilities and acquiring additional input from landowners, municipalities and regulators as to any specific removal

²⁹ See National Energy Board Reasons for Decision MH-001-2013, p 114.

³⁰ See 2019 ELM Abandonment Cost Study, p 10.

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requirements. ELM expects to complete this process by the end of July, 2019. ELM will, if required, update the 2019 ELM Abandonment Cost Study upon completion of these steps.

47. In National Energy Board Decision MH-001-2013, the National Energy Board also held that the timing of abandonment of a pipeline for the purpose of establishing future abandonment costs should be the shorter of the anticipated economic life or physical life.

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V. RELIEF REQUESTED

54. Based on the foregoing, KMJF respectfully requests orders by the Commission granting the following:

- (a) approval of the 2019 Forecast Revenue Requirement;
- (b) approval of the 2020 and 2021 revenue requirements based on applying a 2% escalation factor to the revenue requirement approved for the preceding year;
- (c) approval of tolls for the Tolling Period being determined based on the continuation of the existing annual revenue requirement cost allocation tolling methodology set out in Tariff No. 40;³⁴
- (d) approval of the Abandonment Cost Estimate;
- (e) approval of KMJF's proposed Abandonment Cost Surcharge to collect from shippers the Abandonment Cost Estimate over the three-year remaining economic life of the Jet Fuel System;
- (f) approval of KMJF's proposed abandonment cost set aside mechanism; and
- (g) such further and other relief as the Commission may deem just.

All of which is respectfully submitted this 7th day of June 2019.

Original signed by

Rosa Twyman and John Gormley
Counsel for Kinder Morgan Canada (Jet Fuel) Inc.

³⁴ Ex. B-1, Proposed Tariff No. 40, Section 15, PDF p 7 of 14.

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Attachment 8
Details Regarding Foam Suppression System

Capuccinello Iraci, Tony

From: David Bursey <BurseyD@bennettjones.com>
Sent: Wednesday, 10 July 2019 12:44
To: Capuccinello Iraci, Tony
Cc: Larry Sandrin; Charlotte Teal; 'Robert Iasenza'; Mark McCaskill
Subject: VAFFC - DP Permit and MAA review - further details on fire suppression system

Tony,

COR requested further details about the foam fire suppression system at the fuel receiving facility, as noted below. Here is VAFFC's response.

COR Question: What is the name(s) of the foam suppression system manufacturer and installer.

VAFFC Response: The fire suppression system is a project-specific design for the VAFDP type of facility, and is not a single source off the shelf system. The system components are sourced through multiple suppliers. The design of the system was a collaboration between fuel system engineering design professionals and fire system experts.

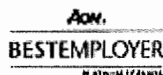
VAFFC has not yet tendered the supply of the fire suppression system. VAFFC's engineering design team has specified a list of qualified installation companies that will be able to meet the stringent requirements for the supply and installation of the system components. Only these companies will be solicited.

Let me know if you have further questions.



David Bursey
Partner, Bennett Jones LLP

2500 Park Place, 666 Burrard Street, Vancouver, B.C., V6C 2X8
T. 604.891.5128 | F. 604.891.5100
E. burseyd@bennettjones.com
BennettJones.com



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Attachment 9
Reasons for Ministers' Decision, the EA Certificate and the Conditions of EA Approval

In the matter of the
ENVIRONMENTAL ASSESSMENT ACT
S.B.C. 2002, c. 43
(Act)

and

in the matter of an
Application
for an
Environmental Assessment Certificate
(Application)
by

Vancouver Airport Fuel Facilities Corporation
(VAFFC)

for the

Vancouver Airport Fuel Delivery Project
(Project)

Reasons for Ministers' Decision

On December 11, 2013, pursuant to Section 17(3)(c) of the Act, we, the Minister of Environment and the Minister of Natural Gas Development (Ministers), issued an environmental assessment (EA) certificate for the Project. This document provides a record of the factors that we considered, and the rationale for our decision.

1. NATURE AND SCOPE OF THE DECISION

Section 17(3) of the Act sets out the parameters for our decision. We:

- were required to consider Environmental Assessment Office's (EAO's) *Vancouver Airport Fuel Delivery Project Assessment Report* (Assessment Report) and accompanying Recommendations of the Executive Director; and
- considered any other matters we thought relevant to the public interest in making our decision on the Application.

We also needed to be satisfied that the Province had met its duty to consult, and if appropriate, accommodate First Nations with respect to potential impacts of the Project on their Aboriginal rights.

2. MINISTERS' CONSIDERATIONS

2.1. Assessment Report, Certified Project Description and Recommended Conditions

EAO, with advice from the project working group, reviewed the VAFFC's application for an EA certificate and documented its findings in the Assessment Report. EAO is satisfied that the 64 recommended conditions and project design aspects specified in the Certified Project Description will prevent or reduce potential adverse environmental, social, economic, heritage or health impacts of the Project, such that no significant residual adverse effects are expected.

EAO is satisfied that the Crown's duty to consult and accommodate First Nations has been discharged for the Project.

2.2. Recommendations of the Executive Director

The Executive Director of EAO considered the Assessment Report, the Certified Project Description, and the recommended conditions. The Executive Director recommended that an EA certificate be issued for the Project.

2.3. Key Considerations

The following issues were key considerations in our decision to issue an EA Certificate for the Project.

Marine Spill Prevention

The Vancouver Fraser Port Authority concluded that tanker traffic risks involving aviation fuel and other liquid bulk carriers in the Fraser River were acceptable presently and in future scenarios modeled.

The Ministry of Environment stated that the recommended conditions for spill prevention align with emerging policy and bolster the requirements contemplated in their *West Coast Spill Response Study*.

VAFFC is required to undertake the following measures to prevent spills:

- pre-screening of vessels through a tanker acceptance program;
- all vessels must be double-hulled;
- berthing/escort tugs for vessels;
- vessels under expert control of Fraser River Pilots;
- vessels will travel at slow speeds in the Fraser River;
- fuel unloading will stop if weather conditions or river characteristics exceed pre-set operational limits;
- automatic and manual shutdown of fuel unloading equipment; and
- leak-free manifold connections.

With these spill prevention measures, the probability of a medium or large sized spill would be rare and unlikely to occur during the Project's lifetime.

In addition to VAFFC's spill prevention measures:

- the Vancouver Fraser Port Authority escorts deep-sea vessels during inclement weather to assist with safe navigation;
- communication is required between Fraser River Pilots with Canada Coast Guard's Vessel Traffic Services and the marine terminal while on the Fraser River;
- the Fraser River has a sandy river bottom, making grounding less likely and less hazardous; and
- the location of the marine terminal will reduce the time and distance that vessels travel along the BC coastline compared to using the Westridge Marine Terminal in Burnaby.

Marine Spill Preparedness and Response

The Ministry of Environment stated that the recommended conditions for spill preparedness and response align with emerging policy and bolster the requirements contemplated in their *West Coast Spill Response Study*. The Project will result in a net increase in spill response capacity in the Fraser River.

The *Canada Shipping Act* requires that VAFFC deploy equipment and resources to contain and control a spill within one hour of its discovery, and commence spill response within six hours. VAFFC's spill response measures will facilitate a response in less than six hours.

In the unlikely event of a spill, VAFFC will have the following spill preparedness and response measures in place before fuel unloading begins to enable rapid spill response in the unlikely event of a spill:

- Oil Pollution Emergency Plan in place with Western Canada Marine Response Corporation;
- booming protection of the fuel vessel at the marine terminal and at Ladner Reach (in Delta, BC);
- on-site spill response and containment infrastructure, including permanent deflection/containment structures, booms, sorbents, skimmers, temporary waste storage;
- spill response infrastructure at key locations in the Fraser River; and
- two dedicated spill response vessels.

Spill Liability

Canadian law requires that the polluter pay if there is a spill. VAFFC and vessel owners will have \$2 billion in insurance to cover the costs of spill response and compensation. VAFFC will be responsible for maintaining insurance, including:

- aviation legal liability (property damage or injury);
- environmental impairment liability (contamination or pollution); and
- marine liability (pollution into the marine environment).

Fire Prevention at the Fuel Receiving Facility and Marine Terminal

There is an existing legal framework for fire protection and response requirements in BC. VAFFC will construct the Project according to relevant legislation, codes and guidelines, such as the BC Fire Code.

The Project will contribute over \$500,000 annually in property taxes, a portion of which will go toward supporting fire protection services.

VAFFC is required to have the following measures in place to prevent a fire at the fuel receiving facility and marine terminal:

- prepare and implement a Fire Safety Plan in consultation with City of Richmond Fire Rescue, Corporation of Delta Fire, and Provincial Emergency Services;
- test all fire prevention and response systems in accordance with applicable codes, guidelines, and best practices, and make test results available to City of Richmond Fire Rescue, Corporation of Delta Fire, Provincial Emergency Services, and the BC Oil and Gas Commission;
- locate heat-generating equipment away from the storage tanks;
- ensure electrical equipment at the facility meets intrinsic or explosion-proof safety requirements;
- prohibit ignition sources such as open spark or flames, unless in a controlled environment or under a hot work permit;
- prohibit smoking on the marine terminal and fuel receiving facility properties; and
- keep sites free of combustible materials.

Fire Response at the Fuel Receiving Facility and Marine Terminal

VAFFC is required to have the following measures in place to respond to a fire at the fuel receiving facility and marine terminal:

- auxiliary firefighting equipment;
- automated fire detection systems;
- fire hydrant systems;
- high-expansion foam fire protection system at the fuel receiving facility;
- All fire equipment will be maintained in a constant state of readiness, with testing and drills and training of staff to ensure reliable operations.

Project Benefits

The Project provides a reliable fuel source for the Vancouver Airport (YVR), and will allow YVR to meet their projected future fuel demands. The Project will contribute economically to the region through taxes and employment.

There will be a net reduction of regional greenhouse gas emissions as a result of a shift from tanker trucks to fuel vessels. Project operations would result in removing 1000 tanker trucks per month from BC's roads, thereby eliminating the existing risks of fuel spills from those tanker trucks.

The Project will result in a \$110 million investment, and 762 person years of direct, indirect, and induced construction jobs in BC. In addition to the approximately 26,700 existing jobs at YVR, a new daily international flight creates approximately 185 direct jobs, and approximately 465 more indirect and induced jobs. The Project contributes to YVR's role as a part of Canada's Pacific Gateway, and is aligned with the BC Jobs Plan.

3. CONCLUSION

We are confident that the prevention measures included in the EA will effectively contribute to the prevention of an accidental fire or spill. After consideration of the findings of the Assessment Report, Project design and the recommended conditions, the Recommendations of the Executive Director, and the key considerations as outlined in section 2 of these Reasons for Ministers' Decision, and having regard to our responsibilities under the Act, we issued a conditional EA certificate for the Project. We note that the Project will be subject to applicable permits and authorizations before the Project can proceed.



Honourable Mary Polak
Minister of Environment



Honourable Rich Coleman
Minister of Natural Gas Development

Signed this 11th day of December, 2013

**In the matter of the
ENVIRONMENTAL ASSESSMENT ACT
S.B.C. 2002, c. 43
(Act)**

and

**in the matter of an
Application
for an
Environmental Assessment Certificate
(Application)**

by

**VANCOUVER AIRPORT FUEL FACILITIES CORPORATION
(Proponent)**

for the

VANCOUVER AIRPORT FUEL DELIVERY PROJECT

ENVIRONMENTAL ASSESSMENT CERTIFICATE # E13-02

Whereas:

- A. The Proponent proposes to develop the project described in Schedule A to this certificate (the "Project");
- B. On February 10, 2009, the Executive Director of the Environmental Assessment Office issued an Order under section 7(3)(a) of the Act designating the Project as reviewable under the Act;
- C. On February 23, 2009, a Project Lead of the Environmental Assessment Office issued an Order under section 10(1)(c) of the Act stating that an environmental assessment certificate was required for the Project and that the Proponent could not proceed with the Project in the absence of an assessment;
- D. A screening-level federal environmental assessment was initiated under the *Canada Port Authority Environmental Assessment Regulations* under the *Canadian Environmental Assessment Act*, 1992. The Environmental Assessment Office and the Vancouver Fraser Port Authority conducted a coordinated environmental assessment in accordance with the *Canada-British Columbia Agreement for Environmental Assessment Cooperation* (2004);
- E. On November 18, 2009, a Project Lead of the Environmental Assessment Office issued an Order under section 11 of the Act outlining the scope, procedures and methods of the EA for the Project;

- F. On December 15, 2009, a Project Lead of the Environmental Assessment Office issued an Order under section 13 of the Act clarifying the scope of the Project and including the spill management control and emergency response in the scope of the EA as described in the section 11 Order;
- G. The assessment of the Project was conducted from February 19, 2010 to December 14, 2012, and included consultations with First Nations and the public respecting the Application;
- H. On April 8, 2011, a Project Lead of the Environmental Assessment Office issued an Order under section 13 of the Act modifying the section 11 Order to include how Tsleil-Waututh Nation would be consulted during the EA;
- I. On April 28, 2011, a Project Lead of the Environmental Assessment Office issued an Order under section 24(2) of the Act to suspend the time limit of the application review stage to allow time for the Proponent to complete an assessment of an alternate pipeline route (Highway 99) and prepare a report on the alternate route for the working group to review; this suspension was lifted on January 4, 2012;
- J. On March 7, 2012, a Project Lead of the Environmental Assessment Office issued an Order under section 24(2) of the Act to suspend the time limit of the application review stage to allow time for the Proponent to complete additional biofilm studies and prepare a report for relevant agencies to review; this suspension was lifted on November 19, 2012;
- K. On December 14, 2012, pursuant to section 17 of the Act, the Executive Director referred the Application, the Assessment Report, and his recommendations to the undersigned;
- L. On January 25, 2013, the Minister issued an Order under section 24(4) of the Act to extend the time limit for a decision under section 17 by 30 days;
- M. On February 25, 2013, the Minister issued Orders under section 24(4) and section 30 of the Act suspending the assessment pending the receipt of an Interim Report on the Ministry of Environment's Land-Based Spill Process and the Ministry of Environment's West Coast Spill Response Study (Reports), and extending the time limit for making a decision under section 17 by 75 days following the receipt of the Reports;
- N. On October 10, 2013, the Environmental Assessment Office received the Reports and conducted the assessment of the proposed Project in consideration of the Reports from October 10, 2013 to November 18, 2013, including consultation with the working group, First Nations, and the Proponent;
- O. On November 18, 2013, the Executive Director referred amended recommendations to the undersigned;
- P. Compliance with this Certificate, including its conditions, will be monitored by the staff of the Environmental Assessment Office, and others who have been appointed as inspectors under the Act;
- Q. The undersigned have considered the Application, the Assessment Report, and the recommendations of the Executive Director.

Now Therefore,

We issue this Environmental Assessment Certificate to the Proponent for the Project, subject to the following conditions, the description of the Project set out in Schedule A, and the conditions set out in Schedule B.

Conditions

1. The Holder must submit a report to the Executive Director on the status of compliance with the Conditions of this Certificate, and the conditions in Schedule B, at the following times:
 - a. one month prior to substantially starting construction of any of the Project facilities;
 - b. one month prior to operations;
 - c. on or before December 31 in each year during which the Project is being constructed or operated;
 - d. one month prior to the start of decommissioning; and
 - e. one month after the completion of decommissioning.

The Executive Director may adjust or extend this reporting requirement by providing written notice to the Holder.
2. (1) Except as provided below, neither this Certificate nor any interest in it may be transferred to any person.
- (2) The Holder may transfer this Certificate if the Holder and proposed holder
 - a. obtain consent for the transfer from the Executive Director, and
 - b. apply under section 19 of the Act for such amendments to this Certificate, if any, as the Executive Director deems necessary to ensure compliance with and enforceability of this Certificate and to otherwise reflect the proposed transfer.
- (3) An interest in this Certificate may be transferred by way of a grant of security to lenders or financiers without consent.
- (4) A transfer to a trustee in bankruptcy, by a receiver or a trustee in bankruptcy pursuant to a court approved sale or as part of a court approved arrangement under the *Company Creditors Arrangement Act* may occur without consent.
- (5) If this Certificate is transferred without consent, the new and former holder must notify the Executive Director within 30 days of the transfer and apply within the time specified by the Executive Director for any amendments to this Certificate that the Executive Director deems necessary to ensure compliance with and enforceability of this Certificate and to otherwise reflect the proposed transfer.
3. (1) Except in connection with the granting of security to Project lenders or financiers, prior to the Holder transferring a significant interest in the Project, the Holder and proposed transferee must
 - a. obtain consent for the transfer from the Executive Director and
 - b. apply under section 19 of the Act for such amendments to this Certificate, if any, as the Executive Director deems necessary to ensure compliance with and enforceability of this Certificate and to otherwise reflect the proposed transfer.

- (2) A transfer to a trustee in bankruptcy, by a receiver or a trustee in bankruptcy pursuant to a court approved sale or as part of a court approved arrangement under the *Company Creditors Arrangement Act* may occur without consent.
- (3) If a significant interest in the Project is transferred without consent, the Holder must notify the Executive Director within 30 days of the transfer and apply within the time specified by the Executive Director for any amendments to this Certificate that the Executive Director deems necessary to ensure compliance with and enforceability of this Certificate and to otherwise reflect the proposed transfer.

Duration of Certificate

- 4. For the purpose of section 18(1) of the Act, the deadline is 5 years from the date set out below.



Honourable Mary Polak
Minister of Environment



Honourable Rich Coleman
Minister of Natural Gas Development

Issued this 11th day of December, 2013

**VANCOUVER AIRPORT FUEL DELIVERY
PROJECT (PROJECT)**

SCHEDULE A

**CERTIFIED PROJECT DESCRIPTION
For
AN ENVIRONMENTAL ASSESSMENT CERTIFICATE**

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1 INTRODUCTION

Project Location: Richmond, British Columbia (see **Figure 1**).

The Project is composed of the following infrastructure, as described further below:

- Upgrades to an existing marine terminal wharf;
- Facilities at the marine terminal to unload aviation fuel;
- A new fuel receiving facility, consisting of storage tanks, filtration, and pumping systems;
- A new pipeline to transfer aviation fuel from the marine terminal to the new fuel receiving facility (transfer pipeline); and
- A new pipeline to deliver aviation fuel from the fuel receiving facility to facilities at Vancouver International Airport (YVR) (delivery pipeline).

2 MARINE TERMINAL

2.1 Location

The Vancouver Airport Fuel Facilities Corporation (Proponent) owns a waterfront property with an existing marine terminal wharf ¹ located on the north shore of the South Arm of the Fraser River at the foot of Williams Road, City of Richmond, BC, 2.2 kilometres upriver of the George Massey Tunnel (see **Figure 1**). The civic address for this property is 15040 Williams Road, Richmond, BC.

The existing marine terminal property boundary and the approximate area of Water lot DL-924 (Water Lot) are shown on **Figure 2**. Water Lot DL-924 will be expanded outward in the Fraser River to accommodate larger vessels and Project works. This expansion will be included in Vancouver Fraser Port Authority (VFPA) permitting. With the exception of dredging activities for operational navigation, all permanent structures and construction dredging activities associated with the marine terminal upgrades must be situated within the terminal property boundary or within the area of the expanded Water Lot.

¹ 15040 Williams Road. Latitude: 49°08.36' North, Longitude: 123°03.33' West. Legal Description: Section 34, Block 4 North, Range 5 West Except: Part (1.41 acres) shown coloured pink on Plan 4933; Secondly: Parcel A (Plan with Bylaw filed A32824); Thirdly: Parcel B (Plan with Bylaw filed A32824) New Westminster District.

2.2 Characteristics and Components

The marine terminal upgrades that are part of the Project are:

- Upgrading of the marine terminal to meet current seismic design criteria;
- Improving the structural capacity to accommodate aviation fuel vessels;
- Constructing fuel unloading and transfer facilities;
- Structural strengthening and replacement of existing fill material and/or bulkhead perimeter wall;
- Strengthening of existing structures and ground in adjacent upland areas of the marine terminal property;
- Constructing new pipe-pile supported mooring structures as necessary to safely secure vessels, located in upland areas of the marine terminal property;
- Constructing new pipe-pile supported breasting dolphins² and mooring structures as necessary to safely secure vessels, located in-water adjacent to the existing berth face;
- Constructing a new pipe-pile supported unloading platform located in-water and immediately off of or adjacent to the existing berth face;
- Dredging and scour protection works at the base of the existing pipe pile structure and the base of mooring and berthing structures;
- Constructing new pipe-pile structures to support containment boom reels and containment boom anchor points. These works must be located in-water or on the terminal property, immediately upriver and downriver of the berth face;
- Constructing a new pipe-pile supported or floating emergency/utility boat launch facility located in-water adjacent to the property shoreline or on the terminal property; and
- Related ancillary work in support of the primary work listed above.

² An isolated marine structure for berthing and mooring of vessels, and to:

- a) assist in berthing of vessels by taking up some berthing loads;
- b) keep vessels from pressing against the wharf structure; and
- c) serve as mooring points to restrict the longitudinal movement of the berthing vessel.

Other marine terminal site works that are part of the Project include:

- Initial and ongoing maintenance dredging programs to maintain vessel draft and access to the marine terminal from the Fraser River navigation channel; and,
- Constructing a new pedestrian/bicycle trail along the perimeter of the marine terminal property.

The transfer pipeline (see **Section 4**) components situated within the marine terminal property boundary or within the area of the Water Lot, as expanded, are:

- Mechanical articulating unloading arms with leak-free connection points;
- Connection piping crossing the marine terminal property's existing dike right-of-way either above grade or through an encasement, then connecting to a valve station and fuel testing facility situated on the marine terminal property; and,
- Piping located on above-ground pipe racks with the exception of the dike crossing and beginning of transfer pipeline to the fuel receiving facility.

Other general features to be constructed on the marine terminal property are:

- An operations building,
- Spill response equipment caches and deployment system,
- Fire detection and response systems,
- Drainage system with separator system,
- Staff parking area,
- Perimeter security fencing,
- Closed-circuit television cameras, and
- Lighting towers.

3 FUEL RECEIVING FACILITY

3.1 Location

The new fuel receiving facility must be located on approximately 12 acres of VFPA industrial zoned land, situated in the southwest corner of the larger parcel of VFPA lands identified as "Lot #1, Plan 74529"³ (**Figure 2**). The specific boundary of the leased area will be determined by the VFPA Project Permit

Fuel must be received into the tanks of the fuel receiving facility from a transfer pipeline connecting the marine terminal (see **Section 4**). Fuel must be stored in the tanks and then delivered to YVR by a delivery pipeline (see **Section 4**).

3.2 Characteristics and Components

The facility must be designed to receive, store, and deliver aviation kerosene fuel.

The components of the new fuel receiving facility are:

- A maximum of eight aboveground storage tanks, each up to a maximum height of 15 metres from the foundation base. Total combined storage capacity of the facility must not exceed 80 million litres;
- Containment dike surrounding all tanks or groups of tanks;
- Operations building;
- Inbound fuel filtration system;
- Outbound pumping system;
- Outbound fuel filtration system;
- Waste fuel collection and storage system;
- Controlled storm drainage and oil/water separator system;
- Electrical power generation and distribution equipment, including transformers, switchgear, multiple voltage distribution, emergency generator and uninterruptible power supply systems;
- Potable and fire water systems;
- Fixed foam distribution system;

³ Latitude: 49°08.32' North, Longitude: 123°03.18' West.

- Sanitary sewer connection;
- Diesel fuel storage for emergency back-up generator systems;
- Staff parking area;
- Fuel quality control and sample building;
- Perimeter security fencing and closed-circuit television cameras;
- Lighting towers; and
- An access road following the inner perimeter of the fenced area with space set aside for vehicle parking.

4 FUEL PIPELINES

The Project includes two fuel pipelines:

1. A transfer pipeline with a maximum length of 0.6 kilometres and a maximum diameter of 600 millimetres; and
2. A delivery pipeline with a maximum length of 16 kilometres and a maximum diameter of 300 millimetres.

4.1 Location

4.1.1 Transfer Pipeline

The transfer pipeline must be located on the Proponent's marine terminal and on property owned by the VFPA, with the exception of an underground crossing of Williams Road. The property boundaries within which the transfer pipeline corridor must be located are shown on **Figure 2**.

4.1.2 Delivery Pipeline

The delivery pipeline must be located within the boundaries of property owned by VFPA, the BC Ministry of Transportation and Infrastructure, the Vancouver Airport Authority, or the City of Richmond as shown on **Figures 2 to 7**.

The delivery pipeline corridor route is described below:

- North from the new fuel receiving facility to the Francis Road right-of-way, crossing a Canadian National Railway right-of-way to reach Francis Road;
- West along the Francis Road right-of-way to Highway 99. The pipeline corridor width required for locating and constructing the pipeline is up to 10 metres either side of the right-of-way centreline;
- North along Highway 99 to Bridgeport Trail. The corridor width required for locating and constructing the pipeline is the Highway 99 right-of-way;

- West and then northwest along Bridgeport Trail to Van Horne Way. The pipeline corridor width required for locating and constructing the pipeline is up to 12 metres either side of the trail and road centreline;
- Southwest along Van Horne Way to Charles Street. The corridor width required for locating and constructing the pipeline is the Van Horne Way right-of-way;
- West along Charles Street to River Road. The corridor width required for locating and constructing the pipeline is the Charles Street right-of-way;
- Southwest along River Road to No. 3 Road. The corridor width required for locating and constructing the pipeline is the River Road right-of-way;
- Northwest along No. 3 Road to the pipeline crossing under Moray Channel. The corridor width required for locating and constructing the pipeline is the No. 3 Road right-of-way. For approximately 150 metres before the pipeline crosses under the Moray Channel, the corridor width required for locating and constructing the pipeline is up to 200 metres;
- Crossing under Moray Channel to Grauer Road;
- West along Grauer Road to the airside perimeter service road (North Perimeter Road). The corridor width required for locating and constructing the pipeline is up to 50 metres to the south of the road centreline. The northern boundary of the pipeline corridor width is defined by:
 - The Grauer Road right-of-way along the section of road that runs northwest;
 - The south property boundary of Sea Island Conservation Area lands along the section of road that runs west and turns north onto North Perimeter Road; and,
- North/northwest along North Perimeter Road to the existing fuel storage and handling facilities. The corridor width required for locating and constructing the pipeline is up to 50 metres either side of the road centreline. The pipeline will terminate on airport land leased by VAFFC.

A complete delivery pipeline corridor route is shown in **Figure 7**.

4.2 Characteristics and Components

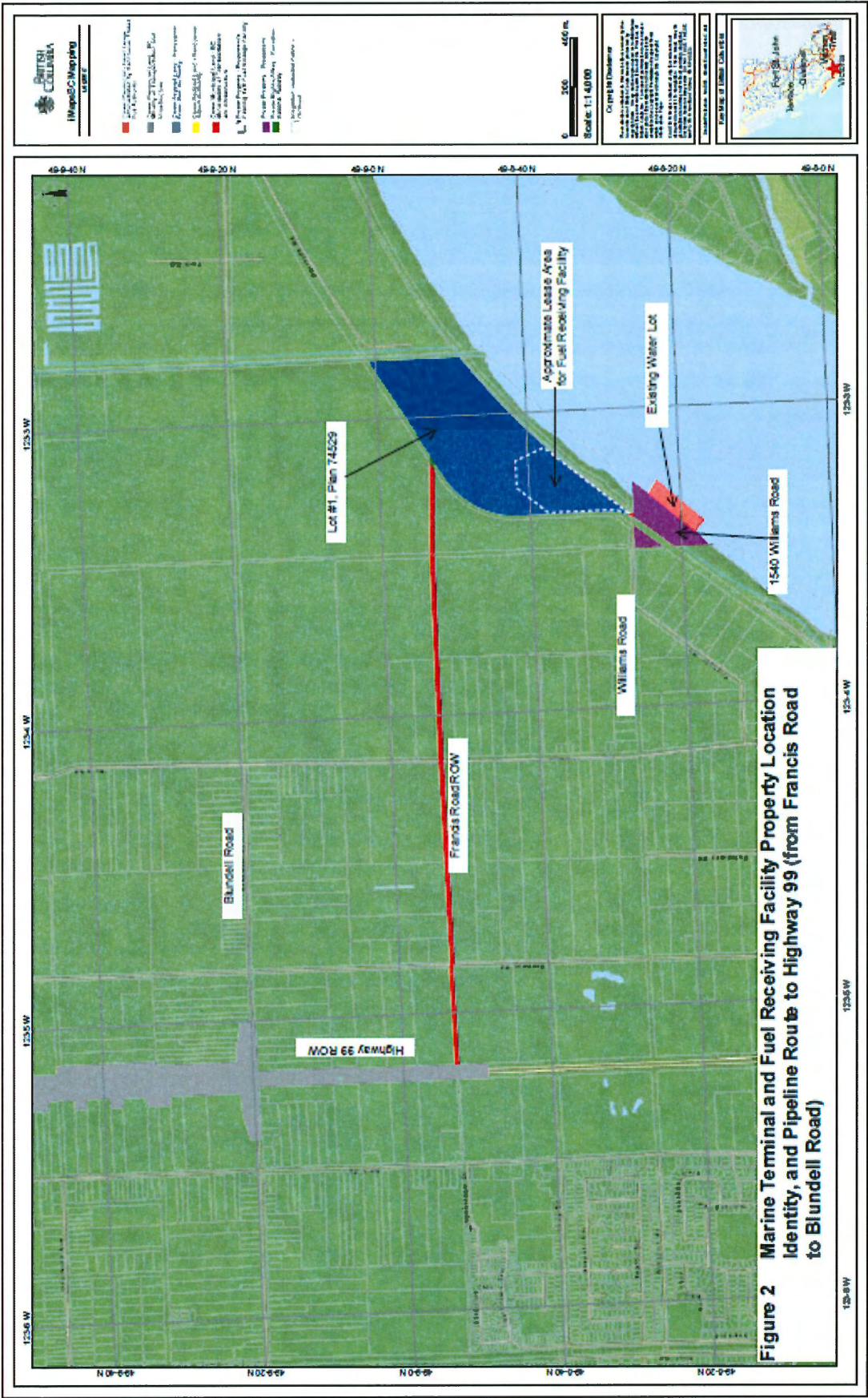
Permanent facilities related to the pipelines are:

- "Pig" launching/receiving assemblies at either end of each pipeline⁴;
- Emergency shutdown valves at the following locations:
 - marine terminal;
 - new fuel receiving facility (at the exit point of the fuel transfer pipeline and the entry point of the fuel delivery pipeline);
 - either side of the Moray Channel, one on Lulu Island and one on Sea Island;
and
 - fuel storage and handling facility at YVR.

⁴ 'Pigging' refers to the use of inspection gauges or 'pigs' to perform various maintenance operations on a pipeline, including cleaning and inspection. This is accomplished by inserting the 'pig' into a 'pig launcher' (or 'launching station'). The launcher / launching station is then closed and the pressure-driven flow of the product in the pipeline is used to push the 'pig' along the pipe.

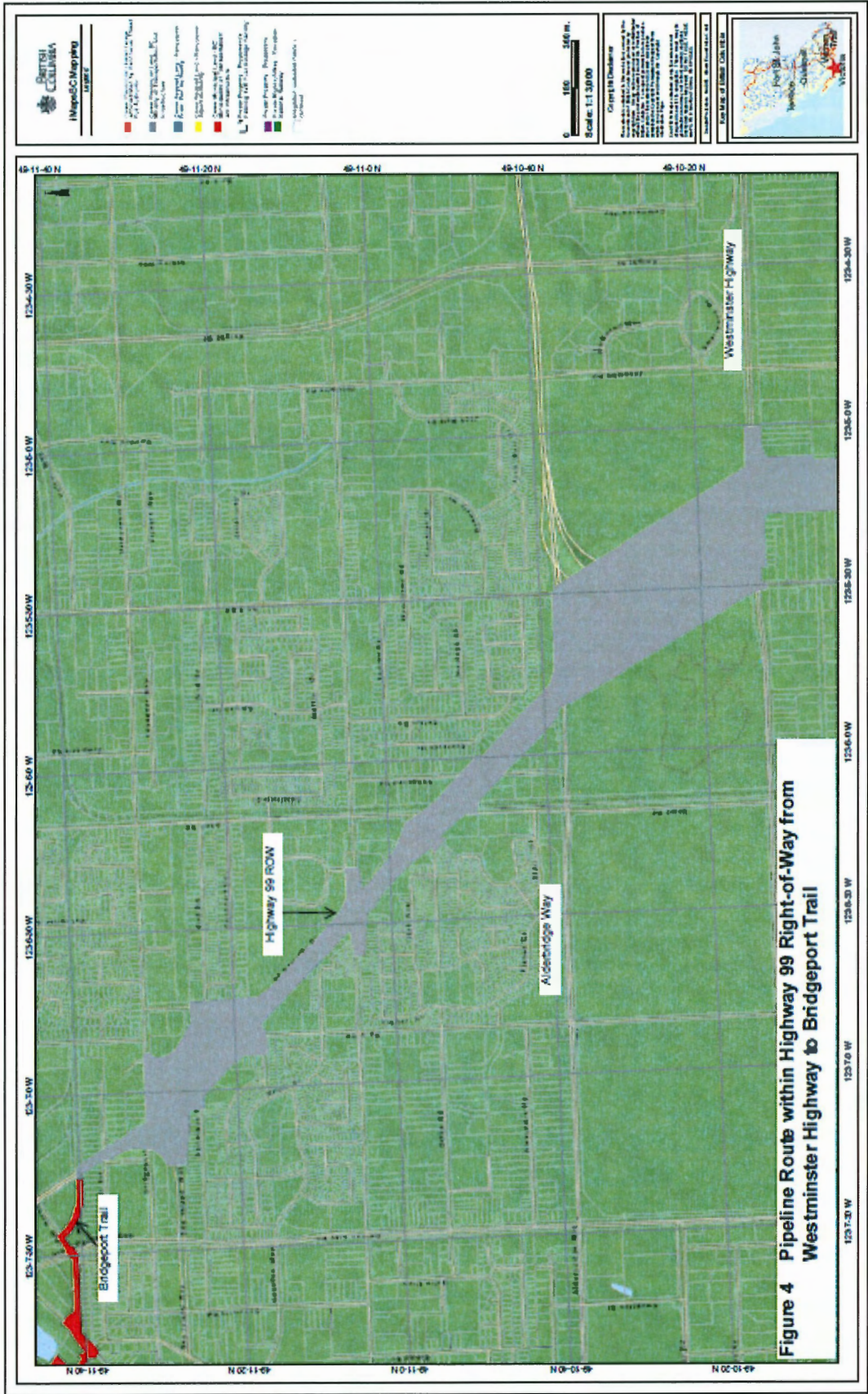


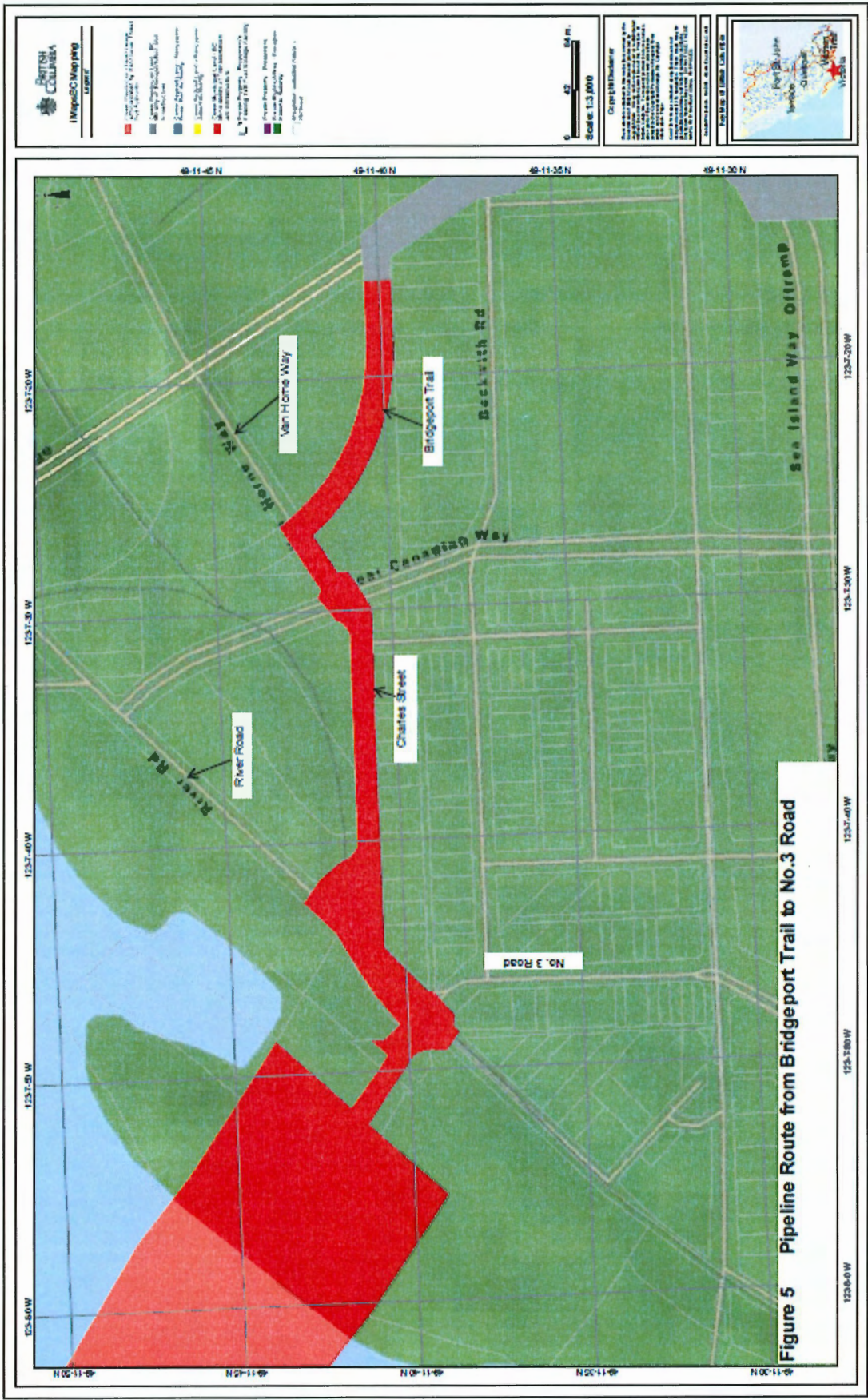
Figure 1 General Location of Project Components



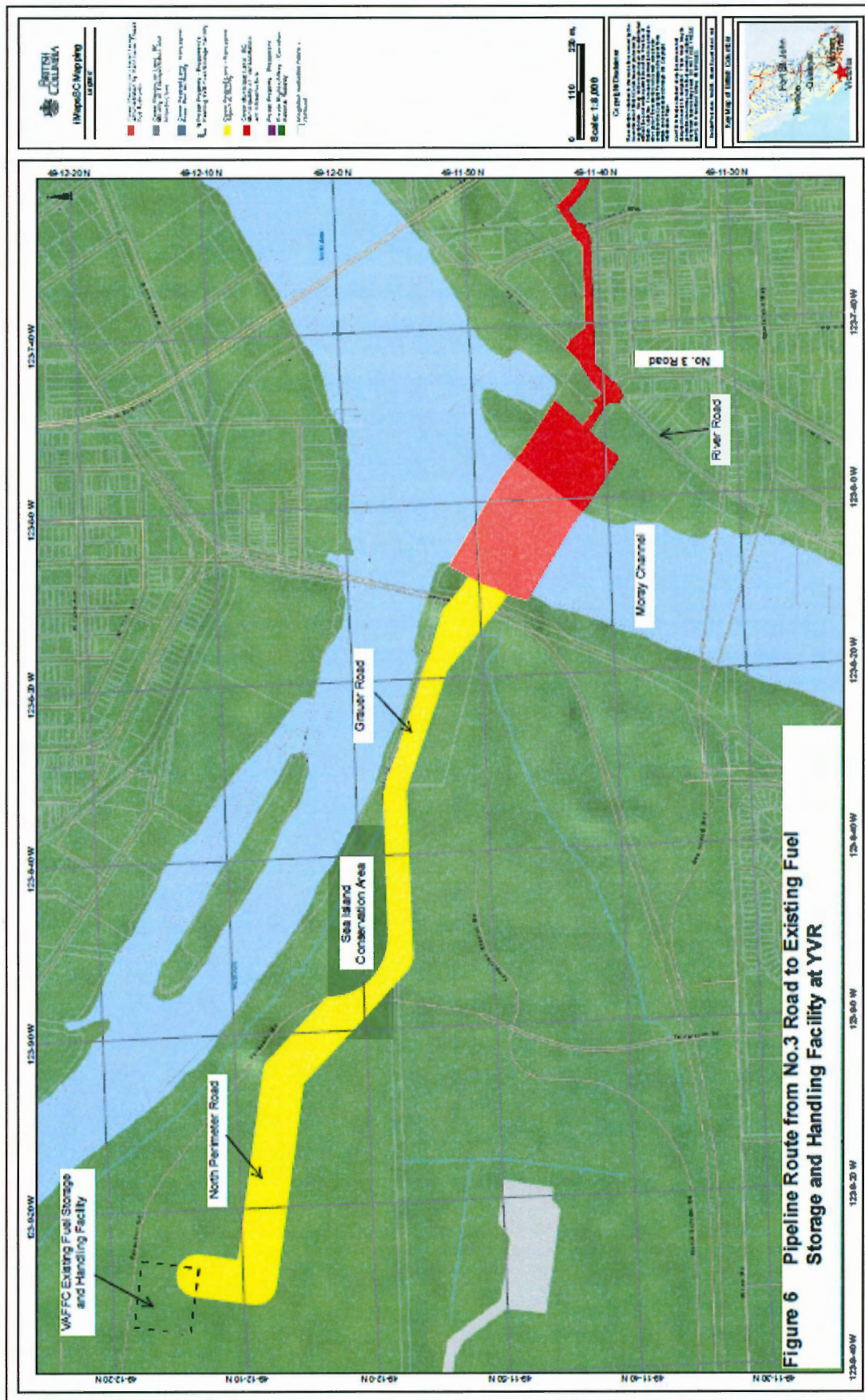


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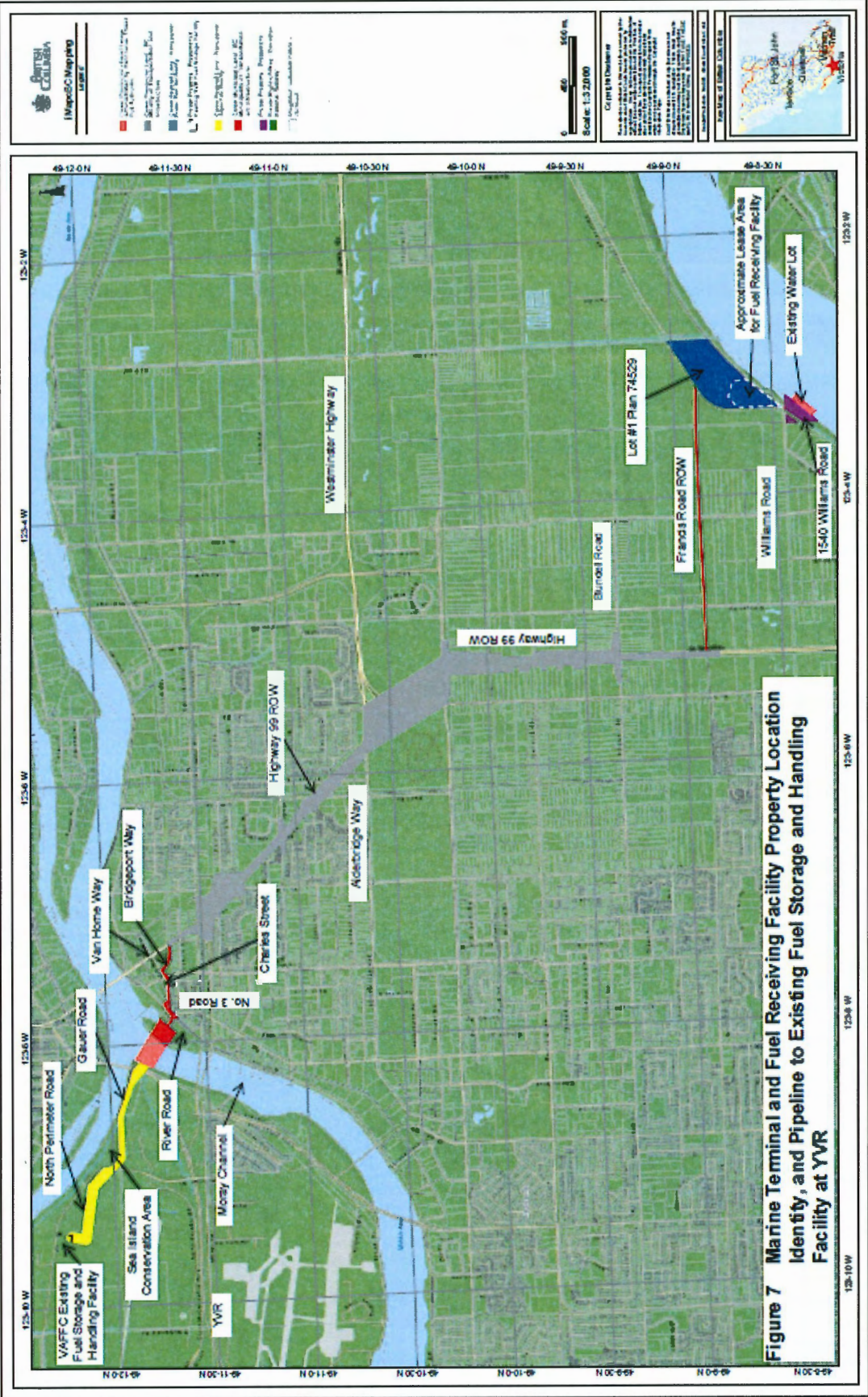




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SCHEDULE B
TABLE OF CONDITIONS

This table lists the conditions that the Holder of an Environmental Assessment Certificate (EAC) for the Vancouver Airport Fuel Delivery Project (Project) must fulfill following receipt of the Project's EAC. Although the Holder is responsible for conditions at all times, the Holder may retain 'contractors' or 'operators' to assist with the performance of certain conditions.

In this Schedule:

'authorization' includes a permit, license, approval or other authorization issued by a government allowing a person to carry out an activity that would otherwise be contrary to law;

'contractor' means a person contracted by the Holder to undertake work associated with the construction of Project components;

'operator' means a person contracted by the Holder to manage the operation of the Project components; and

'subcontractor' means a person working on the Project under contract with the contractor, including a person working on the Project under contract with a subcontractor.

A reference to a standard, code, or enactment in these conditions is a reference to that standard, code, or enactment as amended from time to time, and, if the standard, code, or enactment is superseded or replaced by a standard, code, or enactment published or enacted by the same organization as the original, is a reference to the subsequent standard, code, or practice.

Note: The Project has been assessed under the *Environmental Assessment Act*, S.B.C. 2002, c. 43, and a screening level environmental assessment of the Project was commenced under the *Canadian Environmental Assessment Act*, S.C. 1992, c. 37, and completed under the *Canadian Environmental Assessment Act*, 2012, S.C. 2012, c. 19, as if the earlier Act had not been repealed. To avoid uncertainty and duplication, the BC Environmental Assessment Office and Vancouver Fraser Port Authority, as federal authority in relation to the Project, undertook a coordinated environmental assessment.

