



**City Council**

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

**Monday, January 26, 2015  
7:00 p.m.**

Pg. #      ITEM

**MINUTES**

1. *Motion to:*

(1) *adopt the minutes of the Regular Council meeting held on Monday, January 12, 2015 (distributed previously);*

CNCL-14      (2) *adopt the minutes of the Special Council meeting held on Monday, January 5, 2015; and*

CNCL-37      (3) *adopt the minutes of the Regular Council meeting for Public Hearings held on Monday, January 19, 2015.*



**AGENDA ADDITIONS & DELETIONS**

**PRESENTATION**

CNCL-98      Susan Ness, Chair, Gateway Theatre Society Board, to present the Gateway Theatre Annual Report 2013/2014.

**COMMITTEE OF THE WHOLE**

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



3. Delegations from the floor on Agenda items.

**(PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED; OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 25.)**

4. *Motion to rise and report.*



## RATIFICATION OF COMMITTEE ACTION

## CONSENT AGENDA

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

## CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Richmond RCMP's Drug Awareness Resistance Education (D.A.R.E) Program
- Auxiliary Constable Policy Changes
- Roberts Bank Terminal 2 Project
- District of Hudson's Hope – Proposed Site C Dam Project
- IPC Restaurant Ltd., doing business as ABC HK Cafe Unit 2792 - 4151 Hazelbridge Way
- Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 9205
- 2014 Report from City Citizen Representatives to the Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC)
- Richmond Sports Wall of Honour Selection Criteria
- Land use applications for first reading (to be further considered at the Public Hearing on Monday, February 16, 2015):
  - 18691 Westminster Highway – Rezone from AG1 to ASY (Nanaksar Gurdwara Gursikh Temple – applicant)

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- 8151/8171 Lundy Road – Rezone from RD1 to RS2/B (Peter Yee – applicant)
- Richmond Active Transportation Committee – Proposed 2015 Initiatives
- Traffic Safety Advisory Committee – Proposed 2015 Initiatives
- Design Concept – No. 2 Road North Drainage Pump Station Upgrade
- Amendment Bylaws For Water And Sewer
- Municipal Access Agreement With Lulu Island Energy Company Inc.
- Multi-Family Food Scraps/Organics Recycling And Optional Solid Waste Collection Services

5. *Motion to adopt Items No. 6 through No. 22 by general consent.*



Consent  
Agenda  
Item

6. COMMITTEE MINUTES

*That the minutes of:*

- CNCL-132 (1) *the **Community Safety Committee** meeting held on Tuesday, January 13, 2015;*
- CNCL-138 (2) *the **General Purposes Committee** meeting held on Monday, January 19, 2015;*
- CNCL-144 (3) *the **Planning Committee** meeting held on Tuesday, January 20, 2015;*
- CNCL-156 (4) *the **Public Works & Transportation Committee** meeting held on Wednesday, January 21, 2015;*

*be received for information.*



Consent  
Agenda  
Item

7. RICHMOND RCMP'S DRUG AWARENESS RESISTANCE EDUCATION (D.A.R.E) PROGRAM

(File Ref. No. 09-5000-01) (REDMS No. 4359558 v.2)

CNCL-170

**See Page CNCL-170 for full report**

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

- (1) *That the report titled **Richmond RCMP's Drug Awareness Resistance Education (D.A.R.E)** dated November 27, 2014, from the Officer in Charge, Richmond RCMP, be received for information; and*

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- (2) *That the report titled Richmond RCMP's Drug Awareness Resistance Education (D.A.R.E) be provided to the Council/School Board Liaison Committee for information.*



Consent  
Agenda  
Item

8. **AUXILIARY CONSTABLE POLICY CHANGES**

(File Ref. No. 09-5000-01) (REDMS No. 4460347 v.4)

CNCL-178

See Page CNCL-178 for full report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

*That:*

- (1) *the Commissioner of the RCMP be requested to reconsider the recent policy change in relation to the level of supervision of the auxiliary constables;*
- (2) *the Federal Minister of Justice be advised of the City's request for such reconsideration;*
- (3) *the Local Government Contract Management Committee be requested to address the policy change;*
- (4) *staff continue to report on the impact of the policy change in relation to the auxiliary program; and*
- (5) *letters be sent to the Richmond MPs, MLAs, and to the Minister of Justice.*



Consent  
Agenda  
Item

9. **ROBERTS BANK TERMINAL 2 PROJECT**

(File Ref. No. 10-6150-01) (REDMS No.)

CNCL-186

See Page CNCL-186 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That the City of Richmond write a letter of support for the Corporation of Delta regarding the environmental assessment of the RBT2 project to the Canadian Environmental Assessment Agency, with copies to the provincial Minister of the Environment, the Corporation of Delta, Port Metro Vancouver, the BC Environmental Assessment Office, Transport Canada, and the Ministry of Transportation and Infrastructure and that Richmond ask the Canadian Environmental Assessment Agency for a full assessment of the broader community and environmental impacts associated with the traffic impacts of the project.*



Consent  
Agenda  
Item

10. **DISTRICT OF HUDSON'S HOPE – PROPOSED SITE C DAM PROJECT**

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

CNCL-204

See Page CNCL-204 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That the City write a letter to the Province of BC requesting a moratorium on the construction and development of Site C until the end of 2015, and that the proposed project be referred to the BC Utilities Commission for review and consultation.*



Consent  
Agenda  
Item

11. **IPC RESTAURANT LTD., DOING BUSINESS AS ABC HK CAFE UNIT 2792 - 4151 HAZELBRIDGE WAY**

(File Ref. No. 12-8275-05) (REDMS No. 4463419)

CNCL-218

See Page CNCL-218 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That the application from IPC Restaurant Ltd., doing business as ABC HK Café, for an amendment to add a patron participation endorsement under Food Primary Licence No. 304643, in order to offer entertainment in the form of dancing, karaoke and live musicians, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:