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
Responsible Environmental Management – Construction				
1	<p>The Holder must develop and implement a Construction Environmental Management Plan (CEMP) in accordance with Chapter 9 of the Application. The CEMP must include the following:</p> <ul style="list-style-type: none"> a. Accidents or Malfunctions Management Plan; b. Air Quality and Dust Control Management Plan; c. Archaeological Management Plan; d. Contaminated Sites Management Plan; e. Fuels, Chemicals and Materials Storage and Handling Plan; f. Noise Management Plan; g. Spill Prevention and Emergency Response Plan; h. Surface Water Quality/Fisheries Protection and Sediment Control Plan; i. Vegetation and Wildlife Management Plan; and j. Waste Management Plan. <p>The Holder may implement two CEMPs. One for early or advance pre-construction works including geotechnical investigations, site preparation and preloading, if required, and one for major construction works.</p> <p>The CEMP must describe measures to verify that construction activities will comply with the EAC, regulatory approvals, applicable legislation and applicable industry best management practices.</p> <p>The Holder must obtain approval of the final CEMP from Environmental Assessment Office (EAO) before commencement of construction of the Project.</p> <p>Municipalities, government agencies, and First Nations involved in the environmental assessment for the Project must be provided copies of the draft and final CEMP plans, unless they indicate otherwise.</p>	Pre-Construction - prepared 60 days before construction starts (30 days for any pre-construction early works) Construction - implemented throughout	Application - Chapter 9	EAO/FLNR/MoE
2	<p>The Holder must develop and implement a Traffic Management Plan (TMP) in accordance with Chapter 9 of the Application. The TMP must:</p> <ul style="list-style-type: none"> a. Follow the "Traffic Control Manual for Work on Roadways" (Ministry of Transportation and Infrastructure (MOTI) 1999) where Project activities occur on arterial highways as defined by the 	Pre-Construction - prepared 60 days before construction starts Construction - implemented throughout	Application - Chapter 9	EAO

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
	<p><i>Transportation and Infrastructure Act</i> and the City of Richmond's General Traffic Control Guidelines for City of Richmond Roadways where Project activities occur on roads within the City of Richmond's jurisdiction; and</p> <p>b. Include a communications strategy to inform stakeholders, including the public and government agencies, about construction progress and identify methods for providing feedback on issues and concerns.</p> <p>The TMP must describe measures to verify that construction activities will comply with the EAC, regulatory approvals, applicable legislation and applicable industry best management practices. The draft TMP must be provided to EAO, the Vancouver Fraser Port Authority, the Ministry of Transportation and Infrastructure, and the City of Richmond for review and comment. The Holder must obtain approval of the final TMP from EAO before commencement of construction of the Project.</p>			
3	<p>The Holder must require that each contractor deliver an environmental orientation training session to all of their construction site personnel and sub-contractor site personnel as a pre-requisite to on-site work. The training session must include:</p> <ul style="list-style-type: none"> a. An overview of the CEMP; b. Roles and responsibilities of Project personnel and relevant contact information; c. Site-specific environmental issues, regulatory requirements, environmental protection and mitigation measures; d. The applicable Workplace Hazardous Materials Information System; and e. Responsibilities, protocols, and relevant contact information in response to an accidental spill or other type of environmental emergency, including information specified by relevant standards, codes, or enactments. 	Pre-Construction and Construction - delivered before construction starts and to personnel hired during construction	Application - Chapter 9	EAO
Number	Condition	Timing	Source	Responsible Agency for Compliance
4	The Holder must require each contractor to retain the services of an Environmental Monitor, with demonstrated experience and knowledge of environmental monitoring for construction projects in BC,	Pre-Construction - hired before construction starts	Application - Chapter 9	EAO

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
	throughout the construction phase. The Environmental Monitor must be given authority to stop work, and be responsible for ensuring compliance with: <ul style="list-style-type: none"> a. The terms and conditions of the EAC; b. The avoidance or protection measures described in the CEMP permits, or c. Any authorizations or other regulatory requirements. 	Construction - implemented throughout		
5	The Environmental Monitor must report on contractors' and subcontractors' compliance with the terms and conditions of the EAC, the avoidance or protection measures described in the CEMP, any authorizations and other regulatory requirements. Monitoring reports must be submitted to the Holder or Environmental Manager.	Construction - implemented throughout Reports provided monthly	Application - Chapter 9	EAO
6	The Holder must retain the services of an experienced and qualified Environmental Manager with demonstrated experience and knowledge of environmental monitoring for construction projects in BC to oversee the implementation of the CEMP and contractors' and subcontractor's environmental performance as described in Chapter 9 of the Application. The Environmental Manager must perform the following tasks: <ul style="list-style-type: none"> a. Review monitoring reports submitted by the contractors' Environmental Monitors; and b. Complete monthly on-site audits and reports, as a minimum, with more frequent audits and reports scheduled depending on the work activity, consistent with the CEMP. 	Construction Reports compiled monthly	Application - Chapter 9	EAO
7	The Holder must produce reports summarizing: <ul style="list-style-type: none"> a. Surveys referred to in Conditions 19, 21, 22, and 23; b. Archeological Impact Assessment referred to in condition 39; and c. Updates to the Richmond Heritage Inventory and Register and the Holder's assessment of whether these impact the Project. The summary reports must provide a reasonably detailed overview of the work or survey. The Holder must provide copies of the summary report to EAO and any interested government agencies or First Nations, on request.	Construction - implemented throughout Reports available on request.	Application - Chapter 9	EAO
Responsible Environmental Management - Operations				

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
8	<p>The Holder must develop and implement an Operations Environmental Management Plan (OEMP) in accordance with Chapter 9 of the Application. The Holder must review and update the OEMP annually. The OEMP must include the following:</p> <ul style="list-style-type: none"> a. Accidents or Malfunctions Plan; b. Air Quality Management Plan; c. Waste Management Plan; d. Noise and Nuisance Management Plan; and e. Surface Water Quality Monitoring Plan. <p>The OEMP must verify that operations will comply with the EAC, regulatory approvals, applicable legislation and applicable industry best management practices.</p> <p>The Holder must obtain approval of the final OEMP from EAO prior to commencing operations. Municipalities, government agencies and First Nations involved in the environmental assessment for the Project must be provided copies of the draft and final plans, unless they indicate otherwise.</p>	Pre-Operations - prepared 60 days before operations start Operations - annual reports and implemented throughout	Application - Chapter 9	EAO/FLNR/MoE
Fisheries, Aquatics and Surface Water Quality				
9	<p>The Holder must:</p> <ul style="list-style-type: none"> a. Include a water sampling program in their CEMP Surface Water Quality / Fisheries Protection and Sediment Control Plan, designed in consultation with BC Ministry of Environment, that is consistent with BC Approved Water Quality Guidelines, <i>A Compendium of Working Water Quality Guidelines for British Columbia</i> (Ministry of Environment, 2006) and <i>Water Quality Assessment and Objectives for the Fraser River from Hope to Sturgeon and Roberts Banks</i> (Ministry of Environment), that identifies procedures for collecting and analyzing water samples, before and during construction, from surface water drainage ditches that have potential to be adversely affected by construction activities; b. Measure for pH, temperature, and biochemical oxygen demand, as well as relevant contaminants, including, but not necessarily limited to, total petroleum hydrocarbons, polycyclic aromatic hydrocarbons, total suspended solids, and dissolved and total metals concentrations; and c. Control the discharge water and surface run-off from the work area so it meets the applicable provincial and/or federal water quality guidelines or requirements. If these applicable guidelines or 	<p>Pre-Construction - water sampling plan to be prepared 60 days before construction starts</p> <p>Pre-Construction - sampling and implementation to begin before starting any work in and around the Fraser River and surface drainage ditches</p> <p>Construction: Implementation of plan and continued sampling and measurement throughout construction</p>	Application - Section 5.2 Agency/First Nations Comments	EAO/OGC/FLNR/MoE

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
	requirements are exceeded, the cause must be investigated and water control measures must be adjusted as necessary to correct the cause of the exceedance.			
10	Unless an authorization under section 8 or a permit under section 25 of the <i>Oil and Gas Activities Act</i> specifically exempts the Holder from this condition and establishes alternate equivalent or better standards, the Holder must adhere to the "Best Management Practices for Pile Driving and Related Operations" (BC Marine and Pile Driving Contractors Association 2003).	Construction - for activities and equipment related to pile-driving	Application - Section 5.2	EAO
11	The Holder must monitor underwater sound pressure levels generated by pile driving equipment. If the measured sound pressure levels exceed 30 kilopascals, at a distance of one metre (1 m) from the pile, or if the Environmental Monitor observes direct evidence of distressed, injured or dead fish associated with pile-driving activity, the Environmental Monitor must immediately suspend all in-river work generating high sound pressure levels, notify Fisheries and Oceans Canada (DFO), develop and obtain DFO approval for mitigation measures, and implement those measures when restarting the activity.	Construction - for activities and equipment related to underwater pile-driving	Application - Section 5.2	EAO/DFO
12	If cast-in-place rather than precast construction methods are used at the marine terminal, the Holder must use concrete-tight forms to isolate the concrete from the receiving river environment, and must take appropriate steps to ensure that uncured concrete, concrete fines or water that has been in contact with uncured concrete do not enter the receiving river environment.	Construction - implemented throughout terminal construction	Application - Section 5.2	EAO/FLNR/DFO
13	The Holder must adhere to the "Fraser River Estuary Management Program (FREMP) Dredge Management Guidelines" (FREMP 2005).	Construction and Operations - for activities associated with dredging	Application - Section 5.2	EAO/FLNR/DFO
14	All in-water river construction works must either be carried out from equipment located onshore and above the high water mark or from a barge that is spud-anchored or moored at the terminal berth so as to prevent grounding, or other disturbance, on the intertidal foreshore or sub tidal river bed.	Pre-Construction - before starting any in-water works	Application - Section 5.2	EAO/FLNR/DFO
15	The Holder must conduct all work in and around the Fraser River and surface water drainage ditches on Lulu Island according to the relevant BC Ministry of Environment Guidebook Chapters on Best Management Practices for Instream Works and the "Land Development Guidelines for the Protection of Aquatic Habitat" (Fisheries and Oceans Canada and Ministry of Environment, Lands and Parks 1992), unless an authorization under section 8 or a permit under section 25 of the <i>Oil and Gas Activities Act</i> .	Pre-Construction - before starting any work in and around the Fraser River and surface drainage ditches	Application - Section 5.2	EAO/FLNR/DFO/OGC

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
	specifically exempts the Holder from this condition and establishes alternate equivalent or better standards. The Holder must conduct all work in and around surface water drainage ditches on Sea Island according to the "Environmental Construction Standards" from the Vancouver Airport Authority (1998).			
16	The Holder must develop and implement site-specific management plans for directional drilling of pipelines consistent with the guidelines in the "Planning Horizontal Directional Drilling for Pipeline Construction" (Canadian Association of Petroleum Producers 2004).	Pre-Construction - prepared 60 days before construction starts Pre-Construction - before starting any directional drilling works Construction	Application - Section 5.2	EAO/OGC
Fuels, Chemicals and Materials Storage and Handling				
17	The Fuels, Chemicals and Materials Storage and Handling Plan must adhere to relevant guidance in "A Field Guide to Fuel Handling, Transportation and Storage" (Ministry of Water, Land and Air Protection 2002). The Plan must apply to all construction activities and identify best management practices for: a. Equipment refuelling; b. Concrete materials use; and c. Painting, staining and chemical applications.	Pre-Construction - prepared 60 days before construction starts Construction - implemented throughout	Application - Section 9.4	EAO/MoE
Vegetation and Wildlife				
18	The Vegetation and Wildlife Management Plan must adhere to the following standards: a. "2012 Standard Specifications for Highway Construction" (MOTI 2011) for Project components located within provincial rights-of-way; b. "Master Municipal Construction Documents" for Project components located on property owned by the City of Richmond; and c. Vancouver Airport Authority's vegetation standards for Project components located on property under Airport jurisdiction.	Pre-Construction - prepared 60 days before construction starts Construction - implemented throughout	Application - Section 5.3	EAO/FLNR
19	The Holder must complete site-specific rare/at-risk plant surveys, to be conducted by a suitably qualified professional, according to the University of British Columbia's E-Flora BC rare plant survey protocols. If	Pre-Construction - before starting any clearing and	Application - Section 5.3	EAO/FLNR

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
	avoidance of rare or at-risk plants is not practical, plants must be salvaged and relocated according to the "Guidelines for Translocation of Plant Species at Risk in British Columbia" (Ministry of Environment 2009).	grubbing activities in existing natural corridors		
20	The Holder must follow the "Best Management Practices Guidelines for Pacific Water Shrew in Urban and Rural Areas (Working Draft)" (Ministry of Environment 2010).	Pre-Construction - before starting any work in and around surface drainage ditches Construction	Agency/First Nations Comments	EAO/FLNR
21	The Holder must complete a bird nest survey, to be conducted by a suitably qualified professional, to verify that the Project complies with the <i>BC Wildlife Act</i> and <i>Migratory Birds Regulations</i> pursuant to the <i>Migratory Birds Convention Act</i> , 1994. The Holder must conduct vegetation clearing outside the general bird nesting season from April 1 to July 31 (or to September 15 where fledglings are still on the nest) unless otherwise specifically approved by the Ministry of Forests, Lands and Natural Resource Operations, or in a permit issued under section 25 of the <i>Oil and Gas Activities Act</i> . The Holder must report on the nest survey in their summary report(s).	Pre-Construction - survey to be completed before starting clearing work if clearing is required during nesting season	Agency/First Nations Comments	EAO/OGC/FLNR/MoE/CWS
22	The Holder must complete a raptor nest survey, to be conducted by a suitably qualified professional, to update the status of raptor nests and unless an authorization under section 8 or a permit under section 25 of the <i>Oil and Gas Activities Act</i> specifically exempts the Holder from this condition and establishes alternate equivalent or better standards, conduct construction activities in accordance with the "Best Management Practices for Raptor Conservation during Urban and Rural Land Development in British Columbia" (Ministry of Environment 2005). The Holder must report on the raptor nest survey in their summary report(s).	Pre-Construction - survey to be completed before starting construction in areas in which suitable habitat for raptors may occur. Construction - raptor monitoring as required	Agency/First Nations Comments	EAO/OGC/FLNR/MoE/CWS
23	The Holder must complete an amphibian egg mass and/or adult field survey for northern red-legged frog and western toad, to be conducted by a suitably qualified professional. The amphibian survey must follow the "Best Management Practices for Amphibians and Reptiles in Urban and Rural Environments in British Columbia" (Ministry of Water Land and Air Protection 2004). The Holder must report on the amphibian egg mass and/or adult field survey for northern red-legged frog and western toad in their summary report(s).	Pre-Construction - before starting construction in areas in which suitable habitat for northern red-legged frog and western toad may occur	Agency/First Nations Comments	EAO/FLNR

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
Air Quality				
24	The Air Quality and Dust Control Management Plan must be based on the "Best Practices for the Reduction of Air Emissions from Construction and Demolition Activities" (Cheminfo Services Inc. 2005).	Pre-Construction - prepared 60 days before construction starts Construction - implemented throughout	Application - Section 5.4	EAO/MoE/OGC
25	The Holder must include as part of the contractual terms that contractors and subcontractors use non-road diesel engines for construction equipment that meet Tier 2 emissions standards, as defined by the U.S. Environmental Protection Agency (EPA). Preference must be given to proposals where at least 50 percent of non-road diesel engines employed by the person submitting the proposal and their team of potential subcontractors on the Project will meet Tier 4 emission standards.	Construction - Procurement stage for construction contractors	Application - Section 5.4	EAO
26	The Holder must identify and implement measures to reduce common air contaminants and greenhouse gas emissions at the marine terminal consistent with the "Northwest Ports Clean Air Strategy" (Port of Seattle, Port of Tacoma, and Port Metro Vancouver 2007) and subsequent updates to that strategy.	Operations - throughout	Application - Section 5.4	EAO
27	The Holder must design and construct the marine terminal to include infrastructure to facilitate the future use of shore power (i.e. power conduits).	Pre-Construction - during detailed design Construction	Agency/First Nations comments	EAO
28	The Holder must incorporate a pressure/vacuum venting system to control emissions from the fuel receiving tanks unless internal floating pans are used in the tanks.	Pre-Construction - design Construction Operations	Application - Chapter 17	EAO
Noise				
29	The Noise Management Plan must describe, and the Holder must implement, best management practices to mitigate the noise from construction and operation of equipment and vehicles. The Noise Management Plan must include measures to coordinate the timing of pile driving at the marine facility with activities Fraser Wharves Ltd to avoid exceedance of the City of Richmond's Noise Regulation Bylaw No. 8856.	Pre-Construction - prepared 60 days before construction starts Construction - implemented throughout	Application - Section 5.5	EAO/OGC/Local Bylaw Officers
30	The Holder must identify and implement procedures and timelines for providing advance notice to	Pre-Construction - prepared 60	Application -	EAO/OGC

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
	potentially affected residences and businesses about pile-driving activities and responding to noise complaints.	days before construction starts Construction - implemented throughout	Section 5.5	
31	The Noise and Nuisance Management Plan must identify, and the Holder must implement, procedures for receiving and responding to noise complaints related to the operation of the marine terminal and the fuel receiving facility, including records management, which must be kept for a minimum of six months.	Pre-Operations - prepared 60 days before operations start Operations - implemented throughout	Agency/First Nations comments	EAO
Solid and Hazardous Waste				
32	The Holder must identify and implement strategies to minimize and manage construction waste in their Waste Management Plan in accordance with Metro Vancouver's code of practice for the building industry.	Pre-Construction - prepared 60 days before construction starts Construction - implemented throughout	Application - Section 9.4	EAO/MoE/FLNR
Contaminated Sites				
33	The Holder must write the Contaminated Sites Management Plan to be consistent with the BC Ministry of Environment's Technical and Administrative Guidance documents for contaminated sites.	Pre-Construction - prepared 60 days before construction starts Construction - implemented throughout for areas identified in the screening assessment as having medium to high risk of encountering contamination.	Application - Section 5.6	EAO
Social and Economic				
34	The Vegetation and Wildlife Management Plan must identify measures to protect street and trail trees.	Pre-Construction - prepared 60 days before construction starts Construction - implemented throughout	Application - Chapter 6	EAO

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
35	If the City of Richmond develops the dike trail sections upstream and downstream of the marine terminal property, the Holder must work with the City of Richmond and adjacent landowners to provide a link to those upstream and downstream sections of the dike trail system that is compatible with the use of the site for marine terminal operations.	Pre-Construction - trail connectivity designed Pre-Operations - trail connectivity completed Operations - access to trail provided.	Agency/First Nations comments	EAO
36	With the exception of emergency lighting or spot lighting for vessels, the Holder must design area lighting for normal marine terminal and fuel receiving facility operations in a manner, such as directional or angled downward, which must minimize stray light outside of property boundaries.	Construction - Operations	Agency/First Nations comments	EAO/ITC
37	The Holder must install visual screens on the east and south side of the fuel receiving facility before the start of operations, to reduce street level visual impacts from the fuel receiving facility.	Pre-Operations	Agency comments	EAO
Archaeological and Heritage				
38	The Archaeological Management Plan must be prepared and implemented by a BC Registered Professional Archaeologist.	Pre-Construction - prepared 60 days before construction starts Construction - implemented throughout	Application - Chapter 7	EAO/FLNR
39	The Holder must: a. Conduct an Archaeological Impact Assessment for the fuel receiving facility located on Vancouver Fraser Port Authority land, the pipeline exit point on Sea Island, and pipeline crossings of old slough channels; and b. Monitor site preparation and construction activities that will enter into native soils (i.e. non-fill) in locations rated as having high or moderate archaeological potential in the Holder's previously completed Archaeological Overview Assessment. The monitoring procedures must adhere to those identified in the "British Columbia Archaeological Resource Management Handbook" and the "Archaeological Impact Assessment Guidelines" issued by the Ministry of Forests, Lands and Natural Resources Operations.	Construction - before starting ground disturbance works in these areas and in areas identified in the overview assessment as having high or moderate archaeological potential Construction - monitor construction activities	Application - Chapter 7	EAO/FLNR/OGC

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
	The Holder must invite relevant First Nations to participate in the Archaeological Impact Assessment at least four weeks before commencing the Archaeological Impact Assessment.			
40	The Holder must monitor updates to the Richmond Heritage Inventory and Register during construction.	Construction - monthly throughout	Application - Chapter 7	EAO
Accidents or Malfunctions				
41	The Holder must describe measures in the Accidents or Malfunctions Management Plan to restrict access to all construction sites.	Pre-Construction - prepared 60 days before construction starts Construction - implemented throughout	Application - Chapter 15	EAO/FLNR/OGC/MoE
Spill Prevention, Preparedness, and Emergency Response				
42	The Holder must include the following components in the design, construction, and operation of the marine terminal: a. Hydraulically-assisted and articulated fuel unloading arms with audible and visual emergency alarms, and automated and manual emergency shut-down capability; b. Real-time aviation fuel unloading monitoring; c. A rapid-deployment boat launch facility and boat (this vessel is in addition to the spill response vessel required under conditions 48 and 50); d. A structure immediately upriver (northeast) and downriver (southwest) of the terminal dock to protect berthed vessels from river debris, facilitate spill containment and recovery, and to locate booms; e. Reel-mounted river boom; f. Two skimmers ready for deployment; g. Drainage control system that includes an oil/water separator system, emergency valves, and oil-stop valves; and h. Secondary containment measures for all fuel handling areas.	Pre-Operations - during detailed design Construction Operations	Application - Chapter 17 Agency/First Nations comments	EAO/FLNR/DFO/MoE
43	The Holder must develop and implement an Oil Pollution Emergency Plan (OPEP). The OPEP must describe: a. Measures to contact First Nations, neighbouring properties, and stakeholders that may be potentially affected by spills;	Pre-Operations - consult and prepare 60 days before operations start Operations - implemented	Agency/First Nations Comments Application -	EAO/FLNR/DFO/ Corporation of Delta/ City of Richmond

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
	<p>b. Measures to coordinate planning and response with First Nations and municipal, provincial, and federal agencies; and</p> <p>c. Environmentally sensitive areas that could potentially be affected in the event of a spill and describe the response measures that will be implemented to prevent and reduce the potential for spill contact</p> <p>During development of the final OPEP, the Holder must consult the Corporation of Delta and City of Richmond fire and emergency departments to finalize notification requirements in the event of a spill in the river (e.g., immediate notification to the Irrigation Foreman) that could reach irrigation intake systems and include notification requirements in the OPEP acceptable to Delta and Richmond fire and emergency departments.</p>	throughout and updated annually	Chapters 16 and 17	
44	<p>The Holder must:</p> <p>a. Equip the fuel receiving facility and marine terminal with emergency spill response equipment as described in the final OPEP;</p> <p>b. Consult with Western Canada Marine Response Corporation (WCMRC) to identify any additional emergency spill response equipment to be stored at the marine terminal in addition to the Holder's requirements under the OPEP and <i>Canada Shipping Act</i>; and</p> <p>c. Annually inspect emergency response equipment to verify that it is in good working order.</p>	Pre-Operations - in place before operations start Operations - implemented throughout and inspected annually	Application - Chapter 17 Agency/First Nations Comments	EAO
45	The Holder must maintain a real-time weather station at the marine terminal as part of an early warning system for operations staff to shut-down the cargo transfer and disconnect cargo unloading arms. The Holder must annually inspect the system to verify that it is in good working order.	Pre-Operations - in place before operations start Operations - implemented throughout and inspected annually	Application - Chapter 17 Agency/First Nations Comments	EAO
46	<p>Through its terminal vessel acceptance program, the Holder must specify that all aviation fuel delivery vessels using the facility are:</p> <p>a. Double-hulled; and</p> <p>b. Insured for pollution liability at the prevailing industry standard coverage limits sufficient to insure the potential liability of the vessel owner and operator according to the applicable law for emergency spill response, clean-up, and environmental remediation and to compensate for loss by aboriginal food,</p>	Pre-Operations - in place before operations start Operations - implemented throughout	Application - Chapter 17 Agency/First Nations Comments	EAO

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
	social, and ceremonial fishers licensed under the <i>Fisheries Act</i> caused by a spill of aviation fuel from the vessel.			
47	The Holder must maintain insurance coverage for liability of itself, its contractors, subcontractors, and operators during construction and operation of its facilities in accordance with the "Holder's Insurance Policy Summary (27 November 2012)". Without limiting the generality of the foregoing, the Holder must maintain pollution liability insurance that meets or exceeds the prevailing industry standard coverage limits sufficient to insure its potential liability, according to the applicable law, to compensate for emergency spill response, clean-up and environmental remediation and for loss by aboriginal food, social and ceremonial fishers licensed under the <i>Fisheries Act</i> caused by a spill of aviation fuel from the Holder's construction sites or operational facilities.	Construction Pre-Operations - in place before operations start Operations - implemented throughout	Agency/First Nations Comments	EAO
48	The Holder must arrange to have two dedicated spill response vessels available at or near the marine terminal during tanker arrival, berthing, and for the duration of aviation fuel unloading.	Operations - implemented throughout	Agency/First Nations Comments	EAO
49	The Holder must require all vessels berthed at the marine terminal to be surrounded by Kepner booming, or other booming that provides equal or better protection in relation to spills, before, and for the duration of, aviation fuel unloading. Booms must be inspected annually.	Pre-Operations - in place before operations start Operations - implemented throughout and inspected annually	Agency/First Nations Comments	EAO
50	The Holder must require a response vessel be deployed to Ladner Reach for pre-deployment of booming before aviation fuel unloading starts. The vessel, which is one of the two vessels described in condition 48, must remain on standby in Ladner Reach, or near the marine terminal, for the duration of aviation fuel unloading.	Operations - implemented throughout	Agency/First Nations Comments	EAO
51	The Holder must install spill response infrastructure (piles, anchor points, etc.) at the following locations on the Fraser River, in accordance with WCMRC recommendations, for rapid deployment of spill response equipment in the event of a spill: a. Sea Reach;	Pre-Operations - in place before operations start Operations - implemented throughout and inspected	Agency/First Nations Comments	EAO

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
	b. North Steveston Harbour, c. Caroe Passage, and d. Ladner Reach.	annually		
52	The Holder must design, construct, and maintain the fuel receiving facility and pipeline system to provide for: a. In-line inspection and cleaning; b. A flow monitoring system; c. Pressure sensors; and d. Automatic motorized valves to control the receiving and dispensing of product and designed to close when commanded by the automated emergency shut-down system and fire detection equipment.	Pre-Construction –design Construction Operations	Application - Chapter 17	EAO/OGC
53	The Holder must design, construct, and maintain the fuel receiving facility and pipeline system to provide for: a. An automatic leak detection system for the transfer and delivery pipelines; and b. A cathodic protection system, or equivalent or better system, to inhibit corrosion of tank bottoms. Design of these elements must be approved by a suitably qualified professional.	Pre-Construction –design Construction Operations	Application - Chapter 17	EAO/OGC
54	The Holder must design, equip, and maintain the fuel receiving facility with oil-stop valves, lift stations, or other control valves to provide protection against accidental fuel releases occurring within the tank containment area and all other fuel handling area from overwhelming the oil/water separator and entering the surrounding drainage ditches and waterways. Design must be certified by a suitably qualified professional.	Pre-Construction –design Construction Operations	Application - Chapter 17	EAO
Fire Prevention, Preparedness and Emergency Response				
55	The Holder must prepare and implement a Fire Safety Plan in consultation with the City of Richmond Fire Rescue, the Corporation of Delta Fire, Provincial Emergency Services, and the BC Oil and Gas Commission.	Pre-Operations - consult and prepare 60 days before operations start Operations - implemented throughout and updated annually	Application - Chapter 18	EAO/OGC

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
56	The Holder must install, maintain and inspect firefighting systems at the fuel receiving facility sufficient to protect aviation fuel transfer areas and storage tanks, including: a. A high-expansion foam fire protection system connected to a fixed foam storage and dispensing unit; b. Auxiliary firefighting equipment; c. Automated fire detection systems; and d. A perimeter fire hydrant system to provide access to water for tank deluge and firefighting.	Construction Operations - inspect and maintain annually	Application - Chapter 18	EAO
57	The Holder must install, maintain and inspect firefighting systems at the marine terminal sufficient to protect aviation fuel transfer areas, including: a. Auxiliary firefighting equipment; b. Automated fire detection systems; and c. A fire hydrant system to provide access to water for firefighting.	Construction Operations - inspect and maintain annually	Application - Chapter 18	EAO
58	The Holder must test all fire prevention and response systems in accordance with applicable codes, guidelines, and best practices; and report the test results to the City of Richmond Fire Rescue, the Corporation of Delta Fire, Provincial Emergency Services, and the BC Oil and Gas Commission, upon request.	Pre-Operations - testing Operations - test, inspect and maintain annually	Application - Chapter 18	EAO/OGC
Miscellaneous Conditions				
59	During Project operations, the Holder must notify affected First Nations of the arrival and departure of a vessel delivering aviation fuel to the marine terminal at least 24 hours before the scheduled arrival and departure of that vessel in the South Arm of the Fraser River. The notice time may be reduced, from time to time, to the extent necessary to adjust to circumstances beyond the reasonable control of the Proponent related to the vessel's movement, but not reduced below 12 hours. For the purpose of this condition, an affected First Nation is one which had been consulted during the environmental assessment of the Project and to which DFO has issued a communal fishing license, Tsawwassen Harvest Documents, or other aboriginal community-based authorizations or commercial fishing license allowing members of an aboriginal community to fish on the South Arm of the Fraser River on the day of the arriving vessel. Specifics for notification procedures must be determined before the start of Project operations.	Pre-Operations - determine specifics for notification procedures Operations - implemented throughout	First Nations Comments	EAO
60	In the design of the terminal facilities, the Holder must follow the "Climate Change Adaptation Guidelines	Pre-Construction	Application -	EAO

Vancouver Airport Fuel Delivery Project
Table of Conditions

Number	Condition	Timing	Source	Responsible Agency for Compliance
	for Sea Dikes and Coastal Flood Hazard Land Use: Sea Dike Guidelines" (Ministry of Environment 2011) to account for potential increases in water levels due to global sea level rise and potential flooding during extreme freshet conditions.		Chapter 21 Agency/First Nations Comments	
61	The Holder must use the Project facilities only to unload, store, and deliver aviation kerosene fuel.	Operations	Application - Chapter 2 Agency/First Nations Comments	EAO
62	Before the start of Project operations, the Holder must complete an additional study to respond to information gaps identified by Environment Canada in its submission to the BC EAO dated November 13, 2012, to supplement the previous study by the Holder on the effects of a jet fuel spill on biofilm in the Fraser River Estuary (see VAFFC's Fraser River Delta Biofilm Sensitivity to Jet A Fuel Spill - Summary Report submitted to EAO on September 3, 2012). The Holder must consult Environment Canada and Vancouver Fraser Port Authority on the terms of reference for the additional study. Once the terms of reference are settled, the Holder must complete the additional study to the satisfaction of the Vancouver Fraser Port Authority.	Pre-Operations – complete additional study	Agency Comments	EAO/Vancouver Fraser Port Authority
63	The Holder must require that at least one escort tug accompany each aviation fuel cargo barge and at least two tugs accompany each aviation fuel tanker to the marine terminal from Sand Heads, or from the point at which River Pilots board the vessels, subject to any applicable requirements imposed by the Vancouver Fraser Port Authority on the Fraser River related to navigational assistance for tanker vessels on the Fraser River.	Operations	First Nations Comments	EAO
64	The Holder must retain copies of all plans, reports, and other records required by these conditions and any records relating to any surveys, studies, or assessments required by these conditions for at least five years from their production. The Holder must, on request, make such plans and records available to EAO, persons designated as inspectors under the <i>Environmental Assessment Act</i> , or the Vancouver Fraser Port Authority.	Throughout Construction and Operations		EAO/OGC/FLNR/ Vancouver Fraser Port Authority

Attachment 10

VAFFC - 10 July 2019

SPILL RESPONSE REGULATORY REGIME

1. Primary Response – Marine Terminal and Vessel

- The *Canada Shipping Act* requires each Oil Handling Facility to have an Oil Pollution Emergency Plan (OPEP).
 - An oil handling facility must be able to deploy equipment and resources to:
 - contain and control any spill within one hour after discovery of a spill, and
 - recover and clean up within six hours.
- VAFFC has filed an OPEP that far exceeds these standards.
 - The emergency response is based on the Incident Command System, which is the international standard for emergency response and the approach followed by Western Canada Marine Response Corporation (WCMRC) and regional government response agencies
 - Response measures have been studied and field tested
 - Equipment and resources will be stored on the Marine Terminal site, so VAFFC can respond immediately if there is a spill at the Marine Terminal
 - Containment and sensitive area protection will be deployed in advance of and during vessel berthing, so these response measures will already be place if a spill occurs
 - Berthing/escort tugs will escort fuel cargo vessels up the river. EAC Condition #63 outlines the requirements:

The Holder must require that at least one escort tug accompany each aviation fuel cargo barge and at least two tugs accompany each aviation fuel tanker to the marine terminal from Sand Heads, or from the point at which River Pilots board the vessels, subject to any applicable requirements imposed by the Vancouver Fraser Port Authority on the Fraser River related to navigational assistance for tanker vessels on the Fraser River.
 - VAFFC/RO response vessel accompanies vessel up the river. EAC Condition #49 outlines the requirements:

The Holder must arrange to have two dedicated spill response vessels available at or near the marine terminal during tanker arrival, berthing, and for the duration of aviation fuel unloading.
 - VAFFC will contract with WCMRC to implement the OPEP, which links the primary response directly with the secondary response

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- The VAFFC OPEP also includes an Oil Pollution Prevention Plan (OPPP), to meet best practice.
- The *Canada Shipping Act* requires vessels to have their own response plan – a Ship Oil Pollution Emergency Plan (SOPEP).

2. Secondary Responses – Response Organization and Government Agencies

(a) WCMRC Response

- WCMRC is the Transport Canada certified Response Organization (RO) under the *Canada Shipping Act*.
- *Canada Shipping Act* requires vessels and marine terminals that handle oil to contract with the RO to be available to respond to spills.
- The Act requires the response organization to be able to commence a response within six hours in this area.
- VAFFC will contract with WCMRC for emergency response and to assist with response planning and to reduce that response time. VAFFC proposes that response measures be deployed with each delivery.

(b) Government Response

- VAFFC will notify the federal and provincial regulatory agencies, if there is a spill.
- The Coast Guard coordinates the government response. Many agencies are involved in this effort, as well as First Nations. (see Chapter 5 of the OPEP for the details of the Incident Command System and Regional Environmental Emergency Team.)
- The Coast Guard may assume control of the clean-up operation if the vessel owner or the marine terminal does not take control or perform effectively.
- The Coast Guard can recover clean-up and response costs from a polluter.

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MARINE OIL SPILL REGULATORY REGIME

1. General Legal Regime

- Federal and provincial legislation govern pollution and establish liability for harm to third parties. The statutory measures overlay the common law, which also imposes liability on polluters.
- The basic principles are
 - the polluter pays
 - the polluter is held to a strict liability standard
 - the polluter must compensate government for the cost of clean up
 - the polluter must compensate third parties who suffer loss caused by the spill
 - the person who suffers loss must take reasonable steps to mitigate the loss

2. Statutory Regime

- Federal and provincial legislation impose restrictions on pollution and impose liability for clean-up and third party damage resulting from the escape of contaminants.
- The key federal statutes are:
 - *Fisheries Act*
 - protection of fish and fish habitat
 - liability to the government for remediation
 - liability for damage to third parties
 - *Canada Shipping Act*
 - establishes an oil spill emergency response regime
 - requirements for plans and preparedness
 - liability for clean up
 - *Canadian Environmental Protection Act*
 - requirements for pollution prevention plans and environmental emergency plans
 - spill reporting requirements
 - obligation to cleanup any spill

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- allows recovery of costs and expenses incurred by government during clean up or environmental remediation
- defines civil liability for a spill
- *Marine Liability Act*
 - liability for oil pollution damage, the costs of clean up, and environmental reinstatement
 - sources of compensation
 - a) Ship owner
 - b) Ship-Source Oil Pollution Fund
- *Migratory Birds Convention Act*
 - prohibits the deposit oil, oily waste or other substances harmful to migratory birds into water inhabited by migratory birds
- *Transportation of Dangerous Goods Act*
 - the shipment must be properly identified on the vessel and in the manifest
 - requires an emergency response plan
 - requires spill reporting and clean up by the person with the charge, management and control of the goods at the time of the spill
- The key provincial statute is the *Environmental Management Act*.

3. Common Law

- The common law imposes liability for harm caused by a polluter under several different
- causes of action, including negligence and nuisance.

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VAFFC SPILL PREVENTION, PREPAREDNESS AND RESPONSE

MARINE TERMINAL AND PIPELINE

MARINE-BASED

With the assistance of Western Canada Marine Response Corporation (WCMRC), VAFFC prepared a robust Spill Prevention, Preparedness and Response Plan for the Vancouver Airport Fuel Delivery Project. VAFFC filed the draft plan with the Environmental Assessment Office in January 2012.

About the Plan

- The development and maintenance of the plan is required under the *Canada Shipping Act* for a marine terminal handling oil products.
- WCMRC prepared the Oil Pollution Emergency Plan (OPEP), and VAFFC filed the proposed plan with Environmental Assessment Office in January 2012. The Act only requires the OPEP to be in place before the terminal goes into operation, but VAFFC commissioned the plan as part of the EAO review to respond to the interest in spill response.
- As required by the Act, VAFFC will update and finalize the OPEP with WCMRC, as needed, before the marine terminal goes into operation.
- VAFFC's proposed response equipment and resources for the marine terminal exceed the requirements of the *Canada Shipping Act*.
- VAFFC will engage WCMRC to respond to any marine fuel spills.
- WCMRC will provide the response resources required to contain, control and recover any spilled fuel.
- The Act requires a response organization to have the minimum ability to respond to a spill of 10,000 tonnes, but WCMRC actually has the capability to respond to a spill of 25,000 tonnes.
- WCMRC is also planning to construct an additional response base on the Fraser River, which will add to the response capability and shorten the response time.
- The VAFFC marine terminal will also have dedicated equipment on site to allow for immediate response capability. This dedicated equipment is incremental to the WCMRC response capability. (See the description of equipment that follows)
- Includes details on initial responses, sources of response equipment and personnel, response action detail, interaction with other plans and contact notification checklists for individuals and organizations.
- All terminal operational personnel and those involved with responding to marine terminal spills must have full knowledge and understanding of the OPEP.
- VAFFC must update the OPEP annually and after any spill incident or exercise.

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Spill Response Modelling

- In June 2011, WCMRC conducted an assessment of spill response techniques for protection of sensitive areas on the Fraser River to inform the development of the VAFFC OPEP.
- As a result of the assessment, WCMRC concluded that the spill response safety measures outlined in the plan will ensure WCMRC has a superior capability to respond to a spill at the VAFFC marine terminal and will also improve the response capability of all users of the Fraser River.
- The combination of industry best practices for terminal design, dock operations, dock spill preventative measures and tanker preventative measures coupled with a solid response readiness plan reduces the risk of a spill ever happening.
- In the unlikely event of a spill all of the safety measures will ensure a rapid response to minimize any adverse effects.

About the VAFFC Marine Terminal

Fuel will be transferred from vessels to shore using hydraulically-operated articulated unloading arms.

- The unloading arms will be designed to have flexibility and move with the vessel as winds, tides and currents change and as the vessel rises higher in the water as the fuel is offloaded.
- If the movement of any vessel exceeds the safe range, the fuel transfer process will stop automatically, and the arms will be disconnected using leak-free emergency release couplings.
- The terminal will be equipped with pre-deployed permanent booming complete with a pile deflection/protection system and skimmers to collect any if fuel spills.

On-site Spill Response Equipment & Supplies

- The following spill response equipment will be available at the VAFFC marine terminal:
 - Two response boats complete with boom and skimmers during vessel arrival and offloading, two boom reels with over 600 metres of self-inflating boom, fast-current skimmers, one boom reel with over 300 metres of river boom, temporary storage for recovered fuel, sorbents and an array of related parts such as anchors and towing vanes
- Before a vessel is offloaded, the boom and skimmers will be positioned around the vessel to contain a spill in the unlikely event of an accidental release of product onto water, and to recover the product as quickly as possible (see the figure below).
- The two response boats will be on standby to deploy boom in the open river if required.
- The sorbents will be used to absorb any spilled fuel.

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Spill Reporting:

- In the event of a spill, VAFFC has the responsibility to ensure the Canadian Coast Guard and federal and provincial authorities are promptly notified.

Properties of Jet A Fuel:

- Aviation fuel is a refined product and if spilled on water, the fuel will spread on the surface and rapidly evaporate.
- The rate of evaporation will be influenced by air temperature, water temperature, wind and wave conditions.

LAND-BASED

VAFFC will follow best practices for all components of the project. The land-based risks associated with the project will be managed to insignificant levels with currently available and well understood technology and expertise.

Fuel Receiving Facility

The fuel receiving facility will include six above ground steel storage tanks, and it will:

- Be regulated by the BC Oil and Gas Commission
- Be built to modern storage tank and seismic design requirements
- Provide secondary containment features for all fuel storage and handling areas
- Incorporate emissions control systems
- Incorporate modern corrosion protection, leak detection and flow control systems
- Be automated, monitored 24/7 and electronically safeguarded through electronic video surveillance
- Be controlled and monitored by on-site operations personnel during all offloading, fuel transfer and fuel handling activities

Pipeline

Modern pipeline systems have the benefit of precise locating technologies, new materials and coatings, and high-tech installation techniques to reduce disturbances during construction.

The pipeline system will:

- Be regulated by the BC Oil and Gas Commission
- Be constructed with resilient materials to current seismic design standards
- Be controlled and monitored by operations personnel during all fuel transfer activities

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VAFFC - 10 July 2019

- Be pressurized only during fuel transfer operations (not 24/7)
- Include state-of-the-art corrosion protection and leak detection technologies
- Be buried underground and well-marked, mapped and electronically located for reference by municipal and private contractors
- Be monitored by a control system using pressure sensors and automatic flow shutoff devices

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OTHER FACTORS TO REDUCE RISK ON FRASER RIVER

1. Before the Vessels Arrival

(a) Tankers / Barges

- Vetting by Shipping Company, VAFFC and Canadian Government.
- Double hulled requirement
- Ship Oil Pollution Emergency Plans (SOPEP)
- Agreement with Response Organization (WCMRC)
- Communication with Vessel Traffic
- Communication with the terminal
- Vessels under control of BC Coast Pilots

(b) Terminal

- Equipment and procedures that represent industry best practices
- Oil Pollution Emergency Plans (OPEP)
- Oil Pollution Prevention Plan (OPPP)
- Agreement with Response Organization (WCMRC)

(c) Response Capability

- Response Organization (WCMRC) will have equipment and response readiness in the Fraser River
- Canadian Coast Guard – base in Richmond

2. On the River

- Vessels under control of Fraser River Pilots – with real time knowledge of river depths and other obstacles
- Sandy river bottom making grounding less likely and less hazardous
- Berthing/escort tugs will escort fuel cargo vessels up the river. EAC Condition #63 outlines the requirements:

The Holder must require that at least one escort tug accompany each aviation fuel cargo barge and at least two tugs accompany each aviation fuel tanker to the marine terminal from Sand Heads, or from the point at which River Pilots board the vessels, subject to any applicable

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VAFFC - 10 July 2019

requirements imposed by the Vancouver Fraser Port Authority on the Fraser River related to navigational assistance for tanker vessels on the Fraser River.

- VAFFC/RO response vessel accompanies vessel up the river. EAC Condition #49 outlines the requirements:

The Holder must arrange to have two dedicated spill response vessels available at or near the marine terminal during tanker arrival, berthing, and for the duration of aviation fuel unloading.

- Communication with the terminal
- Tankers travel at slow speeds in the river
- Vessels are capable of selective ballasting to relocate cargo away from damaged compartments in event of an incident
- Fisherman Oil Spill Emergency Response Team (FOSET) will assist

3. At the Terminal

- Berthing tugs assist the vessels into the berth
- Vessels are securely moored using quick release couplings
- Response vessels deploy the containment boom and skimmers
- Pre-arrival readiness checks (personnel, tank space, monitoring systems, emergency shut-down, dock readiness)
- Pre-transfer (Ship to Shore) meeting of tanker and terminal and agree on process
- Leak-free articulating unloading arms used to connect to ship manifold
- On ship and on shore containment for piping and connections
- Response vessels deploy booming at Ladner Reach
- Response vessels tend boom at Ladner Reach
- Tanker and terminal continuously monitor unloading

4. Enhancement during normal operation

- As a result of VAFFC's Project, spill response capability on the South Arm of the Fraser River will be enhanced, which reduces risks associated with all oil and other liquid transports.

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**Attachment 11
OCG Permit and Permit Extension**



April 10, 2017

Vancouver Airport Fuel Facilities Corporation
Unit 108- 12300 Horseshoe Way
Richmond, BC, V7A 4Z1

Attention: Vancouver Airport Fuel Facilities Corporation

RE: Commission Initiated Amendment of a Pipeline Permit

Application Determination Number: 100100195
Issuance Date: April 10, 2017

The BC Oil and Gas Commission (the Commission), under section 26(1)(d) of the Oil and Gas Activities Act, proposed amending Vancouver Airport Fuel Facilities Corporation's permit to replace a permit condition. After offering an oral opportunity to be heard, it was indicated by Vancouver Airport Fuel Facilities Corporation that the permit holder has no concerns with the proposed amendment. The Commission hereby amends the Permit and any associated authorizations referenced therein, subject to the original permit, any subsequent amendments and any additional or revised conditions as set out herein:

CONDITIONS

Notification

The Permit is amended to remove condition 12 stating:

The Permit Holder must notify Tsleil-Waututh Nation of any in-stream works at the marine terminal site a minimum of five (5) working days prior to commencement of activities.

to be replaced with the following:

The Permit Holder must notify any First Nations who may have aboriginal interests identified, as per the BC First Nations Consultative Areas Database, of any in-stream works at the marine terminal site a minimum of five (5) working days prior to commencement of activities.

This amendment forms an integral part of your permit(s) and should be attached thereto.

A handwritten signature in black ink, appearing to read 'J. O'Hanley'.

James O'Hanley
Vice President
Permitting & Authorizations

Permitting and Authorizations Division
Physical Address: 6534 Airport Road, Fort St. John, BC
Mailing Address: Bag 2, Fort St. John, BC V1J 2B0

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Telephone: (250) 794-5200
Facsimile: (250) 794-5379
24 Hour: (250) 794-5200

July 10, 2019

- 106 -

Date: March 22, 2017
Application Determination Number: 100101863

Commission Delegated Decision Maker

Copied to:

Land Agent: CCI Solutions

First Nations: Seabird Island First Nation, Squamish Nation, Katzie First Nation, Stz'uminus First Nation, Tsleil-
Waututh Nation, Penelakut Tribe, Cowichan Tribes, Lyackson First Nation, Musqueam Indian Band, Semiahmoo First
Nation, Lake Cowichan First Nation, Halalt First Nation, Tsawwassen First Nation, People Of The River Referrals
Office, Sto:lo Nation, Sto:lo Tribal Council, Soowahlie First Nation, Skawahlook First Nation, Shxw'ow'hamel First
Nation, Hwlitsum

Permitting and Authorizations Division
Physical Address: 6534 Airport Road, Fort St. John, BC
Mailing Address: Bag 2, Fort St. John, BC V1J 2B0

Page 2 of 2

Telephone: (250) 794-5200
Facsimile: (250) 794-5379
24 Hour: (250) 794-5200

CNCL - 462



April 3, 2017

Vancouver Airport Fuel Facilities Corporation
Unit 108- 12300 Horseshoe Way
Richmond, BC, V7A 4Z1

Attention: Vancouver Airport Fuel Facilities Corporation

RE: Determination of Application Area Number 100100195

Permit Holder: Vancouver Airport Fuel Facilities Corporation
Date of Issuance: April 3, 2017
Effective Date: April 3, 2017
Application Submitted Date: February 15, 2017
Application Determination Number: 100100195
Approved Disturbance Footprint: 17.127 ha

ACTIVITIES APPROVED

Pipeline Project No.: 000024381	Segment No.: 1, 2, 3, 4, 5
Associated Oil & Gas Activity No.: 00156632 to 00156652	Type: Workspace
Changes In and About a Stream: 0003774	

TECHNICAL SPECIFICATIONS

Seg No.: 001	From: d-65-H/92-G-3 To: a-75-H/92-G-03
Flow Direction: Uni-Directional Product: Jet Fuel Pipe Outer Diameter (mm): 609.6	
Maximum Operating Pressure (kpa): 1035 Installation Number(s): 1, 2	
Seg No.: 002	From: a-75-H/92-G-03 To: d-65-H/92-G-3
Flow Direction: Uni-Directional Product: Jet Fuel Pipe Outer Diameter (mm): 355.6	
Maximum Operating Pressure (kpa): 3102 Installation Number(s): 3, 4	
Seg No.: 003	From: d-65-H/92-G-3 To: a-43-J/92-G-03
Flow Direction: Uni-Directional Product: Jet Fuel Pipe Outer Diameter (mm): 355.6	
Maximum Operating Pressure (kpa): 3102 Installation Number(s): 5, 6, 7, 8, 9	
Seg No.: 004	From: d-65-H/92-G-3 To: a-75-H/92-G-03

Permitting and Authorizations
Physical Address: 6534 Airport Road, Fort St. John, BC
Mailing Address: Bag 2, Fort St. John, BC V1J 2B0

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Telephone: (250) 794-5200
Facsimile: (250) 794-5379
24 Hour: (250) 794-5200

Permit Holder: Vancouver Airport Fuel Facilities Corporation
Application Determination number: 100100195

Application Submission Date: February 15, 2017
Date Issued: April 3, 2017

Flow Direction: Uni-Directional		Maximum Operating Pressure (kpa): 1035	
Product: Jet Fuel		Installation Number(s): 10, 11	
Pipe Outer Diameter (mm): 609.6			
Seg No.: 005		From: a-75-H/92-G-03 To: a-43-J/92-G-03	
Flow Direction: Uni-Directional		Maximum Operating Pressure (kpa): 3102	
Product: Jet Fuel		Installation Number(s): 12, 13, 14	
Pipe Outer Diameter (mm): 355.6			
Technical Pipeline Permissions			
Segment 1: Liquid Hydrocarbons, MOP: 1035 kPa, Unidirectional			
Segment 2: Liquid Hydrocarbons, MOP: 3102 kPa, Unidirectional			
Segment 3: Liquid Hydrocarbons, MOP: 3102 kPa, Unidirectional			
Segment 4: Liquid Hydrocarbons, MOP: 1035 kPa, Unidirectional			
Segment 5: Liquid Hydrocarbons, MOP: 3102 kPa, Unidirectional			
Piping & Instrumentation Diagram(s), MS-601 Revision B, dated January 16, 2017, MS-610 Revision B, dated January 16, 2017, MS-611 Revision B, dated January 16, 2017, MS-612 Revision B, dated January 16, 2017, MS-620 Revision B, dated January 16, 2017, MS-630 Revision B, dated January 16, 2017, MS-672 Revision A, dated August 31, 2016, MS-690 Revision A, dated August 31, 2016, submitted by Vancouver Airport Fuel Facilities Corporation.			

GENERAL PERMISSIONS, AUTHORIZATIONS and CONDITIONS

PERMISSIONS

Oil and Gas Activities Act

1. The BC Oil and Gas Commission, under section 25 (1) of the *Oil and Gas Activities Act*, hereby permits the Permit Holder referenced above to carry out the following activities subject to the conditions contained herein, any applicable exemptions and authorizations to construct and operate a pipeline to transmit jet fuel, as detailed in the Technical Specification Details table above.
2. The permissions and authorizations granted under this permit are limited to the area identified in the spatial data submitted to the Commission in the permit application as identified and dated above; herein after referred to as the 'activity area'.
3. In the area where two route options are proposed, the permit holder is authorized to construct the pipeline within one of the route options, but not both.

Petroleum and Natural Gas Act

4. Pursuant to section 138(1) of the *Petroleum and Natural Gas Act*, the Permit Holder is permitted to enter, occupy and use any unoccupied Crown land located within the activity area to carry out the oil and gas activities and related activities permitted, or authorized herein.
 - a) The permission to occupy and use Crown land does not entitle the Permit Holder to exclusive possession of the area.
 - b) The total disturbance within the activity area must not exceed the total approved disturbance footprint as referenced above.

Permit Holder: Vancouver Airport Fuel Facilities Corporation
Application Determination number: 100100195

Application Submission Date: February 15, 2017
Date Issued: April 3, 2017

AUTHORIZATIONS

Forest Act

5. The Commission, pursuant to section 47.4 of the *Forest Act*, hereby authorizes the removal of Crown timber from the activity area under the cutting permits associated with the Master Licence(s) as follows:

Master Licence to Cut No.: M02416

Cutting Permit No.: 1

Timber Mark No.: MTB969

Total New Cut: 3.4 ha.

Forest District: (DCK) Chilliwack Natural Resource District

Region: Coastal

6. The cutting permits are deemed spent upon the submission of the post-construction plan or upon either the cancellation or expiry of the activities authorized under the permit.

CONDITIONS

Notification

7. A notice of construction start must be submitted prior to the commencement of activities under this permit 48 hours before or as per the relevant legislation if longer than 48 hours. Notification must be submitted via Kermit for pipelines and facilities.
8. Within 60 days of the completion of construction activities under this permit, the Permit Holder must submit to the Commission a post-construction plan as a shapefile and PDF plan accurately identifying the location of the total area actually disturbed under this permit. The shapefile and plan must be submitted via eSubmission.
9. At least ten (10) working days prior to the commencement of any changes in or about a stream associated with maintenance activities, the Permit Holder must provide a notice of works to any First Nation(s) who may have Aboriginal Interests identified, as per the BC First Nations Consultative Areas Database, within the area in which the works are to occur.
10. A notice of maintenance activities must be submitted, as per the relevant Commission process at the time of submission, at least two (2) working days prior to the commencement of any changes in or about a stream associated with maintenance activities.
11. The Permit Holder must notify any First Nations who may have aboriginal interests identified, as per the BC First Nations Consultative Areas Database, a minimum of five (5) working days prior to commencement of construction.
12. The Permit Holder must notify Tsleil-Waututh Nation of any in-stream works at the marine terminal site a minimum of five (5) working days prior to commencement of activities.

General

13. The rights granted by this permit in relation to unoccupied Crown land are subject to all subsisting grants to or rights of any person made or acquired under the *Coal Act*, *Forest Act*, *Land Act*, *Mineral Tenure Act*, *Petroleum and Natural Gas Act*, *Range Act*, *Water Sustainability Act* or *Wildlife Act*, or any extension or renewal of the same.
14. The Permit Holder must not assign, sublicense or permit any person other than its employees, contractors or representatives, to use or occupy any Crown land within the activity area without the Commission's written consent.
15. The Permit Holder must ensure that any Crown land within the activity area is maintained in a condition so as to minimize hazards, including but not limited to hazards associated with storage of materials and equipment.

Permitting and Authorizations
Physical Address: 6534 Airport Road, Fort St. John, BC
Mailing Address: Bag 2, Fort St. John, BC V1J 2B0

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Telephone: (250) 794-5200
Facsimile: (250) 794-5379
24 Hour: (250) 794-5200

Permit Holder: Vancouver Airport Fuel Facilities Corporation
Application Determination number: 100100195

Application Submission Date: February 15, 2017
Date Issued: April 3, 2017

16. The Permit Holder must ensure that any Crown land within the activity area is maintained free of garbage, debris and unused equipment.
17. The Permit Holder must prepare a Security Management Plan before the commencement of activities, and must make a copy of the Security Management Plan available upon the request of the Commission.
18. The Permit Holder must keep a copy of the Security Management Plan on the activity area, and ensure that the security management measures identified in the Security Management Plan are implemented during activities.

Environmental

19. Construction activities must not result in rutting, compaction or erosion of soils that cannot be reasonably rehabilitated to similar levels of soil productivity that existed on the activity area prior to the construction activities taking place.
20. Any temporary access must be constructed and maintained in a manner that provides for proper surface drainage, prevents pooling on the surface, and maintains slope integrity.
21. The Permit Holder must make reasonable efforts to prevent establishment of invasive plants on the activity area set out in the Authorized Activities table above resulting from the carrying out of activities authorized under this permit.
22. Following completion of construction associated with the associated activities set out in the Activities Approved table above, the Permit Holder must, as soon as practicable:
 - a) decompact any soils compacted by the activity;
 - b) if natural surface drainage pattern was altered by the carrying out of the activity, the Permit Holder must restore, to the extent practicable, to the drainage pattern and its condition before the alteration; and
 - c) re-vegetate any exposed soil on the activity area including, where necessary, using seed or vegetative propagules of an ecologically suitable species that:
 - (i) promote the restoration of the wildlife habitat that existed on the area before the oil and gas activity was begun; and
 - (ii) stabilize the soil if it is highly susceptible to erosion.
 - d) Following completion of construction activities authorized under this permit, any retrievable surface soils removed from the activity area must be redistributed so that the soil structure is restored, to the extent practicable, to its condition before the activity was begun.

Clearing

23. The Permit Holder is permitted to fell any trees located on Crown land within 1.5 tree lengths of the activity area that are considered to be a safety hazard according to *Workers Compensation Act* regulations and must be felled in order to eliminate the hazard. Trees or portions of these trees that can be accessed from the activity area without causing damage to standing timber may be harvested.
24. The holder of the cutting permit must pay to the government, stumpage and any waste billing determined in accordance with the terms of this authorization.
25. The authorized cutting permit does not grant the Permit Holder the exclusive right to harvest Crown timber from the activity area. Authority to harvest some or all of the timber may be granted to other persons. The Permit Holder's right to harvest timber applies to any timber found on the site at the time they undertake harvesting activities.
26. All harvested Crown Timber must be marked with the cutting permit's associated Timber Mark.
27. Stumpage for cutting Permits falling within the Coast Area, as defined in the Coast Appraisal Manual (Manual) will be calculated in accordance with the Manual (volume based).
28. Any waste assessments applied under the Master Licence to Cut are subject to the merchantability specifications and monetary waste billing requirements in the Provincial Logging Residue and Waste Manual specific to the region associated with the Cutting Permit authorization.

Permit Holder: Vancouver Airport Fuel Facilities Corporation
 Application Determination number: 100100195

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Water Course Crossings and Works

29. Stream, lake and wetland crossings must be constructed in accordance with the methods and any mitigations, as specified in the application.
30. In-stream activities within a fish bearing stream, lake or wetland must occur:
 - a) during the applicable reduced risk work windows as specified in the Guidelines for Reduced Risk Instream Work Windows Ministry of Environment, Lower Mainland Region (March, 2006);
 - b) in accordance with alternative timing and associated mitigation recommended by a Qualified Professional and accepted by the Commission; or
 - c) in accordance with an authorization or letter of advice from Fisheries and Oceans Canada that is provided to the Commission.
31. At any time, the Commission may suspend instream works authorized under this permit. Suspensions on instream works will remain in place until such time as the Commission notifies permit holders that works may resume. Reasons for suspension of works may include, but are not limited to, drought conditions and increased environmental or public safety risks
32. Following initial construction, stream, lake and wetlands crossings are authorized for necessary pipeline maintenance activities on the activity area except for:
 - a) stream bank or stream bed revetment works in a stream classified as S1, S2, S3, S4 or S5;
 - b) pipe replacement within the stream channel where the original application specified a trenchless crossing method and the planned works involve a trenched crossing method;
 - c) permanent alteration of a stream bank;
33. The Permit Holder must ensure any instream works related to pipeline maintenance are planned and overseen by a qualified professional. This individual must assess and determine whether planned works pose a risk to any of the features listed below, and is responsible for developing and implementing mitigation measures to reduce any potential impacts on these features, as required:
 - a) Fish or important fisheries habitat;
 - b) Species identified as special concern, threatened, or endangered under the federal *Species at Risk Act*; or
 - c) Species identified by Order as a species at risk under the *Forest and Range Practices Act* or the *Oil and Gas Activities Act*.

This assessment must be provided to the Commission upon request.
34. Open cut crossings and works within streams, lakes or wetlands must be planned and conducted in accordance with the following requirements:
 - a) An open cut of a stream classified as S1, S2, S3 or S4 must not occur, unless the stream is frozen to its bed or is completely dry with no evidence of subsurface flow;
 - b) Unless otherwise authorized by Fisheries and Oceans Canada, spawning gravels must not be disturbed when redds that contain eggs or alevins are present. The authorization must be provided to the Commission; and
 - c) Channels, banks and beds of streams, including any disturbed stable natural material must be restored, to the extent practicable, to the structure and conditions that existed before the crossing construction was initiated.
35. Flow isolation crossings and works must be planned and conducted in accordance with (b) and (c) of the previous condition and the following additional requirements:
 - a) Construction of the crossing or works, including the location and operation of any equipment, must be isolated from water flowing in the stream;
 - b) Water from flumes, pump-arounds, diversions, or other methods must be released to downstream areas in a manner that avoids erosion or sediment release;

Permit Holder: Vancouver Airport Fuel Facilities Corporation

Application Submission Date: February 15, 2017

Application Determination number: 100100195

Date Issued: April 3, 2017

- c) Pump intakes must not disturb beds of fish bearing streams, except as necessary to ensure safe installation and operation of equipment, and must be screened with maximum mesh sizes and approach velocities in accordance with the Fisheries and Oceans Canada Freshwater Intake End-of-Pipe Fish Screen Guideline; and
 - d) Water flows downstream of in-stream construction sites must be maintained at volume and discharge consistent with upstream flows.
36. Mechanical stream crossings for temporary access along pipeline right of way, must be constructed, maintained and deactivated according to the following requirements, as applicable:
- a) Only bridges and culverts, may be constructed at stream crossings;
 - b) The Permit Holder must ensure that permanent bridges are designed and fabricated in compliance with:
 - (i) the Canadian Standards Association Canadian Bridge Design Code, CAN/CSA-S6; and
 - (ii) soil property standards, as they apply to bridge piers and abutments; set out in the Canadian Foundation of Engineering Manual.
 - c) Except with leave of the Commission, the Permit Holder must ensure that:
 - (i) culverts are designed and fabricated in compliance with the applicable:
 - (a) Canadian Standards Association CSA G401, Corrugated Steel Pipe Products; or
 - (b) Canadian Standards Association Standard CSA B1800, Section B182.2, Plastic Non-pressure Pipe Compendium; or
 - (ii) Any pipe installed in lieu of a culvert is of at least equivalent standard and strength as any culvert as specified above.
 - d) Except with leave of the Commission, the Permit Holder must ensure that bridges or culverts meet the criteria set out in (i), (ii) or (iii) below:
 - (i) the bridge or culvert is designed to pass the highest peak flow of the stream that can reasonably be expected within the return periods set out in column 2 the table below for the period the Permit Holder anticipates the structure will remain on site, as set out in column 1 of the table below.

Column 1 Anticipated period crossing structure will remain on site	Column 2 Peak flow period
Bridge or culvert, 3 years or less	10 years
Bridge other than a bridge within a community watershed, more than 3 years but less than 15	50 years
Bridge within a community watershed, more than 3 years	100 years
Bridge, 15 years or more	100 years
Culvert, more than 3 years	100 years

- (ii) The bridge, or any component of the bridge:
 - (a) is designed to pass expected flows during the period the bridge is anticipated to remain on the site;
 - (b) is constructed, installed and used only in a period of low flow; and
 - (c) is removed before any period of high flow begins.

Permit Holder: Vancouver Airport Fuel Facilities Corporation
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Application Submission Date: February 15, 2017
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(iii) The culvert:

- (a) is a temporary installation, and the Permit Holder does not expect to subsequently install a replacement culvert at that location;
 - (b) is not installed in a stream, when the stream contains fish;
 - (c) is sufficient to pass flows that occur during the period the culvert remains on the site;
 - (d) is installed during a period of low flow, and
 - (e) is removed before any period of high flow begins.
- e) Bridge or culvert abutments, footings and associated scour protection must be located outside the natural stream channel and must not constrict the channel width;
- f) Wetland crossings must be constructed, maintained and removed in accordance with the following:
- (i) Organic cover within and adjacent to the wetland must be retained;
 - (ii) Minimize erosion or release of sediment within the wetland;
 - (iii) Any padding materials must be placed on the wetland surface only and must not be used for infilling;
 - (iv) Any padding materials must be removed as soon as practicable following construction, considering weather and ground conditions; and
 - (v) The wetland, including banks and bed, must be restored, to the extent practicable, to the condition that existed before the crossing was initiated.

Archaeology

37. An Archaeological Impact Assessment (AIA) is required for the proposed development area prior to any development activities taking place.

An AIA report must be submitted to the Commission as soon as practicable.

If artifacts, features, materials or things protected under section 13(2) of the Heritage Conservation Act are identified the permit holder must, unless the permit holder holds a permit under section 12 of the Heritage Conservation Act issued by the Commission in respect of that artifact, feature, material or thing:

- a. immediately cease all work in the vicinity of the artifacts, features, materials or things;
- b. immediately notify the Commission and the Archaeology Branch of the Ministry of Forests, Lands and Natural Resource Operations; and
- c. refrain from resuming work in the vicinity of the artifacts, features, materials or things except in accordance with an appropriate mitigation plan that has been prepared in accordance with the Heritage Conservation Act and approved by the Archaeology Branch of the Ministry of Forests, Lands and Natural Resource Operations.

ACTIVITY SPECIFIC DETAILS PERMISSIONS, and CONDITIONS

PIPELINES

Land Area Number: 100003118
Pipeline Project Number: 000024381

All permissions for this activity are subject to the following conditions:

Pipeline Conditions

38. Changes must not be made to pigging design, and to above ground valves and piping, unless:
- a. the changes do not affect direct connections to pipelines and facilities;

Permitting and Authorizations
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Permit Holder: Vancouver Airport Fuel Facilities Corporation
 Application Determination number: 100100195

Application Submission Date: February 15, 2017
 Date Issued: April 3, 2017

- b. there are no changes to approved pressure protection, H2S protection or isolation;
 - c. there is no substantive impact to any aspect of the project that was included in the consultation; and
 - d. the design and operation of the pipeline continues to meet all regulatory requirements and the requirements of CSA Z662.
39. At least 14 days prior to the start-up of the marine terminal, the permit holder must contact the Commission by email (OGCPipelines.Facilities@bcogc.ca, referencing the application area number) to coordinate and complete an inspection.
 40. The permit holder must complete and submit a noise survey for the marine terminal, as directed in the BC Noise Control Best Practices Guideline, to the Commission (OGCPipelines.Facilities@bcogc.ca, referencing the application area number) within 6 months of commencement of operations. The Commission may require additional sound monitoring surveys or noise impact assessments to be completed at any time once the facility is in operation.
 41. Prior to commencement of operations at the marine terminal, the permit holder must provide to the Commission (OGCPipelines.Facilities@bcogc.ca, referencing the application area number) a copy of the facility Emergency Shutdown Systems Logic Chart stamped by a Professional Engineer indicating that the shutdown systems have been inspected and tested.
 42. The permit holder must submit the post HAZOP Issued for Construction (IFC) Piping and Instrumentation Drawings (P&IDs), and a list documenting any design differences between IFC P&IDs and the P&IDs submitted to the Commission for the issuance of this permit, to the Commission (OGCPipelines.Facilities@bcogc.ca, referencing the application area number) at least 2 weeks prior to the commencement of any field construction of process equipment and piping at the marine terminal.
 43. Except with leave of the Commission, within 12 months of commencement of liquid hydrocarbons transmission to Tank Farm 2 at YVR Airport, the permit holder must submit to the Commission the results and interpretation of a high resolution in-line inspection tool run to establish an accurate position of the pipeline (GEOPIG) and to detect pipe deformation and defects.
 44. The permit holder must contact the Commission via email at OGCPipelines.Facilities@bcogc.ca (referencing the application area number) at least 48 hours in advance of the start of construction of the pipeline. A Commission representative may coordinate an inspection prior to or during construction of the pipeline.
 45. Prior to start of construction of the marine terminal, the Geotechnical report, stamped by a Professional Engineer registered in BC, must be submitted to the Commission (OGCPipelines.Facilities@bcogc.ca, referencing the application area number).
 46. The permit holder must conduct a facility start up meeting prior to commencing operations to review the Emergency Response Plan with all potential permit holder emergency responders. The BCOGC must be notified in writing at least 30 days prior to the meeting by submitting the, "OGC Notification of Facility/Producing Well Start-up Modification Meeting" form found at: <http://www.bcogc.ca/industry-zone/documentation/Emergency-Response-and-Safety>.

ADVISORY GUIDANCE

1. Construction plan 17647, Sheet 1-21 is for the Permit Holder's internal reference only and was not reviewed as a decision tool for this permit, nor does it form an integral part of this permit.
2. The permit holder should be aware that there may be First Nation's traditional, cultural, or spiritual activities occurring concurrently with maintenance activities, as well as areas of current use or cultural resources that overlap the activity area. All reasonable efforts should be made to minimize interference with those activities while carrying out the activities authorized herein.
3. Appropriate tenure may be issued upon acceptance of the post-construction plan. Submission of the original application and submission of the post-construction plan is considered an application for all subsequent applicable *Land Act* tenures. Upon the Commission's acceptance of the post-construction plan no further applications for replacement tenure are required.
4. The term "unused equipment" has the same definition as in the Drilling and Production Regulation.

Permit Holder: Vancouver Airport Fuel Facilities Corporation
Application Determination number: 100100195

Application Submission Date: February 15, 2017
Date Issued: April 3, 2017

5. The activity area, with the exception of temporary workspace ancillary numbers 00156648, 00156632, and 00156649, must be confined to the area approved in the Certified Project Description of the associated Environmental Assessment Certificate.

All pages included in this permit and any attached documents form an integral part of this permit.

Ken Paulson, P. Eng
Executive Vice President and Chief Operating Officer
Authorized Signatory and Commission Delegated Decision Maker

Copied to:

Land Agent: CCI Solutions

First Nations: Seabird Island First Nation, Squamish Nation, Katzie First Nation, Stz'uminus First Nation, Tsleil-Waututh Nation, Penelakut Tribe, Cowichan Tribes, Lyackson First Nation, Musqueam Indian Band, Semiahmoo First Nation, Lake Cowichan First Nation, Halalt First Nation, Tsawwassen First Nation, People Of The River Referrals Office, Sto:lo Nation, Sto:lo Tribal Council, Soowahlie First Nation, Skawahlook First Nation, Shxw'ow/hamel First Nation, Hwlitsum

Landowners/Rights Holders

Ministry of Forests District Office: (DCK) Chilliwack Natural Resource District

Work Safe BC

OGC Compliance and Enforcement

OGC Community Relations



March 28, 2019

Vancouver Airport Fuel Delivery Project
Unit 108- 12300 Horseshoe Way
Richmond, BC, V7A 4Z1

Attention: Vancouver Airport Fuel Delivery Project

RE: Permit Extension for Application Determination Number 100100195

Permit Holder: Vancouver Airport Fuel Delivery Project
Permit Date of Issuance: April 3, 2017
Extension Date of Issuance: March 28, 2019
Extended Expiration Date: April 3, 2020
Application Determination No.: 100100195
Pipeline Project No.: 000024381
Ancillary Description: Workspace
Ancillary No.: 00156632 to 00156652
Changes In and About a Stream: 0003774

PERMISSIONS

Oil and Gas Activities Act

1. The BC Oil and Gas Commission (the "Commission"), under section 32(5) of the Oil & Gas Activities Act, hereby extends the permit and any associated authorizations to construct, maintain and operate a pipeline.
2. This permit extension is subject to the original permit, authorizations, subsequent amendments and any additional conditions as set out herein .
3. The prescribed period of this permit has been extended for one year and will expire on **April 3, 2020** if the permit holder has not begun the activity by this date.

Petroleum and Natural Gas Act

4. Pursuant to Section 138(1) of the Petroleum and Natural Gas Act, the permit holder is authorized to enter, occupy and use any unoccupied Crown land located within the operating area to carry out the oil and gas activity and related activities authorized under this permit.

CONDITIONS

5. The rights granted by this authorization are subject to all subsisting grants to or rights of any person made or acquired under the *Coal Act*, *Forest Act*, *Land Act*, *Mineral Tenure Act*, *Petroleum and Natural Gas Act*, *Range Act*, *Water Sustainability Act* or *Wildlife Act*, or any extension or renewal of the same.
6. The Permit holder must not assign or sublicense this permit or permit any person to use or occupy the land, other than its employees, contractors, or representatives, without the Commission's written consent.

Permitting and Authorizations Division
Physical Address: 6534 Airport Road, Fort St. John, BC
Mailing Address: Bag 2, Fort St. John, BC V1J 2B0

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Telephone: (250) 794-5200
Facsimile: (250) 794-5379
24 Hour: (250) 794-5200

Permit Holder: Vancouver Airport Fuel Delivery Project
Application Determination number: 100100195

Permit Extension Submission Date: March 12, 2019
Date Issued: March 28, 2019

7. The Permit Holder must ensure that the area is maintained in a condition so as to minimize hazards, including but not limited to hazards associated with storage of materials and equipment.
8. The Permit Holder must ensure that the area is free of garbage, debris and unused equipment.

ADVISORY GUIDANCE

1. Appropriate *Land Act* tenure will be issued upon acceptance of the post-construction plan. Submission of the original application and submission of the post-construction plan is considered application for all subsequent *Land Act* tenures; no further applications for replacement tenure is required.

This extension forms an integral part of the permit and should be attached thereto.



James O'Hanley
Vice President, Applications
Commission Delegated Decision Maker

pc: Land Agent – RAM Engineering
OGC, Compliance and enforcement

Attachment 12
Letter regarding MOTI highway permit



Bennett Jones

Bennett Jones LLP
2500 Park Place
666 Burrard Street
Vancouver, BC, V6C 2X8 Canada
T: 604.891.7500
F: 604.891.5100

David Bursey
Partner
Direct Line: 604.891.5128
e-mail: burseyd@bennettjones.com
Out File No. 731782

June 27, 2019

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

Attention: Anthony Capuccinello Iraci, City Solicitor

Dear Mr. Capuccinello:

**Re: Vancouver Airport Fuel Facilities Corporation – Marine Terminal Development Permit
– Site Specific Municipal Access Agreement – Vancouver Airport Fuel Delivery Project
– Update on the Ministry of Transportation and Infrastructure Permit**

Further to our recent discussions, I understand the City's General Purposes Committee will review VAFFC's Development Permit for its Marine Terminal site and the Site Specific Municipal Access Agreement on 2 July 2019. This letter gives an update on the status of the BC Ministry of Transportation and Infrastructure permit for VAFFC to construct and operate the portion of pipeline that will be located within the provincial highway corridor.

- VAFFC and MoTI staff settled the terms of the permit earlier this year. In March, we sent you a confidential copy of the final draft of the permit. There have been no changes to the terms of the MoTI permit since then. VAFFC expects that any further changes would be minor and technical in nature.
- MoTI is working through its internal administrative approval process to issue the permit. Based on a discussion between VAFFC and MoTI last week, we expect MoTI will issue the final permit by the end of July 2019.
- MoTI staff have assured VAFFC that the MoTI permit process is on track but the issuance process typically takes considerable time to complete because of MoTI staffing capacity. We understand the remaining process required to issue the permit is administrative in nature.

We will send you a final copy once MoTI has issued the final permit.

July 10, 2019

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June 27, 2019
Page 2

Please advise us if you require any further information.

Yours truly,

BENNETT JONES LLP


David Bursey

DB:dm

CNCL - 475



Business Regulation Bylaw No. 7538, Amendment Bylaw No. 10029

The Council of the City of Richmond enacts as follows:

1. That Business Regulation Bylaw No. 7538, as amended, is further amended by adding the following address in Schedule A item 9:

Civic Address	Civic Number	Original Bylaw Reference
9. No. 3 Road	4280 Unit 120	10029

and renumbering the rest of the remaining items in Schedule A in numerical order.

2. This Bylaw is cited as “**Business Regulation Bylaw No. 7538, Amendment Bylaw No. 10029**”.

FIRST READING

JUN 24 2019

SECOND READING

JUN 24 2019



THIRD READING

JUN 24 2019

LEGAL REQUIREMENTS SATISFIED

JUN 27 2019 JUL 04 2019

ADOPTED

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

MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9954 (RZ 18-829101)
11111/11113 Seafield Crescent**

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

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

P.I.D. 004-272-382

Lot 29 Section 36 Block 4 North Range 6 West New Westminster District Plan 25887

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9954"**.

FIRST READING

DEC 10 2018

PUBLIC HEARING

JAN 21 2019

SECOND READING

JAN 21 2019

THIRD READING

JAN 21 2019

ADOPTED



MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9841 (RZ 17-765557)
5191, 5195, 5211, 5231, 5251, 5271, 5273, 5291/5311, 5331 and 5351
Steveston Highway**

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

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

Zone	Sum Per Buildable Square Foot of Permitted Principal Building
"ZT85	\$4.00"

- b. Inserting the following into Section 17 (Site Specific Residential (Town Houses) Zones), in numerical order:

"17.85 Town Housing - Steveston Highway (Steveston) (ZT85)

17.85.1 Purpose

The **zone** provides for **town housing**, plus other compatible **uses**.

17.85.2 Permitted Uses

- **child care**
- **housing, town**

17.85.3 Secondary Uses

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

17.85.4 Permitted Density

1. The maximum **floor area ratio** is 0.40.
2. Notwithstanding Section 17.85.4.1, the reference to "0.4" shall be increased to a higher **density** of "0.66" if the **owner**, at the time

Council adopts a zoning amendment bylaw to include the **owner's lot** in the **ZT85 zone**, pays into the **affordable housing reserve** the sum specified in Section 5.15 of this bylaw.

17.85.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 40% for all **buildings**.
2. No more than 65% of the **lot** may be occupied by **buildings, structures and non-porous surfaces**.
3. 25% of the **lot area** is restricted to **landscaping** with live plant material.

17.85.6 Yards & Setbacks

1. The minimum **front yard** is 4.5 m.
2. The minimum **interior side yard** is 3.0 m
3. The minimum **rear yard** is 6.0 m.

17.85.7 Permitted Heights

1. The maximum **height** for **buildings** is 12.0 m (3 **storeys**).
2. The maximum **height** for **accessory buildings** is 5.0 m.
3. The maximum **height** for **accessory structures** is 9.0 m.

17.85.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot width** is 50.0 m.
2. The minimum **lot depth** is 35.0 m.
3. There is no minimum **lot area**.

17.85.9 Landscaping & Screening

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

17.85.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0.

17.85.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply.”
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **“TOWN HOUSING - STEVESTON HIGHWAY (STEVESTON) (ZT85)”**.

P.I.D. 002-746-565

Lot 992 Section 36 Block 4 North Range 7 West New Westminster District Plan 61320

P.I.D. 002-746-573

Lot 993 Section 36 Block 4 North Range 7 West New Westminster District Plan 61320

P.I.D. 003-644-146

Lot 3 Except: Part Subdivided by Plan 53481, Section 36 Block 4 North Range 7 West New Westminster District Plan 6967

P.I.D. 003-581-420

Lot 456 Section 36 Block 4 North Range 7 West New Westminster District Plan 52683

P.I.D. 003-768-775

Lot 466 Section 36 Block 4 North Range 7 West New Westminster District Plan 53481

P.I.D. 002-178-427

Lot 457 Section 26 Block 4 North Range 7 West New Westminster District Plan 52683

P.I.D. 003-768-864

Lot 467 Section 36 Block 4 North Range 7 West New Westminster District Plan 53481

P.I.D. 003-672-310

Lot 480 Section 36 Block 4 North Range 7 West New Westminster District Plan 54587

P.I.D. 003-745-562

Lot 479 Section 36 Block 4 North Range 7 West New Westminster District Plan 54587

P.I.D. 003-672-301

Lot 478 Section 36 Block 4 North Range 7 West New Westminster District Plan 54587

3. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9841"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAR 26 2018

APR 16 2018

APR 16 2018

APR 16 2018

JUL 10 2019

CITY OF RICHMOND
APPROVED by E.L.
APPROVED by Director or Solicitor JK

MAYOR

CORPORATE OFFICER



**Development Permit Panel
Wednesday, July 10, 2019**

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: John Irving, Chair
Cecilia Achiam, General Manager, Community Safety
Peter Russell, Director, Sustainability and District Energy

The meeting was called to order at 3:30 p.m.

Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on June 26, 2019 be adopted.

CARRIED

1. DEVELOPMENT PERMIT 11-593871
(REDMS No. 6204334 v. 2)

APPLICANT: IBI Architects (Canada) Inc. on behalf of South Coast British Columbia Transportation Authority (TransLink)

PROPERTY LOCATION: 6302 No. 3 Road and 6411 Buswell Street

INTENT OF PERMIT:

1. Permit the construction of a Bus Mall at 6302 No. 3 Road and 6411 Buswell Street on a site zoned "Downtown Commercial (CDT1)"; and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to reduce the number of parking spaces for the existing office building on 6411 Buswell Street from 44 to 25 spaces.

Development Permit Panel

Wednesday, July 10, 2019

Applicant's Comments

Salim Narayanan, IBI Group Architects, with the aid of a visual presentation (attached to and forming part of these Minutes as Schedule 1) briefed the Panel regarding the features of the proposed acoustic screen adjacent to the townhouses within the Emporio Building located on the northeast of the proposed Bus Mall and highlighted the following:

- the proposed acoustic screen will be 12 feet high and approximately 90 feet long;
- noise within the line of sight to buses in the Bus Mall through the proposed acoustic barrier would be reduced by 5 to 10 decibels (dB); and
- the expected noise level of the fourth floor rooftop patios of townhouses within the Emporio Building will be from 55db to 60db which is similar to the typical noise levels for a townhouse facing the street.

Engineer Aaron Peterson, Brown Strachan Associates, noted that the estimated noise level of the fourth floor rooftop patios is 55dB and will not be reduced by the proposed acoustic screen; however, the existing balustrade around the rooftop patios provides a noise buffer.

Mr. Peterson further noted that the City's Official Community Plan (OCP) requirements for interior noise level for the Emporio townhouses could be met without the proposed acoustical screen which provides an additional noise buffer for interior spaces beyond the City's requirements.

Staff Comments

Wayne Craig, Director, Development, noted that (i) staff have verified the acoustical measures for the Emporio Building, and (ii) staff support the use of the subject site for the construction of a Bus Mall which is consistent with the City Centre Area Plan (CCAP).

Panel Discussion

In reply to queries from the Panel regarding the provision of washroom facilities for the proposed Bus Mall, Mr. Craig advised that (i) temporary washroom facilities for transit operators are provided within the Mandarin development directly to the north of the Bus Mall, (ii) permanent washroom facilities for transit operators and the public are planned to be incorporated into the future redevelopment of the Translink-owned property at 6411 Buswell Street, located directly to the east of the Bus Mall, (iii) the existing employee washroom at the Canada Line Brighthouse Station is made available to the public upon request to Translink employees, and (iii) Translink is currently reviewing how public washrooms could be integrated into all major transit facilities.

In reply to a query from the Panel, Mr. Craig noted that there is no clear timeline for the redevelopment of the Translink-owned property at 6411 Buswell Street.

Development Permit Panel

Wednesday, July 10, 2019

In reply to a query from the Panel, Mr. Narayanan confirmed that the temporary washroom facilities within the Mandarin development are exclusively for the use Translink employees and additional washroom facilities will be provided in the future redevelopment of 6411 Buswell Street.

As a result of the discussion, staff were directed to discuss the timeline for the future redevelopment of 6411 Buswell Street with Translink staff.

In reply to a query from the Panel regarding the determination of Bus Mall noise levels, Mr. Peterson confirmed that their acoustical study referenced the interior design criteria of the Canada Home Mortgage Corporation (CHMC) and that actual bus noise measurements were conducted in a Translink bus exchange in North Vancouver. In addition, Mr. Peterson noted that the determination of the expected bus noise level in the proposed Bus Mall was based on a worst case scenario with all diesel buses.

In reply to further queries from the Panel, Mr. Peterson noted that (i) the proposed acoustic screen was intended to provide an acoustic buffer to possible Bus Mall noise, e.g. noise from bus tires and diesel engines, for the lower levels of the Emporio townhouses directly facing the Bus Mall and not for the townhouses' rooftop patios, and (ii) the original design of the Emporio Building was intended to achieve the City's interior design criteria.

In reply to a query from the Panel, Mr. Narayanan acknowledged that further improvements to the design of the proposed acoustic screen, e.g., adding another layer for the acoustic screen, could be considered by Translink should the expected noise reduction not be achieved by the current design of the acoustic screen.

In reply to queries from the Panel, Chit Vyas, Translink, confirmed that mechanisms are currently in place, such as the conduct of regular inspections by Translink supervisors, to ensure bus operators' compliance with Translink's vehicle idling policy that limits vehicle idling for three minutes. In addition, Mr. Vyas acknowledged that complaints from the public are fully attended to by Translink, and Translink would address the design of the acoustic screen if it did not perform to the acoustic standards outlined by the acoustic engineer.

In reply to a query from the Panel regarding Translink's initiatives to address noise concerns of Emporio Building residents, Mr. Vyas confirmed that (i) Translink organized a meeting with the Strata Council of Emporio Building prior to the June 26, 2019 meeting of the Development Permit Panel; however, some residents were not able to attend, (ii) Translink offered to organize another meeting but was deemed not necessary by the Strata Council, and (iii) Translink directly contacted Mr. Jett Tung, an Emporio Building resident, and exchanged email messages with him to address his concerns regarding possible Bus Mall noise impacts on townhouses.

Gallery Comments

None.

Development Permit Panel

Wednesday, July 10, 2019

Correspondence

Jett Tung, 6351 Buswell Street, including email responses from Drew Ferrari and Chit Vyas, Translink, and Aaron Peterson, Brown Strachan Associates (Schedule 2)

Mr. Craig advised that staff circulated the subject correspondence to the City Clerk's Office to form part of the record of the July 10, 2019 meeting of the Panel.

In reply to a query from the Panel, Mr. Craig acknowledged that Mr. Tung's concerns were responded to by the applicant.

Panel Discussion

The Panel expressed support for the project and appreciated the applicant's provision of additional information regarding the proposed acoustical measures to mitigate noise in the Bus Mall, willingness to introduce additional noise mitigation measures if necessary, and efforts to address neighbouring residents' concerns identified at the Panel's previous meeting.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

1. *permit the construction of a Bus Mall at 6302 No. 3 Road and 6411 Buswell Street on a site zoned "Downtown Commercial (CDT1)"; and*
2. *vary the provisions of Richmond Zoning Bylaw 8500 to reduce the number of parking spaces for the existing office building on 6411 Buswell Street from 44 to 25 spaces.*

CARRIED

2. **Date of Next Meeting: July 24, 2019**

3. **Adjournment**

It was moved and seconded

That the meeting be adjourned at 3:55 p.m.

CARRIED

Development Permit Panel
Wednesday, July 10, 2019

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, July 10, 2019.

John Irving
Chair

Rustico Agawin
Committee Clerk

RICHMOND-BRIGHOUSE BUS MALL

6302 No 3 Road, Richmond
DEVELOPMENT PANEL MEETING
JULY 10, 2019



CNCL - 489

A0001

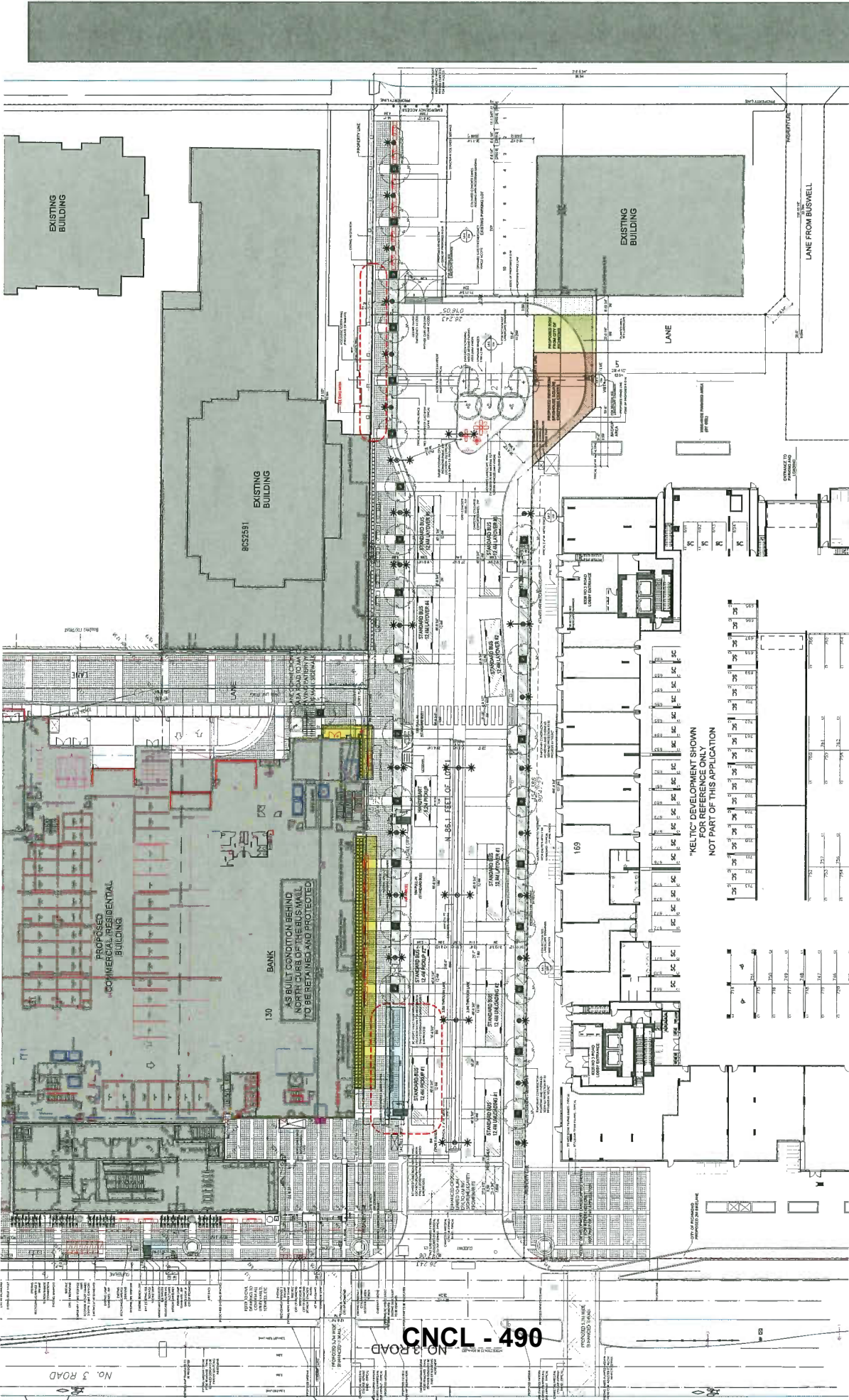
6302 No 3 Road, Richmond
REISSUED FOR DEVELOPMENT PERMIT
June 3, 2019

SITE LOCATION



TRANS LINK

IBI
RICHMOND ARCHITECTS
100 - 1250 West 4th Avenue
Richmond, BC V6X 1S7
Tel: 604 271 1111 Fax: 604 271 1112



A0004

6302 No 3 ROAD, RICHMOND
DEVELOPMENT PERMIT RE-SUBMISSION
July 10, 2019

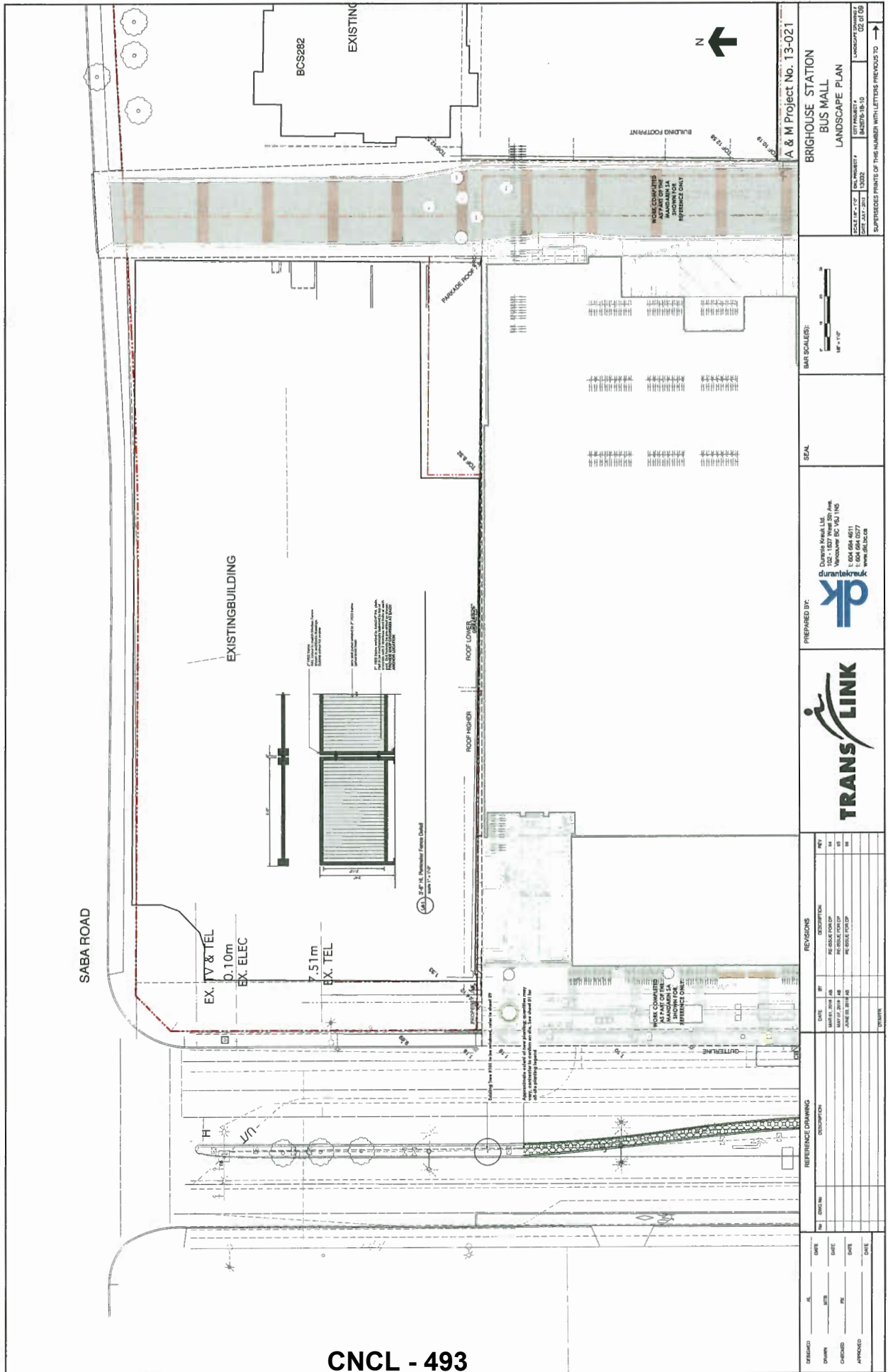
BUS MALL LAYOUT SCALE: 3/8"=1'-0"



IBI GROUP ARCHITECTS
780 - 335-1000
1000 - 335-1000
1000 - 335-1000



CNCL - 491



CNCL - 493



PREPARED BY:
durantekreuk
 Durantekreuk Ltd.
 1000 West Beaver Creek Road
 Richmond, BC V6X 1N3
 T: 604 664 6611
 F: 604 664 6277
 www.dk.bc.ca

SEAL



BRIGHOUSE STATION
 BUS MALL
 LANDSCAPE PLAN

A & M Project No. 13-021

DATE	BY	DATE	BY	DATE	BY
2011	2011	2011	2011	2011	2011
DATE	DATE	DATE	DATE	DATE	DATE
DATE	DATE	DATE	DATE	DATE	DATE

NO.	DATE	DESCRIPTION	BY	DATE	DESCRIPTION	BY
1	2011	2011	2011	2011	2011	2011
2	2011	2011	2011	2011	2011	2011
3	2011	2011	2011	2011	2011	2011
4	2011	2011	2011	2011	2011	2011
5	2011	2011	2011	2011	2011	2011
6	2011	2011	2011	2011	2011	2011
7	2011	2011	2011	2011	2011	2011
8	2011	2011	2011	2011	2011	2011
9	2011	2011	2011	2011	2011	2011
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REFERENCE DRAWING

REVISIONS

DATE

DESCRIPTION

BY

DATE

DESCRIPTION

BY

DATE

DESCRIPTION

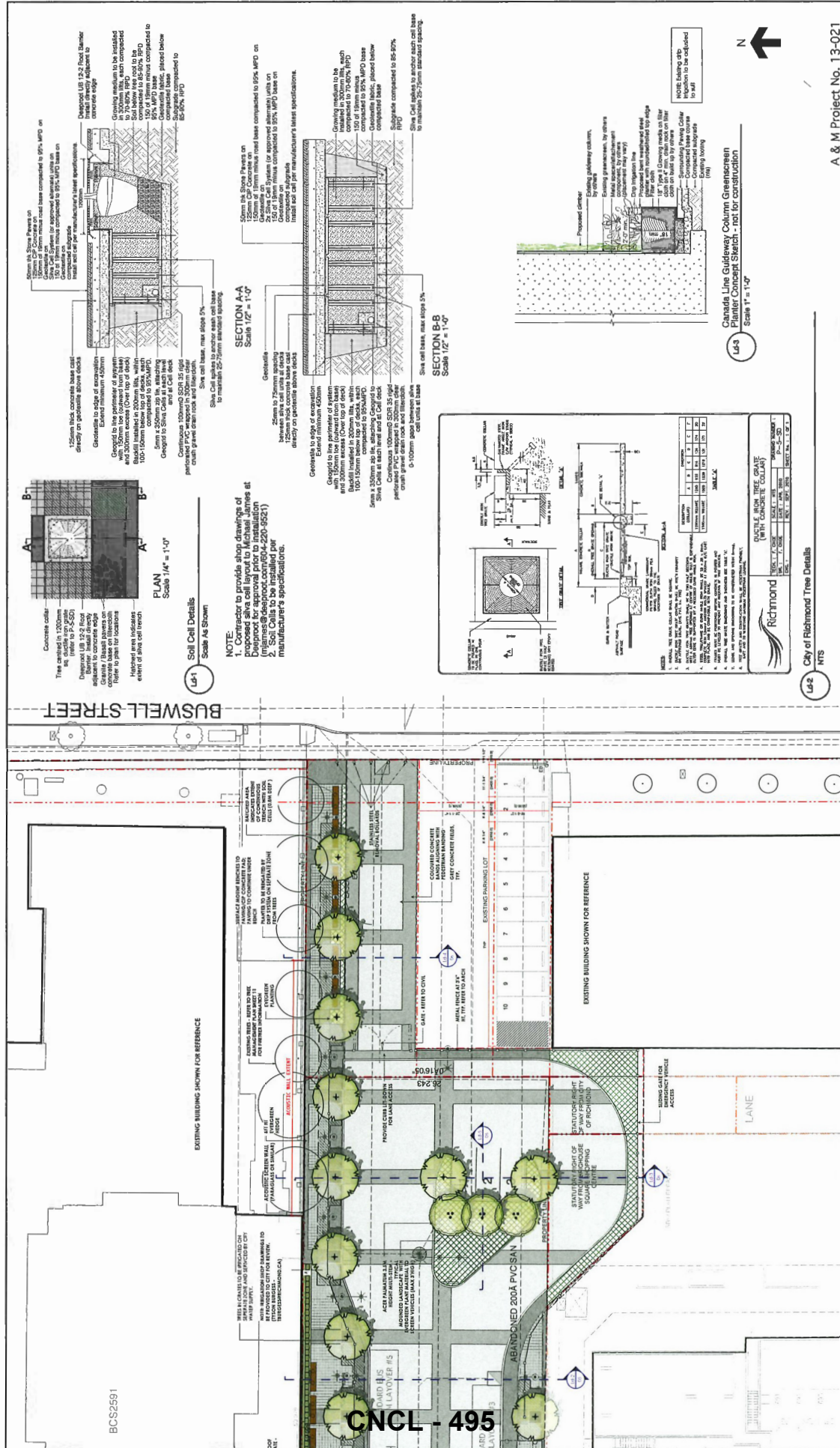
BY

DATE

DESCRIPTION

BY

DATE

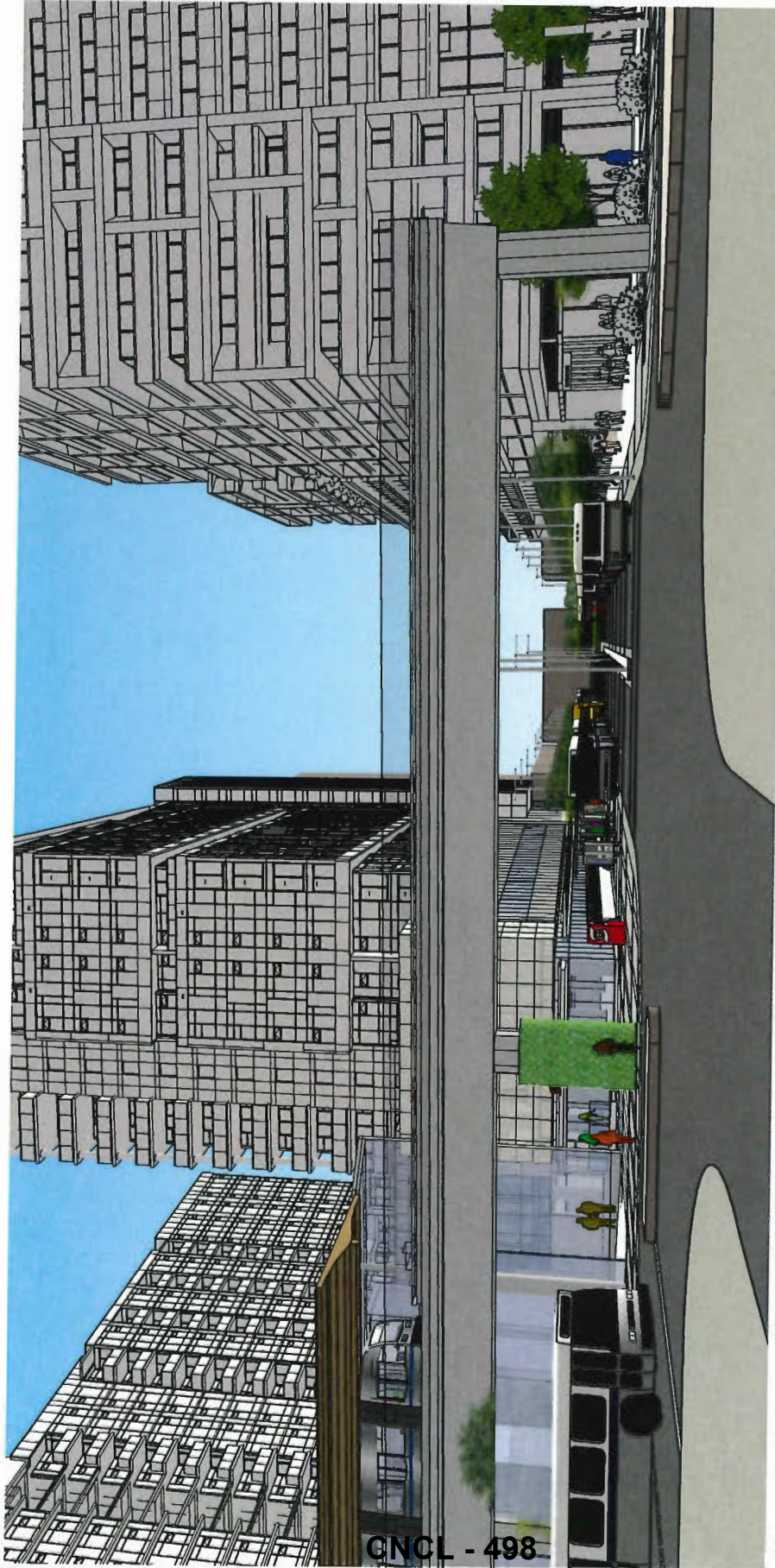
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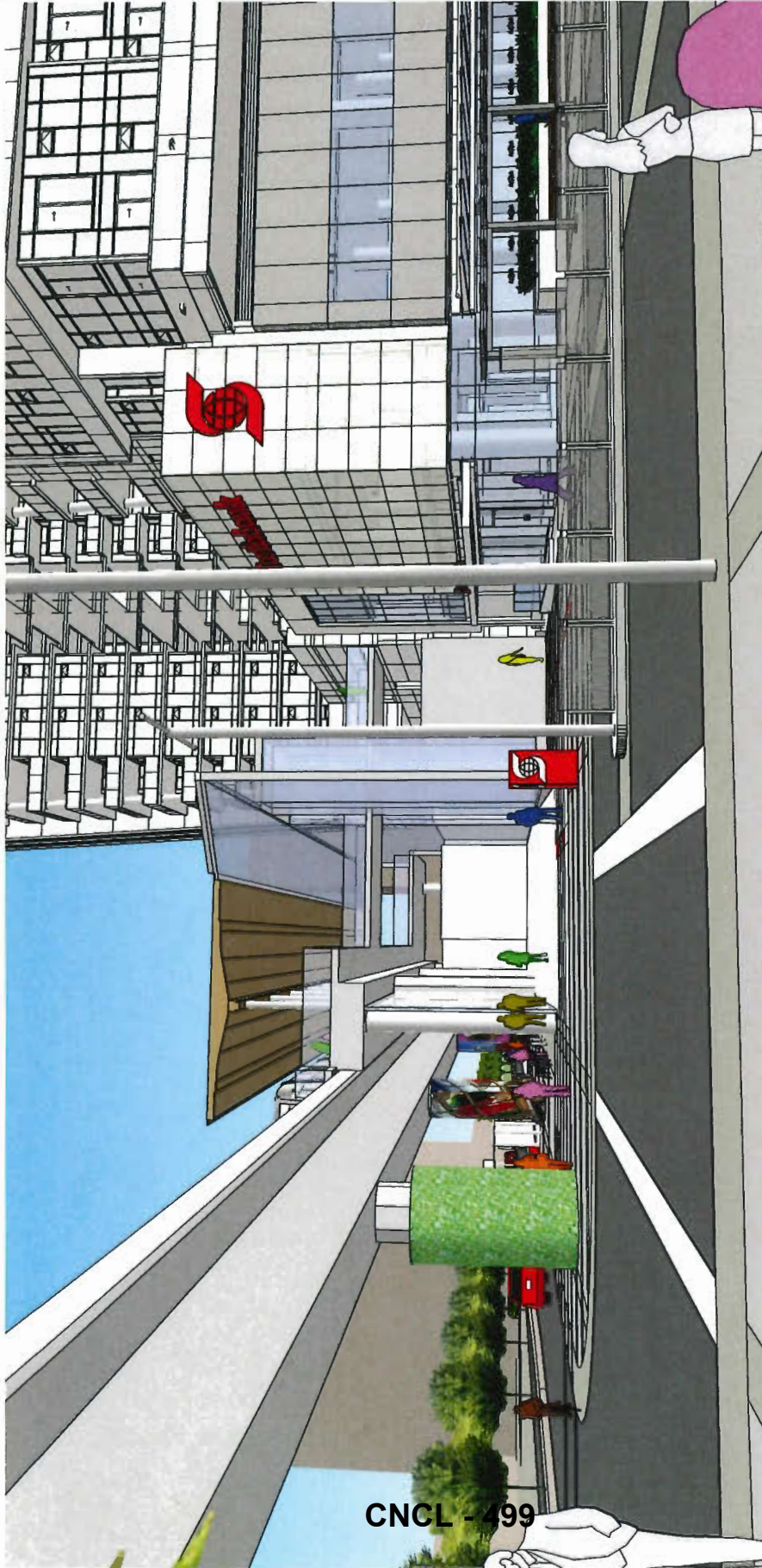
CONCI - 496



CNCL - 497



GNCL - 498



CNCL - 499

A0026

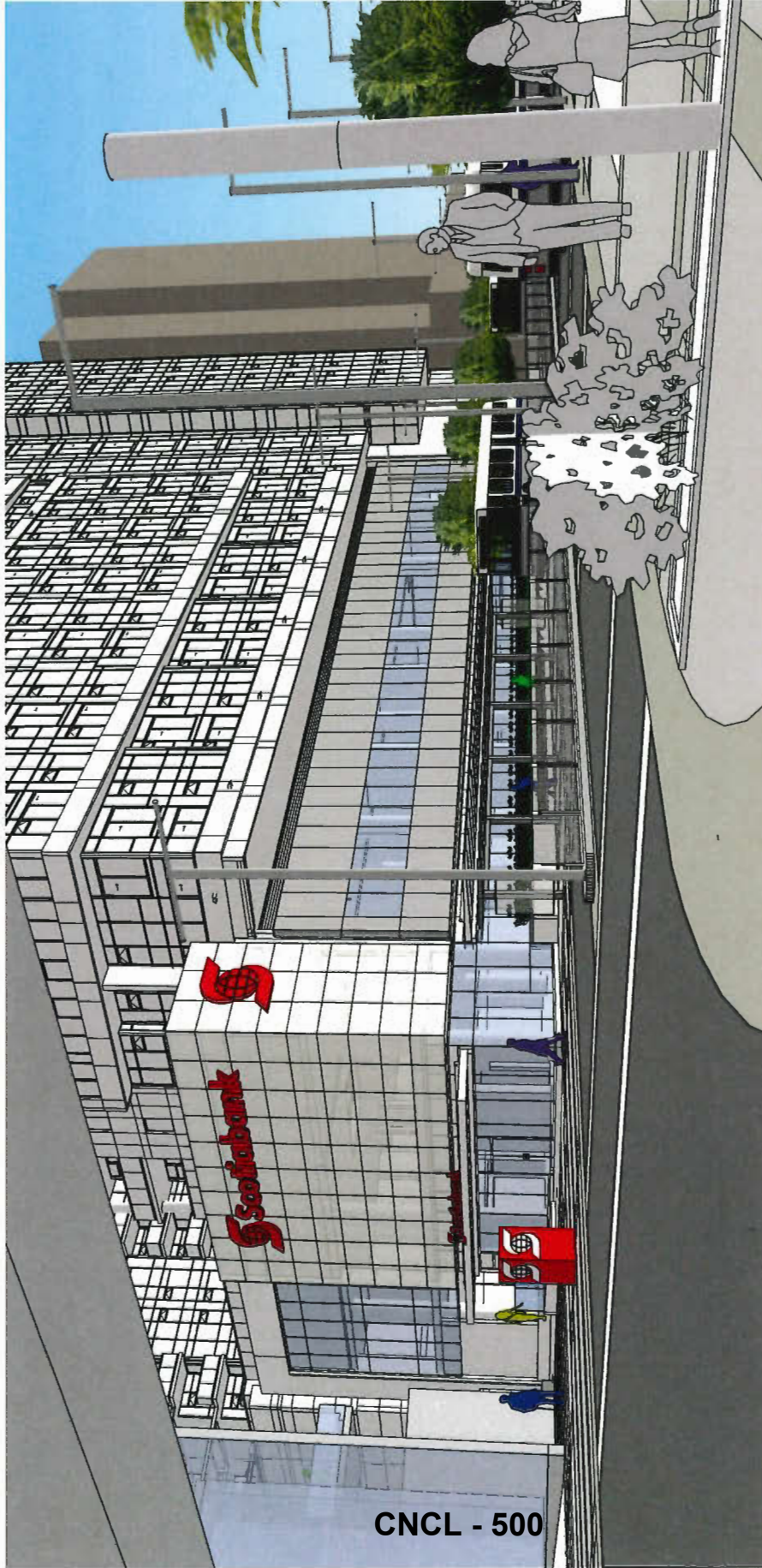
6302 No 3 Road, Richmond
Development Permit Re-Submission
June 03, 2019

BUS MALL

TRANSLINK

IBI GROUP ARCHITECTS
700-770-7700
www.ibigroup.com

IBI



CNCL - 500



CNCL - 501

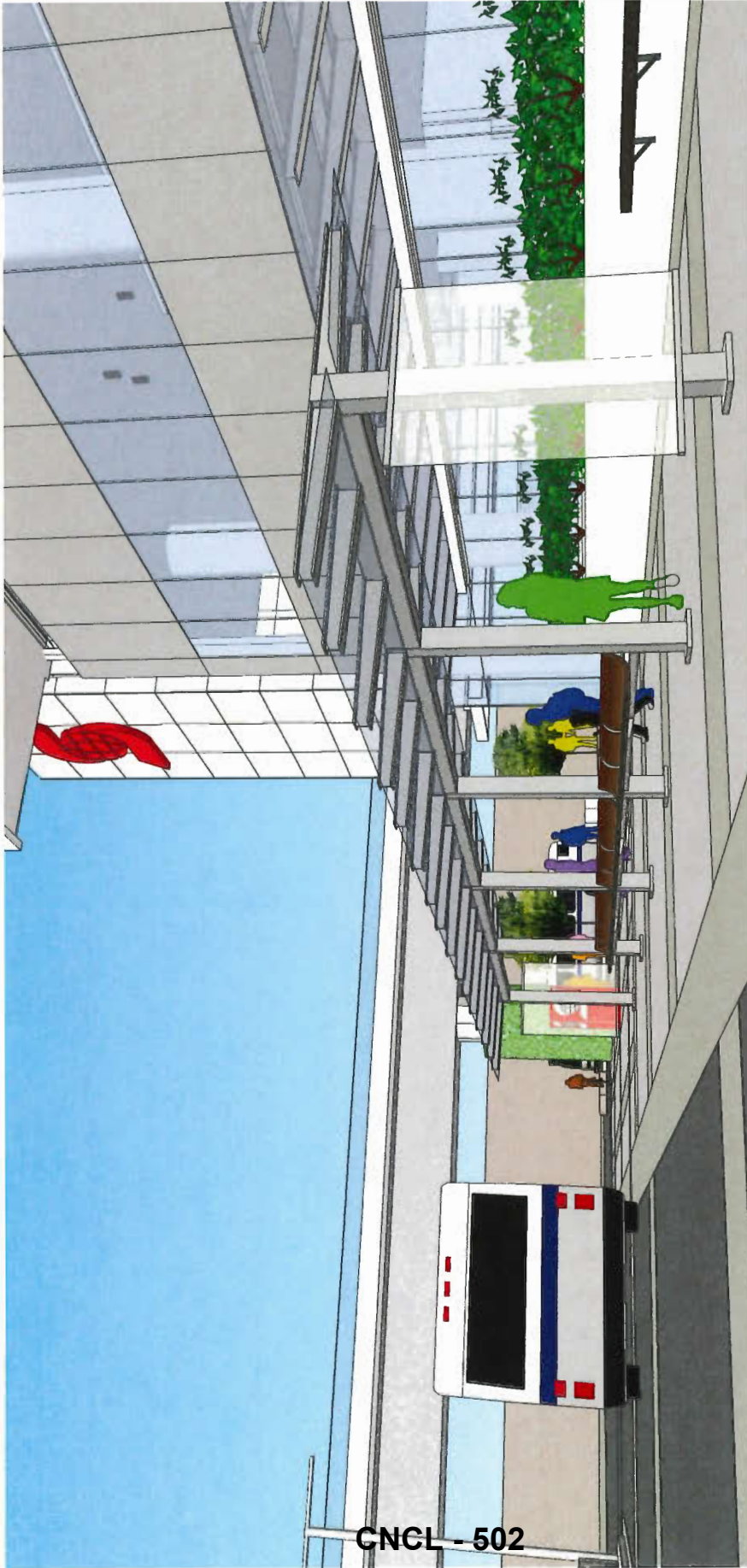
A0027

6302 No 3 ROAD, RICHMOND
DEVELOPMENT PERMIT RE-SUBMISSION
June 03, 2019

BUS MALL

TRANSLINK

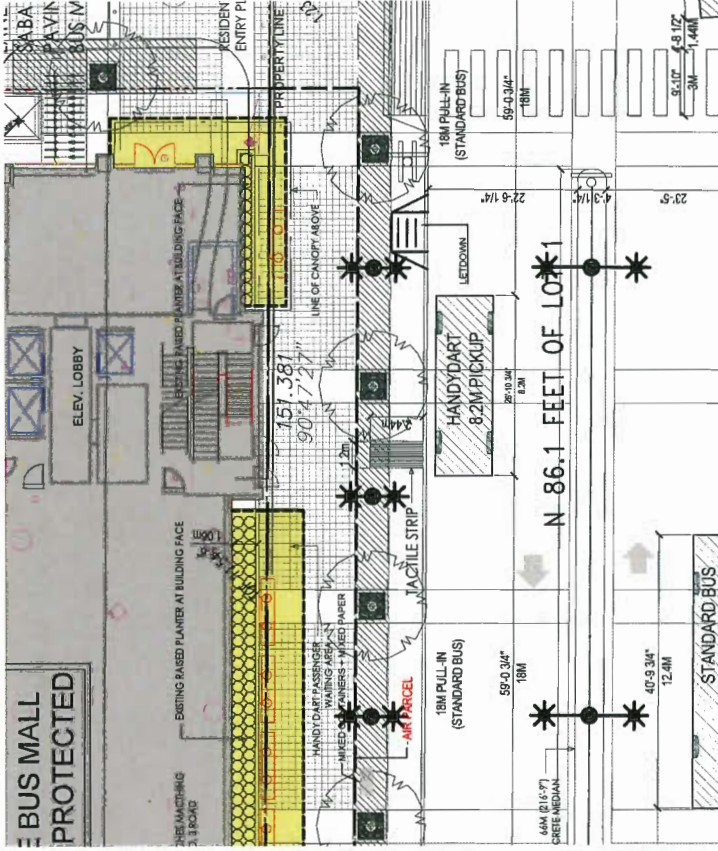
IBI GROUP ARCHITECTS
100-1150 West Pender Street
V6C 2R8
Vancouver, BC V6C 2R8
Tel: 604.681.7777 Fax: 604.681.7800
www.ibigroup.com



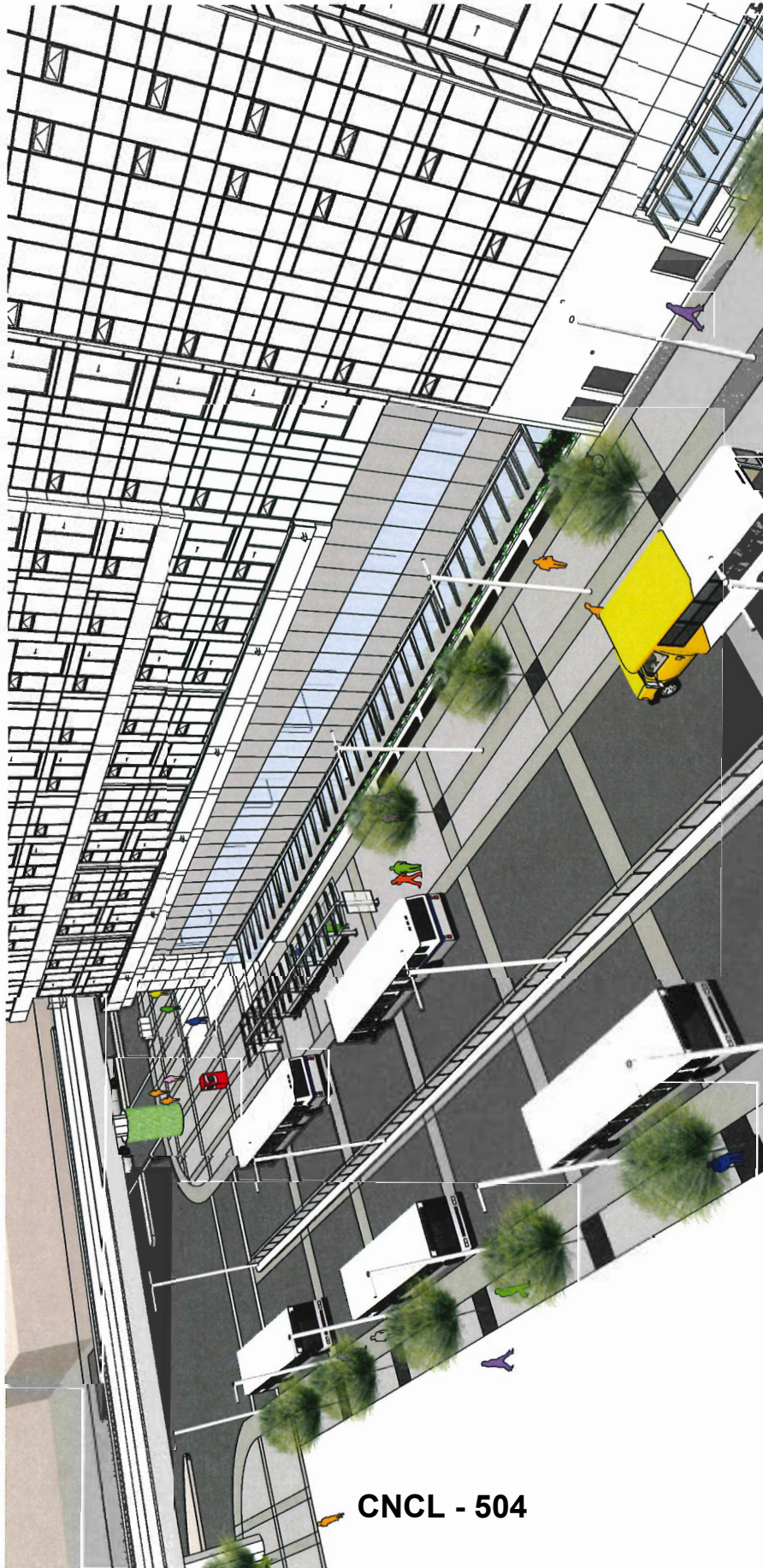
CNCL - 502



CNCL - 503



HANDYDART BUS LOCATION AND PASSENGER AREA



CNCL - 504

A0030

6302 NO 3 ROAD, RICHMOND
DEVELOPMENT PERMIT RE-SUBMISSION
June 03, 2019

BUS MALL

TRANS LINK

IBI
INTERNATIONAL
BUSINESS ADVISORY
CORPORATION
VICTORIA, B.C. V8V 2G6
Tel: 250.686.1111
www.ibi.ca



CNCL - 505



CNCL - 506



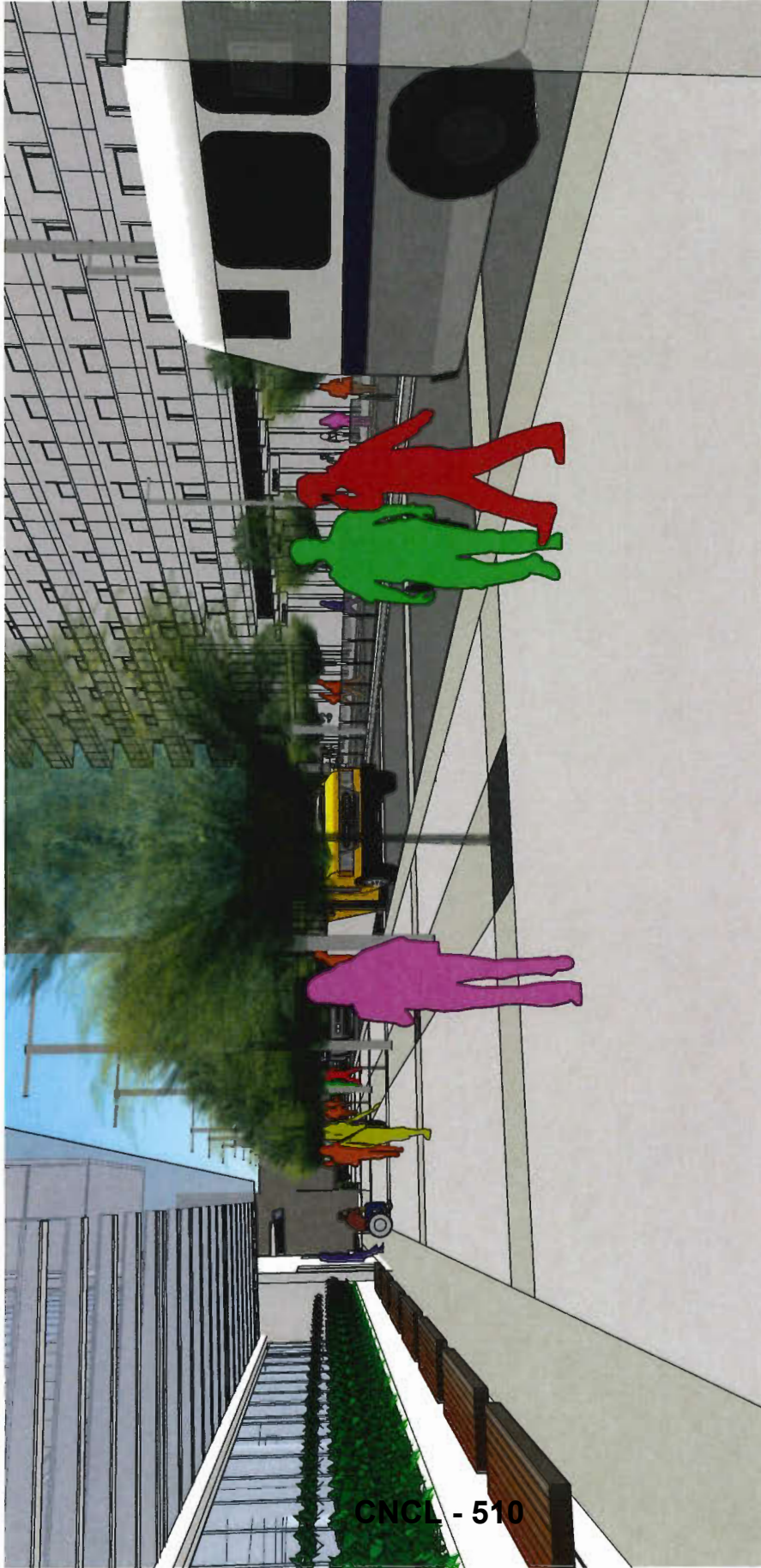
CNCL - 507



ENCL - 508



CNCL - 509



CNCL - 510

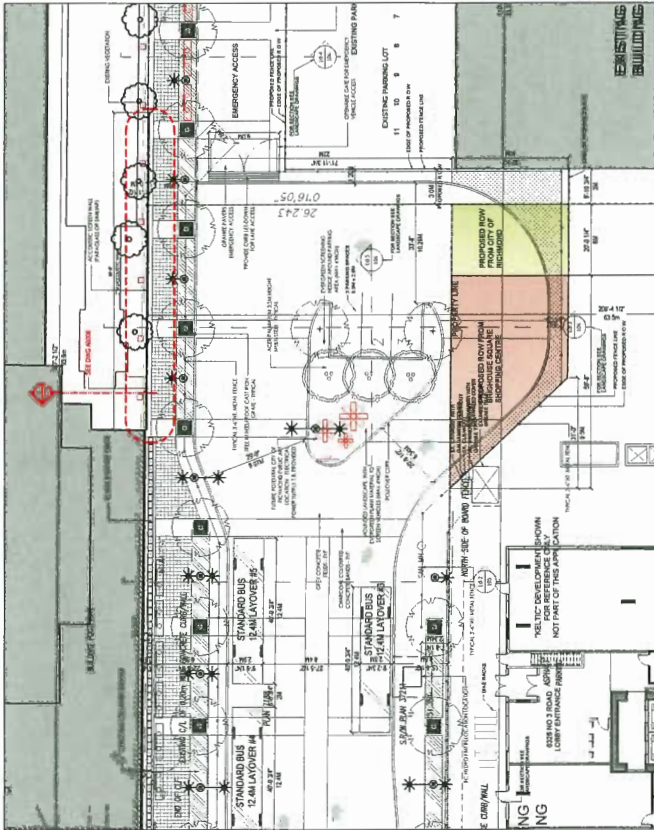


Image 1: North Neighbour
Facing East Elevation

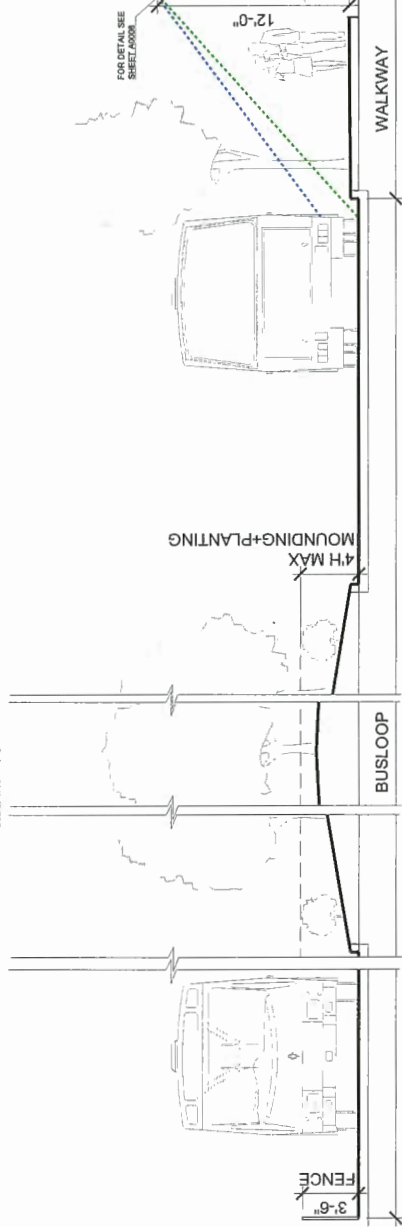


Image 2: North Neighbour
Facing South East Elevation

CNCL - 511



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



Acoustic Screen
Scale: 1/4" = 1'-0"



IBI GROUP ARCHITECTS
200 - 1225 West Beaver Creek
Richmond, BC V6X 3E7
Tel: 604.271.1111 Fax: 604.271.1112
www.ibigroup.com

ACOUSTIC SCREEN

SCALE:

1/12" = 1'-0"

6302 No 3 Road, Richmond
DEVELOPMENT PERMIT RE-SUBMISSION
June 03, 2019

A0005



December 9, 2015

IBI Group
700 - 12th Street
Vancouver, BC V6E 4H1

Dear Mr. Mayor:

Re: Delancey Drive Loop - Emerald Tombstone Interchange Screen

Further to our telephone discussion of December 8, 2015, the following outlines our advice with respect to the proposed design for the Delancey Drive Loop Interchange Screen. Being such that the loop area would be improved.

Our initial work on the Interchange was to release the proposed design and to recommend design details considering possible future low noise. In the City of Richmond, the relevant reference for noise is the Official Community Plan (OCP), Section 14.4.7, Richmond's Official Community Plan (OCP), which states that the Interchange Screen should be designed to meet the noise reduction requirements of the National Research Council, published in 1986.

Our design evaluation considered traffic, the Council Line, and possible low noise screen and VVR screen. The low noise screen was based on a future volume of 2,000 bus trips per day with 50% of the trips being heavy trucks.

Based on the low noise and other sources, the existing design for the Delancey Drive Loop Interchange Screen is not acceptable. The OCP requires a noise reduction of 15 dB for the Interchange Screen. To meet the OCP requirement, the recommended design is a 15 dB noise reduction screen.

The proposed design is a 15 dB noise reduction screen. We understand the screen material will be glass, which meets acoustic requirements.

-2-

TransLink - 6000 Highway 10, Vancouver, Canada V6B 6Y1. Tel: 604-261-1234. Fax: 604-261-1235. translink@translink.ca

-2-

Mr. Salim N. ... December 9, 2015

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-2-

TransLink - 6000 Highway 10, Vancouver, Canada V6B 6Y1. Tel: 604-261-1234. Fax: 604-261-1235. translink@translink.ca

Please call if you have any questions.

Yours very truly,

IBI GROUP

IBI GROUP'S ASSOCIATES

David W. Brown, P.Eng.

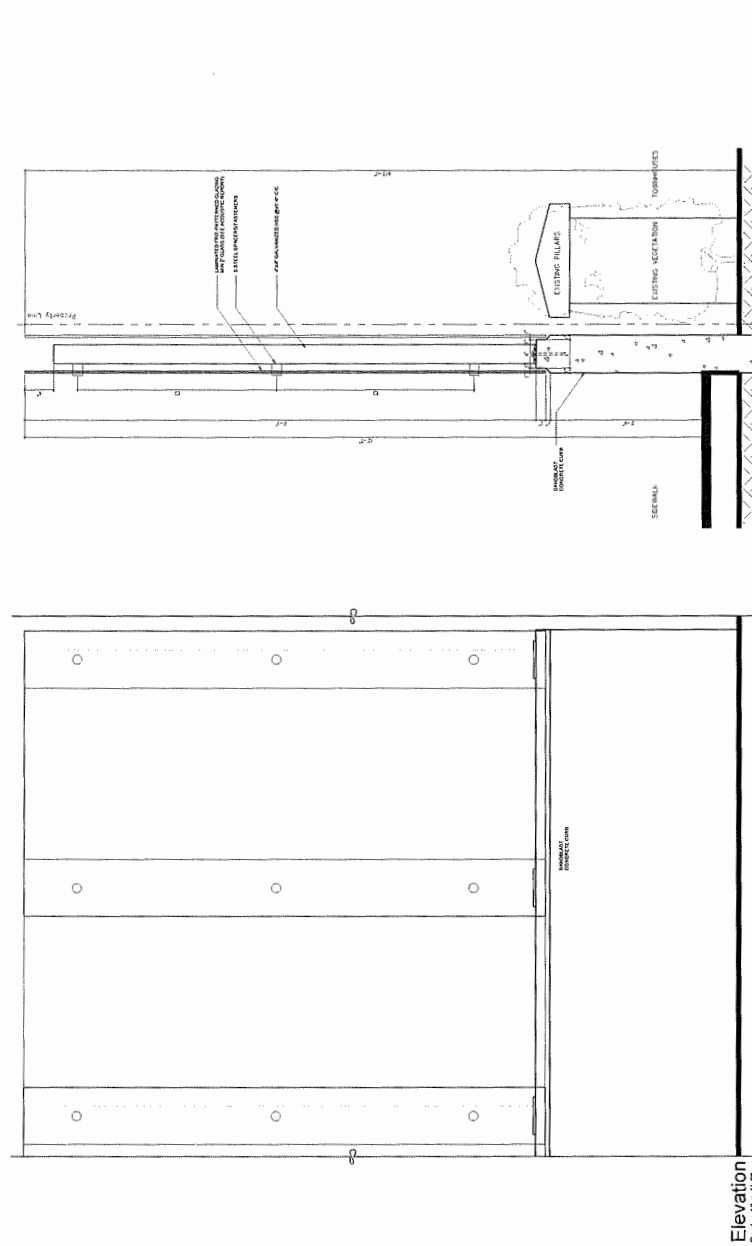
TransLink - 6000 Highway 10, Vancouver, Canada V6B 6Y1. Tel: 604-261-1234. Fax: 604-261-1235. translink@translink.ca

Proposed Elevation
Scale: 1/15

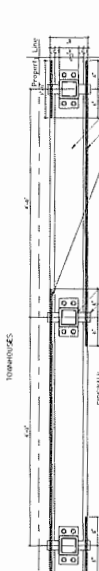


TRANSLINK

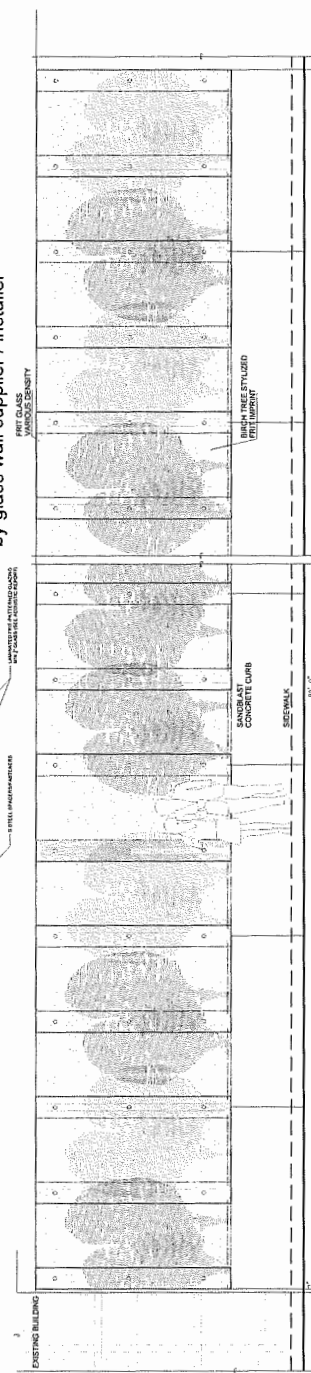
IBI GROUP
IBI GROUP'S ASSOCIATES
TransLink - 6000 Highway 10, Vancouver, Canada V6B 6Y1. Tel: 604-261-1234. Fax: 604-261-1235. translink@translink.ca



Elevation
Scale: 1" = 1'-0"



Plan
Scale: 1" = 1'-0"



Proposed Elevation
Scale: 1/15



TRANSLINK

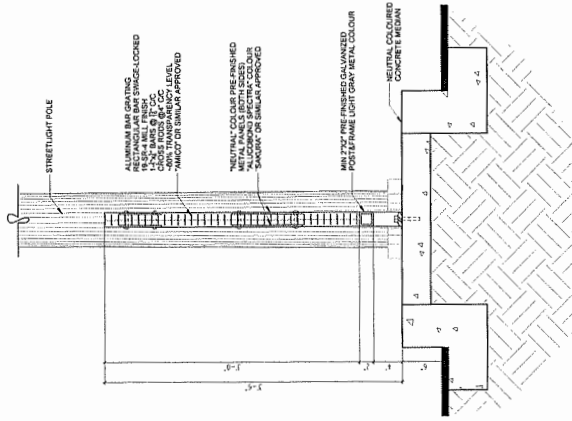
IBI GROUP
IBI GROUP'S ASSOCIATES
TransLink - 6000 Highway 10, Vancouver, Canada V6B 6Y1. Tel: 604-261-1234. Fax: 604-261-1235. translink@translink.ca

ACOUSTIC SCREEN

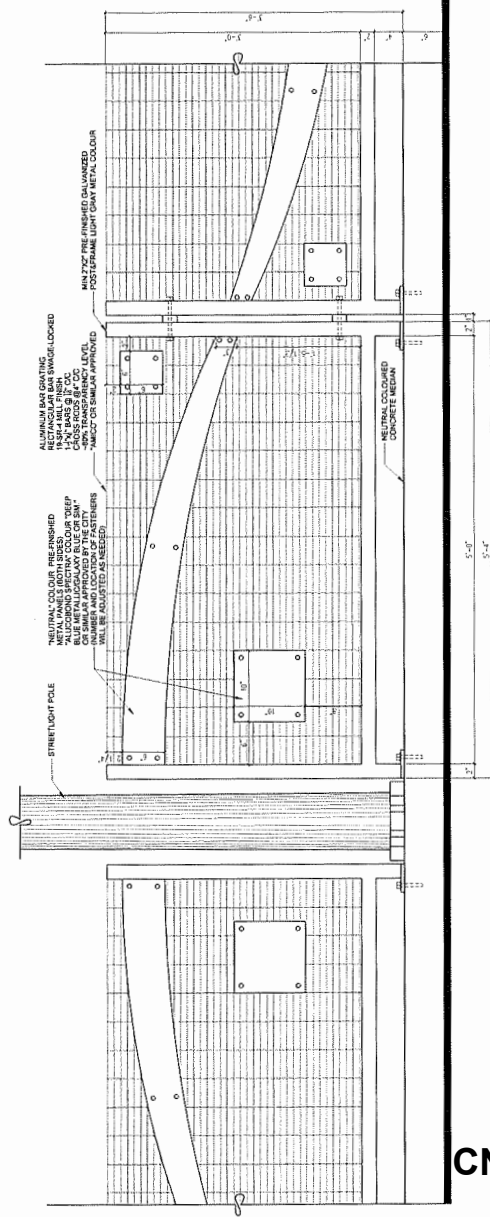
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6302 No 3 Road, Richmond
DEVELOPMENT PERMIT RE-SUBMISSION
June 03, 2019

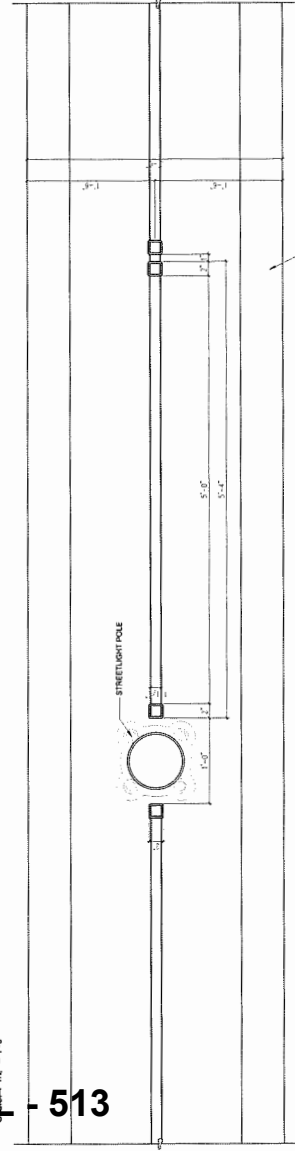
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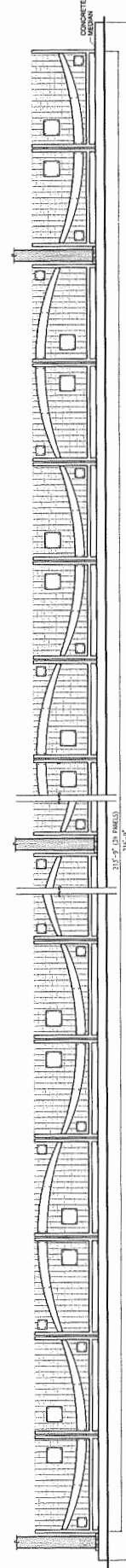
Section
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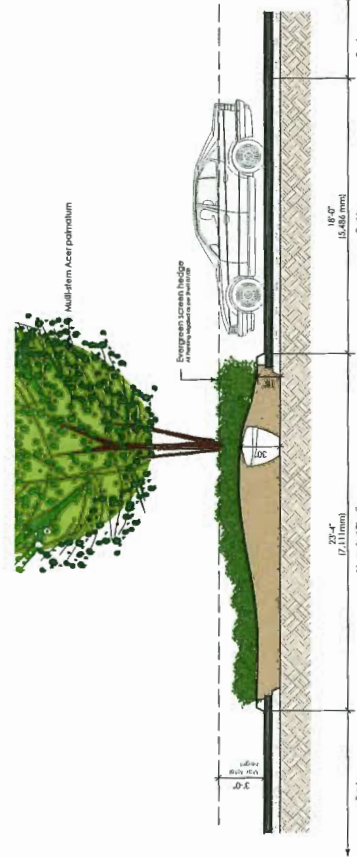
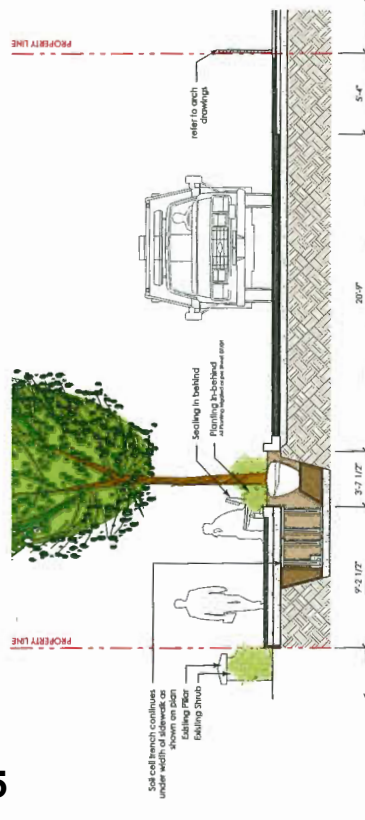
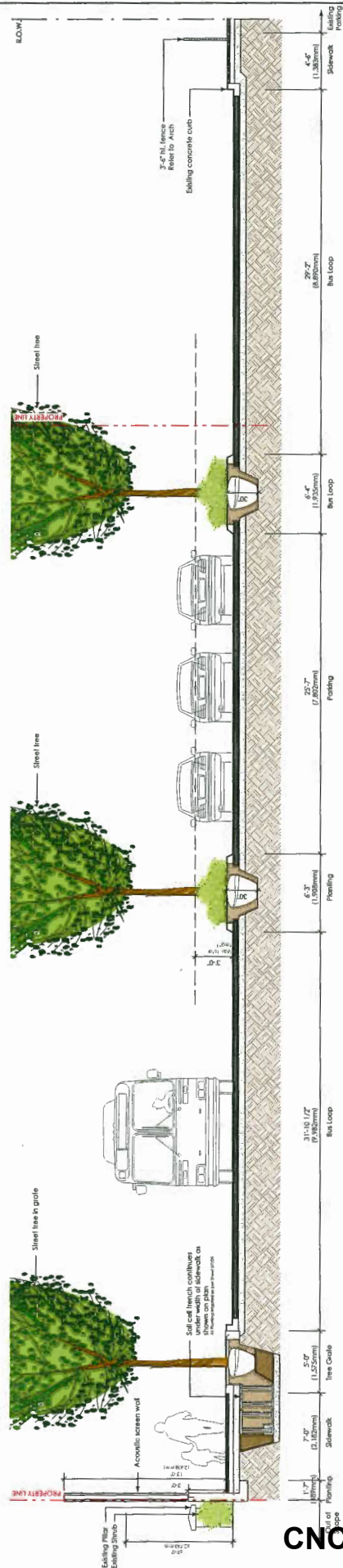
CNCL - 513



Plan
Scale: 1 1/2" = 1'-0"



Elevation
Scale: NTS



Ld-4 Section through Emergency Vehicle Lane

Ld-5 Section through bus loop - D
scale 1/4" = 1'-0"

A & M Project No. 13-021

BRIGHOUSE STATION
BUS MALL
LANDSCAPE SECTIONS

BAR SCALE(S):
SCALE AS SHOWN

SEAL

Dursante Kreutz Ltd.
 102 - 1537 West 5th Ave.
 Vancouver BC V6J 1N5
 T: 604 684 4611
 F: 604 684 0577
 www.dk.bc.ca

[illegible]



**BRIGHOUSE STATION
BUS MALL**

EXISTING TREES MANAGEMENT PLAN

CITY PROJECT #	LANDSCAPE DRAWING #	09 of 09
84297618-10		
<div style="display: flex; justify-content: space-between;"> <div> <p>SCALE: 1" = 10'</p> <p>DATE: JAN 18, 2018</p> </div> <div> <p>TITLE PROJECT #</p> <p>130032</p> </div> </div>		

SUPERSEDES PRINTS OF THIS NUMBER WITH LETTERS PREVIOUS TO →

4.2.5.5 Poster Case – Double-Sided Info Wall

Product Codes

PCe.iw, 2PCe.iw

Relevant Sign Types

E3, T7

Lines

All

Description

Free standing twin ANSI E double sided poster case, displaying paper based information (4 posters). Two levels of header panel

Materials and construction

External frame Translink Two Part Extrusion to main body top and bottom with aluminum capping plates on sides.

Proprietary hinged extruded aluminum framing system supporting a glass door panel with Skytrain cam locks, combined header panels to be fabricated, welded and dressed using low carbon steel for Vitreous Enamel finish.

Main structure supported by 101.6mm (4") aluminum posts with 76.2 (3") tapping rail and spun aluminum feet to finish at grade level.

Colour & (See Common Parts and Finishes)

- Colour A
- Colour B
- Colour E
- Colour F
- Colour N

Finishes

All external trim and support structure finished with suitable grade of architectural quality polyester powdercoat or other paint finish appropriate to environment. Powder coat colour Supermel P4100-9196 Sparkle Silver.

Shadow gap detailing between main post supports and main structure together with tapping rail connection saddles powdercoated RAL 5003.

Header Panels: Vitreous Enamel on low carbon steel.

Marie-Louise poster border (applied to inside face of glass) 3M Vinyl Pearl Gray Series 7725-11 or Series 7125_11.

5mm thick clear tempered glass.

Installation

Surface fixed at grade with chemical fixings or cast in studs to concrete base or sidewalk.

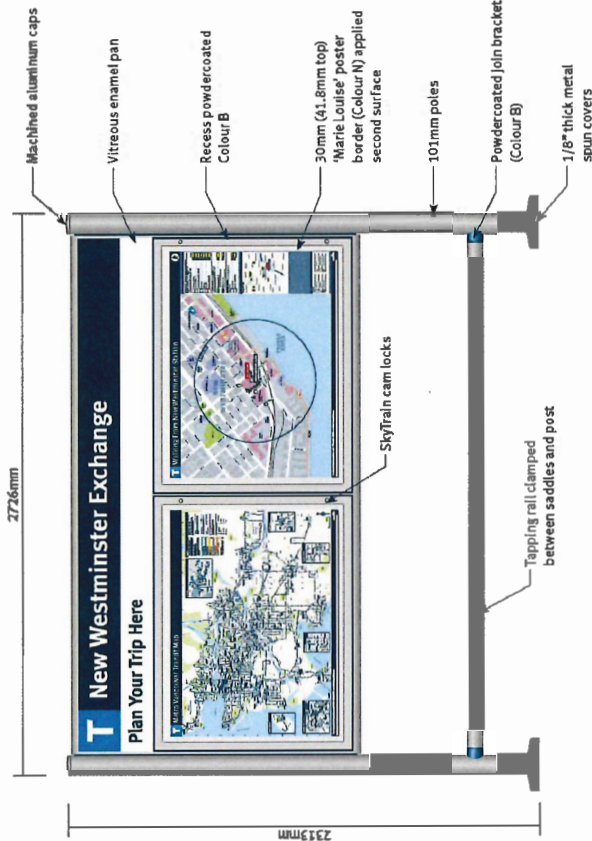
Overall dimensions

These are approximate dimensions. See production drawings for exact sizes.

- 2PCe.iw
- Outside dimensions: 2313mm X 2726mm X 249mm

Production drawings reference section

5.2.4.2

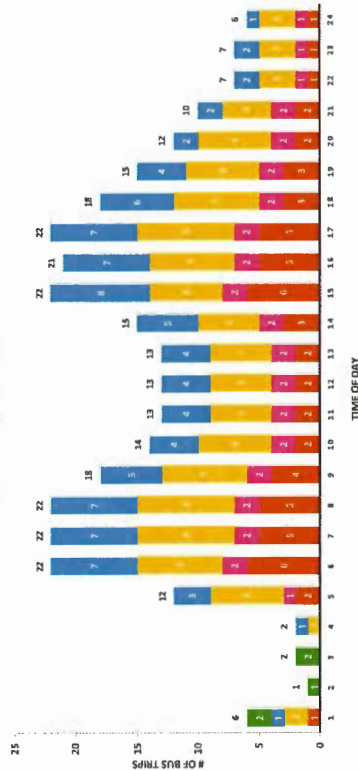


Sign Type: E3—Journey Planning

Product Code: 2PCe.iw

WEEKDAY HOURLY BUS TRIPS

402 404 405 408 N10

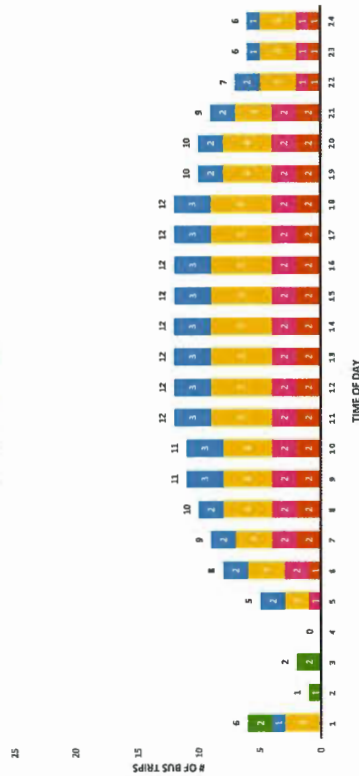


Trips per Hour - Future Bighouse Bus Mall Routes - April 2019

Weekdays	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	TOTAL
402	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
404	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
405	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
408	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
N10	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
Total	6	12	25	20	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	5

SATURDAY HOURLY BUS TRIPS

402 404 405 408 N10

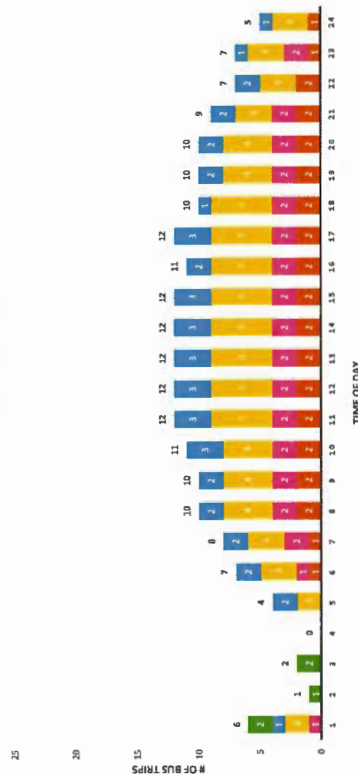


Trips per Hour - Future Bighouse Bus Mall Routes - April 2019

Saturday	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	TOTAL
402	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
404	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
405	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
408	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
N10	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
Total	6	12	25	20	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	5

SUNDAY HOURLY BUS TRIPS

402 404 405 408 N10



Trips per Hour - Future Bighouse Bus Mall Routes - April 2019

Sunday	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	TOTAL
402	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
404	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
405	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
408	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
N10	1	2	5	4	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1
Total	6	12	25	20	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	5

Summary of Air Quality (AQ) Testing at:

Lonsdale Quay Bus Loop

In attendance:

- L2 Johnson (CBMC Corporate Safety officer)

Route(s):

- N/A, Realtime taken from mid-point of bus loop at Quay

Additional Information:

- Weather: Mild, Cloudy

Additional Information:

Readings were observed from the midpoint of Lonsdale Quay at approximate breathing zone. Testing was conducted for 4 hours

Observations:



- No Visual on VRAE multi-gas monitor at.
- PEAK data values found in trip duration:
 - NO2 0.2 ppm
 - CO 0.0 ppm
 - SO2 0.0 ppm
- AQ testing Passed

This event's summaries and graphs downloaded from the VRAE monitor can be found at [this location of this document](#).

Thank you,

L2 Johnson

DATALOG SUMMARY:

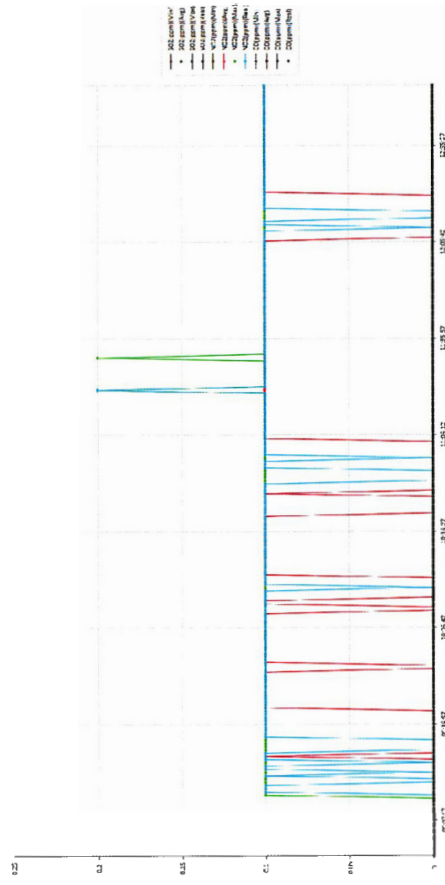
Summary	
Unit Name	MSB020218g
Unit SN	15400000
Unit Firmware Ver	V1.00C
Running Mode	Engine Mode
Engine Mode	Normal
Diagnostic Mode	No
Stop Reason	Power Off
Size ID	15400000
User ID	15400000
Begin	17/01/2018 12:55:09
End	17/01/2018 13:55:05
Sample Period(s)	60
Number of Records	239
Sensor	
CO (ppm)	0.0
NO2 (ppm)	0.2
SO2 (ppm)	0.0
PM10 (µg/m³)	0.0
PM2.5 (µg/m³)	0.0
Temp (°C)	15.0
Humidity (%)	50.0
Pressure (hPa)	1013.0
Altitude (m)	10.0
Speed (km/h)	0.0
Engine RPM	1500
Engine Load (%)	100
Engine Temp (°C)	150
Water Temp (°C)	150
Oil Temp (°C)	150
Average	0.0

CNCL 523

• Total period time = 4 hours

REFERENCE SUMMARY OF AIR QUALITY AT LONSDALE QUAY

EVENT GRAPH:



VEHICLE IDLING

- COAST MOUNTAIN BUS COMPANY POLICY -

DATE	INITIALS	SIGNATURE
January 2018		
February 2018		
March 2018		
April 2018		
May 2018		
June 2018		
July 2018		
August 2018		
September 2018		
October 2018		
November 2018		
December 2018		

1. PURPOSE

The purpose of this policy is to reduce the amount of time that a vehicle is idling, thereby reducing the amount of fuel consumed and the amount of greenhouse gases emitted. This policy applies to all vehicles owned or operated by the Coast Mountain Bus Company.

2. SCOPE

This policy applies to all vehicles owned or operated by the Coast Mountain Bus Company, including but not limited to buses, vans, and trucks.

3. APPLICATION

This policy applies to all vehicles owned or operated by the Coast Mountain Bus Company, including but not limited to buses, vans, and trucks.

When a vehicle is idling for more than 10 minutes, the operator will turn off the engine.

When a vehicle is idling for more than 10 minutes, the operator will turn off the engine.

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When a vehicle is idling for more than 10 minutes, the operator will turn off the engine.

IBI

TRANS LINK

Page 1 of 1

CBMC VEHICLE IDLING POLICY

BUS MALL

5302 No. 3 Road, Richmond
Development Permit Panel
July 10, 2019

FOR REFERENCE ONLY!

PROPERTY OF GBL ARCHITECTS INC

CNCL - 524

McMullen, Mark

From: Vyas, Chit <chit.vyas@translink.ca>
Sent: Tuesday, 9 July 2019 12:26
To: ctung001@gmail.com
Cc: Ferrari, Drew; McMullen, Mark; Roman Binenbaum
Subject: Richmond Brighthouse Bus Exchange

To Development Permit Panel
Date: <u>July 10, 2019</u>
Item # <u>1</u>
Re: <u>DP 11-593871</u>

Dear Mr. Tung,

I am sending this e-mail on behalf of my colleague Drew Ferrari.

The e-mail below has been received by our Acoustic Engineer at Brown Strachan Associates, which includes an item wise response to your e-mail of July 4th.

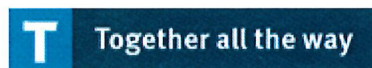
With this, we believe that all your concerns have been addressed.

In case of any additional concerns, please feel free to contact Drew Ferrari (included in this e-mail).

Thanks and regards

Chit

Chit Vyas, P.Eng., PMP, LEED AP
Contractor Project Manager
Engineering Project Delivery
T: 778-375-7755 | C: 778-229-0156 | translink.ca
TransLink
400-287 Nelson's Court, New Westminster, BC, V3L 0E7, Canada



From: Brown Strachan Associates [<mailto:bsa@brownstrachan.com>]
Sent: Tuesday, July 9, 2019 11:06 AM
To: Roman Binenbaum <roman.binenbaum@ibigroup.com>
Cc: Salim Narayanan <SNarayanan@ibigroup.com>
Subject: RE: Richmond Brighthouse Bus Exchange

Roman:

As requested, the following is in response to resident Jett Tung's email of 4 July 2019.

1. Townhouses at the east end will have a partial view to buses past the end of the barrier. Our evaluation indicates bus noise should be less than 60 dB at these townhouses, based on the reduced angle of view and increased distance from the source.
2. CMHC recommends 55 dB for outdoor recreation areas, which "permits conversation at close range or in a slightly raised voice" and is not a design requirement for patios, balconies, etc. For reference, traffic noise normally exceeds 55 dB on balconies in proximity to arterial roads.

CNCL - 525



On the Level 4 townhouse rooftop patios the estimated level is 55 dB, based on the outside design level of 65 dB from bus movements and a nominal 10 decibel reduction for an individual seated behind the glazed balustrade. No reduction from the proposed barrier has been considered.

3a.) The barrier will provide a nominal 5-10 decibel reduction at locations where the line of sight to buses is through the barrier. A 12ft high barrier would provide slightly more shielding than a 9ft barrier.

3b.) See item 2. above.

Regards,

Aaron Peterson
Brown Strachan Associates
604-689-0514

WE'VE MOVED!

New office address: Suite 130 – 1020 Mainland Street, Vancouver BC V6B 2T5

From: Jett Tung <ctung001@gmail.com>

Sent: Thursday, July 4, 2019 4:37 PM

To: Ferrari, Drew <Drew.Ferrari@Translink.ca>

Cc: Vyas, Chit <chit.vyas@translink.ca>; McMullen, Mark <MMcMullen@richmond.ca>

Subject: Re: Richmond Brighthouse Bus Exchange

Dear Mr. Ferrari,

Thank you for the information. I have a couple of follow-up questions regarding the expected noise levels for the townhouses:

1) According to Key Plan on Document A0005, the proposed acoustic wall only covers the first three townhouse units from the left. Is this enough to protect the entire row of townhouses along the proposed bus mall?

2) The requirement for outdoor living spaces is 55db or lower according to CMHC. According to the caustic engineer's estimate, the exterior noise level is 65dB and the acoustic wall is predicted to reduce this by 5-10dB. Wouldn't this would bring the noise level to between 55dB to 60dB, which is still above the acceptable noise level?

3) In the earlier letter from the acoustic engineer that you have kindly sent me (dated December 9, 2015), the acoustic wall was proposed to be 9 feet tall. The currently proposed wall is 12 feet tall.

3a) What are the differences?

3b) Is 12 feet tall wall enough to provide protection on the top floor patio (exterior of the 4th floor, as opposed to the interior portion)?

Sincerely,
Jett

On Jul 4, 2019, at 1:28 PM, Ferrari, Drew <Drew.Ferrari@translink.ca> wrote:

CNCL - 526

Good afternoon Mr. Tung. I wanted to share with you some additional information that we have received regarding an sound study completed by a professional acoustical engineer.

The engineer's model identifies an outside design sound level of 65 decibels (dB) generated by bus movement. The design of the glazed acoustic barrier between the bus loop and Emporio townhouses is expected to achieve reductions of 5-10 dB, satisfying both the City's interior design criteria as well as CMHC recommended criteria.

Again, if you'd like additional information, speak on the phone, or to meet in person please do not hesitate to contact me.

Best regards,
Drew Ferrari

DREW FERRARI, Arch Tech, BES (Arch), MRAIC, IAP2
Senior Advisor, Public Affairs
Government & Public Affairs
T: 778-375-6766 | C: 604-362-1824 | translink.ca

TransLink
400-287 Nelson's Court, New Westminster, BC, V3L 0E7, Canada



From: Ferrari, Drew
Sent: July 3, 2019 2:56 PM
To: 'ctung001@gmail.com' <ctung001@gmail.com>
Cc: Vyas, Chit <chit.vyas@translink.ca>; 'McMullen, Mark' <MMcMullen@richmond.ca>
Subject: RE: Richmond Brighthouse Bus Exchange

Good afternoon Mr. Tung. I wanted to follow up with you regarding my e-mail last week about the proposed Richmond-Brighthouse Bus Exchange.

I had provided you with additional background information, but wanted to reiterate that we would also be pleased to meet with you in person and take you through all of the measures taken to minimize any impacts to your residence as a result of the arrival of the bus exchange next to Emporio.

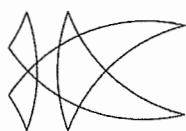
If you'd like additional information, speak on the phone, or to meet in person please do not hesitate to contact me.

Best regards,
Drew Ferrari

DREW FERRARI, Arch Tech, BES (Arch), MRAIC, IAP2
Senior Advisor, Public Affairs
Government & Public Affairs
T: 778-375-6766 | C: 604-362-1824 | translink.ca

TransLink
400-287 Nelson's Court, New Westminster, BC, V3L 0E7, Canada

CNCL - 527



Brown Strachan Associates

Consulting Engineers in Acoustics

Project: 125.111

July 3, 2019

IBI Group
700 - 1285 West Pender Street
Vancouver, BC V6E 4B1

Attention: Mr. Salim Narayanan, Studio Principal

Dear Mr. Narayanan:

Re: Brighthouse Station Bus Mall, Richmond

The following is in response to the email of 27 June 2019 from Mark McMullen at the City of Richmond.

At the ground and fourth floor levels of the Emporio townhouses, the outside design sound level was 65 dB from bus movements (BSA letter of 9 December 2019). Upgraded glazing was recommended to satisfy the City's interior design criteria, e.g. 35 dB for bedrooms. Where the line of sight to buses is through the proposed barrier, sound levels are predicted to be about 5-10 decibels lower. The CMHC recommended criterion for outside recreation areas is 55 dB and is likely satisfied for individuals seated behind the glazed ballustrade on the fourth floor rooftop patios.

At 6380 Buswell, we estimate sound levels from bus movements to be similar to traffic on Buswell Street, or about 60 dB. Standard thermal glazing would normally satisfy the City's interior design criteria for facade design.

Offices at 6411 Buswell have a similar exposure to bus movements as the Emporio development. Inside levels could be higher than at Emporio but will likely satisfy office speech intelligibility criteria, i.e. space requiring face to face communication across a desk, telephone use, etc.

Please call if you have any questions.

Yours very truly,

BROWN STRACHAN ASSOCIATES

DRAFT

Aaron Peterson, P.Eng.

Encl. AP/sb/19Jul/IBI.let

CNCL - 528

From: Ferrari, Drew
Sent: June 27, 2019 1:39 PM
To: 'ctung001@gmail.com' <ctung001@gmail.com>
Cc: Vyas, Chit <chit.vyas@translink.ca>; 'McMullen, Mark' <MMcMullen@richmond.ca>
Subject: Richmond Brighthouse Bus Exchange

RE: Richmond Brighthouse Bus Exchange
ATTN: Mr. Jeff Tung

Good afternoon Mr. Tung,
I understand that you attended yesterday's City of Richmond Development Permit Panel, and spoke regarding your concerns about the acoustic treatment proposed for the Richmond Brighthouse Bus Exchange.

On April 25th, we provided a presentation to your strata council, but I wanted to reach out to you directly to see if there is additional information that we may provide on the plans for the bus exchange.

I specifically wanted to share the report of the acoustical consultant on the design of the proposed acoustic wall adjacent to Emporio Strata. The report describes the design noise standard of 65 decibels (dB) at the face of your building facing the bus exchange, and the ability of the acoustic wall to achieve a reduction of 30 decibels. The acoustic consultant confirms that the proposed noise wall material and height will provide noise reduction for lower level townhouses closest to the moving buses, to a level additional to the normal requirements of Richmond's Official Community Plan (OCP).

I also attach details of the acoustic wall itself. You will notice on the cross-section drawing, lines which emanate from the bottom of the wheels of the bus. The point of contact where the wheels meet the pavement is typically the primary source of noise. The height of the acoustic fence is such that it shields the lower 4 floors of Emporio from this direct noise.

While we move hundreds of thousands of people each day, TransLink always strives to be good neighbours. We would be pleased to meet with you and take you through all of the measures taken to minimize any impacts to your residence as a result of the arrival of the bus exchange next to Emporio.

If you'd like additional information, speak on the phone, or to meet in person please do not hesitate to contact me.

Best regards,
Drew Ferrari

DREW FERRARI, Arch Tech, BES (Arch), MRAIC, IAP2
Senior Advisor, Public Affairs
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CNCL - 529

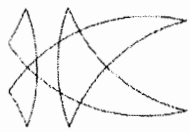


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Brown Strachan Associates
Consulting Engineers in Acoustics

Project: 125.111

December 9, 2015

IBI Group Architects
700 - 1285 West Pender Street
Vancouver, BC V6E 4B1

Attn: Mr. Salim Narayanan

Dear Mr. Narayanan:

Re: Brighthouse Bus Loop - Emporio Townhouses Acoustical Screen

Further to our telephone discussion of 8 December 2015, the following confirms our advice with respect to the acoustical screen proposed for the townhouses at Emporio, 6351 Buswell, facing south towards the bus loop turn around (appended).

Our original work on the Emporio was to evaluate the proposed design and to recommend facade details considering possible future bus loop noise. In the City of Richmond, the relevant reference for transportation noise design is the Official Community Plan (OCP), Section 14.4.7. Richmond's OCP criteria are based on CMHC's Road and Rail Noise: Effects on Housing, the recognised Canadian standard developed by the National Research Council, published in 1986.

Our design evaluation considered traffic, the Canada Line, two possible bus loop scenarios and YVR aircraft. The bus loop evaluation was based on a future volume of 2,000 bus movements per day with 90% diesel and 10% community shuttle buses.

Based on the bus volume and other sources, the exterior design level for the facade facing the bus loop was 65 dB, i.e. the 24 hour average level as specified in the OCP (BSA Report 798.051, 24 March 2006). The OCP interior design criterion is 35 dB for bedrooms. To meet the OCP criterion, the recommended facade was 6-13-3 thermal glazing, designed to reduce the noise by 30 decibels. Our records indicate 6-13-3 glazing was specified by the architects.

The proposed acoustical screen represents an additional noise reduction measure beyond Richmond's normal OCP requirements. We understand the intent is to provide additional noise reduction for lower level townhouses closest to the moving buses. We understand the screen material will be glass, which meets acoustical requirements.

.../2

CNCL - 531

Mr. Salim Narayanan

December 9, 2015

Discussion

CMHC describes quiet interior levels as ranging from 25 to 35 dB. For reference, 0 dB is the threshold of perception for a young person with good hearing. With respect to subjective impressions, bus noise cannot be accurately compared to any other source such as construction, office noise, etc. The bus loop will sound like buses, inside or outside the townhouses.

As discussed above, the design level for the facade facing the bus loop was 65 dB. Subjectively, a reduction of 30 decibels through the townhouse facade is equivalent to about a 90% reduction in the outside level. By comparison, the design level for traffic on Buswell was 60 dB. The same 6-13-3 glazing was specified for the Buswell facade as access details to the bus loop were uncertain during the original design.

Most noise heard behind a screen is transmitted over the top and the expected noise reduction from a typical screen is 5-10 decibels. Subjectively, a 5 decibel reduction is noticeable and a 10 decibel reduction is about half as loud. Behind a barrier, buses would sound as though they are 2-3 times as far away. The barrier reduction would also apply to the residual noise transmitted through the facade of the lower townhouses.

Please call if you have any questions.

Yours very truly,

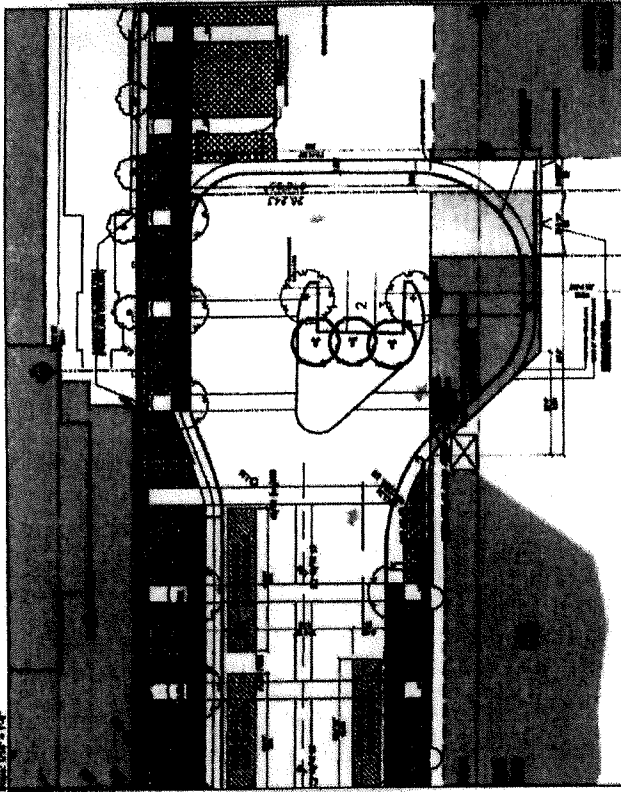
BROWN STRACHAN ASSOCIATES

A handwritten signature in black ink, appearing to read 'DW Brown', with a horizontal line underneath.

David W. Brown, P.Eng.

Encl. DWB/11/15Dec/IBIBrighthouse.let

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



ACQUILITE Soundscapes Noise Barrier (formerly PARADIGM)
SOUNDSCAPES

ACQUILITE Soundscapes Noise Barrier panels have been successfully used to reduce noise levels in a variety of applications including residential, commercial, and industrial. The panels are made of a lightweight, durable material that is easy to install and maintain. They are available in a variety of colors and finishes to match your building's exterior. The panels are also designed to be soundproof, reducing noise levels by up to 10 dB. For more information, please contact us at 1-800-451-1234.



NOV 19 2015

CNCL-333

RECEIVED

NOV 19 2015

BROWN STRACHAN ASSOCIATES



Image 1: North Neighbour

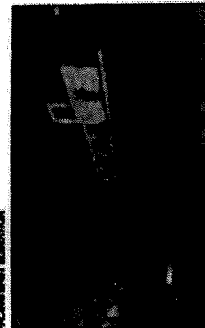
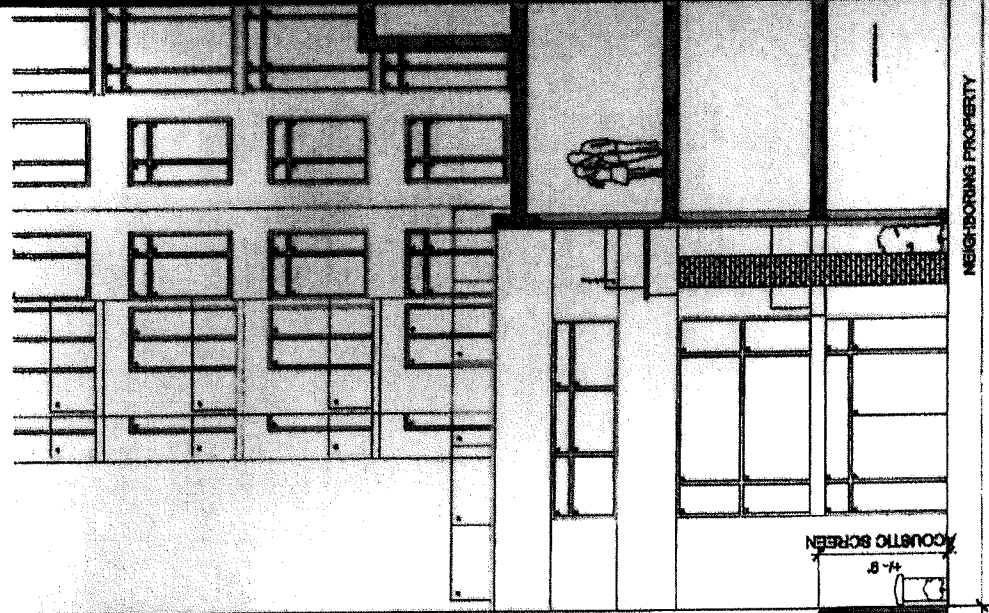


Image 2: North Neighbour



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

TRANSLINK



ACOUSTIC SCREEN

SCALE

1/8" = 1'-0"

DRYDEN GROUP, CHICAGO
DEVELOPMENT PERMIT NUMBER
NOVEMBER 14, 2015

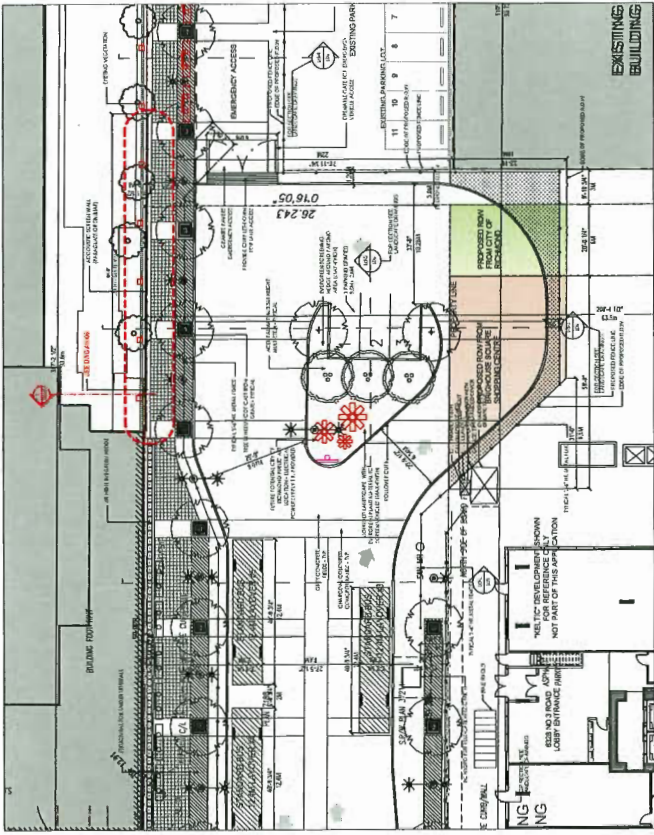


Image 1: North Neighbour
Facing East Elevation

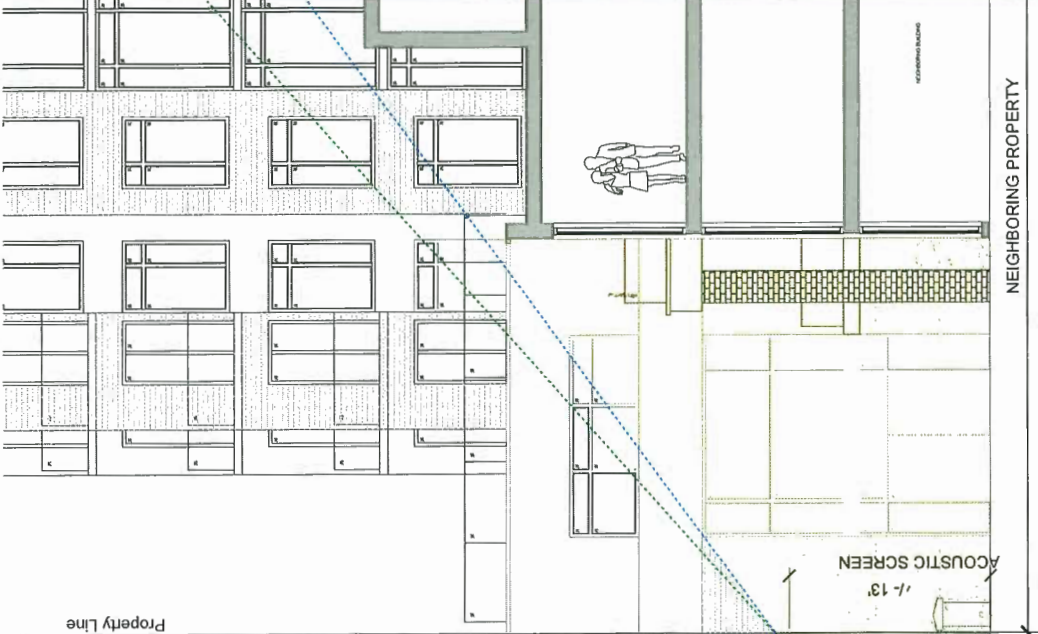


Image 2: North Neighbour
Facing South Elevation

PNCL - 534



Key Plan
Scale: 1/16" = 1'-0"



Acoustic Screen
Scale: 1/4" = 1'-0"



TRANSLINK



IBI GROUP ARCHITECTS
100-1125 West Avenue Drive
Suite 100
Vancouver, BC V6P 6G7
Tel: 604.681.1000
Fax: 604.681.1001
www.ibigroup.com

ACOUSTIC SCREEN

SCALE:

1/12" = 1'-0"

6302 No 3 Road, Richmond
DEVELOPMENT PERMIT RE-SUBMISSION
June 03, 2019

A0005

Further to our telephone discussion of December 8, 2017, the following confirms our advice with respect to the proposed screen proposed for the southbound at Imperial, 4751 Burrville, being south towards the bus loop (see attached Appendix).

Our original work on the Imperial was to evaluate the proposed design and a recommended feasible design considering possible future bus loop options. In the City of Richmond, the proposed bus loop design is based on the City of Richmond's 2015/16 OCP. The OCP criteria are based on the City of Richmond's 2015/16 OCP. The OCP criteria are based on the City of Richmond's 2015/16 OCP. The OCP criteria are based on the City of Richmond's 2015/16 OCP.

Our design evaluation considered the City of Richmond's 2015/16 OCP. The OCP criteria are based on the City of Richmond's 2015/16 OCP. The OCP criteria are based on the City of Richmond's 2015/16 OCP. The OCP criteria are based on the City of Richmond's 2015/16 OCP.

Based on the bus loop and other factors, the existing design level for the bus loop is 2.14 m above the 2015/16 OCP. The OCP design level is 2.14 m above the 2015/16 OCP. The OCP design level is 2.14 m above the 2015/16 OCP.

Our design level is 2.14 m above the 2015/16 OCP. The OCP design level is 2.14 m above the 2015/16 OCP. The OCP design level is 2.14 m above the 2015/16 OCP.

The proposed acoustic screen represents an additional noise reduction measure beyond the required OCP requirements. We understand the intent is to provide additional noise reduction for the bus loop and other factors. We understand the intent is to provide additional noise reduction for the bus loop and other factors.

Our design level is 2.14 m above the 2015/16 OCP. The OCP design level is 2.14 m above the 2015/16 OCP. The OCP design level is 2.14 m above the 2015/16 OCP.

Yours faithfully,

CNCL - 585

Mr. Salim Mergem

December 9, 2017

188 Group Architects

Our design level is 2.14 m above the 2015/16 OCP. The OCP design level is 2.14 m above the 2015/16 OCP. The OCP design level is 2.14 m above the 2015/16 OCP.

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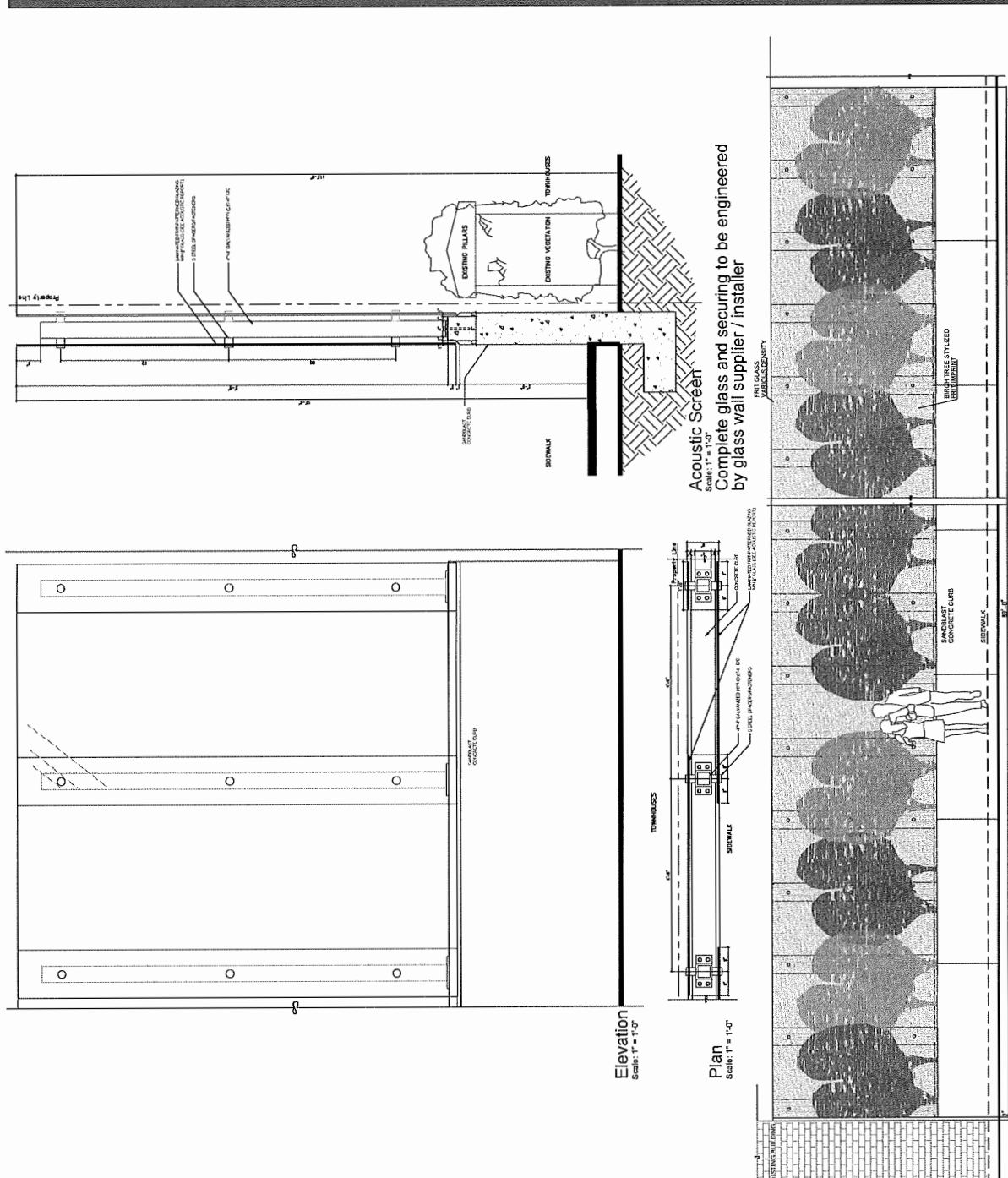
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City of Richmond

Report to Council

To:	Richmond City Council	Date:	July 9, 2019
From:	Cecilia Achiam Panel Member, Development Permit Panel	File:	01-0100-20-DPER1- 01/2019-Vol 01
Re:	Development Permit Panel Meetings Held on November 28, 2018 and June 12, 2019		

Staff Recommendation

1. That the recommendation of the Panel to authorize the issuance of:
 - a) a Development Permit (DP 18-822484) for the property at 5191, 5195, 5211, 5231, 5251, 5271, 5273, 5291, 5331 and 5351 Steveston Highway; and
 - b) a Development Permit (DP 18-841402) for the property at 12951 Bathgate Way;be endorsed and the Permits so issued.

Cecilia Achiam
Panel Member, Development Permit Panel
(604-276-4122)

WC/SB:blg

Panel Report

The Development Permit Panel considered the following item at its meetings held on November 28, 2018 and June 12, 2019.

DP 18-822484 – ANTHEM PROPERTIES GROUP LTD. – 5191, 5195, 5211, 5231, 5251, 5271, 5273, 5291, 5331 AND 5351 STEVESTON HIGHWAY
(November 28, 2018)

The panel considered a Development Permit application to permit the construction of 43 townhouse units and four secondary suites on a site zoned “Town Housing – Steveston Highway (Steveston) (ZT85)”. No variances are included in the proposal.

Developer, Nicholas Kasidoulis, of Anthem Properties; Architect, Shamus Sachs, of Integra Architecture Inc.; and Landscape Architect, Mary Yip, of PMG Landscape Architects provided a brief presentation, noting that:

- The proposed development will include a large indoor amenity area.
- The site will have right-in-right-out vehicle access onto Steveston Highway.
- Buffer landscaping and a six-foot fence are proposed along the north portion of the site, including Evergreen and deciduous trees to provide screening of the adjacent property.
- Barbeque and playground areas are incorporated into the proposed outdoor amenities.

In reply to Panel queries, Mr. Kasidoulis noted that a raised island on Steveston Highway is currently not proposed and that the site will have space for vehicle turnaround.

In reply to Panel queries, staff noted that: (i) a Public Art cash contribution is provided; (ii) five convertible units are included; (iii) the proposed development will be built to meet Energuide 82 standards; (iv) in response to Council direction to not introduce a traffic signal at Swallow Drive, a right-in-right-out access supported by a physical barrier will be incorporated within the boulevard through the Servicing Agreement; and (v) installation of a center median on Steveston Highway is not proposed due to the existing center turning lane.

Richmond resident, Lindsey Lawrence, addressed the Panel, commenting on the proposed right-in-right-out driveway, emergency vehicle access, and parking during construction.

In reply to Panel queries, staff noted that: (i) construction of the driveway will be completed to City specifications through a Servicing Agreement; (ii) emergency vehicles will be able to access the site; and (iii) the applicant would have to submit an access and parking plan prior to construction to address construction parking and site access.

Correspondence was submitted to the Panel regarding the Development Permit application by Hollymount Drive resident Tom Yeung. In response to concerns expressed in his letter regarding drainage and privacy screening, staff noted that the installation of perimeter drainage is required and the proposal includes privacy fencing.

The Panel recommends the Permit be issued.

DP 18-841402 – CURTIS ROCKWELL ON BEHALF OF WALES MCLELLAND
CONSTRUCTION – 12951 BATHGATE WAY
(June 12, 2019)

The Panel considered a Development Permit (DP) application to permit exterior alterations to an existing building on a site zoned “Industrial Retail (IR1)”. A variance is included in the proposal for reduced landscaping along a portion of the frontage.

Architect, Chantal Bobyn, of Christopher Bozyk Architects, Ltd.; Landscape Architect, Al Tanzer, of LandSpace Design Inc.; and Curtis Rockwell, of Wales McLelland Construction, provided a brief presentation, noting that:

- Exterior renovations will be done mainly on the south and east façades of the existing split two-storey and one-storey warehouse building.
- A new pedestrian walkway with canopy will enhance accessibility and weather protection.
- The existing surface parking area will essentially be maintained, landscaped parking islands added along with a new garbage and recycling station and new bicycle racks near building entries.
- The more prominent on-site trees will be retained and additional landscaping around the perimeter of the site will be installed including boxwood hedge and other flowering shrubs.
- City Statutory Right-of-Ways (SRWs) along the south and east property lines limit tree planting to small ornamental street trees along Bathgate Way under existing overhead utilities and new trees in the parking area and near the building entry.
- Black bamboo with lighting will screen the adjacent building wall along the west edge.

In reply to a Panel queries, Ms. Bobyn, Mr. Tanzer and Mr. Rockwell advised that: (i) should it be necessary, existing rooftop mechanical equipment will be screened with the same materials used for external cladding; (ii) clear glazing will be used on the building façade; (iii) black bamboo will be planted along the exposed building wall on the adjacent property to the west which is near the new garbage and recycle area on the subject site; and (iv) a low Laurel hedge will be installed along the north property line of the subject site.

Staff noted that there is a Servicing Agreement associated with the project for frontage improvements including: (i) a 1.5-metre grass boulevard and a concrete multi-purpose sidewalk along the Bathgate Way frontage; (ii) a 0.15-metre wide road curb, 1.5-metre wide concrete sidewalk and 1.5-metre grass boulevard along the Jacombs Road frontage; (iii) the construction of two wheelchair ramps at the northwest corner of the Bathgate Way and Jacombs Road intersection; and (iv) a new southbound bicycle lane and bicycle pavement markings along Jacombs Road. Staff also noted that frontage improvements will include a new pedestrian connection from Jacombs Road to the building.

In response to a Panel query, staff noted support for the proposed variance to reduce the required minimum landscaping requirement from a minimum of 3 metres to 2 metres along a portion of the Bathgate Way frontage to improve the existing condition of the site’s frontage.

No correspondence was submitted to the Panel regarding the Development Permit application.

The Panel expressed support for the project, noting that: (i) the proposed building exterior alterations and landscape enhancements would significantly improve the existing development; and (ii) the renovated building would be a welcome addition to the industrial and commercial neighbourhood which includes high-end furniture retail stores.

The Panel recommends the Permit be issued.



City of Richmond

Report to Council

To: Richmond City Council

Date: July 11, 2019

From: John Irving
Chair, Development Permit Panel

File: 01-0100-20-DPER1-
01/2019-Vol 01

Re: **Development Permit Panel Meetings Held on June 26, 2019 and July 10, 2019**

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 11-593871) for the property at 6302 No. 3 Road and 6411 Buswell Street be endorsed, and the Permit so issued.

John Irving
Chair, Development Permit Panel
(604-276-4140)

SB:blg

Panel Report

The Development Permit Panel considered the following item at its meetings held on June 26, 2019 and July 10, 2019.

DP 11-593871 – IBI ARCHITECTS (CANADA) INC. ON BEHALF OF SOUTH COAST
BRITISH COLUMBIA TRANSPORTATION AUTHORITY (TRANSLINK)
– 6302 NO. 3 ROAD AND 6411 BUSWELL STREET
(June 26, 2019 and July 10, 2019)

The Panel considered a Development Permit (DP) application to permit the construction of a Bus Mall on a site zoned “Downtown Commercial (CDT1)”. A variance is included in the proposal for reduced parking for the existing office building on 6411 Buswell Street.

The application was considered by the Panel at two separate Panel meetings, held on June 26, 2019 and July 10, 2019.

At the Panel meeting held on June 26, 2019, Architect, Salim Narayanan, of IBI Group Architects, and Landscape Architect, Dylan Chernoff, of Durante Kreuk Ltd., provided a brief presentation, noting that:

- Access to the Bus Mall loop is provided from No. 3 Road.
- The Bus Mall includes two bus loading bays on the north side, two unloading bays on the south side, five bus layover bays, a HandyDart bay and three parking stalls for temporary parking of maintenance vehicles.
- A secondary public pedestrian and emergency vehicle access route are provided from the eastern end of the Bus Mall to Buswell Street secured with a statutory Right-of-Way (SRW).
- The Bus Mall is bordered by wide sidewalks on the north and south sides, with the wider north sidewalk connecting to Buswell Street.
- A one-metre fence is provided on the median between the bus loading and unloading bays.
- A mid-block crosswalk provides pedestrian connection from the north side of the Bus Mall to the south side of the Mall and to the proposed Keltic development to the south.
- A fence is provided along the perimeter of the eastern end of the Bus Mall to protect pedestrians from buses turning at the loop.
- A bus shelter and extensive glass canopies along the south frontage of the new Scotia Bank within the Mandarin building are provided along the north side sidewalk of the Bus Mall for weather protection along the passenger pick-up area.
- A 12 ft. high acoustic wall along the eastern end of the Bus Mall is proposed to mitigate noise and block headlight glare from the Bus Mall to the townhouses in the Emporio building to the north. There is a row of trees planted in front of the acoustic wall.
- Trees will be planted adjacent to the sidewalks along both sides of the Bus Mall.
- The proposed planting is intended to mitigate the impact of bus turning and to buffer the pedestrian realm from the vehicular realm, plant species are drought tolerant and easy to maintain.
- Seating is provided in the pedestrian area.

- Proposed decorative paving treatment for the Bus Mall public realm have been coordinated with the paving treatments for the existing Mandarin development to the north and the future Keltic development to the south.
- Some off-site trees on No. 3 Road will need to be relocated or removed for the improvements to No. 3 Road in coordination with City staff.

In reply to Panel queries, Mr. Narayanan, Mr. Chernoff and Chit Vyas, of TransLink, advised that: (i) significant features of the proposed Bus Mall which distinguish it from other TransLink Bus Malls include the installation of fences, continuous stone pavement on the north and south urban plazas, and decorative pedestrian paving along the north and south sidewalks adjacent to the Bus Mall, landscaping, extensive glass canopies, and a significant bus shelter; (ii) the parking needs of tenants of the existing office building on 6411 Buswell Street was evaluated to determine the proposed parking variance from 44 to 25 spaces; (iii) there is no pedestrian connection from the south side of the Bus Mall to Buswell Street; (iv) pedestrians on the south side of the Bus Mall could access Buswell Street through the centre crosswalk and the north sidewalk; (v) the south sidewalk adjacent to the Bus Mall could be extended eastward to connect to Buswell Street subject to the future redevelopment of the property at 6411 Buswell Street to the east of the Bus Mall; (vi) the turning radius at the southbound left-turn lane on No. 3 Road to the Bus Mall entrance has been increased to provide clear sightlines to the pedestrian crosswalk to enhance the safety of pedestrians; (vii) the cantilevered overhead lighting adjacent to the acoustic screen as shown in the architectural rendering is intended to provide lighting along the north sidewalk; (viii) retail spaces along the north side of the Keltic development will interface with the south side of the Bus Mall; and (ix) a prototype overhead electric bus charging station/depot is currently being developed by TransLink and an electric bus charging station could be installed on the Bus Mall subject to its feasibility.

In reply to Panel queries, staff advised that: (i) there are seven short-term parking spaces for the proposed “kiss and ride” drop-off within the Keltic development which is adjacent to the southeast corner of the Bus Mall; (ii) a pedestrian connection is provided from the “kiss and ride” area to the Bus Mall; (iii) there is vehicle access from the “kiss and ride” area to Buswell Street through the adjacent City lane; (iv) pedestrian access from the “kiss and ride” drop-off to the Bus Mall will be through the north plaza within the future Keltic development; and (v) upon redevelopment of the existing office building on 6411 Buswell Street, the extension of the sidewalk along the south side of the Bus Mall up to Buswell Street could be considered.

Staff noted that: (i) a specific Bus Mall Servicing Agreement is associated with the project, which includes on-site and off-site improvements such as improvements to the southbound left turn lane and the median on No. 3 Road, widened sidewalks on No. 3 Road, installation of new traffic signals at the intersection of No. 3 Road and the Bus Mall, and provision of emergency vehicle and public pedestrian access connecting through Buswell Street; (ii) staff support the proposed parking variance due to proximity to the Brighthouse Canada Line Station, ability to function in the past with 30 parking spaces and potential for its redevelopment and reassessment of its parking needs in the future; (iii) the Bus Mall has been designed in the context of its adjacency to the existing Mandarin development to the north and the Keltic development to the south currently under construction; (iv) ground-oriented commercial units within the Keltic development will front the Bus Mall; (v) the Bus Mall and Keltic sidewalk have been designed with the same landscaping and pavement standards; (vi) the applicant has

consulted with the Strata Council of the adjacent Emporio building which was built prior to the Bus Mall being proposed; and (vii) measures have been proposed to mitigate Bus Mall noise impacts including the installation of an acoustic screen adjacent to the Emporio building.

No correspondence was submitted to the Panel regarding the Development Permit application.

No. 3 Road resident Jenny Shao addressed the Panel, expressing concern regarding the proximity of the proposed Bus Mall to high-density residential developments and existing low density of planting along the north sidewalk adjacent to the Bus Mall which could be enhanced to mitigate potential noise.

With regard to Ms. Shao's concerns, the Chair advised that the existing development to the north and the development to the south currently under construction have been designed in consideration of the future construction of the Bus Mall.

With regard to Ms. Shao's concerns, staff noted that: (i) the spacing of street trees to be planted will be consistent with the City standard; (ii) 24 street trees, majority of which are Pin Oak trees, are proposed to be planted along both sides of the Bus Mall adjacent to the sidewalks; and (iii) the Bus Mall functions as an enhanced City Centre street and has been designed as such.

In reply to a Panel query, staff confirmed that acoustic measures to address potential noise from the future Bus Mall were incorporated into the design of residential units in the "Mandarin" building through the Development Permit process.

A resident of one of the townhouses in the "Emporio" building at 6351 Buswell Street addressed the Panel, expressing concerns regarding: (i) whether the height of the proposed acoustic screen adjacent to the building would effectively control Bus Mall noise at the upper levels of townhouses; (ii) whether engine idling of stationary buses on the Bus Mall is allowed; (iii) whether a future connection for buses from the Bus Mall to Buswell Street will be provided; and (iv) whether there are proposed measures to control pedestrian access and traffic along the north-south lane to the north of the Bus Mall to address the Emporio residents' safety and security concerns.

With regard to the resident's concerns, the Chair advised that as decided by Council, there will be no bus connection to Buswell Street; however, emergency vehicle access will be provided.

In reply to Panel queries, Mr. Narayanan and Emmanuel SanMiguel, of IBI Group Architects, and Mr. Vyas, of Translink, advised that: (i) the height of the proposed acoustic wall adjacent to the Emporio townhouses was increased from 8 ft. to 12 ft. in response to staff and Advisory Design Panel recommendations; (ii) the increased height of the acoustic wall adjacent to the townhouses is more than sufficient to provide a noise barrier for the Bus Mall as indicated in the Acoustic Report; (iii) the intensity of noise coming from the Bus Mall is expected to be highest near the townhouses due to its proximity to the Bus Mall cul-de-sac where buses generate significant noise when turning; (iv) the Acoustic Report indicates that the proposed acoustic screen will significantly decrease the noise impacts of the Bus Mall on adjacent townhouses; (v) the Acoustic Report does not mention the potential noise reduction to townhouse outdoor spaces as it focuses on noise reduction to townhouse indoor spaces; (vi) the proposed acoustic barrier will result in buses sounding as though they are two or three times far away; (vii) idling of buses

on the Bus Mall is not allowed by TransLink; and (viii) the buses on the Bus Mall will cover six bus routes with trip frequencies matching the Canada Line commuter loads.

In response to the resident's concern regarding safety and security along the north-south lane to the north of the Bus Mall, staff noted that vehicle access from the lane to the Bus Mall is not permitted. In addition, Mr. Narayanan confirmed that removable steel bollards at the south end of the lane provide access only to emergency vehicles and pedestrians can access the lane from the south end of the lane.

Buswell Street resident, Carmelita Chan, addressed the Panel querying: (i) whether bus stops along Buswell Street will be relocated to No. 3 Road with the construction of the proposed Bus Mall; (ii) whether consideration has been given to mitigate Bus Mall noise impacts on 6380 Buswell Street to the east across Buswell Street; and (iii) whether a pedestrian connection will be installed in the future from 6380 Buswell Street to Cooney Road.

In reply to Ms. Chan's queries, staff noted that: (i) the primary intention of the Bus Mall is to take passengers getting off at the Brighthouse Canada Line Station; (ii) all existing bus routes and stops around the proposed Bus Mall area will be retained; (iii) the buses on the Bus Mall will be turning away from the existing development at the cul-de-sac; and (iv) the City Centre Area Plan does identify a long-term vision for a future pedestrian connection from the Brighthouse Canada Line Station on No. 3 Road to Cooney Road subject to the redevelopment of adjacent properties.

In addition, Mr. Narayanan advised that the Bus Mall will function as a regular City street except that buses turning at the cul-de-sac.

The application was referred back for the applicant to: (i) review the noise impacts of the proposed Bus Mall to neighbouring residents; (ii) address concerns reported by neighbouring residents; and (iii) report back to the July 10, 2019 Development Permit Panel meeting.

At the Development Permit Panel meeting held on July 10, 2019, Mr. Narayanan and Engineer Aaron Peterson, of Brown Strachan Associates, provided a brief presentation, noting:

- The proposed acoustic screen will be 12 ft. high and approximately 90 ft. long.
- Noise within the line of sight to buses in the Bus Mall through the proposed acoustic barrier would be reduced by 5 to 10 decibels (dB).
- The expected noise level of the fourth floor rooftop patios of townhouses within the Emporio Building will be from 55db to 60db which is similar to the typical noise levels for a townhouse facing the street.
- The estimated noise level of the fourth floor rooftop patios is 55dB and will not be reduced by the proposed acoustic screen; however, the existing balustrade around the rooftop patios provides a noise buffer.
- The City's Official Community Plan (OCP) requirements for interior noise level for the Emporio townhouses could be met without the proposed acoustical screen which provides an additional noise buffer for interior spaces beyond the City's requirements.

Staff noted that: (i) staff have verified the acoustical measures for the Emporio Building; and (ii) staff support the use of the subject site for the construction of a Bus Mall which is consistent with the City Centre Area Plan (CCAP).

In reply to Panel queries, staff advised that: (i) temporary washroom facilities for transit operators are provided within the Mandarin development directly to the north of the Bus Mall; (ii) permanent washroom facilities for transit operators and the public are planned to be incorporated into the future redevelopment of the TransLink-owned property at 6411 Buswell Street, located directly to the east of the Bus Mall; (iii) the existing employee washroom at the Canada Line Brighthouse Station is made available to the public upon request to TransLink employees; (iii) TransLink is currently reviewing how public washrooms could be integrated into all major transit facilities; and (iv) there is no clear timeline for the redevelopment of the TransLink-owned property at 6411 Buswell Street and the provision of public washrooms within the property.

As a result of the discussion, staff were directed to discuss the timeline for the future redevelopment of 6411 Buswell Street property with TransLink staff.

In reply to Panel queries, Mr. Narayanan and Mr. Peterson advised: (i) the temporary washroom facilities within the Mandarin development are exclusively for the use of TransLink employees and additional washroom facilities will be provided in the future redevelopment of 6411 Buswell Street property; (ii) the acoustical study referenced the interior design criteria of the Canada Home Mortgage Corporation (CHMC) and that actual bus noise measurements were conducted in a TransLink bus exchange in North Vancouver; (ii) the determination of the expected bus noise level in the proposed Bus Mall was based on a worst case scenario with all diesel engine buses; (iii) the proposed acoustic screen was intended to provide an acoustic buffer to possible Bus Mall noise, e.g. noise from bus tires and diesel engines, for the lower levels of the Emporio townhouses directly facing the Bus Mall and not for the townhouses' rooftop patios; (iv) the original design of the Emporio Building was intended to achieve the City's interior design criteria; (v) further improvements to the design of the proposed acoustic screen, e.g., adding another layer for the acoustic screen, could be considered by TransLink should the expected noise reduction not be achieved by the current design of the acoustic screen; (vi) mechanisms are currently in place, such as the conduct of regular inspections by TransLink supervisors, to ensure bus operators' compliance with TransLink's Vehicle Idling Policy that limits vehicle idling to a maximum of three minutes; (vii) complaints from the public are fully attended to by TransLink and TransLink would address the design of the acoustic screen if it did not perform to the acoustic standards outlined by the acoustic engineer; (viii) TransLink organized a meeting with the Strata Council of the Emporio Building prior to the June 26, 2019 meeting of the Development Permit Panel; however, some residents were not able to attend; (ix) TransLink offered to organize another meeting but was deemed not necessary by the Strata Council; and (x) TransLink directly contacted Mr. Jett Tung, an Emporio Building resident, and exchanged e-mail messages with him to address his concerns regarding possible Bus Mall noise impacts on townhouses.

Correspondence was submitted to the Panel regarding the Development Permit application between Buswell resident, Jett Tung, Drew Ferraro and Chit Vyas, of TransLink, and Aaron Peterson, of Brown Strachan Associates.

In reply to a Panel query, staff advised that the applicant had responded to Mr. Tung's concerns.

The Panel expressed support for the project and appreciated the applicant's provision of additional information regarding the proposed acoustical measures to mitigate noise in the Bus Mall, willingness to introduce additional noise mitigation measures if necessary, and efforts to address neighbouring residents' concerns identified at the Panel's previous meeting.

Subsequent to the Panel meeting, Mr. Vyas advised that it is not known at this time when the TransLink-owned property at 6411 Buswell Street will be redeveloped.

The Panel recommends the Permit be issued.



City of Richmond

Report to Council

To: Richmond City Council

Date: July 9, 2019

From: Cecilia Achiam
Chair, Development Permit Panel

File: 01-0100-20-DPER1-
01/2019-Vol 01

Re: Development Permit Panel Meetings Held on October 11, 2017,
November 29, 2017 and February 28, 2018

Staff Recommendation

That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 16-741741) for the property at 15040 Williams Road be endorsed, and the Permit so issued.

Cecilia Achiam
Chair, Development Permit Panel
(604-276-4122)

WC/SB:blg

Panel Report

The Development Permit Panel considered the following item at its meetings held on October 11, 2017, November 29, 2017 and February 28, 2018.

DP 16-741741 – VANCOUVER AIRPORT FUEL FACILITIES CORPORATION (VAFFC) –
15040 WILLIAMS ROAD
(October 11, 2017, November 29, 2017 and February 28, 2018)

The Panel considered a Development Permit application to permit the construction of a Marine Terminal Facility for aviation/jet fuel delivery on a site zoned “Industrial (I)” and partially designated as an Environmentally Sensitive Area (ESA).

The application was reviewed at the meetings held on October 11, 2017; November 29, 2017; and February 28, 2018.

At the meeting held on October 11, 2017, Adrian Pollard, of FSM Management Group, provided a brief presentation, noting that:

- The overall Vancouver Airport Fuel Delivery project started in 2007 and is intended to provide airlines operating at the Vancouver International Airport (YVR) with secure aviation fuel supply and accommodate and support the future growth of YVR.
- Environmental assessment approvals have been granted to the project from the Provincial and Federal Governments.
- Provincial and Federal permits have been granted for the construction of two of the three main components of the overall project: the fuel receiving facility to the north of the subject site and the underground pipeline to YVR.
- The other main component of the overall project is the subject development; the proposed Marine Terminal facility, which will accommodate one vessel arriving once a week or approximately three to four vessels arriving in a month and will be staffed 24 hours a day with up to 10 employees.
- Transfer of aviation fuel from the vessel directly to the underground pipeline to the fuel receiving facility takes approximately 18 to 36 hours.
- The Marine terminal will include six small buildings or enclosures to support the activities of the Marine Terminal, removal and replacement of the existing dock with a new and re-graded foreshore area, new berthing and mooring structures, and a pedestrian trail and a new relocated dike and an associated right-of-way (ROW).
- Other site improvements will be done to stabilize the area and protect the dike and structures that support the offloading activity.

Angus Johnston, of Hatfield Consultants, reviewed the proposed mitigation, compensation and enhancement scheme for the Environmentally Sensitive Area (ESA) on the subject site, noting that: (i) qualified environmental professionals' assessment indicated that the subject site's intertidal ESA is a low productivity habitat and the shoreline ESA is mostly barren with scattered invasive plants and shrubs; (ii) removal of the existing bulkhead wharf, re-grading and replacement of the existing rip-rap, and other improvements on the riverbed and banks will enhance the intertidal ESA; (iii) removal of a patch of native tree saplings in the shoreline ESA will be compensated by on-site and off-site habitat enhancements; (iv) both the on-site Riparian Management Area (RMA) and the "inferred" RMA along the Savage Road right-of-way (ROW) adjacent to the subject site have been assessed by qualified environmental professionals to be in a highly disturbed state and have limited habitat features; and (v) proposed compensation and enhancements for the RMA include establishing a new fence, re-grading the RMA, and re-vegetation of the new five-metre wide RMA with native planting.

In response to Panel queries, Mr. Pollard and Linda Dupuis, of Hatfield Consultants, advised that: (i) pumps for offloading fuel will be installed on board the vessel; (ii) fire truck access will be provided; (iii) the site will be secured and must comply with Transport Canada security requirements; (iv) dismantled on-site structures will be disposed in appropriate landfills; (v) the entire RMAs along Williams Road and Savage Road will be completely replanted and significant landscaping will be installed on either side of the proposed pedestrian trail and on the adjacent slope; (vi) site constraints determined the off-site location of a portion of RMA and ESA compensation/enhancement areas; (vii) the proposed pedestrian trail does not relate to the ESA but provides extra ecological networking in the subject site; (viii) enhancements include removing the existing fencing and fully restoring the five-metre wide RMA; and (ix) proposed ESA compensation/enhancement will be provided both on-site and off-site focusing on high productivity areas identified by the Fraser River Estuary Management Program (FREMP).

Discussion ensued between the Panel and the design team regarding the proposed ESA and RMA compensation/enhancement and the Chair was of the opinion that the proposed scheme for the RMA appears to be more rigorous than for the shoreline ESA.

In response to Panel queries, the design team acknowledged that: (i) enhancement planting is not proposed in the intertidal ESA as the proposed modifications to the foreshore/intertidal area will improve habitat conditions compared to existing conditions; (ii) intertidal areas are naturally productive and it is anticipated that the intertidal habitat conditions could establish naturally over a period of approximately one year; (iii) the proposed viewing platform is consistent with the master trail strategy in the City's Official Community Plan (OCP); and (iv) provision of signage interpreting on-site improvements could be incorporated into the project.

Staff noted that: (i) the proposed dike and public trail construction will be secured with separate registered right-of-way (ROW) agreements; (ii) there will be cash-in-lieu contribution for the proposed pedestrian viewing platform; and (iii) ESA planting areas will be subject to legal agreements to ensure that these areas will be retained and maintained in the long term. Staff further noted that there will be multiple Servicing Agreements associated with the project including for: (i) dike construction within the dike right-of-way (ROW); (ii) public trail construction within the trail right-of-way (ROW) which includes connection to the trail on the City property to the west of the subject site; and (iii) site services and frontage improvements along Williams Road.

In response to Panel queries, staff advised that: (i) there is an opportunity for more mature planting in the ESA within the subject site; and (ii) while the ESA Guidelines in the City's OCP focus on ESA assessment of existing conditions and enhancement, they also include provisions encouraging additional planting to enhance the rehabilitation of degraded areas.

Anne Lerner, of 12633 No. 2 Road, addressed the Panel, expressing concern regarding the potential adverse environmental impacts of the project to the Fraser River and queried whether dredging works would be done in the river to allow the passage of large vessels heading to the Marine Terminal. She also spoke of the potential negative impacts of increased traffic of vessels in the river on salmon.

In response to Ms. Lerner's concern, Mr. Pollard advised that: (i) dredging works in the river will not be necessary, as vessels heading to the Marine Terminal could navigate the river under existing conditions; (ii) a minimal increase of six percent in large vessel traffic is anticipated in the South Arm Fraser River when the Marine Terminal becomes operational; and (iii) management plans include coordination with First Nations regarding the timing of vessels navigating the river in order not to disrupt their fishing activities.

No correspondence was submitted to the Panel regarding the Development Permit application.

The Chair noted that the proposed RMA and ESA mitigation, compensation and enhancement scheme is a good start; however, he was of the opinion that more work could be done by the applicant and suggested that the subject development application be referred back to staff.

The Panel referred the application back to staff:

1. For the applicant to work with staff to:

- (a) Review the proposed mitigation, compensation and enhancement scheme for shoreline ESA based primarily on existing ESA condition in the subject site and investigate opportunities for additional on-site ESA planting.
- (b) Review the proposed compensation/enhancement planting scheme for the shoreline ESA and consider introducing more mature and substantive planting.
- (c) Consider introducing some planting in the intertidal ESA in addition to the proposed removal of existing and development/construction of new structures and shoreline within the shoreline and intertidal ESA.

- (d) Investigate opportunities for further on-site ESA compensation and enhancements especially within the shoreline ESA and other areas along the proposed public trail and in the northern portion of the site in addition to the proposed off-site ESA enhancements.
 - (e) Consider installing on-site signage to inform and provide interpretation to the public regarding the works and enhancements done on the subject site to protect and preserve the natural environment.
2. That staff review the adequacy of the pedestrian viewing platform cash-in-lieu contribution and report back.

Subsequent to the Panel meeting, the applicant worked with staff to revise the proposal to address the Panel's referral comments by adding two new shoreline ESA planting areas, incorporating larger plant selections, adding new landscaping areas outside of the ESA, enhancing landscaping along the public trail and adding a new interpretive signage package for the public trail area. Staff reviewed the observation platform cost estimate and provided a detailed cost breakdown in the referral Staff Report.

At the meeting held on November 29, 2017, Mark McCaskill, of FSM Management Group, and Mr. Johnston, provided a brief presentation, noting that:

- An additional 702 square metres of planting will be introduced at the northeast and southwest portion of the site's Environmentally Sensitive Area (ESA).
- The proposed additional ESA planting will increase on-site ESA planting by more than 200 percent (bringing the total on-site ESA planting area to more than 1,000 square metres), and increase the compensation-loss ratio to over five to one.
- Approximately 60 trees and 2,500 shrubs will be added to the on-site ESA and Riparian Management Area (RMA) planting scheme, with the pot sizes of coniferous trees to be increased.
- Panel's request to consider planting in the intertidal ESA was considered by the applicant; however, upon investigation, the project team's fisheries and engineering experts' qualified professional opinion is that the approach is not technically and scientifically viable.
- 645 square metres of additional on-site non-ESA and non-RMA planting is proposed at a new trailside area in the northeast corner of the site and new three-metre wide planting strip adjacent to Williams Road RMA; there is also a 1.5-metre widening of one side of the proposed planting strip adjacent to the public trail.
- Total on-site non-ESA and non-RMA planting area proposed to be added is approximately 1,300 square metres, increasing significantly the overall on-site planting compared to the original proposal.
- The applicant will include interpretive signage along the public trail corridor and at strategic locations.

- The revised overall proposal substantially exceeds the City's ESA guideline requirements.

In reply to a Panel query, Mr. McCaskill advised that the operational requirements of the project were considered in determining the extent of the proposed three-metre wide planting strip adjacent to the Williams Road RMA.

In reply to a Panel query, staff stated that the proposed viewing platform will be constructed on the City land (Lot K) to the north of the subject site and will be developed in conjunction with the dike and trail system to be installed by the City in the area.

Discussion ensued regarding the lack of proposed planting along the waterfront and it was noted that planting was successfully integrated in the waterfronts of other areas north of the site.

In reply to Panel queries, Mr. Johnston advised that: (i) engineering requirements for the proposed rip-rap would not make planting along the waterfront feasible; and (ii) the site's hydraulic conditions, including high velocity river flows, would adversely affect the viability of planting.

In reply to the same query, Ron Byres, of Moffatt and Nichol, reviewed the technical and engineering rationale for the re-grading and design of the proposed rip-rap along the waterfront. He noted that construction materials for the proposed rip-rap include boulders and stones, and introducing materials such as soil, gravel and sand to accommodate planting would negatively impact the structural integrity of the rip-rap and would not ensure the survivability of plants.

In reply to a further query from the Panel, Mr. Byres acknowledged that algae could grow on the proposed rip-rap and the spaces between the rocks offer refuge for key fish species and organisms in the lower food chain.

In reply to the same query from the Panel, Cory Bettles, of Hatfield Consultants, briefed the Panel on what could possibly grow in the site's intertidal ESA given the existing water conditions. Mr. Bettles noted the difficulty of predicting the exact type of vegetation that could grow in a dynamic environmental system. However, he further noted that the proposed structures, as well as the addition and re-grading of the new rip-rap, could facilitate the growth of micro and some macro level vegetation, as well as provide habitat to macro invertebrates.

In reply to Panel queries, Ms. Dupuis noted that: (i) it is preferable to plant a lot of smaller deciduous trees in the site's ESA as they could better adapt to local growing conditions and could be planted densely to outcompete invasive species; and (ii) planting of larger deciduous trees requires greater spacing which provides opportunity for invasive species to grow.

Staff noted that the applicant explained the changes to landscaping in response to the Panel's referral motion. With regard to the item in the referral asking staff to review the cost estimate for the proposed viewing platform, staff advised that: (i) Planning staff had discussed the matter with Parks staff; (ii) the viewing platform proposed to be located in the adjacent City lot (Lot K) would be installed on top of the dike behind the high water mark; and (iii) Parks staff had verified the cost estimate for the proposed viewing platform which is attached in the Staff Report.

In reply to Panel queries, staff advised that: (i) the proposed viewing platform is similar to the design of viewing platforms in the area; (ii) the need for the proposed viewing platform originated from Parks staff after reviewing the recreational needs in the area; and (iii) projecting the proposed viewing platform beyond the high water mark would require an approval from the Department of Fisheries and Oceans (DFO).

No correspondence was submitted to the Panel regarding the Development Permit application.

The Panel referred the application back to staff to:

1. Investigate opportunities to expand the area of on-site planting particularly at the northwest portion of the site in addition to the proposed three-metre wide planting strip adjacent to the Williams Road RMA.
2. Explore further opportunities to increase the total area of proposed on-site planting considering the extent of foreshore area that will not be planted to accommodate the loading facility.
3. Review the advice given by the applicant regarding the viability of planting in the site's intertidal ESA in relation to similar projects which City staff have had direct experience in, including:
 - (a) Soliciting additional opinion from third party experts in the field regarding opportunities as well as constraints for enhancement in the site's intertidal ESA.
 - (b) Considering a financial compensation package for habitat enhancement in other areas if intertidal ESA planting is not feasible in the subject site.
4. Review the design and scope of the proposed viewing platform with the Parks Department to determine whether the type and size of the viewing platform should be revised.

Subsequent to the Panel Meeting, the applicant worked with staff to revise the proposal to address the Panel's referral comment by expanded planting in the northwest triangle portion of the site, increasing the area and size of planting in other portions of the site, adding an intertidal bench marsh enhancement and offering a revised cash-in-lieu contribution for future off-site trail enhancements and the future development of a recreational staging area at the foot of Williams Road.

An independent third party peer review of the proposed intertidal enhancement was undertaken by a Project Manager and a Restoration Ecologist with Pottinger Gaherty Environmental Consultants Ltd. (PGL) and a Geomorphologist with Northwest Hydraulics Consultants (NHC). These experts undertook a review of relevant background documents and the intertidal enhancement plan in the context of the site's specific hydraulic conditions and visited the site to examine the site conditions and query specific assumptions with regard to the proposed intertidal bench marsh design, installation and function. The peer review's recommendations were subsequently agreed to by the applicant and modifications were made to the design through the Servicing Agreement.

At the meeting held on February 28, 2018, Mr. McCaskill provided a brief presentation, noting that:

- Planting to the north triangle area of the property was increased by 25 percent after allowing for the minimum space required for operational and maintenance activities.
- Proposed tree sizes and pot sizes for shrubs and groundcovers were increased to the largest reasonable sizes without compromising survivability.
- The design of the viewing platform was modified and the proposed voluntary cash-in-lieu increased to approximately \$204,000.
- An intertidal bench planting area is proposed to be added in the intertidal Environmentally Sensitive Area (ESA).

In reply to queries from the Panel, Mr. McCaskill acknowledged that: (i) the intertidal bench has been raised to just below the high water mark to enhance the survivability of plant species; (ii) the bench cannot be expanded to the north as it will encroach into the dike structure; (iii) a few pre-engineered service structures are proposed on site; (iv) the Marine Terminal Facility will be fully operational twice a month or weekly depending on the size of the vessel delivering the fuel; (v) the intertidal bench will be filled with substrate to mitigate the effects of strong current and wave action to bench planting; and (vi) the unplanted strip at the north triangle area will be used to provide a gravel access road and equipment storage area.

Staff advised that: (i) the new planting area at the north triangle area combined with the previously committed Riparian Management Area (RMA) and landscape planting will result in total planting area of 46 percent of the entire triangle area; (ii) the viewing platform will be constructed by the City at a later date and that Parks Department has determined the platform location and design meets the City's open space and trail objectives for the area; (iii) part of the applicant's voluntary cash-in-lieu contribution will be used for enhancements to the existing City park trail to the west of the subject site; (iv) City staff solicited the opinion of third party experts regarding intertidal ESA planting in compliance with Panel's recommendation; (v) the City's third party review was conducted by PGL Environmental Consultants and Northwest Hydraulics and these consultants supported the provision of the proposed intertidal bench and have provided recommendations to improve the bench survivability which the applicant and City staff have reviewed and agreed to; (vi) the design of the intertidal bench planting will form part of the Servicing Agreement for the dike construction on the site; and (vii) there will be legal agreements to ensure maintenance of all ESA planting on the site.

In response to queries from the Panel, staff confirmed that: (i) ESA planting will be subject to a three-year monitoring period; (ii) the proposed intertidal bench planting will be monitored for five years; and (iii) the City will have monetary securities provided to ensure that these areas are installed and maintained accordingly.

No correspondence was submitted to the Panel regarding the Development Permit application.

The Panel expressed support to the applicant's response to Panel's comments at the previous consideration of the proposal.

The Panel recommends the Permit be issued.



**Regular Council meeting for Public Hearings
Monday, July 15, 2019**

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Kelly Greene
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves
Councillor Michael Wolfe

Claudia Jesson, Acting Corporate Officer

Call to Order: Mayor Brodie opened the proceedings at 7:01 p.m.

**1. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9894
(RZ 17-777664)**

(Location: 7391 Moffatt Road; Applicant: Matthew Cheng Architect Inc.)

Applicant's Comments:

The applicant reviewed the highlights of the development and noted a cross access agreement was put in place with the original rezoning of the neighboring property at 7411 Moffatt Road. Following direction from Council, the applicant attempted unsuccessfully to meet with the Strata Council of 7411 Moffatt Road to negotiate usage and maintenance for the shared driveway.

Written Submissions:

- (a) 7411 Moffatt Road Residents (Schedule 1)
- (b) Andrea Chan, 7439 Moffatt Road (Schedule 2)
- (c) Jessie Liu, President of the Owner's Council of 7411 Moffatt Road (Schedule 3)
- (d) George Qiao, 7411 Moffatt Road (Schedule 4)



**Regular Council meeting for Public Hearings
Monday, July 15, 2019**

- (e) Andrew Chen, Strata Manager, Century 21 Prudential Estates (RMD) Ltd. (Schedule 5)
- (f) Phoebe Wu, Matthew Cheng Architect Inc. (Schedule 6)

Submissions from the floor:

Andrew Chen, Strata Manager of 7411 Moffatt Road, explained it was difficult to identify the statutory right of way.

George Qiao, 7411 Moffatt Road, expressed his opposition to the project and noted:

- the impact a shared driveway would have on safety and noise within their complex;
- the additional units will significantly increase the number of vehicles using the driveway;
- the requirement for having the developers provide safety control measures;
- concerns related to the adequacy of public engagement;
- the lack of courtesy shown by the developer toward owners of 7411 Moffatt Road; and
- concern that the conflict between the developer and neighbouring property owners could escalate.

Kelly Chan, 7411 Moffatt Road, expressed opposition to the project due to:

- safety concerns relating to the shared driveway;
- increased traffic and the creation of an intersection between the two developments;
- noise pollution and the resulting impact on residents' well-being; and
- lack of consultation with owners.

Ms. Chan noted that most residents would be open to a fair compromise.

In response to a question from Council, staff confirmed that the sale of property in British Columbia requires conveyancing by a notary or lawyer, and both professionals would have been familiar with the statutory right of way listed on title since 2012.



**Regular Council meeting for Public Hearings
Monday, July 15, 2019**

PH19/7-1

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9894 be given second and third readings.

The question on the motion was not called as discussion ensued regarding the need for property purchasers to undertake due diligence prior to purchasing property. It was noted that this type of shared driveway and statutory right of ways are a common practice in Richmond.

In response to questions from Council, staff confirmed that (i) the width of the driveway is designed for two-way traffic, (ii) the proposed plan is the optimal layout for the two developments, and (iii) no visitor parking stalls would be lost.

The question on the motion was then called and it was **CARRIED** with Cllr. Au opposed.

2. OFFICIAL COMMUNITY PLAN BYLAW 9000, AMENDMENT BYLAW 10011 AND RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9932 (RZ 17-766714)

(Location: 23400, 23440, 23460 & 23500 Gates Avenue and a Portion of Gates Avenue;
Applicant: Fougere Architecture Inc.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

Staff Memorandum dated July 15, 2019 (Schedule 7)

Submissions from the floor:

None.

PH19/7-2

It was moved and seconded

That Official Community Plan Bylaw 9000, Amendment Bylaw 10011 be given second and third readings.

CARRIED

PH19/7-3

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9932 be given second reading, as amended.

CARRIED



**Regular Council meeting for Public Hearings
Monday, July 15, 2019**

PH19/-74

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9932 be given third reading.

CARRIED

**3. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9939
(RZ 18-802621)**

(Location: 7571 Bridge Street; Applicant: Pakland Developments Ltd.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

PH19/7-5

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9939 be given second and third readings.

CARRIED

**4. PROPOSED AMENDMENT TO SINGLE-FAMILY LOT SIZE
POLICY 5420 (SECTION 36 BLOCK 4 NORTH RANGE 7 WEST)
AND RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW
10035 (RZ 17-784927)**

(Location: 10200/10220 Railway Avenue; Applicant: Raman Kooner)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

- (a) Petition from Hollypark Residents (Schedule 8)
- (b) David and Thuy Lexier, 5217 Hollycroft Drive (Schedule 9)
- (c) John Leung, 10140 Railway Avenue (Schedule 10)



**Regular Council meeting for Public Hearings
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Submissions from the floor:

Patricia White, 10040 Hollycroft Gate, expressed opposition to the project because access to the proposed six homes would be provided via the existing subdivision's gate. She stated that access from Railway Avenue would eliminate added vehicular traffic within the subdivision.

Kevin Krygier, 5220 Hollycroft Drive, noted:

- parking problems on the street and in alleys currently experienced by the subdivision;
- the proposal could lead to commercialization of the neighbourhood;
- townhouses with access from Railway Avenue would be better suited to the area; and
- public feedback was limited by the short notice for the public hearing.

In response to questions from Council, staff advised:

- the intent for single family properties is to capitalize on the lane ways by building coach houses;
- Bylaw Officers will be requested to check the neighborhood regarding the parking concerns;
- access to online information and submissions for this project was available for quite some time and the Public Hearing package was posted online on July 8, 2019;
- notifications regarding this proposal were mailed to property owners in March 2019;
- if a duplex were put on the site or the property was subdivided, a secondary suite would have to be included in the planning; and
- the applicant has been working on this project for two years.

Greg Kearson, resident of the Hollies, expressed his concerns regarding the public notification process for this project.

The applicant, Raman Kooner, 3777 Hornsby Drive, provided the following comments:

- there will be no over-height buildings;
- this site is the only property suited to densification;
- Hollycroft Gate would be the nearest access point;



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Monday, July 15, 2019**

- parking in the lanes is a problem despite a number of calls to the Bylaws Department;
- secondary suites will also affect parking; and
- willingness to consider other forms of development.

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

PH19/7-6

It was moved and seconded

That the application be referred to staff to explore alternative density options for 10200/10220 Railway Avenue.

The question on the referral motion was not called as discussion further took place and the following considerations were noted:

- improved access for the development to ease congestion in the existing subdivision;
- immediate enforcement of laneway parking that impedes access; and
- upgrading of heavily used lanes with suitable lighting and signage.

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

**5. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10047
(RZ 18-829032)**

(Location: 9020 Glenallan Gate, 9460, 9480 & 9500 Garden City Road; Applicant: Matthew Cheng Architect Inc.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

- (a) Richmond resident (Schedule 11)
- (b) Yvonne Bell, 10431 Mortfield Road (Schedule 12)

Submissions from the floor:

None.



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PH19/7-7

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10047 be given second and third readings.

CARRIED

Opposed: Cllr. Wolfe

**6. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10048
(RZ 17-790958)**

(Location: 9340 General Currie Road; Applicant: 1116559 B.C. Ltd.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

PH19/7-8

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10048 be given second and third readings.

CARRIED

ADJOURNMENT

PH19/7-9

It was moved and seconded

That the meeting adjourn (8:42 p.m.).

CARRIED



City of Richmond

Minutes

Regular Council meeting for Public Hearings Monday, July 15, 2019

Certified a true and correct copy of the Minutes of the Regular meeting for Public Hearings of the City of Richmond held on Monday, July 15, 2019.

Mayor (Malcolm D. Brodie)

Acting Corporate Officer (Claudia Jesson)

To Jordan Rockerbie,

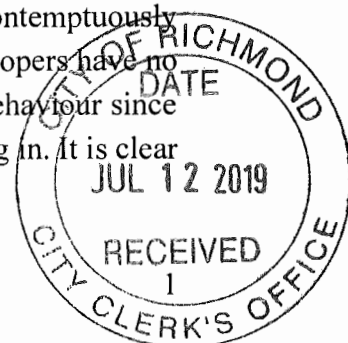
We, 7411 Moffatt Road residents, are writing in regards to the redevelopment of 7391 Moffatt Road and the registered SRW shared between 7391 and 7411. Over the past few months, we have been actively negotiating with the developers of 7391 and Matthew Cheng to reverse the SRW for a variety of reasons. However, not only did the opposition show disinterest in what we have to say, but have consistently used unethical and dishonorable tactics for their own self-interest. We are extremely disappointed in how the developers have treated us over the months, hence we are writing this letter in hopes of revealing the truth as well as addressing the problems present in the staff report.

This letter reflects the thoughts and opinions of 7411 Moffatt Road residents. We hope you will take into consideration of all we have to say, and think critically about the proposed SRW in question as well as the 7391 developers' intentions.

Lack of Transparency From Matthew Cheng Architects Inc. and 7391 Developers

7411 residents are perturbed by the lack of public consultation prior to registering and approving the SRW. The SRW was secured in 2012, long before people have moved into either properties. This places homeowners of 7411 at a disadvantage because they are unable to provide their opinions relating to this matter. We are gravely concerned over the fact that we were never consulted regarding the SRW, and are expected to be content or complicit with sharing the driveway despite major problems (addressed below) that will impact our small community. This SRW was never communicated to us by the City nor the architects until two years ago. Had we been informed about this matter sooner, it would have significantly changed our decision to purchase a home at 7411. The developers and Matthew Cheng consistently scapegoat their own dishonesty and opacity to the fault of the realtors, claiming the responsibility of disclosing this SRW is not theirs. However, the truth of the matter is that Matthew Cheng Architects Inc. submitted the SRW without consultation and expects other people to abide by their decisions, and is failing to own up to his mistakes now that there are several people who oppose it.

Over the past two years, several meetings were conducted with the 7391 developers and Matthew Cheng, and negotiations were unsuccessful. We have explained numerous times why we are apprehensive about sharing the driveway and why the SRW being approved in 2012 is problematic. The opposing party showed little to no respect to 7411 residents and strata manager by exhibiting childish behaviour, including rolling their eyes, yelling, and even contemptuously mocking the strata manager by asking for his real estate license. It is clear the developers have no interest in listening to valid concerns raised by the residents, which is consistent behaviour since they had also disregarded the voices by registering a SRW prior to residents moving in. It is clear



their motives are to silence others before anybody has a chance to speak. The developers have also shown prejudiced and xenophobic behaviours by consistently reiterating they are “Canadians that follow rules” (see PLN 123) and have lived here for a very long time. It is obvious their intention in making such statements is to ostracize our Chinese-speaking residents who struggle with English and have only recently moved into Richmond for a few years. They are insistent about speaking in English throughout the entirety of the meetings, despite them being fully aware that not all residents are capable of speaking and understanding English. They also assume that our Chinese-speaking neighbours are ignorant about Canadian customs and morals, which is untrue. This is also another tactic they use to silence people -- by alienating new immigrants/non-English speakers simply because they do not conform to their specific and narrow-minded idea of a Canadian. They attempt to glamourize their Canadian identity but demonstrate values that are anti-Canadian.

Insufficient Cost-Benefit Analysis

The staff report written by the City provides an insufficient cost-benefit analysis, and neglects any safety problems that pertain to the neighbouring residents of 7391. On page 4 of the staff report (PLN 103), it claims that “consolidating driveways reduces the number of conflict points between vehicles... and pedestrians,” however it fails to include it would increase the number of conflict points between vehicles of 7411 and 7391 due to the shared driveway. There will be an increased number of vehicles entering and exiting from the SRW, thereby causing danger to residents and pedestrians. Safety is our primary concern in rejecting the SRW. At 7411, we have many families with children and the elderly who enjoy playing outside and exercising. Other activities such as car washing and moving operations would be gravely affected by the increased traffic, thereby depleting the safety of 7411 residents. If 7391 is built, there would be an additional 6 to 9 cars on our driveway, in addition to the ~15 cars we already have at 7411. Please also consider that 7411’s amenity space is also very close to the SRW and the pathway to 7391, which can endanger families playing in the area with increased traffic. Congestion on the driveway also heightens loud noises that can disturb and frighten residents, which will significantly impact our daily activities.

Street parking is scarce on Moffatt Road due to the high density of houses in this area. Hence, visitor parking spots exclusive to 7411 visitors are salient. We only have three visitor parking spaces for a 12-unit townhouse, which is very unbalanced. The development of 7391 and the SRW may compromise one of our visitor parking spots, where its location is adjacent to the driveway. We find it is incredibly unfair we have to accommodate to 7391 by taking away something that we are protective of and also inadequately possess. In addition, the SRW can also cause confusion to future homeowners and visitors of 7391, assuming that visitor parking between both complexes are interchangeable because the driveway is also shared. This confusion

and congestion would be eliminated if each complex had their own respective driveways. Furthermore, the creation of another 6-unit townhouse would only exacerbate the neighbourhood's frustrations with parking and traffic.

Intentions of 7391 Developers

PLN 123, Attachment 4 of the Staff Report raises serious concerns regarding the credibility and motives of the developers of 7391 Moffatt Road. We have reiterated in several meetings that the safety of our strata members and their respective families is our primary concern. Yet, the letter falsely exclaims "each resident at 7411 Moffatt Rd would want \$20,000 from us for a total of \$250,000," thereby smearing the reputation of all members of 7411 as financially motivated and avaricious people. Despite our efforts to communicate to the developers about our genuine problems with sharing the driveway, the developers have selectively omitted many reasonable concerns and created lies to fit their narrative as "young and hardworking professionals" to appeal to the City of Richmond. The developers have consistently demonstrated they do not care about the welfare of 7411 residents in previous meetings; they have raised their voice to talk over us, scoffed whenever we presented genuine concerns, and rolled their eyes indicating they had no intentions in listening any further. In addition, the developers fabricated lies, claiming "most of the residents at 7411 Moffatt Rd are families of Chinese government officials and do not care about the rules and regulations." Residents of 7411 are in shock to have read such blatant lies written to the City, and the extent to which the developers will slander our community's reputation. Not once did Jessica and Villa (the two strata members present in the meeting in December, which prompted their letter) mention or allude that residents of 7411 are descendants or family members of Chinese government officials. The developers were not able to give reasonable evidence in their letter to prove some of us are affiliated with the Chinese government because the evidence does not exist at all -- it is a fictitious story created to defame members of 7411. In truth, residents of 7411 are working class citizens who show exemplary Canadian citizenship by participating in the workforce, paying our taxes, and respecting the culture and customs of Canadian society. We fear that not only does this damage our reputation as Richmond residents, but on a macro-level perpetuates a lingering anti-Chinese sentiment that is prevalent in Richmond.

Upon reading and inspecting the developers' letter to the City of Richmond, residents of 7411 Moffatt Road would like you to reevaluate the developers' dishonest intentions and motives in this letter. The developers refuse to consider our perspective on why the SRW is unideal for this community, and went above and beyond to appeal to the City by fabricating stories that have no ounce of truth whilst victimizing themselves because they are suffering inexplicable "big losses." Their letter shows a disturbing lack of credibility and ethics, where they are able to create blatant lies for their own self-gain and show no respect for the existing community. We kindly ask the

City to consider the voices of our community and recognize the developers have no interest in us and our community as a whole, aside from monetary gain.

We hope this letter has offered new insight as to why the SRW is undesirable and unreasonable to the residents of 7411 Moffatt Road. We are all law-abiding citizens who have worked hard to buy the home of our dreams. However, the 7391 developers are risking our opportunity to live in a safe, secure and harmonious environment. The proposed benefits outlined in the staff report are both trifling and at the expense of the 7411 residents' safety. It only causes confusion and congestion, and the costs or risks outweigh the alleged benefits. Moreover, the 7391 developers have demonstrated a lack of credibility and ethics in their actions. They have taunted and threatened strata members instead of being empathetic or reasonable. Moving forward, we ask that the City reverse the SRW and consider how much this ordeal has negatively affected us emotionally and psychologically.

Thank you for your time,

7411 Moffatt Road Residents

周红 邱
2019. 7. 10

CityClerk

From: Andrea Chan <ykchan98@yahoo.com>
Sent: Wednesday, 10 July 2019 21:51
To: CityClerk
Subject: Richmond Zoning Bylaw 8500, Amendment Bylaw 9894 (RZ 17-77764)

Categories: For PH

To the City of Richmond,

We received a letter from you regarding Richmond Zoning Bylaw 8500, Amendment Bylaw 9894 (RZ 17-777664). We live on 7439 Moffatt Road, very close to the rezone area on 7391 Moffatt Road. We strongly disagree to build six townhouse units there.

I moved to 7439 Moffatt Road five years ago before the townhouses on 7411 Moffatt Road were sold. Once the units on 7411 Moffatt Road were occupied, I realized there has always been full of cars parked on the street. One time there was a truck parked on the street in front of 7411 Moffatt Road for several weeks (never removed), then I saw the same truck moved to the visitor parking in my complex until it was told to leave.

The main reason causes this parking issue is the design of high density townhouses on 7411 Moffatt Road. All the townhouses there have tandem garages, which means it's very inconvenient for the second car to get in and out. Thus some of the owners park their second vehicles on street in front of 7411 Moffatt Road. Also I could smell the cooking odour when I passed by the townhouses on 7411 Moffatt Road yesterday. I think the air didn't circulating well when there are too many 3-level or high density townhouses on a small lot.

I hereby suggest to only permit the developer to build four 2-level townhouses with double garage (side by side parking) to minimize the street parking issue and the air circulating issue. Also they should be required to provide at least 2 visitor parking spots within their own complex so that their visitors will not occupy the visitor parking spaces in my complex.

It would be greatly appreciated if you can consider my concerns seriously and give a thorough thought before the approval of this rezoning application.

Best Regards,

Andrea



CityClerk

From: J T <j65108@gmail.com>
Sent: Wednesday, 10 July 2019 23:01
To: CityClerk
Subject: Owners council's letter regarding Zoning Bylaw 8500, Amendment Bylaw 9894 (RZ 17-777664)
Attachments: Letter to the City of Richmond.pdf
Categories: For PH

To whom it may concern,

Hello! My name is Jessie. As the president of the owner's council of 7411 Moffatt Road, I present the attached letter on behalf of all 7411 Moffatt Road unit owners regarding Richmond Zoning Bylaw 8500, Amendment Bylaw 9894 (RZ 17-777664).

Please note that I personally will not be able to attend the Public Hearing on July 15, 2019.

All 7411 Moffatt Road owners sincerely request their voices to be heard and their benefits to be valued by the City of Richmond. Thank you very much.

Sincerely

Jessie Liu



I, Jessie Liu, as president of the owners council of 7411 Moffatt Road, sincerely request the City of Richmond to suspend the redevelopment of 7391 Moffatt Road, for the consideration of the following reasons.

Reason #1: Illegal actions

Facts:

A. According to the Staff (Jordan) Report, “consistent with previous applications, the developer of 7411 Moffatt Road was required to provide a statutory right-of-way across the entire driveway enabling vehicle access to the subject property from Moffatt Road”.

- a. What were the previous applications that support this claim?
- b. What are the exact justifications for this requirement?
 - i. 7391 Moffatt Road already has full and direct access to Moffatt Road.
 - ii. The City of Richmond must not create public benefits (e.g. public parking) at the expense of 7411 Moffatt Road owners.

B. No owner of 7411 Moffatt Road knew beforehand the statutory right of way when they purchased their units.

- a. 7411 Moffatt Road owners feel unfair and cheated.
- b. 7411 Moffatt Road owners suspect the possibility of a conspiracy.

Requests:

A. We demand to modify the easement(s) because 7411 Moffatt Road is a private property.

- a. The easement(s) should grant only a private right of way but not the statutory right of way.
- b. Owners/developers of 7391 Moffatt Road must obtain a written consent from all owners of 7411 Moffatt Road before using the strata driveway.

c. 7391 Moffatt Road developers must be fully responsible for all financial spendings on construction and maintenance of the shared strata driveway.

d. According to the Staff Report, removing the proposed shared driveway access is feasible.

B. We sincerely request the City of Richmond to thoroughly review redevelopment (RZ 08-449233) and provide a written report to clarify whether the City of Richmond was involved in any wrongdoing.

a. All owners will take legal action against all wrongdoing parties in the 7411 Moffatt Road redevelopment.

Reason #2: Insufficient cost-benefit analysis

Facts

A. According to the Staff Report, “Transportation staff support the proposed shared driveway access as it provides several benefits to both the development on the subject site and neighbouring properties”.

a. Although there are benefits for the developer of 7391 Moffatt Road and some marginal benefits for the public, there are also disadvantages for the owners of 7411 Moffatt Road.

b. We do not agree to provide benefits for the developer of 7391 Moffatt Road and the public at the expense of 7411 Moffatt Road owners.

B. Safety and noise issues should be addressed.

a. Sharing the strata driveway will inevitably and significantly increase the number of vehicles driven through the strata driveway (6 townhouse units and 2 suits may have roughly 16 cars).

b. Currently, we have about 24 cars. Should the strata driveway be shared, there will be nearly 40 cars using the driveway every day.

c. We have children and seniors who live here. The impact will be devastating to the families if any of them are to be injured by vehicles.

- e. The developer of 7391 Moffatt Road needs to have safety control at all times.
- f. The developer of 7391 Moffatt Road must not make profits by risking our safety.
- g. Many 7411 Moffatt Road owners are full-time employees or self-employed teleworkers.
- h. If any of us become disabled or deceased due to a car accident, our family living standard will reduce significantly.
- i. Car noise will affect our life and work quality and harm our mental health.

Requests

- A. We sincerely request the City of Richmond to provide a fair cost-benefit analysis report.
- B. We sincerely request to modify the easement(s) for fairness and our safety.
 - a. The developer of 7391 Moffatt Road should be responsible for ensuring safety control at all times.
 - b. According to Article 2 section 219 covenant of SRW BB4037709, “at the owner’s expense, maintain, keep, repair and replace, as the case may be, the Works to the satisfaction of the City.”
 - iii. As the owners of 7411 Moffatt Road were not informed about the additional cost of a shared strata driveway when they purchased their unit(s), we demand the developer of 7391 Moffatt Road to be fully responsible for the expenses of the construction and maintenance of the shared driveway.
- C. We request the City of Richmond not to approve Matthew Cheng Architects Inc.’s application to rezone 7391 Moffatt Road from the “Medium Density Low Rise Apartments (RAM1) zone to the “High Density Townhouses (RTH1)” zone.
 - a. If the law absolutely requires us to honor the statutory right-of-way, we have no choice but to share the strata driveway. However, we will

only share the strata driveway with 7391 Moffatt Road if the zone remains “Medium Density Low Rise Apartment” (RAM1), as they promised before.

Reason #3: Public consultation is insufficient

Facts:

A. According to the Staff Report, “Staff have received two inquiries from the public about the rezoning application in response to the placement of the rezoning sign on the property”.

a. Most of the owners of 7411 Moffatt Road, like many other Richmond residents, have little knowledge in English. That is the reason why there were only two calls made to the City Staff (Jordan).

b. The Federal Court of Appeal blocked the Trans Mountain pipeline because the federal government failed its duty to engage in meaningful consultations with the Aboriginal people before giving the project a green light.

B. The City of Richmond has requested the developer of 7391 Moffatt Road to negotiate with the 7411 strata regarding the terms of shared use of the strata driveway and the new outdoor amenity area.

a. However, no constructive negotiation has been done.

b. Two meetings were held before, though due to the offensive attitude of the developer of 7391 Moffatt Road, no meaningful negotiation was able to take place.

Requests

A. We sincerely request The City of Richmond and the developer of 7391 Moffatt Road to conduct meaningful consultations.

B. We would like to work with the developer to address all potential issues.

a. As residents and owners of the strata, we want a harmonious community.

b. If the developer of 7391 Moffatt Road wants to rezone from (RAM1) to (RTH1) and also want the owners of 7411 Moffatt Road to

agree on sharing the strata driveway, the rezoning application must be agreed unanimously by all owners of 7411 Moffatt Road.

Reason #4: Attachment 4 of the Staff Report is evidence of defamation of the developer of 7391 Moffatt Road, and it could become a political issue

Facts:

- A. Our true intention is to protect our rights (we reject the additional expense for the construction and maintenance of the shared strata driveway as we were never informed of this cost when we purchased our units) and safety interests (especially for children and seniors).
- B. The developer's letter to the City of Richmond was defamatory.
- C. We have doubt in the developer's letter to the City of Richmond because they did not provide reasonable evidences and references for their claims.
 - a. Their claims are false if they fail to provide trustworthy evidence.
- D. This might be an indication that the personality of the developer of 7391 Moffatt Road includes dishonesty and misrepresentation.
- E. Their ethics are questionable, and it seems that they want to make profits quickly by practicing defamation.
 - a. How could the City of Richmond guarantee that the developer of 7391 Moffatt Road will fulfill all promises and requirements?
 - b. Extended question: was an unreliable developer involved in the base problem of the new Minoru aquatic center?
- F. Even though some of us are from China, our interests are still very much protected in Canada.
 - a. If the City of Richmond approves this questionable rezoning application because we have been accused as families of Chinese government officials, this will become a political issue.
 - b. All stakeholders, such as the MP at our riding, Minister of Foreign Affairs, Consulate General of the People's Republic of China, and other affiliated people will get involved to protest against this discrimination.

Request

A. We sincerely request the City of Richmond to stop the redevelopment of 7391 Moffatt Road because the developer is hostile to the neighbor of their project at 7391 Moffatt Road.

a. We are very worried that the situation could escalate into a more serious conflict between the owners of 7411 Moffatt Road and the developer of 7391 Moffatt Road.

b. Our safety is now at risk if we continue to raise our concern for the redevelopment.

CityClerk

From: George Qiao <georgezq01@gmail.com>
Sent: Wednesday, 10 July 2019 19:26
To: CityClerk
Cc: Rockerbie, Jordan
Subject: RZ 17-777664, Richmond Zoning Bylaw 8500
Attachments: Letter to City of Richmond signed.pdf

Categories: For PH

Hello Mr./Ms.,

My name is ZHI QIAO, and I go by George as well. I am the owner of Unit 1 of 7411 Moffatt Road, and I drafted a letter to against the rezoning application (redevelopment) of 7391 Moffatt Road. This letter has been reviewed and signed by most of the owners of 7411 Moffatt Road. I could not reach the Unit 6 and Unit 7 of 7411 Moffatt Road. On the other hand, all strata council members have signed. They are Unit 4, Unit 5, Unit 8, Unit 10 and Unit 12 of 7411 Moffatt Road. Please kindly pass this letter to City Council/decision makers.

Warm Regards,
George



RZ 17-777664

We, as owners of 7411 Moffatt Road, sincerely request the City of Richmond to suspend the redevelopment of 7391 Moffatt Road because of the following four reasons. 我们业主以下面 4 个原因请求市政府暂停 7391 的开发。

Reason #1 理由 1: Some wrongdoings/illegal things were involved. 有违法事情存在。

Facts 事实:

- A. According to the Staff (Jordan) Report, "consistent with previous applications, the developer of 7411 Moffatt Road was required to provide a statutory right-of-way across the entire driveway enabling vehicle access to the subject property from Moffatt Road". 根据 Jordan 的报告, "与先前的申请一致, 7411 Moffatt Road 的开发商被要求提供法定的通行权, 使车辆能够从 Moffatt Road 进入物业"
 - a. What previous applications support this requirement? 与先前的哪些申请一致?
 - b. Why the developer of 7411 Moffatt Road was required to give Statutory right of way? 为什么 7411 的开发商被要求提供法定通行权?
 - i. 7391 Moffatt Road has full direct access to Moffatt road. 7391 完全可以接通到 Moffatt 路上。
 - ii. The city of Richmond cannot create public benefits (e.g. public parking) at the expense of all owners of 7411 Moffatt road. 市政府不能为公众创造便利而让 7411 的业主承担成本。
- B. All owners of 7411 Moffatt road did not know the Statutory right of way when they purchased their units. 7411 的业主在购买的时候并不知道这个法定的通行权
 - a. We were cheated. 我们被欺骗了
 - b. Whether there is a conspiracy? 是否有共谋?

Requests 请求

- A. We demand to modify easement(s) because 7411 Moffatt road is private property. 我们要求更改地役权因为 7411 是私人物业。
 - a. The easement(s) should grant only a private right of way but not the statutory right of way. 这个地役权只给私人通行权, 而不是法定通行权。
 - b. If the owner/developer of 7391 Moffatt wants to use strata driveway, he/she needs to negotiate with all owners of 7411 Moffatt road and obtain written consent. 如果 7391 的业主或者开发商想使用通道, 他/她需要来和我们 7411 的业主商量并取得书面同意。
 - c. According to the Staff Report, removing the proposed shared driveway access is feasible. 根据 Jordan 的报告, 取消共享通道是可行的。
- B. We sincerely request the City of Richmond to thoroughly review 7411 Moffatt Road redevelopment (RZ 08-449233) and provide a written report to clarify whether the City of Richmond was involved in any wrongdoing. 我们请求市政府从新审查 7411 的开发, 然后给一个书面报告说明市政府当时有没有任何不当行为。
 - a. All owners will take legal action against all wrongdoing parties in 7411 Moffatt Road redevelopment. 所有的业主会使用法律追讨 7411 开发的责任人。

Reason #2 理由 2: Cost-benefit analysis was insufficient 利害分析不充分

Facts 事实

- A. According to the Staff Report, "Transportation staff support the proposed shared driveway access as it provides several benefits to both the development on the subject site and neighbouring properties". 根据工作人员报告, "交通人员支持拟议的共用车道通道, 因为它为开发项目和邻近物业的提供了一些好处"。
 - a. Although there are some benefits for the developer and some marginal benefits for the public, there are some disadvantages for the owner(s) of 7411 Moffatt Road. 尽管共享通道对 7391 的建商有好处, 而且对公共有边际好处, 但是对 7411 的全体业主有不利因素。
 - b. We do not agree to provide benefits for the developer of 7391 Moffatt Road as well as for the public at the expenses of owner(s) of 7411 Moffatt Road. 我们不同意让 7411 Moffatt 业主承担影响, 换来给 7391 建商和公众好处。
- B. For example, safety and noise issues should be addressed. 比如说, 安全和噪音问题没有提到。
 - a. If we share the strata driveway, we will inevitably see the significant increase in the number of vehicles driven thru the strata driveway (6 townhouse units and 2 suits may have roughly 16 cars). 如果我们共享车道, 我们会看见经过共享通道的车辆大量增多 (有 6 个城市屋和 2 个套房, 差不多 16 辆车)。
 - b. We currently see about 24 cars. Thus, there will be nearly 40 cars using shared strata driveway every day. 我们现在有差不多 24 辆车。因此, 我们会看见每天有大约 40 辆车使用共享通道
- C. We have children and seniors who are living here. 我们有小孩和老人家住在这里。
 - a. The impact will be dramatic if any of them are hit by vehicles. 如果他们任何人被车辆撞到, 对他们的影响会是巨大的。
 - b. The developer needs to have safety control at all time. 对方建商需要有安全措施 (比如说举牌的人)
 - c. The developer of 7391 Moffatt Road cannot make profits by increasing our safety risk. 对方建商不能为了开发赚钱而增加我们的安全风险。
- D. Some of us are full-time employed or self-employed. 我们业主中间有全职和自顾的人
 - a. If any of us become disable or death because of a car accident, our family living standard will have to reduce significantly. 如果我们中任何一人因为车祸成为残疾或死亡, 那么家庭的生活水平会严重下降。
- E. Car noise will affect our life or work quality when we are at home. 我们在家时, 车辆噪音也会影响我们的生活或者工作质量

Requests 请求

- A. We sincerely request the City of Richmond to provide a fair cost-benefit analysis report. 我们请求市政府完成一份公正的利害分析报告。

Reason #3 理由 3: Public consultation is insufficient. 公共咨询不足

Facts 事实:

- A. According to the Staff Report, "Staff have received two inquiries from the public about the rezoning application in response to the placement of the rezoning sign on the property". 根据工作人员报告, "工作人员已收到公众关于开发申请的两项询问"
 - a. Most of the owners of 7411 Moffatt Road have little knowledge in English, and a lot of Richmond residents know little English. That is the main reason why there were only two calls made to City Staff (Jordan). 大多数业主不懂英文, 很多市民只懂一点英文。这是为什么工作人员只接到 2 个询问
 - b. The Federal Court of Appeal blocked Trans Mountain pipeline because federal government failed in its duty to engage in meaningful consultations with First Nations before giving the project the green light. 比如说联邦上诉法庭阻滞了跨山油管扩建计划因为联邦政府没有咨询印第安人
- B. The City of Richmond has requested the developer negotiate terms of use with Strata regarding the shared use of the Strata driveway and shared use of the new outdoor amenity area. 市政府明确要求对方建商和我们商量如何使用共享通道和公共区域
 - a. However, no constructive negotiation has been done. 然而, 没有任何有建设性的沟通
 - b. Even though there were two meetings held before, the developer of 7391 Moffatt road did not show any courtesy for negotiation. All they were trying to show was how to argue. They were combative and argumentative. 即使之前举行过两次会议, 7391 开发商也没有对谈判表现出任何礼貌。他们试图展示的是如何争论。他们是好斗和好争论的。

Requests 请求

- A. We sincerely request The City of Richmond and the developer of 7391 Moffatt Road to conduct meaningful consultations. 我们请求市政府和对方建商开展有意义的咨询
- B. We would like to work with the developer to address all potential issues. 我们愿意和对方建商一起解决所有问题。
 - a. Such as safety control, noise reduction, outdoor amenity for all stakeholders, garbage and so on. 比如说安全问题, 噪音问题, 利益攸关方的公共区域, 垃圾,和等等。
 - b. We want a harmonious community because we live here. 我们住在这里, 我们想有一个和谐社区
- C. We request the City of Richmond not to approve the application of Matthew Cheng Architects Inc. for permission to rezone 7391 Moffatt Road from the "Medium Density Low Rise Apartments (RAM1) zone to the "High Density Townhouses (RTH1)" zone. 我们请求市政府不要同意建商的调规申请。

- a. If the law absolutely requires us to honor the statutory right-of-way, we will eventually have no choice but to share the strata driveway. However, we only share the strata driveway with 7391 Moffatt Road if the zone is "Medium Density Low Rise Apartment" (RAM1). 如果法律必须要求我们共享通道，我们最终没有办法不分享，但是我们要分享给 7391 除非 7391 的现有规划不变
 - i. According to the Article 2 section 219 covenant of SRW BB4037709, "at the owner's expense, maintain, keep, repair and replace, as the case may be, the Works to the satisfaction of the City. 根据 SRW BB4037709 的第 2 章第 219 条约，"由 7411 业主自费，维护，保管，修理和更换，视情况而定，工程要使市政府满意
 - ii. There is only one household (at most 2 or 3 vehicles) may potentially use the strata driveway. If the rezoning application gets approved, there will be nearly additional 16 cars using shared strata driveway every day. 现在只有一个家庭（最多 2 或 3 辆车）可能使用共享车道。如果重新分区申请获得批准，那么每天将有新增近 16 辆汽车使用共享车道。
 - iii. This significantly increase our budget for strata driveway maintenance, and this was not considered when registering Statutory right of way. 这大大增加了我们对共享车道维护的预算，并且在注册法定通行权时没有考虑到这一点。
- b. If the developer of 7391 Moffatt Road wants to rezone from (RAM1) to (RTH1) and also want the owner(s) of 7411 Moffatt Road to agree on sharing strata driveway, the rezoning application must be agreed unanimously by all owner(s) of 7411 Moffatt Road. 如果 7391 建商既想调规划又想共享通道，那么 7391 的调规申请必须得到 7411 全体业主的同意。

Reason #4 理由 4: The Attachment 4 of the Staff Report is evidence of defamation coming from the developer at 7391 Moffatt Road, and it could become a political issue. 工作人员报告的附件 4 是来自对方开发商的诽谤证据，而且这个可能会成为一个政治问题。

Facts 事实:

- A. Our true intention is to protect our safety interests (especially for children and seniors). 我们的真实目的市保护我们的安全利益（特别是小孩和老人）
- B. The developer's letter to the City of Richmond was defamatory. 对方建商给市政府的信已经构成诽谤。
- C. We have doubt in the developer's letter to the City of Richmond because they did not provide reasonable evidence and reference for their claims. 我们对对方建商的信持怀疑态度因为他们没有为他们的声称提供证据。
 - a. They are making false claims if they could not provide trustworthy evidence. 如果没有信得过的证据，那么他们在说慌。
- D. It might indicate the developer's personalities which include dishonesty and misrepresentation. 这可能说明他们的个人品质里含有不实和歪曲。
- E. Their ethics are questionable, and they want quickly to make profits by practicing defamation. 他们的道德标准是有问题的，他们想尽快赚取利益，不惜运用诽谤手段

- a. How could the City of Richmond guarantee the developer of 7391 Moffatt Road to fulfill all promises and requirements? 市政府如何保证对方建商履行所有承诺?
 - b. Was an unreliable developer involved in the base problem of new Richmond aquatic center? 是不是有不可靠的建商牵扯到新游泳馆地基问题?
- F. Even though most of us originally come from China, our interests are well protected in Canada. 尽管我们当中有很多来自中国, 但我们在加拿大的利益会得到有效的保护
- a. If the City of Richmond approves this questionable rezoning application because we have been accused as families of Chinese government official, this will become a political issue. 如果市政府批准这个有问题的重新分区申请是因为我们被指控为中国政府官员的家属, 这将成为一个政治问题。
 - b. All stakeholders, such as the MP at our riding, Minister of Foreign Affairs, Consulate General of the People's Republic of China, and so on, will get involved to protest this discrimination. 所有利益相关者, 比如我们的国会议员, 外交部长, 中国总领事馆等, 都将参与抗议这种歧视。

Request 请求

- A. We sincerely request the City of Richmond to stop the redevelopment of 7391 Moffatt Road because the developer is hostile to the neighbors of their project at 7391 Moffatt Road. 我们诚恳地要求停止这个开发, 因为开发商对他们位于 Moffatt Road 7391 的项目的邻居怀有敌意。
- a. We are very worried the situation could escalate into a more serious conflict between the owners of 7411 Moffatt Road and the developer of 7391 Moffatt Road. 我们非常担心情况会升级为 7411 Moffatt Road 的业主与 7391 Moffatt Road 的开发商之间更严重的冲突。
 - b. Our safety is now at risk if we continue to raise our concern for the redevelopment. 如果我们继续对开发提出担忧, 我们的安全将面临风险。

(Unit 1) 王 (Unit 2)

Pauling (Unit 9)

王桂荣 (Unit 10)

王 (Unit 12)

王 (Unit 2)

王 (Unit 8)

王 (Unit 5)

王 (Unit 3-7411 Moffatt Rd)

Wing Wuyun (#11- 7411 Moffatt Rd)

王 (Unit 4)

"We were unable to get hold of unit 6 and unit 7"

ON TABLE ITEM

Date: July 15, 2019
Meeting: Public Hearing
Item: #1

Schedule 5 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Monday, July 15, 2019.

CityClerk

From: Andrew Chen <Andrew@Century21pel.com>
Sent: Monday, 15 July 2019 13:06
To: Rockerbie, Jordan; CityClerk
Subject: Re: Development at 7391 Moffatt Road involving the SRW across 7411 Moffatt Road
Attachments: EPS1924-Common Property Search (11-01-2017).pdf

Hi Jordan,

Very much obliged for the email confirmation and information below.

Hi City Clerk,

Please also find attached a copy of the common property title search at Land Titles for EPS1924 Modern Estates (7411 Moffatt Road) for Councillor's reference and inclusion at tonight's Public Hearing. We would like to direct Councillor's attention to all the registered covenants and statutory right of ways (SRW) for 7411 Moffatt Road, and show how these registered items on title are not immediately clear and or adequately descriptive in detail to identify with ease the correct SRW giving the development at 7391 Moffatt Road statutory access and use of the private roadway at 7411 Moffatt Road.

Thanks!

Dependably yours,
Century 21 Prudential Estates (RMD) Ltd.

Andrew Chen,
Strata Manager
Office: 604-273-1745 (24/7 Emergency Service)
7320 Westminster Highway
Richmond, BC, V6X 1A1
www.Century21pel.com

From: Rockerbie, Jordan <JRockerbie@richmond.ca>
Sent: Monday, July 15, 2019 1:01 PM
To: Andrew Chen
Subject: RE: Development at 7391 Moffatt Road involving the SRW across 7411 Moffatt Road

Hello Andrew. Thank you for following up.

The City has received several letters from the strata, which will be included in the agenda package to Council. Please note that this application is the first item on the agenda tonight, so anyone wishing to speak should arrive promptly before the meeting starts at 7 PM.

The agenda and staff reports are available online, here:
<https://www.richmond.ca/cityhall/council/meeting/WebAgendaMinutesList.aspx?Category=25&Year=2019>

Let me know if you or your clients have any questions in advance of the meeting.

CNCL - 581

Thank you,

Jordan Rockerbie
Planning Technician, Development Applications
City of Richmond | T: 604-276-4092

From: Andrew Chen [<mailto:Andrew@Century21pel.com>]
Sent: Monday, 15 July 2019 12:59
To: Rockerbie, Jordan
Subject: Re: Development at 7391 Moffatt Road involving the SRW across 7411 Moffatt Road

Hi Jordan,

Apologies for the delayed response. Unfortunately, I have a personal health situation, and was unavailable to address your email below.

To the best of my knowledge, there will be Owners and Residents from 7411 Moffatt Road on behalf of EPS1924 Modern Estates in attendance at tonight's Public Hearing at 7 pm to voice their concerns.

Thanks!

Dependably yours,
Century 21 Prudential Estates (RMD) Ltd.

Andrew Chen,
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From: Rockerbie, Jordan <JRockerbie@richmond.ca>
Sent: Friday, July 5, 2019 9:14 AM
To: Andrew Chen
Subject: RE: Development at 7391 Moffatt Road involving the SRW across 7411 Moffatt Road

Hello Andrew,

I left you a voicemail but just wanted to make sure you receive my message. The notice for the July 15th Public Hearing was mailed to property owners on June 28th.

If there are any updates or questions from the strata, please let me know.

Thank you,

Jordan Rockerbie
Planning Technician, Development Applications
City of Richmond | T: 604-276-4092

CityClerk

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Let me know if you or your clients have any questions in advance of the meeting.

CNCL - 583

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Jordan Rockerbie
Planning Technician, Development Applications
City of Richmond | T: 604-276-4092

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If there are any updates or questions from the strata, please let me know.

Thank you,

Jordan Rockerbie
Planning Technician, Development Applications
City of Richmond | T: 604-276-4092

COMMON PROPERTY SEARCH PRINT

File Reference: 8735060-7

2017-10-31, 13:23:19

Requestor: Darryl Green

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN******Land Title District**

Land Title Office

NEW WESTMINSTER

NEW WESTMINSTER

Common Property Strata Plan

EPS1924

Transfers

NONE

Legal Notations

THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 26 OF THE LOCAL
GOVERNMENT ACT, SEE BB4047821

ZONING REGULATION AND PLAN UNDER THE AERONAUTICS ACT (CANADA)
FILED 10.02.1981 UNDER NO. T17084 PLAN NO. 61216

Charges, Liens and Interests

Nature:

Registration Number:

Remarks:

RESTRICTIVE COVENANT

AB81568

INTER ALIA

SEE 212614E

PART FORMERLY SOUTH HALF OF LOT 18 BLOCK 1
PLAN 8037

Nature:

Registration Number:

Remarks:

RESTRICTIVE COVENANT

Z99090

INTER ALIA

SEE 212614E

PART FORMERLY NORTH HALF OF LOT 18 BLOCK 1
PLAN 8037

Nature:

Registration Number:

Registration Date and Time:

Registered Owner:

Remarks:

STATUTORY RIGHT OF WAY

RD156533

1982-03-02 12:28

TOWNSHIP OF RICHMOND

PLAN 63958 ANCILLARY RIGHTS

INTER ALIA

Nature:

Registration Number:

Registration Date and Time:

Registered Owner:

Remarks:

COVENANT

BB4037709

2012-02-15 14:59

CITY OF RICHMOND

INTER ALIA

COMMON PROPERTY SEARCH PRINT

File Reference: 8735060-7

2017-10-31, 13:23:19

Requestor: Darryl Green

Nature: STATUTORY RIGHT OF WAY
Registration Number: BB4037710
Registration Date and Time: 2012-02-15 14:59
Registered Owner: CITY OF RICHMOND
Remarks: INTER ALIA
PART ON PLAN BCP50187

Nature: COVENANT
Registration Number: BB4037713
Registration Date and Time: 2012-02-15 15:00
Registered Owner: CITY OF RICHMOND
Remarks: INTER ALIA

Nature: COVENANT
Registration Number: BB4042627
Registration Date and Time: 2012-04-20 11:06
Registered Owner: CITY OF RICHMOND
Remarks: INTER ALIA

Nature: EASEMENT
Registration Number: BB4042628
Registration Date and Time: 2012-04-20 11:06
Remarks: INTER ALIA
PART IN PLAN BCP50617
APPURTENANT TO SOUTH HALF LOT 17 EXCEPT: PART
SUBDIVIDED BY PLAN 59725, BLOCK 1 PLAN 8037

Nature: COVENANT
Registration Number: BB4042631
Registration Date and Time: 2012-04-20 11:07
Registered Owner: CITY OF RICHMOND
Remarks: INTER ALIA

Nature: STATUTORY RIGHT OF WAY
Registration Number: BB4045222
Registration Date and Time: 2012-05-03 13:40
Registered Owner: FORTISBC INC.
INCORPORATION NO. BC0778288
Remarks: INTER ALIA

Nature: COVENANT
Registration Number: CA2581546
Registration Date and Time: 2012-06-05 11:34
Registered Owner: CITY OF RICHMOND
Remarks: INTER ALIA

COMMON PROPERTY SEARCH PRINT

File Reference: 8735060-7

2017-10-31, 13:23:19

Requestor: Darryl Green

Nature:	STATUTORY RIGHT OF WAY
Registration Number:	CA4361856
Registration Date and Time:	2015-04-28 15:19
Registered Owner:	BRITISH COLUMBIA HYDRO AND POWER AUTHORITY

Nature:	STATUTORY RIGHT OF WAY
Registration Number:	CA4361857
Registration Date and Time:	2015-04-28 15:19
Registered Owner:	TELUS COMMUNICATIONS INC.

Miscellaneous Notes:	NONE
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Schedule 6 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Monday, July 15, 2019.

ON TABLE ITEM

Date: July 15, 2019
Meeting: Public Hearing
Item: #1

CityClerk

From: Phoebe Wu <phoebe@mcai.ca>
Sent: Sunday, 14 July 2019 16:13
To: Rockerbie, Jordan; CityClerk
Cc: Matthew Cheng; 'Ava young'; ericwangyabing@gmail.com; 'Maria MA'
Subject: RE: FW: Rezoning Application at 7391 Moffatt Road
Attachments: 7391 Response Letter.pdf; 6 units townhouse development at 7391 Moffatt Road.pdf

Categories: For PH

Dear Clerk,

Please see attached letters for tonight's Public Hearing for this rezoning application on July 15 at 7 PM and kindly let us know if you have any questions.

Warm Regards,

Phoebe Wu
Matthew Cheng Architect Inc.
202-670 Evans Ave.
Vancouver, BC
V6A 2K9
604-731-3012 (O)



From: Rockerbie, Jordan [<mailto:JRockerbie@richmond.ca>]
Sent: July-09-19 10:08 AM
To: 'Maria MA' <ericwangyabing@gmail.com>
Cc: Phoebe Wu <phoebe@mcai.ca>; Matthew Cheng <matthew@mcai.ca>
Subject: RE: FW: Your Rezoning Application at 7391 Moffatt Road

Thank you Eric. Please work with Phoebe on the letter described in the message last week. It should be sent to me and the City Clerk (CityClerk@richmond.ca) by the end of the week.

Regards,

Jordan Rockerbie
Planning Technician, Development Applications
City of Richmond | T: 604-276-4092

From: Maria MA [<mailto:ericwangyabing@gmail.com>]
Sent: Monday, 8 July 2019 15:47
To: Rockerbie, Jordan
Subject: Re: FW: Your Rezoning Application at 7391 Moffatt Road

Dear City Council:

We are a number of young and hardworking developers who have been trying very hard to build our career. Due to the unreasonable interference with our development project at 7391 Moffatt Rd ("7391") and our neighbors' at 7411 Moffatt Rd ("7411") unwillingness to cooperate, we have suffered tremendous losses up to this date. We hope that the City is capable of bringing justice to this matter and have our project back on track as soon as possible.

In or about September 2017, our architect's office received a letter from the City asking us to arrange a meeting with our neighbors, the strata-lot owners of 7411, to discuss and come to an agreement on the sharing of the maintenance costs of the shared drive-way for which we have a Statutory Right of Way.

In early October 2017, Ava Yang ("Ava"), one of the developers at 7391, called Andrew Chen ("Andrew"), the property manager at 7411, to try and arrange such a meeting. Andrew requested to have some documents sent to him by our architect's office, and agreed to look into the manner. We sent him all the requested documents promptly.

Both Ava and our architect's office had emailed and called Andrew a few times to follow up on the arrangement of the meeting between the owners of 7411 and us, the developers of 7391.

In the end of November, 2017, due to no concrete progress made on the meeting arrangement by Andrew, we hired a lawyer to issue another letter to 7411 owners.

After 9 months from the initial contact we made to Andrew, we finally had our first meeting with the owners of 7411 on or about June 18th, 2018. During the meeting, the lawyer for 7411 owners identified and acknowledged the Statutory Right of Way in existence for the shared drive-way.

In or about September 2018, about 3 months after our initial meeting, the owners of 7411 requested to have the demand letters sent from our lawyer translated into Chinese. We promptly hired professional translator to translate the letter and provided to them.

After more hurdles and unreasonable delays, our second meeting with the owners of 7411 was finally held on or about December 7, 2018 in the meeting room of Century 21 Prudential Estates (RMD) Ltd ("Century 21"), the management company for 7411.

The attendees of the second meeting were:

Andrew Chen ("Andrew"), the property manager at 7411

Miao Yu ("Miao") and Eric Wang, two of our developers,

Jessica, vice-president of the 7411 Strata Council, &

Villa, president of the 7411 Strata Council

During the meeting,

1. Jessica and Villa introduced themselves, and told us that they and some of the owners of 7411 have powerful background in China;
2. Jessica said she understood very well that we the developers would wish to buy time from them, and they would want money. She also mentioned that this type of dispute related to real estate development in China is very common and can often be resolved by money alone;
3. Jessica said we should give them money earlier the better to minimize our losses;
4. Andrew said this type of bribery money is illegal here in Canada, and recommended to be given under the table.

Around 2 weeks later, our developer Miao met again with Jessica, vice-president of the 7411 Strata Council, in Richmond Centre coffee shop. During the meeting, Jessica pointed out:

1. All 12 owners at 7411 are in a WeChat (Chinese social media app) group created by her;
2. The owners would want cash compensation varies from \$10,000 to \$30,000;
3. About 3-4 owners at 7411 are often overseas in China, but she can represent them;
4. Jessica gave us two options to consider:

Option 1: We the developers pay each owner at 7411 a lump sum payment of \$20,000 in cash;

Option 2: We the developers pay Jessica and Villa each \$50,000 in cash, and they will pull some strings and convince 4 or more other owners (need 6 to reach majority) to give us the green light;

5. Jessica reiterated the importance of paying these amount in cash and under the table;
6. Miao confirmed that he would convey the options given by Jessica to other developers and discuss, but would not agree to pay cash under the table, if any payments were to be made, due to tax concerns.

On or about June 13, 2019, thanks to the City's help, a third meeting with the owners of 7411 were held in the City Hall's meeting room. Jordan Rockerbie, the city's planning technician was in attendance at the meeting. The main purpose of the meeting was to address the shared drive-way's maintenance and shared cost issues, but the owners of 7411 refused to discuss this topic at all times during the meeting. They made it clear to us that they no longer wanted cash compensation from us, the developers, and they only wanted to sabotage our project from this point onwards.

No further direct communications have occurred among the owners of 7411 and us the developers after the June 13 meeting.

We the developers at 7391 have reiterated on multiple occasions that we will be responsible for all the costs associated with removing the fence between our properties, and that the shared drive-way will not be used by us during the construction period and prior to the completion of the project.

Sincerely,

Developers of 7391 Moffatt Rd.

6 units townhouse development at 7391 Moffatt Road (Matthew Cheng's introduction speech.) 3 mins.

Your worship,

My name is Matthew Cheng and I am the architect of this application at 7391 Moffatt Road.

This property is designated as Sub Area B.1 in the City Centre Area Plan which allows grade orientated high density townhouses.

Based on the lot size and area, the maximum Floor Area Ratio is 0.75.

High Density Townhouse Zoning, RTH1, is used as the guidelines for this application.

We are proposing 6 units townhouses with NO variances to bylaw requirements including parking requirement under Zone 3 of Parking Bylaw.

We are also providing 2 secondary suites out of 6 townhouse units.

The vehicular access will go through the driveway of the property to the south at 7411 Moffatt Road at which an existing Statutory Right of Way (SRW) was registered that allows vehicular access to 7391 Moffatt Road.

Apparently, I was also the Architect of this 12 units townhouse project at 7411 Moffatt Road about 9 years ago.

At rezoning application of 7411 Moffatt Road, one of the rezoning considerations requested by City of Richmond was to provide cross access agreement to and from the future development of 7391 Moffatt Road.

A layout of the future development of 6 units townhouses at 7391 Moffatt Road was also submitted as part of the rezoning application.

Prior to Development Permit Panel for 7411 Moffatt Road, in February 2012, a Statutory Right of Way (SRW) (Internal Road) signed by the developer, mortgage company and your worship, Mr. Brodie, was registered at the Land Title Office to the subject property and later to individual strata units.

Back to this rezoning application of 7391 Moffatt Road, it was applied in 2017 and in September, 2017, City requested the developer to have a face to face meeting with the Strata Council of 7411 Moffatt Road to discuss the day to day business including maintenance cost of the shared driveway, way finder signage, location of addressing signage, and removal / replacement of existing fencing and landscaping.

Under this instruction from City, my client has tried very hard to discuss this matter with the strata council of 7411 Moffatt Road in the last 22 months.

I will leave the representative of the developer to report to council what has happened in the last 22 months.

Matthew Cheng, Architect AIBC

Hi Jordan, thank you for your remarkable work attitude, however I have not received any information regarding the strata. If you have any questions, please do not hesitate to call me at 778-681-2618. Thank you again.

Rockerbie, Jordan <JRockerbie@richmond.ca> 于2019年7月5日 周五上午11:13写道 :

Hello Eric, I wanted to make sure that Phoebe has updated you about the 7391 Moffatt Road project.

Has there been any more discussion with the strata since the meeting?

If you could give me a call at 604-276-4092 as soon as possible that would be appreciated.

Thank you,

Jordan Rockerbie

Planning Technician, Development Applications

City of Richmond | T: 604-276-4092

From: Rockerbie, Jordan

Sent: Wednesday, 3 July 2019 12:33

To: 'Phoebe Wu'

Cc: Matthew Cheng

Subject: Your Rezoning Application at 7391 Moffatt Road

Hello Phoebe,

As you know, the Public Hearing for this rezoning application will be on July 15 at 7 PM. Please ensure that you and/or Matthew are in attendance in case there are questions from Council.

I am putting together a memo to Council summarizing the meeting that took place, and Wayne has asked the developer to provide a short letter to be attached. The purpose of the letter is to reiterate the desired driveway access arrangement, and should include:

- Reference to the meeting that occurred on June 13;
- Any discussion that has occurred with the neighbour since the meeting on June 13;
- Reference to the SRW registered on 7411 Moffatt Road;
- Reference to any items they hope to resolve with the neighbour (ex. fencing, maintenance, etc.)

Your attention is appreciated as this is a time-sensitive request. My memo is due on Friday, so hopefully your clients are available to draft a letter shortly.

Do let me know if you have any additional questions in advance of the Public Hearing.

Thank you,

Jordan Rockerbie

Planning Technician, Development Applications

City of Richmond | T: 604-276-4092



City of Richmond

Schedule 7 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Monday, July 15, 2019.

ON TABLE ITEM

Date: July 15, 2019
Meeting: Public Hearing
Item: #2

Memorandum

Planning and Development Division
Development Applications

To: Mayor and Councillors
From: Wayne Craig
Director, Development
Date: July 15, 2019
File: RZ 17-766714
Re: **School Board Correspondence**
Zoning Amendment Bylaw 9932 - 23400, 23440, 23460 and 23500 Gates Avenue
(Fougere Architecture Inc.)

At the June 18, 2019 Planning Committee meeting, there was a question about whether or not School District No. 38 had been consulted.

While Official Community Plan (OCP) Consultation Policy No. 5043 does not require consultation with the School District for OCP amendment applications creating less than 295 units, City staff contacted School District staff regarding the subject 60-unit townhouse project.

School District staff have provided a written response (Attachment 1) which states:

- The proposed 60 townhouse unit project does not result in an increase in the total projected residential build out within Hamilton Area Plan and will not have an impact on School District's projections for Hamilton Elementary.
- Notwithstanding the subject application, enrolment at Hamilton Elementary is projected to grow above the schools operating capacity by 2021.
- The School District has included a proposed four classroom addition to Hamilton Elementary in its 2020 Five Year Capital Plan Submission.

Should you have any questions or concerns regarding this information, please do not hesitate to contact me directly.


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

MM:blg
Att. 1

pc: Senior Management Team (SMT)
Mark McMullen, Senior Coordinator – Major Projects



July 12, 2019

REFERRAL RESPONSE:

APPLICATION #: RZ 17-766714

SUMMARY

The proposed 60 town house units are estimated to have the following impact on schools:

Projected student yield from this development:
(Estimate at full occupancy)

Elementary students = 12
 Secondary students = 8

September 2018 Enrolment/School Capacity

Currently McNair Secondary is the catchment secondary school for Hamilton neighbourhood. The Richmond School District in June 2019 adopted its Long Range Facilities Plan which proposes boundary changes to direct new secondary students to Cambie Secondary.

The projections below are for current school catchments only as the boundary change process has not yet been implemented. The enrolment totals in the graphs below do not include international students.

Hamilton Elementary

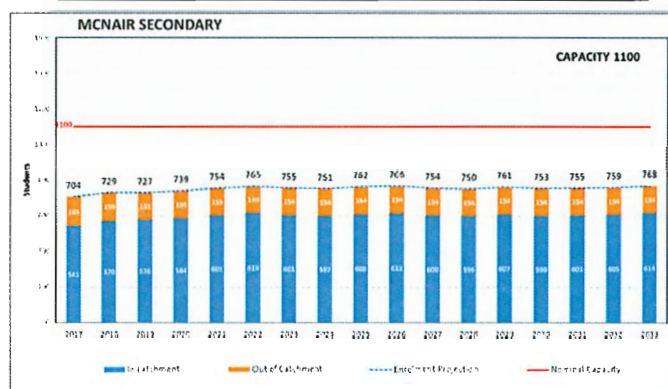
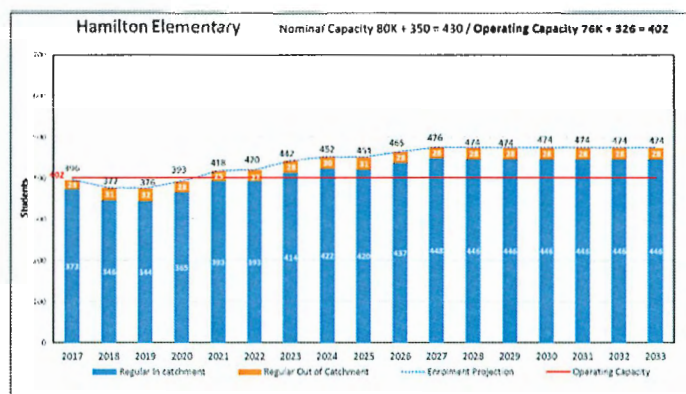
September 2018 Enrolment (Gr. K-7) = 377
 Operating Capacity (Gr. K-7) = 402

McNair Secondary

September 2018 Enrolment (Gr. 8-12) = 797
 Operating Capacity (Gr. 8-12) = 1100

Cambie Secondary

September 2018 Enrolment (Gr. 8-12) = 554
 Operating Capacity (Gr. 8-12) = 1100

**School District Planning and Development Department Comments:**

The proposed 60 townhouse units is not an increase in the total projected residential build out within Hamilton Area Plan (HAP) and will not have an impact on school districts projections for Hamilton Elementary. Enrolment at Hamilton Elementary is projected to grow above the schools operating capacity by 2021. The School District has included a proposed four classroom addition to Hamilton Elementary in its 2020 Five Year Capital Plan Submission, which is subject to approval by the Ministry of Education.

Schedule 8 to the Minutes of the Public Hearing meeting of Richmond City Council held on Monday, July 15, 2019.

Hollypark Residents Petition

On July 15, 2019, the City of Richmond will hear a proposal to amend the single-family lot size policy 5420, Richmond Zoning Bylaw 8500, in Section 36-4-7 (Hollypark neighbourhood), to exclude 46 properties on Railway Avenue and two properties on Williams Road from the Lot Size Policy.

At this same hearing the City of Richmond will hear an application, in relation to 10200 and 10220 Railway Avenue, to rezone these two properties and permit the subdivision into three properties, each with an additional 'coach house' suite with vehicle access from the rear.

As a resident of Hollypark, I want to preserve the character of my neighbourhood. I do not support the proposed single-family lot size bylaw amendment nor do I support the application being presented to Council with respect to 10200 and 10220 Railway Avenue, Richmond.

Print Name	Address	Phone #	Email	Signature	Date
Michael Nakaniishi	10110 Hollywell Dr	604-272-1494	Michael.nakaniishi@telus.net	<i>[Signature]</i>	July 7/19
Frances Nakaniishi	"	"	ngkanishi.frances@gmail.com	<i>[Signature]</i>	"
Dmitry Smurlevich	5297 Hollycraft Drive	604-500-1551	dima8080@yahoo.com	<i>[Signature]</i>	July 7/19
Ralph van Rabe	10131 Hollywell Dr	604-888-3237	rvp2thehills@gmail.com	<i>[Signature]</i>	July 7/19
Shari Collett	10131 Hollywell Dr	604-307-0246	shari.collett@gmail.com	<i>[Signature]</i>	July 7/19
Robyn Anderson	10151 Hollywell Dr	604-802-2775	robyn.anderson@telus.net	<i>[Signature]</i>	July 7/19
Patrick Lok	5071 Hollycraft Dr	604-800-3511	lok-patrick@hotmail.com	<i>[Signature]</i>	July 7, 2019
Doris Lok	5071 Hollycraft Dr	604-720-8293	doris.lok@hotmail.com	<i>[Signature]</i>	July 7, 2019
Ming Qiu	5228 Hollycraft Dr	604-296-3443	qiu1983@hotmail.com	<i>[Signature]</i>	July 7-2019
Norm Yee	5237 Hollycraft Dr	604-306-8560	normyee@shaw.ca	<i>[Signature]</i>	July 7, 2019

Dr

651



Hollypark Residents Petition

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Print Name	Address	Phone #	Email	Signature	Date
CARITA KERR	5188 HOLLYCROFT DR. RICHMOND	604-275-9385	akerr@me.com	<i>AKERR</i>	July 7, 2019
STUART KERR	5188 HOLLYCROFT DR RICHMOND	(604) 275-9385	akerr@telus.net	<i>SK</i>	July 7, 2019
BOB BADER	5117 HOLLYCROFT DR RICHMOND	604-277-4991	THEBADERS@GMAIL.COM	<i>Bob Bader</i>	July 7, 2019
SHERI BADER	5117 HOLLYCROFT DR	604-277-4991	thebaders@shaw.ca	<i>Sa. Bader</i>	July 7, 2019
Bill Wilson	5051 HOLLYCROFT DR	604-551-3427	runbillrun52@gmail	<i>Bill Wilson</i>	July 7, 2019
Ann Lorayes	10111 HOLLYMOUNT DR.	(778) 229-1596	mlorayes@gmail.com	<i>Ann Lorayes</i>	July 7, 2019
WANG, DONG	10181 HOLLYMOUNT	778-859-2768	wdong29@yahoo.ca	<i>Wang Dong</i>	July 7, 2019
WANG, Zhi min	10181 HOLLYMOUNT	778-885-4868	Jimmy.Peterson@Gmail.com	<i>Zhi min Wang</i>	July 7, 2019
LITA LAURENDEAU	1091 HOLLYMOUNT DR.	604-274-2644	LAURENDEAU, LITA@GMAIL.COM	<i>Lita Laurendeau</i>	July 7, 2019
Jim Nelson	10271 HOLLYMOUNT PR	604-241-3851	jimn@shaw.ca	<i>Jim Nelson</i>	July 7, 2019

Hollypark Residents Petition

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As a resident of Hollypark, I want to preserve the character of my neighbourhood. I do not support the proposed single-family lot size bylaw amendment nor do I support the application being presented to Council with respect to 10200 and 10220 Railway Avenue, Richmond.

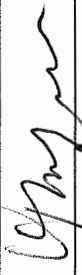





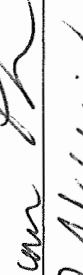



Print Name	Address	Phone #	Email	Signature	Date
GERMAINE LEE NELSON	10271 HOLLYMOUNT DR. RICHMOND BC V6E 4E5	604-241-8853	glee.nelson@scd38.bc.ca		July 7/19
GIORGIO MARTONDA	10291 HOLLYMOUNT	778 840-2074	giorgioell@74@gmail.com		July 7/19
GEE DONSETT	10361 HOLLYMOUNT	604-352-7424	donsenmar@gmail.com		July 7th 2019
GERAINE CHARLE DONSETT	10361 HOLLYMOUNT	604-352-7424	ginadonsetta@shaw.ca		July 7th 2019
ROSS McEwen	10540 HOLLYMOUNT DR.	778 879 7365	rossmcewen@shaw.ca		July 7, 2019.
Mazin Sulaiman	10571 HOLLYMOUNT DR.	778 773 3566	bright-acc@gmail.com		July 7, 2019
Lubna Istifan	10571 HOLLYMOUNT DR.	778 990 2258	listifan@rosewoodmanor.org		July 7, 2019
Khawla Sulaiman	10571 HOLLYMOUNT DR.	236 888 9925	bright-acc@gmail.com		July 7, 2019
ELAYNE PEDERSEN	10580 HOLLYMOUNT DR.	604 276 9206	elanyap@gmail.com		July 7 '19
KURT PEDERSEN	10580 HOLLYMOUNT DR.	604 276 9206	pedersen@telus.net		July 7 '19

Hollypark Residents Petition

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As a resident of Hollypark, I want to preserve the character of my neighbourhood. I do not support the proposed single-family lot size bylaw amendment nor do I support the application being presented to Council with respect to 10200 and 10220 Railway Avenue, Richmond.











Print Name	Address	Phone #	Email	Signature	Date
Alan Aylee	5237 Hollycroft Dr.	604-306-9070	alanatamashaw.ca		July 7/19
Richard Myers	10641 Hollymount Dr.	778-867-9681	richmyers@hotmail.com		July 7/19
CHRIS SILVERSON	10651 HOLLYMOUNT DRIVE	604-803-7163	CHRIS@SILVERSON.CA		July 7/19
Melanie Silverson	10651 Hollymount Drive	604-644-8740	melmorins@yahoo.ca		July 7/19
DAVID KNOTT	10681 HOLLYMOUNT DRIVE	778-668-5392	david.knott@hotmail.com		July 7/19
Ben Ho	10661 Hollymount Dr.	604-363-5992	benphoe@hotmail.com		July 7/19
Georgina Lan	10661 Hollymount Dr.	778-882-6077	georginalan@gmail.com		July 7/19
Patti AKNIN	10250 HOLLYMOUNT DR	604-211-3565	aknindshaw.ca		July 7/19
RALPH AKWIN	10250 HOLLYMOUNT DR	604-271-3565	aknindshaw.ca		July 7/19
Dylan Thomas	10691 Hollymount Dr.	604-271-4750	dthomasesshaw.ca		July 8, 2019

Hollypark Residents Petition

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Print Name	Address	Phone #	Email	Signature	Date
GYNEETH YOUNG	10330 HOLLYWELL DR.	778 928 0271	gynyoung@yahoo.com		7/8/19
GOUDIE YOUNG	10330 HOLLYWELL DR.	778-928271	=		7/8/19
WORK SIU YOUNG	10330 HOLLYWELL DR.	778-928271	=		7/8/19
SONUY YOUNG	- do -	778-928271	=		7/8/19
SINAN SULAIMAN	10571 HOLLYMOUNT DR	604 241 4382	sinan.sulaiman@gmail.com		07/08/19
PATRICK STAPLETON	5291 HOLLYCROFT DRIVE	604-318-1427			July 9/2019
Sam ISAACS	10380 HOLLYMOUNT DR	604-271-3228			July 9, 2019
EDWARD LIMPOWCO	10031 HOLLYMOUNT	604 275 3483	EDL@SHAW.CA		9/30/2019
PAT MURRAY	10040 HOLLYCROFT GATE	604-271-8840			✓
HUGH MURRAY	✓	✓			✓

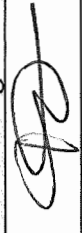






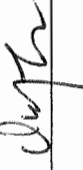
CNCL - 602

Hollypark Residents Petition

On July 15, 2019, the City of Richmond will hear a proposal to amend the single-family lot size policy 5420, Richmond Zoning Bylaw 8500, in Section 36-4-7 (Hollypark neighbourhood), to exclude 46 properties on Railway Avenue and two properties on Williams Road from the Lot Size Policy.

At this same hearing the City of Richmond will hear an application, in relation to 10200 and 10220 Railway Avenue, to rezone these two properties and permit the subdivision into three properties, each with an additional 'coach house' suite with vehicle access from the rear.

As a resident of Hollypark, I want to preserve the character of my neighbourhood. I do not support the proposed single-family lot size bylaw amendment nor do I support the application being presented to Council with respect to 10200 and 10220 Railway Avenue, Richmond.

Print Name	Address	Phone #	Email	Signature	Date
Keith Irwin	10650 Hollymount Dr	604 277 8657	kirwin7395@yahoo.ca		July 8/19
Mary Irwin	10650 Hollymount Drive	604-277-8657	maryirwin2010@hotmail.com	Mary Irwin	July 8/19
Brent Knott	10681 Hollymount Drive	(604) 790-9745	CoryKnott@gmail.com		July 8/19
Brent Santha	5235 Hollywood Dr	604-271-1769	bisantha@yahoo.com		July 8/19
Leanne Santha	5235 Hollywood Dr.	604-271-1769	lesantha@yahoo.ca		July 8/19
Neil Varnix	5203 Hollywood Dr	604 272-4000	neilv@me.com		July 8/19
Jeanne Gravisie	5200 Hollycroft Dr	604 272 5551	jgravisie@gmail.com	J. Gravisie	July 8/19
Patsy Chan	10211 Hollywell Dr.	(604) 771-9829	patsylychan@gmail.com		July 10/19
GARY TSE	10210 Hollywell Dr	604-328-5249	gary.tse@shaw.ca		July 10/19
Ivy Tse	10210 Hollywell Dr	604 270 3342	woodstock55@gmail.com		July 10/19

Hollypark Residents Petition

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Print Name	Address	Phone #	Email	Signature	Date
LINDA GAVSIE	10620 Hollymont Dr.	778-840-8888	Lindagavsie@gmail.com	Linda Gavsie	July 7/19
Dale Jackson	5240 Hollycroft Dr	604 238 8114	dalejackson@gmail.com	Dale Jackson	July 7/19
Amy Jackson	5240 Hollycroft Dr	604-319-7844	amyjackson@gmail.com	Amy Jackson	July 7/19
ED GAVSIE	10220 Hollymont Dr	604-875-1475	ed@gavsie.com	Ed Gavsie	July 7/19
Maurice Torg	5248 Hollycroft Dr	604-273-8216	maurice.torg@hotmail.com	Maurice Torg	July 7/19
LESA CHU	5248 Hollycroft Dr	778-322-2823	lesachu@gmail.com	Les Chu	July 7, 2019
Greg Houston	5231 Hollycroft Dr	604 277 1442	Houston4/gmail.com	Greg Houston	July 7 2019
Malon Houston	5231 Hollycroft Dr	604-277-1442	Houston4@gmail.com	Malon Houston	7 July 2019
David Lexier	5217 Hollycroft Dr	604 616-9815	dlexier@hotmail.com	David Lexier	July 7, 2019
Thuy Lexier	5217 Hollycroft Dr	604 616-9815	thuy76@hotmail.com	Thuy Lexier	July 7, 2019

Hollypark Residents Petition

On July 15, 2019, the City of Richmond will hear a proposal to amend the single-family lot size policy 5420, Richmond Zoning Bylaw 8500, in Section 36-4-7 (Hollypark neighbourhood), to exclude 46 properties on Railway Avenue and two properties on Williams Road from the Lot Size Policy.

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Print Name	Address	Phone #	Email	Signature	Date
Ruth Henderson	10161 Hollymount Dr	604 275-1736	ruth.henderson@shaw.ca	Ruth Henderson	July 9/19
Don Henderson	10101 Hollymount Dr	604 275-1736	don.henderson@shaw.ca	Don Henderson	July 9/19
AY ROOKE	10161 Hollymount Dr	778.859 8472	hellocrush67@gmail.com	AY Roke	July 9/19
Kevin Krysiw	5220 Hollycraft	604-999-6205		Kevin Krysiw	July 11/19
MAUREEN BURR	10000 Hollymount Dr	604 271 8817	abombur@shaw.ca	Maureen Burr	July 12/19
Patricia Stapleton	5291 Hollycraft	604 272 4154	pstapleton12@shaw.ca	Patricia Stapleton	July 12/19
Dagmar MugaKauri	10550 Hollymount Dr	604 274-3262	steinrucke@hotmail.ca	Dagmar MugaKauri	July 12/19
Alfonso C-Sison	10591 Hollymount Dr	778-388-4044	alfonso.csison@gmail.com	Alfonso C-Sison	July 12/19
Aaron Ng	10520 Hollymount Dr	778-858-5770	naag@shaw.ca	Aaron Ng	July 12, 2019
Madehyn Ng	10520 Hollymount Drive	778-858-5770	3619a11@gmail.com	Madehyn Ng	July 12 2019

ON TABLE ITEM

Date: July 15, 2019
Meeting: Public Hearing
Item: #4

CityClerk

Schedule 9 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Monday, July 15, 2019.

From: London Station <stationlondon@gmail.com>
Sent: Monday, 15 July 2019 07:33
To: CityClerk
Subject: Fwd: Letter to the City
Attachments: City of Richmond.docx

Categories: For PH

Good morning,

My neighbour, David Lexier, has asked that I provide this letter on his behalf in advance of tonights public hearing. Please confirm your receipt of same.

Thank you in advance,

Kevin Krygier

Begin forwarded message:

From: David Lexier <dlexier@hotmail.com>
Date: July 15, 2019 at 6:59:09 AM PDT
Subject: Letter to the City

Hi Kevin. I have attached a letter to the city. I would appreciate if you could provide this at the meeting tonight. We really appreciate you attending on the neighborhoods behalf.

Thanks, and let me know how it goes.

Dave

Sent from Outlook



Attention: Director, City Clerk's Office,

We are writing in response to a letter received on July 4, 2019 regarding a requested amendment to exclude 46 properties on Railway Avenue from the Single-Family Lot Size Policy 5420. We would like to express our significant concerns with a change to a significant portion of our single-family home neighborhood.

For background, we have lived in the "Hollies" since 2007. We have raised a young family in the neighborhood and have seen several changes happening before our eyes. This includes the building of monstrous houses and the raising of several multi-family units on Steveston highway. All these decisions have led to various changes in the neighborhood. One of our major concerns is the amount of congestion on the streets in the Hollies.

As it now stands, we can barely let our kids play in our front area due to the traffic congestion. This is a problem throughout our neighborhood. You can drive up and down every street, and you will see cars parked on both sides of the road and the driveways full. This results in one-way traffic occurring in all parts of the neighborhood. Cars having to wait for each other while they take turns making their way down the streets. Adding these many properties, along with the new multi-family homes coming in on Steveston highway will over run our neighborhood with traffic. We already have concerns about allowing my kids to ride their bikes in the neighborhood, and this congestion will only serve to increase our concerns.

As well, with increased congestion, we believe property crime has increased in our neighborhood. Whether this is a result of a more busy area which could lead to less attention being paid to criminals, but I know each of my neighbors has been affected by property crime whether it is a garage or car break-in, or suspicious individuals on our property, it is all very disturbing. We believe that increasing the population, especially rental units and coach houses, will lead to an increase in congestion and a growing transient element to the neighborhood. This is of great concern. We are slowly losing a neighborhood where everyone is familiar with each other, and in turn, watches out for each other and our property. This was the number one reason why we chose to move to the Hollies, for the close-knit community, and we feel the increased in density will be detrimental to the neighborhood.

We of course understand the need to increase density in Richmond as the population grows, however we feel there are better ways of doing this and spreading it out through Richmond. We feel that this proposal is simply a money grab for a developer to use the density problem to increase their profits at the expense of our neighborhood. We feel that extracting an entire half mile block in one neighborhood (in addition to the Steveston Hwy development) to increase that much density is irresponsible by the City of Richmond and has been hastily recommended.

Again, our concerns are not limited to the above, however we feel that both the increase congestion and the introduction of a more transient population to our neighborhood will have a negative effect on our community. Please consider our input as a concerned resident of the Hollies. All we ask for is to have a safe neighborhood to raise our kids and to retain some semblance of the environment that made us choose this area in the first place.

Thank you kindly.

David and Thuy Lexier, 5217 Hollycroft Drive

Schedule 10 to the Minutes of
the Public Hearing meeting of
Richmond City Council held on
Monday, July 15, 2019.

ON TABLE ITEM

Date: July 15, 2019
Meeting: Public Hearing
Item: #4

CityClerk

From: John leung <268oakview@hotmail.ca>
Sent: Sunday, 14 July 2019 14:54
To: CityClerk
Cc: JOHN LEUNG
Subject: Comments re Amendment Bylaw 10035 (RZ 17-784927)

Categories: For PH

Richmond.ca indicated submission form is unavailable, and directed to submit comments for Public Hearings directly to the City Clerk.

Our comments are as follows:

We object to subdividing into 3 lots. Demand for parking along Railway Avenue will be further increased by increasing dwelling density. In addition to the already increased number of tenants & occupants from the existing newer & bigger houses, more visitors of Railway Greenway are using the street parking spaces. Increased parking activities also poses more safety danger to the users of bicycle lane.

John Leung - 268 Oakview Holdings
10140 Railway Aenue



CityClerk

From: normrob@telus.net
Sent: Tuesday, 9 July 2019 12:43
To: CityClerk
Subject: RZ 18-829032

Categories: For PH

Locations 9020 Glenallen Gate, 9460,9480 and 9500 Garden City Road.

I am against this rezoning. This is detached home zones and the Garden City Road is too narrow to support more traffic which is surely going to happen. Obviously city council does not believe in the climate emergency that was declared. More density means twice as many cars.



CityClerk

Schedule 12 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Monday, July 15, 2019.

ON TABLE ITEM

Date: July 15 2019
Meeting: Public Hearing
Item: #5

From: Bell, Yvonne [PHSA] <Yvonne.Bell@hssbc.ca>
Sent: Monday, 15 July 2019 16:20
To: CityClerk
Cc: Bell, Yvonne [PHSA]
Subject: RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10047 (RZ 18-829032)
LOCATION 9020 GLENALLAN GATE, 9460, 9480 & 9500 GARDEN CITY ROAD

Dear Mayor and City Councillors,

I am not in favour of the following rezoning application: RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10047 (RZ 18-829032) LOCATION 9020 GLENALLAN GATE, 9460, 9480 & 9500 GARDEN CITY ROAD. I ride my bike past these houses every day on my way to work and shopping. The houses look well-made and maintained. In March of this year, the Richmond City Council declared a "Climate Emergency". I believe that during a Climate Emergency, Richmond should not allow well maintained houses that have had current home renovations such as new doors and windows to be torn down with the debris ending up in our overflowing landfill. Mature, healthy trees should not be cut down to be replaced by shrubs and small trees that take a lot of precious water to get well established. The amount of land that is currently taken up by front yards, back yards and side yards with trees, lawns, gardens and shrubs should never be reduced during a Climate Emergency. They help the climate stay cool. Whenever a single detached home has been torn down to be replaced by townhouses, the amount of green space has always been drastically reduced.

I think it is very poor planning on the cities part to allow the construction of townhouses (on a block where none exist) where brand new single detached homes have just been built. This leads to more homes getting rezoned for townhouses and then the newly built houses will get rezoned and torn down to be built into townhouses. This is completely unsustainable environmentally and should not be happening during a Climate Emergency.

I feel that Richmond will be losing out on current rental housing if these homes are torn down and turned into townhouses. I also think that since Garden City Road is one of the few dedicated bike routes running north-south in Richmond, squishing 13 townhouses where 4 houses previously were and funneling their access on to Garden City road would be a detriment to the safety of cycling on Garden City road.

Living in Richmond I can easily see why we are in a Climate Emergency.

Thank you very much for your time.

Sincerely, Yvonne Bell, life time resident of Richmond, BC.

Yvonne Bell
10431 Mortfield Road
Richmond, BC
V7A 2W1





General Purposes Committee

Date: Monday, July 15, 2019

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Kelly Greene
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves
Councillor Michael Wolfe

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on July 2, 2019, be adopted as circulated.

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

1. **SINGLE-USE PLASTIC AND OTHER ITEMS BYLAW AND IMPLEMENTATION PLANS**

(File Ref. No. 10-6370-01; 12-8060-20-010000/010063/10064) (REDMS No. 6213867 v. 7; 6197835; 6198746; 6198761)

Anthony Capuccinello Iraci, City Solicitor, spoke on the proposed bylaws and implementation plans, and read from a memorandum on the matter (copy on-file, City Clerk's Office).

1.

General Purposes Committee

Monday, July 15, 2019

A proposed revised recommendation that includes provisions for bylaw approval by the Minister of Environment and Climate Change Strategy was distributed.

Discussion ensued with regard to (i) implementation of an education program during the bylaw approval process, (ii) provisions to allow more time for businesses to adopt non-plastic alternatives, (iii) the timeline of the bylaw approval process, (iv) the consultation process with local businesses, (v) repurposing the City's old street banners for reusable bags, (vi) the varying regulations related to single-use plastics across different municipalities and regulatory bodies, and (vii) the court challenge to the City of Victoria's ban on single-use plastics.

In reply to queries from Committee, staff noted that the City will be engaging with local businesses on the matter and that the City has not received a formal response from the Province on a request for a province-wide single-use plastics strategy. Staff added that the Federal government may introduce initiatives to address single-use plastic use; however such initiatives will not necessarily restrict the Province or municipalities from introducing their own regulations. Furthermore, staff noted that the proposed bylaws can be modified as new technologies and products are developed in the future.

It was moved and seconded

- (1) That the following bylaws to introduce a ban on single-use plastic and other items be introduced and given first, second and third readings with an effective date of six months following final adoption of the bylaws by Council:***
 - (a) Single-Use Plastic and Other Items Bylaw No. 10000;***
 - (b) Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 10063; and***
 - (c) Municipal Ticket Information Bylaw No. 7321, Amendment Bylaw No. 10064; and***
- (2) That the implementation plans for plastic straws and plastic bags, as outlined in Attachments 1 and 2 of the staff report dated July 5, 2019 titled, "Single-Use Plastic and Other Items Bylaw Bans and Implementation Plans" from the Director, Public Works Operations, with funding in the amount of \$260,000, from the Sanitation and Recycling provision, be approved;***

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- (3) *That approval for these bylaws be sought as soon as possible from the Minister of Environment and Climate Change Strategy;*
- (4) *That following such approval by the Minister of Environment & Climate Change Strategy, 4th reading of these bylaws by Council shall be sought and implementation plans as approved by Council shall proceed; and*
- (5) *That staff be directed to provide information prior to the upcoming Council meeting on options to immediately commence educational outreach programs for the public and businesses.*

CARRIED

As a result of discussion, staff were directed to request a meeting with the Minister of Environment and Climate Change Strategy to discuss regulation of single-use plastics at the upcoming Union of British Columbia meeting in September 2019.

COMMUNITY SERVICES DIVISION

2. **ANIMAL SHELTER GUIDING PRINCIPLES, BUILDING AND PROGRAM OPTIONS, AND SITE**

(File Ref. No. 06-2055-20-12) (REDMS No. 6152282 v. 49)

Paul Brar, Manager, Parks Programs, reviewed the proposed options for the expansion of the Animal Shelter, noting that the proposed expansion will accommodate additional space for animal care, volunteers and educational areas.

Discussion ensued with regard to (i) proposed cost of the upgraded facility, (ii) potential development of additional storeys to increase capacity, and (iii) the proposed upgrades to the parking area.

As a result of the discussion, staff were directed to provide a breakdown of the estimated cost of the proposed facility's expansion prior to the upcoming Council meeting.

It was moved and seconded

- (1) *That the Animal Shelter Guiding Principles, as described in the staff report titled "Animal Shelter Guiding Principles, Building and Program Options, and Site" dated June 14, 2019, from the Director, Recreation and Sport Services and the Acting Director, Facilities be endorsed;*

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- (2) *That Building and Program Option 2, as described in the staff report titled "Animal Shelter Guiding Principles, Building and Program Options, and Site" dated June 14, 2019, from the Director, Recreation and Sport Services and the Acting Director, Facilities be approved; and*
- (3) *That the site located at 12071 No. 5 Road, as described in the staff report titled "Animal Shelter Guiding Principles, Building and Program Options, and Site" dated June 14, 2019, from the Director, Recreation and Sport Services and the Acting Director, Facilities be approved.*

CARRIED

3. **REFERRAL RESPONSE: PROPOSED PLAN FOR MAJOR EVENTS AND PROGRAMS IN 2020**

(File Ref. No. 11-7400-01) (REDMS No. 6183746 v. 7; 6198265; 6198274; 6133366)

Discussion ensued with regard to the (i) cost increases to host major events, (ii) options to reduce the major events budget by 10%, (iii) expansion of the Neighbourhood Celebration Grant Program, (iv) criteria to evaluate an event's success, (v) process to conduct public feedback on the City's events, (vi) opportunities to utilize grants from senior levels of government.

In reply to queries from Committee, Bryan Tasaka, Manager, Major Events and Film, noted that staff can examine options to reduce costs by reducing programming and shortening an event's schedule. He added that events such as the Maritime Festival may require multiple days to accommodate attractions and exhibits.

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

It was moved and seconded

- (1) *That the Major Events and Programs for 2020 as outlined in the staff report titled "Referral Response: Proposed Plan for Major Events and Programs in 2020" dated May 27, 2019, from the Director, Arts, Culture and Heritage Services, be referred back to staff for an evaluation of the City's various major events; and*
- (2) *That staff provide a report to Council on the methodology and the criteria for review prior to the evaluation process.*

CARRIED

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CAO'S OFFICE

4. ORGANIZATIONAL DEVELOPMENT PROGRAM

(File Ref. No. 01-0005-01) (REDMS No. 6132525)

Discussion ensued with regard to (i) evaluating the program, (ii) the training budget, and (iii) the Imagine Richmond Program to support cultural change and performance enhancement.

It was moved and seconded

That the report titled "Organizational Development Program" dated July 2, 2019 from the Director, Corporate Programs Management Group, be received for information.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

5. INTERGOVERNMENTAL WORKING GROUP RE: SMALL BUSINESS AND PROPERTY TAX

(File Ref. No.) (REDMS No. 6232858)

In reply to queries from Committee, Jerry Chong, Director, Finance, noted that the City will be requesting changes to the *Assessment Act* to provide an equitable tax structure for businesses. He added that it is not anticipated that the proposed tax structure changes will have a major impact on residential property owners.

It was moved and seconded

(1) That Council support the recommendations provided by the Intergovernmental Working Group of Metro Vancouver; and

(2) That a letter be sent from the Mayor's office to the Premier of the Province of BC, advising of this support.

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

6. VANCOUVER AIRPORT FUEL DELIVERY PROJECT

(File Ref. No. 10-6060-01) (REDMS No. 6231550)

Staff reviewed the Vancouver Airport Fuel Deliver Project and highlighted terms of the Municipal Access Agreement (MAA), noting the following:

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- the Vancouver Airport Fuel Facilities Corporation (VAFFC) has received all permits related to the development of the pipeline and has commenced construction of supporting facilities on Sea Island and the tank farm;
- the MAA would provide a term limit of 50 years and that breaches to the agreement may result in removal of the pipeline at VAFFC's expense;
- the proposed pipeline would not impede on the City's ability to proceed with road construction or improvements;
- the proposed pipeline will include an automated fire suppression system that can activate within five minutes and that the fuel receiving facility will be staffed at all times;
- the proposed pipeline will include development of an emergency spill protocol and that fuel vessels will be escorted and boomed during the fuel transfer process;
- the proposed pipeline will be built to current design and safety standards;
- the proposed pipeline will require temporary use of portions of the Agricultural Land Reserve during the construction period and that those areas will be restored to their original condition upon completion of the project;
- the BC Oil and Gas Commission will be the agency responsible for conducting inspections of the pipeline and that the City will be responsible for the inspections of the rights-of-way; and
- the MAA is favourable to the City and that the VAFFC may have legal options to pursue approval through the Province, if it is not approved.

Discussion ensued with regard to (i) establishing a fund dedicated to climate change initiatives and affordable housing from VAFFC contributions, (ii) developing a rapid automatic fire suppression system, (iii) potential response to a fuel spill and damage to fish habitat, (iv) the environmental assessment process, (v) updating regulations as spill prevention technology improves, and (vi) the probability of fuel spills.

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It was moved and seconded

- (1) *That the Chief Administrative Officer and the General Manager, Engineering & Public Works be authorized to execute, on behalf of the City, a Site Specific Municipal Access Agreement between the City and the Vancouver Airport Fuel Facilities Corporation containing the material terms and conditions as generally described in the staff report titled "Vancouver Airport Fuel Delivery Project", dated July 10, 2019, from the City Solicitor and the Acting Director, Engineering;*
- (2) *That the Manager, Engineering Planning be authorized to execute, on behalf of the City, a Servicing Agreement between the City and the Vancouver Airport Fuel Facilities Corporation, for the development of the Marine Terminal located at 15040 Williams Road, Richmond, BC, containing the material terms and conditions as generally described in the staff report titled "Vancouver Airport Fuel Delivery Project", dated July 10, 2019, from the City Solicitor and the Acting Director, Engineering; and*
- (3) *That the Chief Administrative Officer and the General Manager of Engineering & Public Works be authorized to approve both Vancouver Airport Fuel Facilities Corporation's reliance on the ALC Decision dated March 17, 2017 (ALC File: 55644) and Vancouver Airport Fuel Facilities Corporation making a replacement ALC application in the event reliance on the said ALC Decision becomes problematic for either the City or VAFFC.*

The question on the motion was not called as discussion ensued with regard to utilizing funding from VAFFC to address climate change and affordable housing issues.

As a result of the discussion, the following **amendment motion** to add funding to provision accounts dedicated to climate change and affordable housing initiatives as Part (4) was introduced:

It was moved and seconded

That if funding is received from the Vancouver Airport Fuel Facilities Corporation, that those funds be allocated equally to provision accounts dedicated to climate change initiatives, an affordable housing fund for a dedicated capital project, and accessibility initiatives.

The question on the motion was not called as discussion ensued with regard to dedicating funds for fuel spill prevention.

The question on the motion was then called and it was **DEFEATED** with Cllrs. Au, Day, Greene, Steves, and Wolfe opposed.

General Purposes Committee
Monday, July 15, 2019

Discussion then took place on the jurisdiction that is responsible for fuel containment in an emergency and staff noted that the VAFFC will be fully responsible to respond to emergencies.

As a result of the discussion, the following **amendment motion** to add funding provisions dedicated to spill response and containment infrastructure as Part (4) was introduced:

It was moved and seconded

That if funding is received from the Vancouver Airport Fuel Facilities Corporation, that those funds be allocated to spill response and containment infrastructure.

The question on the motion was not called as discussion ensued with regard to establishing a contingency emergency response and a Richmond fireboat.

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

Discussion then took place on emergency spill response and establishing a Richmond fire boat.

As a result of the discussion, the following **amendment motion** to add funding provisions dedicated to emergency response and a Richmond fire boat as Part (4) was introduced:

It was moved and seconded

That if funding is received from the Vancouver Airport Fuel Facilities Corporation, that those funds be allocated towards emergency response and that staff explore options to establish a Richmond fire boat.

CARRIED

Opposed: Cllr. Loo

The question on the main motion, which reads as follows:

- (1) *That the Chief Administrative Officer and the General Manager, Engineering & Public Works be authorized to execute, on behalf of the City, a Site Specific Municipal Access Agreement between the City and the Vancouver Airport Fuel Facilities Corporation containing the material terms and conditions as generally described in the staff report titled "Vancouver Airport Fuel Delivery Project", dated July 10, 2019, from the City Solicitor and the Acting Director, Engineering;*

General Purposes Committee
Monday, July 15, 2019

- (2) *That the Manager, Engineering Planning be authorized to execute, on behalf of the City, a Servicing Agreement between the City and the Vancouver Airport Fuel Facilities Corporation, for the development of the Marine Terminal located at 15040 Williams Road, Richmond, BC, containing the material terms and conditions as generally described in the staff report titled "Vancouver Airport Fuel Delivery Project", dated July 10, 2019, from the City Solicitor and the Acting Director, Engineering;*
- (3) *That the Chief Administrative Officer and the General Manager of Engineering & Public Works be authorized to approve both Vancouver Airport Fuel Facilities Corporation's reliance on the ALC Decision dated March 17, 2017 (ALC File: 55644) and Vancouver Airport Fuel Facilities Corporation making a replacement ALC application in the event reliance on the said ALC Decision becomes problematic for either the City or VAFFC; and*
- (4) *That if funding is received from the Vancouver Airport Fuel Facilities Corporation, that those funds be allocated towards emergency response and that staff explore options to establish a Richmond fire boat.*

was not called, as there was agreement to deal with Parts (1) to (3) and (4) separately.

The question on Parts (1) to (3) was then called and it was **CARRIED** with Cllrs. Day, Greene, Steves and Wolfe opposed.

The question on Part (4) then called and it was **CARRIED**.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:56 p.m.).

CARRIED

General Purposes Committee
Monday, July 15, 2019

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, July 15, 2019.

Mayor Malcolm D. Brodie
Chair

Evangel Biason
Legislative Services Coordinator



Planning Committee

Date: Tuesday, July 16, 2019

Place: Anderson Room
Richmond City Hall

Present: Councillor Linda McPhail, Chair
Councillor Bill McNulty
Councillor Carol Day
Councillor Alexa Loo
Councillor Harold Steves

Also Present: Councillor Chak Au
Councillor Michael Wolfe

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on July 3, 2019, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

September 4, 2019, (tentative date) at 4:00 p.m. in the Anderson Room

DELEGATION

1. Dr. Kent Mullinix, Director of the Institute for Sustainable Food Systems (ISFS), Kwantlen Polytechnic University (KPU), accompanied by Dr. Wallapak Polasub, Senior Institute Economist, ISFS, KPU, with the aid of PowerPoint presentation (copy on file, City Clerk's Office), presented a proposal for a study of approved non-farm use applications and subdivision in the Agricultural Land Reserve (ALR) and highlighted the following:
 - the *Agricultural Land Commission (ALC) Act* and ALR Regulation specifies that non-farm use can be allowed and the Act states that when non-farm use is permitted that it can have no net impact to agriculture or it is to enhance agriculture;
 - however, in the history of ALR there has never been an analysis of ALR land use exemptions and the long term outcomes of non-farm use including subdivision are unknown;
 - in Richmond from 2006 to 2016 there have been 11 subdivisions or land use exemptions approved affecting 22 parcels and the question remains have they advanced agriculture or had no net negative impact;
 - the proposed study will assess the long-term outcomes of approved non-farm use and subdivisions in Metro Vancouver's ALR with the objective to bring this knowledge to local governments and the Provincial Government to understand the ramifications of the approvals;
 - six representative municipalities have been targeted, Richmond, Delta, Surrey, Maple Ridge, Pitt Meadows, and the Township of Langley, for a review of all exemptions and subdivisions approved for the entirety of the ALR;
 - been in discussion with the ALC to access the historical records and hope to go back all the years of the ALR for this analysis;
 - the study will include an analysis of the currents, trends, and characteristics for the six municipalities as well as conduct onsite assessments to ascertain the outcomes of the exemptions and subdivisions;
 - the study will be conducted over the summer and fall with the intent to summarize and publish a report by the end of the year;
 - total cost of the study is \$23,300, the ISFS will contribute \$5300, requesting each target municipalities contribution \$3000;

2.

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- thus far Pitt Meadows has agreed to support the project with funding, Maple Ridge Agricultural Advisory Committee and the city administration supports the project and has agreed to contribute funding, the Delta Agricultural Advisory Committee voted to support the project and recommend funding to its Council, Surrey Agriculture and Food System Advisory Committee voted to support the project and recommend funding to its Council;
- Ministry of Agriculture representatives, Metro Vancouver agriculture planner, and the ALC are supportive of the study and recognize that it addresses a serious knowledge gap and have agreed to work with the project; and
- the City of Richmond is respectfully requested to support the proposed study.

In response to questions from Committee, Dr. Mullinix remarked that (i) there is the potential to expand on the initial proposed study as research is conducted it may lead to further examinations and the study will review exempted uses such as wineries, (ii) Metro Vancouver recently conducted a study on fill sites in Metro Vancouver which is now publically available and this will be a compliment study to that to provide a better picture of non-farm activities on the ALR, (iii) we are in discussions with the Township of Langley and waiting for the outcomes of other municipal requests before going back to them, (iv) the plan is to attempt to communicate with land owners or the operator of the facility for the study, and (v) within BC, a study on exemptions and subdivisions has not been conducted before.

Discussion took place on referring the matter back to staff for further review and input including potentially expanding the parameters of the study prior to considering the funding request.

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

It was moved and seconded

That the request for the proposed study of approved non-farm use applications and subdivision in the Agricultural Land Reserve (ALR) from the Institute for Sustainable Food Systems, KPU be referred to staff to look at issues that are relevant to Richmond and to consider the request.

CARRIED

COMMUNITY SERVICES DIVISION

2. **HOUSING NEEDS AND CO-LOCATION OPPORTUNITIES**

(File Ref. No. 08-4057-04) (REDMS No. 5993517 v. 13A)

In response to a query from Committee regarding addressing housing needs for youth who are aging out of the foster care system, Kim Somerville, Director, Community Social Development noted that staff would take that into consideration, particularly through the homelessness strategy.

It was moved and seconded

That staff be directed to work within the existing policy framework to analyze the co-location of affordable housing for seniors and other priority groups identified in the Affordable Housing Strategy 2017–2027 in conjunction with future City projects as they arise on a case-by-case basis as described in the report titled “Housing Needs and Co-Location Opportunities”, dated June 26, 2019 from the Director, Community Social Development.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

3. **REVISED REZONING CONSIDERATIONS FOR THE APPLICATION BY BENE (NO. 3) ROAD DEVELOPMENT LTD. FOR REZONING OF THE PROPERTY AT 4700 NO. 3 ROAD FROM THE “AUTO-ORIENTED COMMERCIAL (CA)” ZONE TO A NEW “HIGH RISE OFFICE COMMERCIAL (ZC44) – ABERDEEN VILLAGE” ZONE**

(File Ref. No. 12-8060-20-009216; RZ 14-672055) (REDMS No. 6219995)

Sara Badyal, Planner 2, reviewed the revised rezoning considerations, noting in particular that (i) the request does not result in any changes to proposed land uses, density, or design of the proposed ten storey commercial and office building, (ii) at the Public Hearing held on June 17, 2019, Council adopted new policy in the CCAP restricting office space subdivision to one strata lot or one airspace parcel per storey or a minimum floor area of 20,000 square feet, (iii) the applicant would like to proceed under the new policy direction due to increased construction cost and interest from prospective purchasers, and (iv) the applicant requests that the rezoning considerations be amended to provide the ability to subdivide the proposed six floors of office space into six floor sized strata lots, sized approximately 8,500-11,000 square feet per floor.

4.

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It was moved and seconded

That the rezoning considerations associated with Richmond Zoning Bylaw 8500, Amendment Bylaw 9216, for the creation of a new “High Rise Office Commercial (ZC44) – Aberdeen Village” zone and for the rezoning of 4700 No. 3 Road from the “Auto-Oriented Commercial (CA)” zone to the new “High Rise Office Commercial (ZC44) – Aberdeen Village” zone, be revised to change the rezoning consideration from prohibiting subdivision (including stratification and/or air space parcels) of office space within the proposed building to limiting the subdivision of office space to no more than one strata lot or one air space parcel per storey.

CARRIED

4. APPLICATION BY SPIRES ROAD DEVELOPMENT HOLDINGS LTD. FOR REZONING AT 8671, 8691, 8711 AND 8731 SPIRES ROAD AND THE SURPLUS PORTION OF THE SPIRES ROAD AND COOK CRESCENT ROAD ALLOWANCE FROM “SINGLE DETACHED (RS1/E)” ZONE TO “PARKING STRUCTURE TOWNHOUSES (RTP4)” ZONE

(File Ref. No. 12-8060-20-010058; RZ 17-790301) (REDMS No. 6126892 v. 3)

Edwin Lee, Planner 1 provided an overview of the application and highlighted aspects of the tree retention and replacement plan and site servicing and frontage improvements.

In reply to queries from Committee, Wayne Craig, Director, Development and Mr. Lee advised that:

- the vehicle and bicycle parking provided on site does comply and staff are still reviewing bicycle parking requirements within City Centre and other transit-oriented areas and will provide an update when available;
- in terms of accessibility, there will be a common lobby area with elevator to take people from the ground floor to the podium level and two units will be designed in accordance to the basic universal housing standards but no convertible units are proposed;
- should the rezoning application proceed, a development permit would be required with a more detailed review of the preliminary landscape plan and a list of recommended list of tree species is available on the City’s website and staff will look to provide as many of those trees as possible;
- 100% of residential parking stalls need to be energized as per zoning bylaw requirement, all of the parking for the proposed development will be energized for electric vehicle charging and staff continue to look for on street charging equipment through large-scale redevelopment;

5.

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- there has been one application with road closure that has proceeded in the area to date, through that application staff worked with transportation, engineering, and real estate divisions to come up with a new cross section and this cross section might be built upon but is currently applicable only to this area;
- there is a requirement for purpose built rental units being redeveloped for a tenant relocation program, a rental replacement program, and to allow existing tenants first rights of refusal in the new development however there is no such requirement for secondary rental markets;
- the two trees designated for retention are located near to the future public walkway along the north property line, within the outdoor amenity area at grade so there is an opportunity to keep both trees;
- this specific development looked to modify building envelopes which allowed the retention of the Austrian pine tree and blue spruce tree in the northeast corner of the site;
- the parks department is reviewing ecological forest management practices on public land but some information may affect planning or could be used in development and staff anticipate a report in early fall regarding the matter;
- each site is unique in terms of tree retention, with any development application received by the City, the first step is an arborist report, which details the health of the trees on any specific site and their suitability for retention and staff work with applicants to manipulate building envelopes around trees, however grade changes have a significant impact on the ability to retain trees; and
- retaining walls are built where possible however it depends on the type of trees and ground conditions to ensure proper drainage on site and tree preservation coordinators take this into consideration and coordinate with the Parks department arborists for any City trees on site.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10058, for the rezoning of 8671, 8691, 8711 and 8731 Spires Road and the surplus portion of the Spires Road and Cook Crescent road allowance from the "Single Detached (RS1/E)" zone to "Parking Structure Townhouses (RTP4)" zone, be introduced and given first reading.

CARRIED

5. **APPLICATION BY DESIGN WORK GROUP LTD. FOR REZONING AT 11480 AND 11500 RAILWAY AVENUE FROM THE “SINGLE DETACHED (RS1/E)” ZONE TO THE “ARTERIAL ROAD TWO-UNIT DWELLINGS (RDA)” ZONE**

(File Ref. No. 12-8060-20-010060; RZ 17-771371) (REDMS No. 6211969)

Mr. Lee provided an overview of the application and noted that there are no bylaw trees onsite and a development permit will be required deal with the form and character of the duplexes and landscape design.

In response to queries from Committee, Mr. Craig remarked that each unit will be provided with a two car side by side garage, there will also be dedicated visitor stall for the two units that will share a driveway and the other unit has space for visitor parking in front of the garage. Mr. Craig further noted in terms of the arterial road strategy, there are various forms of redevelopment envisioned along Railway Avenue including townhouses, duplexes, and coach houses.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10060, for the rezoning of 11480 and 11500 Railway Avenue from the “Single Detached (RS1/E)” zone to the “Arterial Road Two Unit Dwellings (RDA)” zone, be introduced and given first reading.

CARRIED

6. **METRO VANCOUVER REGIONAL PLAN**

(File Ref. No. 08-4045-00) (REDMS No. 6228841)

Discussion ensued with regards to the Metro Vancouver 2040 (Regional Growth Strategy) and staff noted there will be an opportunity for Council to provide formal comment.

It was moved and seconded

That staff be directed as detailed in the report titled “Metro Vancouver Regional Plan Amendments” dated July 4, 2019 from the Manager, Policy Planning, to advise the Greater Vancouver Regional District Board that the City of Richmond has no objections to the minor amendments outlined in the Metro Vancouver request dated May 24, 2019.

CARRIED

7. CANNABIS RELATED OFFICIAL COMMUNITY PLAN AND ZONING BYLAW AMENDMENTS IN RESPONSE TO THE NEW PROVINCIAL AGRICULTURAL LAND RESERVE USE REGULATIONS

(File Ref. No. 08-4430-03-10; 12-8060-20-010061/010062) (REDMS No. 6228160; 6231338; 6231300)

Mr. Konkin provided brief comments to Committee, noting that staff reviewed the recent changes from February 2019 to the Agricultural Land Reserve (ALR) Regulation regarding cannabis and it is now up to local governments to regulate cannabis growth to the extent they desire. Mr. Konkin further remarked that the proposed bylaws presented to Committee represent staff's opinion of the maximum level of restrictions possible under the new regulations from the Province which would limit production of cannabis to soil based agriculture, soil based greenhouse, or a building previously used for growing plant based crops in place before July 2018.

In response to questions from Committee, Anthony Capuccinello Iraci, City Solicitor, Joe Erceg, General Manager, Planning and Development, and Mr. Konkin commented that:

- current facilities include two concrete slab greenhouses, the first approximately 75,000 square feet and the second is currently under construction, one has the right to cultivate cannabis;
- staff are recommending bylaw amendments that are as restrictive on cannabis growth in the ALR as possible under the regulations;
- the Corporation of Delta recently revised their bylaw however the City of Surrey has not;
- staff can continue to provide correspondence to the Province to make Council's concerns regarding cannabis growth in the ALR known however responses to previous correspondence have not been ideal and there was no consultation regarding the most recent update to the ALR Regulation;
- in the proposed zoning amendment, there is a proposed amendment to Section 5 for 5.21.5 that includes a proposed regulation that establishes a maximum floor area for on farm processing of 15% of the cannabis production facility up to a maximum of 100 square metres as municipalities can regulate but cannot so regulate as to be essentially a prohibition
- staff will be reviewing building permit submissions and if the proposed bylaws are adopted, bylaw enforcement officers can be dispatched for any complaints related to cannabis growth and production.

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A letter from the Union of BC Municipalities (UBCM) to the Minister of Forests, Lands, Natural Resource Operations & Rural Development was distributed on table (attached to and forming part of these minutes as Schedule 1). Discussion then took place on delaying consideration of the proposed bylaw amendments to await further clarification from the Province as requested by UBCM.

In reply to further queries from Committee, staff advised that:

- setbacks are based on the current Ministry guidelines to ensure adequate separation for certain farm practices;
- if the proposed bylaw amendments were to be delayed, it is staffs' opinion that the City would be at some risk due to the possibility that structures could be built on farmland and converted for cannabis production in the future if the proposed regulations are not established as they could be granted non-conforming use status;
- the legislation is clear that any building to be used for cannabis production must have been used for growing crops previously;
- the use of a building that was previously used for crops is one of the three methods of growing cannabis that local governments cannot prohibit and currently under the ALR Regulations a building could be constructed on farmland for cannabis without further municipal regulation; and
- Council's direction has been to locate cannabis production facilities in industrial areas through site specific rezoning in order to control emission and odour concerns and staff will continue to work with Metro Vancouver on their odour monitoring program and provide feedback.

It was moved and seconded

- (1) ***That Richmond Official Community Plan (OCP) Bylaw 9000, Amendment Bylaw 10061, to revise Section 3.6.5 of Schedule 1 of the OCP on the City's land use policies for the management of restriction of cannabis related activities in response to the Provincial Agricultural Land Reserve (ALR) Use Regulations, be introduced and given first reading***
- (2) ***That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10061, having been considered in conjunction with:***
 - (a) ***the City's Financial Plan and Capital Program;***
 - (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;***

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- (3) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10061, having been considered in conjunction with Section 477(3)(b) of the Local Government Act, be referred to the Provincial Agricultural Land Commission for comment and response by August 27, 2019;*
- (4) *That Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 10061, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation;*
- (5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw No 10062, to amend Section 3.4 and add Section 5.21 to manage and restrict cannabis related activities in the Agricultural Land Reserve in accordance with the Agricultural Land Reserve Use Regulation, be introduced and given first reading; and*
- (6) *Whereas Section 463 of the Local Government Act allows the withholding of building permits that conflict with bylaws in preparation;*

Whereas Council has granted first reading to Richmond Zoning Bylaw 8500, Amendment Bylaw 10062 to amend land use regulations specific to the production of cannabis in and outside of the ALR in response to changes to the Provincial ALR legislation;

Therefore be it resolved that staff bring all building permit applications involving the production of cannabis in a building or structure, received more than 7 days after the date of first reading of Richmond Zoning Bylaw 8500, Amendment Bylaw 10062, forward to Council to determine whether such applications are in conflict with the proposed bylaw.

CARRIED

8. MANAGER'S REPORT

Mr. Konkin announced the appointment of John Hopkins to the position of Senior Policy Coordinator.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:08 p.m.).

CARRIED

Planning Committee
Tuesday, July 16, 2019

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, July 16, 2019.

Councillor Linda McPhail
Chair

Amanda Welby
Legislative Services Coordinator



May 22, 2019

The Honourable Doug Donaldson
Minister of Forests, Lands, Natural Resource Operations & Rural Development
Parliament Buildings
Victoria, BC, V8V 2C2

RE: Shift in Provincial Policy on Cannabis Production in the ALR

Dear Minister Donaldson,

In June 2018, the president of the Union of BC Municipalities (UBCM) met with you to discuss emerging concerns about the production of cannabis in the Agricultural Land Reserve (ALR). At that time Minister Popham had declared a conflict of interest in relation to cannabis production.

Although UBCM was pleased with the outcomes of that meeting, we now have concerns about the position that the provincial government has recently taken on this file. Specifically, UBCM is concerned with the legislative and regulatory amendments that were made in February 2019 and which shifted provincial policy on cannabis production in the ALR.

In early May the Agricultural Land Commission (ALC) released their "Revised Information Bulletin 04 – Cannabis Production in the ALR." At that time UBCM became aware that, effective February 22, 2019, the *Agricultural Land Commission Act* and the ALR Use, Subdivision and Procedure Regulation (now the ALR General Regulation) were amended, and the ALR Use Regulation was created.

Within these amendments, the provincial policy on cannabis production in the ALR shifted in order to recast all cannabis production in the ALR as farm use – meaning that applications to the ALC are no longer required for any form of cannabis production.

The UBCM Executive discussed this issue at their May 2019 meeting and would like to identify our key concerns as well as a number of questions that we have.

Lack of Consultation

UBCM was not consulted on the legislative and regulatory changes that have changed the characterization of cannabis production in the ALR. We understand that the changes did not directly impact the *Local Government Act*, but we strongly believe that the amendments have significant impacts on our members and that UBCM should have been consulted.

Based on this, we would like clarification on:

- The rationale for the changes to consider all cannabis production in the ALR as farm use
- The reason that UBCM and/or local governments were not consulted in advance of the amendments

In addition, the Minister's Advisory Committee on the Revitalization of the ALC and ALR conducted a consultation process to gain local government and other stakeholder feedback. Based on this, the committee recommended in its December 2018 final report that an immediate moratorium on non-soil bound production be established and that the ALC be provided with the authority to consider all cannabis-related applications. We understand from discussions with Ministry of Agriculture staff why a moratorium was not considered, but we could like clarification as to:

- Why the Committee's recommendation to provide the ALC with the authority to consider all cannabis-related applications was not pursued

Delay in Informing Local Governments

As it appears that many local governments were unaware of the change to consider all cannabis production as farm use, and that consequently the ALC would no longer be considering applications for cannabis production, the amendments have had the effect of creating a 3-month gap in which some forms of cannabis production may have been unregulated in terms of ALC oversight and/or local government land use regulation. Given the requirements for creating or amending local government bylaws, it is foreseeable that this gap could continue to exist for many more months.

Based on this, we would like clarification on:

- Why the change was not immediately communicated to local governments
- The general status of applications that may have been made to the ALC for non-farm use cannabis production since February

Monitoring & Enforcement

As the ALC no longer has a vetting role in proposals for cannabis production on the ALR, it is implied that monitoring and enforcement of allowable land use will increasingly be a local government responsibility.

Based on this, we would like clarification on:

- The extent to which local governments are now expected to provide monitoring and enforcement of allowable ALR land use in relation to cannabis production
- How the Minister's Bylaw Standards, or other guidance documents, will be revised or developed to support local governments in this role

Please note that separate correspondence is being prepared for Minister Popham in regards to the impacts of Bill 15 on our members, and the lack of consultation on that file.

UBCM supports collaboration as the best means to develop policy solutions to address concerns. As such, we look forward to your response to the concerns we have raised and the specific issues that we have asked for clarification on.

Sincerely,



Arjun Singh

President, UBCM

cc: Jennifer Dyson, Chair, Agricultural Land Commission

Lorie Hrycuik, Executive Director, Corporate Governance, Policy & Legislation Branch, Ministry of Agriculture

Mary Shaw, Executive Director, Cannabis Legalization and Regulation Secretariat

Arlene Anderson, Manager - Legislation, Corporate Governance, Policy and Legislation Branch, Ministry of Agriculture



Public Works and Transportation Committee

Date: Wednesday, July 17, 2019

Place: Anderson Room
Richmond City Hall

Present: Councillor Chak Au, Chair
Councillor Linda McPhail
Councillor Kelly Greene
Councillor Alexa Loo
Councillor Michael Wolfe

Also Present: Councillor Bill McNulty
Councillor Harold Steves

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Public Works and Transportation Committee held on June 19, 2019, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

September 18, 2019, (tentative date) at 4:00 p.m. in the Anderson Room

Public Works & Transportation Committee

Wednesday, July 17, 2019

DELEGATIONS

1. Jonathan Moser, Head of Environment and Public Affairs, Lafarge Canada Inc., provided a presentation (copy on-file, City Clerk's Office) on sustainability initiatives and highlighted:

- LaFarge circular economy products;
- request that the City of Richmond consider the use of limestone cement, which is of similar strength as regular cement with a lower carbon footprint;
- use of low carbon fuel at the Richmond plant; and
- Richmond community investments.

In response to questions from the Committee, LaFarge representatives provided the following information:

- the Richmond and Delta plants are able to utilize 100,000 to 150,000 tonnes of diverted material per year, including plastics;
- Council members are welcomed to visit the Richmond plant;
- continuous emission statistics from the Richmond plant are provided to Metro Vancouver on a quarterly basis;
- the Richmond and Delta plants utilize municipal water;
- the source of raw materials for the circular economy products; and
- the Richmond plant utilizes scrubbing technology to capture one tonne of carbon dioxide per day.

In response to a question from the Committee, staff advised that City demolition policies are in place.

PLANNING AND DEVELOPMENT DIVISION

2. **PEDESTRIAN SAFETY AT INTERSECTIONS**
(File Ref. No. 10-6450-09-01) (REDMS No. 6201418 v. 2)

In response to questions from the Committee, Donna Chan, Manager, Transportation Planning, and Lloyd Bie, Director, Transportation, provided the following information:

- expectation that the automated speed enforcement camera at the intersection of Garden City and Cambie Roads will be installed by the BC Ministry of Transportation and Infrastructure before the end of summer 2019;

Public Works & Transportation Committee
Wednesday, July 17, 2019

- pedestrian priority traffic signals are currently being piloted;
- in-street pedestrian zone markers are in place in eight school zones;
- plans to implement additional safety initiatives at schools in the next year; and
- action on traffic safety issues in subdivisions are initiated by public complaints.

It was moved and seconded

That the report titled "Pedestrian Safety at Intersections" dated June 28, 2019 from the Director, Transportation be received for information.

CARRIED

3. AMENDMENT TO TRAFFIC BYLAW NO. 5870 TO REVISE SPEED LIMITS IN STEVESTON

(File Ref. No. 10-6450-15-01) (REDMS No. 6197217 v. 2; 6198708)

In response to questions from the Committee, Sonali Hingorani, Transportation Engineer, provided the following information:

- enforcement actions planned for the new speed limits in Steveston; and
- Coast Mountain Bus Company (CMBC) and TransLink were consulted on the design of the intersection at No. 1 Road and Moncton Street.

It was moved and seconded

That Traffic Bylaw No. 5870, Amendment Bylaw No. 10049, to revise the posted speed limit on selected street sections in the Steveston area, be introduced and given first, second and third reading.

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

4. FRASER RIVER FRESHET AND FLOOD PROTECTION UPDATE 2019

(File Ref. No. 10-6060-01) (REDMS No. 6205173 v. 5)

Jason Ho, Manager, Engineering Planning, reviewed the staff report and highlighted:

- low freshet flows in the spring of 2019;
- the frequency and intensity of rainfall events have been increasing in recent years, consistent with climate change impacts on local weather patterns; and
- the importance of building up the fund for flood protection.

3.

Public Works & Transportation Committee

Wednesday, July 17, 2019

In response to questions from the Committee, Mr. Ho provided the following information:

- there are numerous investments that could be initiated with increased senior government funding; and
- opportunities to assist residents to mitigate the cost to dispose of fill.

It was moved and seconded

That the report titled, "Fraser River Freshet and Flood Protection Update 2019", dated June 25, 2019, from the Acting Director, Engineering be received for information.

CARRIED

5. OTHER BUSINESS

Cllr. Loo requested that staff provide the cost of extending the existing cycling network by various distances (e.g. two, five and ten kilometres) as part of the 2020 capital budgeting process.

6. MANAGER'S REPORT

None.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:45 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Public Works and Transportation Committee of the Council of the City of Richmond held on Wednesday, July 17, 2019.

Councillor Chak Au
Chair

Carol Lee
Recording Secretary



Parks, Recreation and Cultural Services Committee

Date: Wednesday, July 17, 2019

Place: Anderson Room
Richmond City Hall

Present: Councillor Harold Steves, Chair
Councillor Chak Au
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Michael Wolfe

Also Present: Councillor Alexa Loo

Call to Order: The Chair called the meeting to order at 4:46 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on June 25, 2019, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

September 24, 2019, (tentative date) at 4:00 p.m. in the Anderson Room

COUNCILLOR CHAK AU & COUNCILLOR HAROLD STEVES

1. **REQUEST TO ATTEND THE PORT TOWNSEND WOODEN BOAT FESTIVAL, SEPTEMBER 5 – 8, 2019**
(File Ref. No. 03-1250-01) (REDMS No. 6202735 v. 2)

Parks, Recreation & Cultural Services Committee
Wednesday, July 17, 2019

It was moved and seconded

That \$3,136.00 American dollars (approximately \$4162 Canadian) be funded from the Council Contingency account for Councillors Au and Steves to travel to the Port Townsend Wooden Boat Festival from September 5-8, 2019.

CARRIED

COMMUNITY SERVICES DIVISION

2. NATIONAL DROWNING PREVENTION WEEK JULY 21–27, 2019

(File Ref. No. 11-7143-01) (REDMS No. 6214494 v. 9)

John Woolgar, Manager, Aquatic and Arena Services, provided a presentation titled “National Drowning Prevention Week” (copy on-file, City Clerk’s Office) and highlighted:

- the World Health Organization’s global report on drowning recommends six actions to prevent drowning;
- drowning statistics in Canada and British Columbia; and
- elements of Richmond’s action plan to prevent drowning.

In response to a question from the Committee, Mr. Woolgar advised that no drownings occurred in Richmond in the past year.

Discussion ensued and the Committee noted the need for additional water hazard signage.

It was moved and seconded

That the staff report titled “National Drowning Prevention Week July 21–27, 2019,” dated June 19, 2019, from the Director, Recreation and Sport Services be received for information.

CARRIED

3. 2015–2020 YOUTH SERVICE PLAN: WHERE YOUTH THRIVE – 2018 UPDATE

(File Ref. No. 07-3425-02) (REDMS No. 6054041 v. 4; 6140027)

In response to questions from the Committee, Krista Germyn, Youth Coordinator and Heather Muter, Program Manager, Social Development, provided the following information:

- a report on participation in the Youth on Council Appointed Advisory Committees initiative will be provided in the fall 2019; and
- staff will consider the creation of a global program to supplement community centres’ individual programs to recognize youth.

Parks, Recreation & Cultural Services Committee
Wednesday, July 17, 2019

Discussion ensued and the Committee noted the need to provide youth with information regarding access points to the cycling network.

It was moved and seconded

That the staff report titled “2015–2020 Youth Service Plan: Where Youth Thrive – 2018 Update” dated June 20, 2019 from the Director, Community Social Development, be distributed to key stakeholders and posted on the City website.

CARRIED

4. MANAGER’S REPORT

(i) Learn to Camp Program

Paul Brar, Manager, Parks Program, reported that a successful Learn to Camp program was held at Woodward’s Landing on July 13 and 14, 2019.

(ii) Playboxes and Sidewalk Graphics Installations

Shawna Lum, Community Health and Wellness Coordinator, reported that playboxes and sidewalk graphics to animate play spaces have been installed in three new locations, bringing the total of playboxes to six.

(iii) 2019 Maritime Festival

Jodie Shebib, Film and Major Events Liaison, reported that the Providence will replace the Hawaiian Chieftain in the Tall Ship Battle at the 2019 Maritime Festival.

Discussion ensued and the Committee suggested that the Tall Ship Battle be held in alternate years to prevent repetition and loss of public interest.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:05 p.m.).

CARRIED

Parks, Recreation & Cultural Services Committee
Wednesday, July 17, 2019

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
Wednesday, July 17, 2019.

Councillor Harold Steves
Chair

Carol Lee
Recording Secretary



City of Richmond

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

Memorandum Engineering and Public Works

To: Mayor and Councillors
From: Suzanne Bycraft
Manager, Fleet and Environmental Programs
Date: July 18, 2019
File: 10-6370-01/2019-Vol 01
Re: **Revised Single-Use Plastic and Other Items Community Engagement Plan and Bylaw**

This memo provides additional information arising from the General Purposes Committee meeting on July 15, 2019 (the "Meeting").

The City's Single-Use Plastic and Other Items Bylaw No. 10000 (the "Proposed Bylaw")

On July 11, 2019, the BC Court of Appeal issued a decision which struck down the City of Victoria's Checkout Bag Regulation Bylaw (the "Victoria Bylaw"). The Court of Appeal found that the dominant purpose of the Victoria Bylaw was to protect the natural environment rather than business regulation. Therefore, in accordance with the requirements of the *Community Charter*, provincial approval of the bylaw by the Minister of Environment and Climate Change Strategy (the "Minister") was required before its adoption. Since Victoria had not obtained such approval, the bylaw was quashed.

The Court of Appeal's decision impacts the Proposed Bylaw in that the Minister's approval of the Proposed Bylaw is now required. As such, the Proposed Bylaw has been amended to incorporate this approval component. Attachment 1 presents a blackline and final version of the Proposed Bylaw. The blackline highlights staff's suggested changes to the Proposed Bylaw to meet the ministerial approval requirement. The timeline provisions in the Proposed Bylaw have been adjusted to use the final adoption date by Council as the starting points, i.e.:

- *Effective Date of the Proposed Bylaw:* 6 months after Council's final adoption;
- *Enforcement Date of the Proposed Bylaw:* 12 months after Council's final adoption (6 months after effective date to provide businesses time to use up existing supplies); and
- *Expiry of Charitable Organizations Exemption in the Proposed Bylaw:* The exemption for charitable societies and organizations will end eighteen months after Council's final adoption of the Proposed Bylaw.

Community Engagement Plan

Staff were requested to provide an overview plan for engagement, pending an approval decision by the Minister. The proposed engagement plan is presented in Attachment 2. The engagement plan is based on the following four phases of engagement:

- 1) Awareness,
- 2) Bylaw Adoption,
- 3) Bylaw Effective Date, and
- 4) Enforcement.

Staff propose to undertake Phase 1 - Awareness while awaiting the Minister's decision. This provides the opportunity for the business community, residents and other stakeholders to learn more about the issue, understand the process the City is pursuing, provide additional information and next steps.

Funding for Community Engagement Plan: At the special Council meeting held on May 21, 2019, \$300,000 was approved to support various implementation aspects of the single-use plastics and other items strategy. This funding will be sufficient through 2019 to carry out Phase 1 – Awareness. Staff will identify any additional funding, based on expected implementation, as part of the 2020 budget preparation process.

Clarification on Other Items:

Additional issues which were raised at the Meeting for which staff provide the following clarification.

Reusable Bag Definition: At the Meeting a question was asked about the reason the Proposed Bylaw does not contain a definition for a reusable bag. A definition of reusable bag is not included in the Proposed Bylaw as the bylaw regulates the use of plastic bags and not reusable bags. By contrast, the Victoria Bylaw contained a definition of Reusable Bag in part because the Victoria Bylaw regulated the price at which such a bag could be sold. Information on alternatives, including reusable bags, will be addressed through communications and outreach engagement (i.e. discussion guide, toolkit, workshops, various media, etc.) with the community.

Banner Bag Program: Each year, the City of Richmond installs approximately 1,000 street banners throughout Richmond to beautify the downtown core and gateways into the City. Once the banners are taken down, they are transformed into reusable banner bags. Each year, approximately 500 banner bags are produced for the City by Common Thread, a non-profit social enterprise in Vancouver, at a cost of \$8 per bag. The banner bags are then made available for purchase at cost at the Community Services Office at the City Works Yard or at the Public Works Open House. As each banner can be made into four reusable bags, up to 4,000 banner bags per year could be produced, depending on the capacity of Common Thread.

Filling of Reusable Mugs: There was a question about practises observed by some businesses whereby they first place their product into a disposal cup (e.g. coffee) before pouring into an individual's reusable mug. Staff's understanding of this issue is that businesses are obligated by the B.C. Food Premises Regulation to develop a food safety plan which ensures that:

- a) any consumable product is placed only in a clean and sanitized container, and
- b) there is no opportunity for reverse contamination by placing consumables into an individual's personal container (e.g. if the reusable item were contaminated and then came in contact with any portion of the vendor's equipment, resulting in contamination of their food/consumables).

Staff expect that for these reasons, vendors exercise caution when filling reusable food/beverage containers provided by individuals.

July 18, 2019

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Staff will be available at the July 22nd Council meeting to respond to questions.



Suzanne Bycraft
Manager, Fleet and Environmental Programs
(604-233-3338)

SJB:kn

pc: SMT



City of
Richmond

Bylaw 10000

SINGLE-USE PLASTIC AND OTHER ITEMS BYLAW NO. 10000

WHEREAS Part 2, Division 1, Section 8(63)(f) of the *Community Charter* confers upon the City authority to, by bylaw, regulate, prohibit and impose requirements in relation to ~~business the~~ protection of the natural environment;

AND WHEREAS Council deems it desirable to regulate, prohibit and impose requirements in relation the use of single-use plastic and other items;

NOW THEREFORE, the Council enacts as follows:

PART ONE: FOAM CONTAINERS

- 1.1 No Business shall sell or otherwise provide Prepared Food in any Food Service Ware that contains Polystyrene Foam.
- 1.2 Section 1.1 shall not apply to:
 - a) a hospital, or any facility licensed as a community care facility under the *Community Care and Assisted Living Act*;
 - b) subject to Section 6.3 of this Bylaw, organizations incorporated and in good standing under the *Society Act*, or registered as a charitable society or organization under the federal *Income Tax Act*; or
 - c) prepared food containers that have been filled and sealed outside the City prior to arrival at the premises or location where the holder of a Licence operates.

PART TWO: PLASTIC STRAWS

- 2.1 No Business shall sell or otherwise provide any Plastic Straws.
- 2.2 Section 2.1 shall not apply in instances where a Business sells or otherwise provides a Plastic Straw to persons with a disability and/or other accessibility needs who request a Plastic Straw.
- 2.3 Part Two does not limit or restrict the sale of straws, including Plastic Straws, intended for use at the customer's home or business, provided that they are sold in packages of multiple straws.

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PART THREE: PLASTIC CHECKOUT BAGS

- 3.1 Except as provided in this Bylaw, no Business shall sell or otherwise provide a Plastic Checkout Bag to a customer.
- 3.2 A Business may sell or otherwise provide a Plastic Checkout Bag to a customer only if:
- a) the Plastic Checkout Bag has been returned to the Business for the purpose of being reused by other customers;
 - b) the Plastic Checkout Bag is used for any of the following:
 - i. package loose bulk items such as fruit, vegetables, nuts, grains or candy;
 - ii. package loose small hardware items such as nails or bolts;
 - iii. contain or wrap frozen foods, meat, poultry or fish, whether pre-packaged or not;
 - iv. wrap flowers or potted plants;
 - v. protect prepared foods or bakery goods that are not pre-packaged;
 - vi. contain prescription drugs received from a pharmacy;
 - vii. transport live fish;
 - viii. protect linens, bedding or other similar large items;
 - ix. protect newspapers or other printed material intended to be left at the customer's residence or place of business; or
 - x. protect clothes after professional laundering or dry cleaning.
- 3.3 Part Three does not limit or restrict the sale of bags, including Plastic Bags, intended for use at the customer's home or business, provided that they are sold in packages of multiple bags.

PART FOUR: OFFENCES AND PENALTIES

- 4.1 Any person who:
- a) violates or contravenes any provision of this Bylaw, or who causes or allows any provision of this Bylaw to be violated or contravened;
 - b) fails to comply with any of the provisions of this Bylaw;

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- c) neglects or refrains from doing anything required under the provisions of this Bylaw; or
- d) obstructs, or seeks or attempts to prevent or obstruct a person who is involved in the execution of duties under this Bylaw.

commits an offence and upon conviction shall be liable to a fine of not less than One Thousand Dollars (\$1,000.00) and not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.

- 4.2 A violation of any of the provisions identified in this Bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*, as amended or replaced from time to time.
- 4.3 A violation of any of the provisions identified in this Bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122* in accordance with the *Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60*, as they may be amended or replaced from time to time.
- 4.4 Any person who gives false information required under this Bylaw is deemed to have committed an infraction of, or an offence against, this Bylaw, and is liable on summary conviction to a penalty of not more than \$2,000 in addition to the costs of the prosecution, and each day that such violation is caused or allowed to continue constitutes a separate offence.

PART FIVE: INTERPRETATION

- 5.1 In this Bylaw, unless the context requires otherwise:

BUSINESS	means any person, organization, or group engaged in a trade, business, profession, occupation, calling, employment or purpose that is regulated under the City's Business Licence Bylaw No. 7360 and includes a person employed by, or operating on behalf of, a Business.
CITY	means the City of Richmond.
FOOD SERVICE WARE	means products used for serving or transporting prepared food or beverages including, but not limited to, plates, cups, bowls, trays, cartons and hinged or lidded containers.
LICENCE	means a business licence issued by the City pursuant to

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the City's Business Licence Bylaw No. 7360.

PLASTIC CHECKOUT BAG means any bag made with plastic, including biodegradable plastic or compostable plastic that is:

- (a) intended to be used by a customer for the purpose of transporting items purchased or received by the customer from the Business providing the bag; or
- (b) intended to be used to package take-out or delivery food.

PLASTIC STRAW means any drinking straw made with plastic, including biodegradable plastic or compostable plastic.

POLYSTYRENE FOAM means blown polystyrene and expanded and extruded foams composed of thermoplastic petrochemical materials containing a styrene monomer and processed by any technique including, but not limited to, fusion of polymer spheres (expandable bead foam), injection molding, foam molding, and extrusion-blown molding (extruded foam polystyrene).

PREPARED FOOD means any food or beverage prepared for consumption by a Business at that person's licensed premises or location, using any cooking or food preparation technique. Prepared food does not include any raw uncooked food, including meat, poultry, fish, seafood, eggs or vegetables unless provided for consumption without further food preparation.

PART SIX: GENERAL

- 6.1 If any section, section, paragraph, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this Bylaw.
- 6.2 This Bylaw ~~is to~~will come into force and effect ~~January 1, 2020~~six months after adoption, except Part 4 which ~~comes~~will come into force and effect ~~on July 1, 2020~~12 months after adoption.
- 6.3 Section 1.2(b) will cease to be of force and effect ~~on January 1, 2021~~18 months after adoption of the Bylaw.

Bylaw 10000

Page 5

6.4 This Bylaw is cited as “Single-Use Plastic and Other Items Bylaw 10000”.

FIRST READING

SECOND READING

THIRD READING

MINISTRY OF ENVIRONMENT AND CLIMATE
CHANGE STRATEGY APPROVAL

CITY OF RICHMOND
APPROVED for content by originating dept.
APPROVED for legality by solicitor

ADOPTED

MAYOR

CORPORATE OFFICER



City of
Richmond

Bylaw 10000

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Bylaw 10000

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CITY OF RICHMOND
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APPROVED for legality by solicitor

MAYOR

CORPORATE OFFICER

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City of Richmond Single-Use Plastic and Other Items Proposed Bylaw Community Engagement Plan

1.	Engagement Phases	Proposed Timeline
	<ul style="list-style-type: none"> Phase 1: Bylaw Awareness - General 	<ul style="list-style-type: none"> Commence upon first three readings of the Bylaw 10000 (July 2019) Continue through Ministerial approval and final Bylaw 10000 adoption by Council
	<ul style="list-style-type: none"> Phase 2: Bylaw Adoption - Notification Phase 	<ul style="list-style-type: none"> Commence after Bylaw 10000 adoption Continue for 6 months
	<ul style="list-style-type: none"> Phase 3: Bylaw Effective Date – Transition Phase 	<ul style="list-style-type: none"> Commence after Bylaw 10000 effective date Continue for 6 months
	<ul style="list-style-type: none"> Phase 4: Enforcement 	<ul style="list-style-type: none"> Commence 12 months after final Bylaw 10000 adoption
	<p>Engagement Timeline:</p> <p>The diagram illustrates the engagement timeline for the proposed Bylaw 10000. It is divided into four phases, each lasting 6 months. Phase 1 begins on July 22, 2019, with the first three readings of the bylaw. Phase 2 covers the period from adoption to the effective date. Phase 3 covers the period from the effective date to enforcement. Phase 4 covers the enforcement period, which is noted as being on-going.</p>	

2.	Target Audiences:
	<ul style="list-style-type: none"> Business Health and Social Service Providers General Public/Residents

City of Richmond Single-Use Plastic and Other Items Proposed Bylaw Community Engagement Plan (cont'd)

3.	Phase 1 Overview (Bylaw Awareness – General)	Example Tactics	Projected Timeline
	a) Targeted Stakeholder Engagement		
	Examples: <ul style="list-style-type: none"> • Richmond Chamber of Commerce, • Tourism Richmond, • Richmond Hotel Association, etc. 	<ul style="list-style-type: none"> • Respond to inquiries • Face-to-face meetings • General discussions 	July 22, 2019 – end of August 2019
	b) Detailed Business Engagement		
	<ul style="list-style-type: none"> • Bylaw overview • Status of Provincial process • Exemptions and why • Alternatives • What tools and resources are needed by business for transitional support • Present Discussion Guide and seek feedback and input on Toolkit content 	<ul style="list-style-type: none"> • Workshops • Customized website and email • Let's Talk Richmond online survey • Discussion Guide • Customized letter 	Commence September 2019 (approximately 4 – 6 month duration)
	c) Health and Social Service Providers		
	Targeted meetings to review: <ul style="list-style-type: none"> • Who is affected and how • Exemptions and why • Support resources needed • Input on specific considerations identified for disability and accessibility needs 	<ul style="list-style-type: none"> • Respond to inquiries • Face-to-face meetings • General discussions 	Commence September 2019 (approximately 4 – 6 month duration)

City of Richmond Single-Use Plastic and Other Items Proposed Bylaw Community Engagement Plan (cont'd)

	Phase 1 Overview (Bylaw Awareness – General)	Example Tactics	Projected Timeline
	d) General Public / Residents		
	<ul style="list-style-type: none"> • Awareness about the potential bans and importance • Awareness about circular economy • Bylaw overview • Status of Provincial process • How residents/customers are affected • Alternatives 	<ul style="list-style-type: none"> • News Release • Respond to inquiries • General discussions • Customized website and email • Print and digital media • Let's Talk Richmond online survey 	July 22, 2019 - ongoing
4.	Engagement Phases 2, 3 and 4:		
	<ul style="list-style-type: none"> • Detailed communication plan to be developed and implemented post final adoption of the Bylaw. • Funding required to complete 		
5.	Progress and Updates:		
	<ul style="list-style-type: none"> • Staff will report back to council with feedback from the engagement process at regular intervals, commencing November 2019. 		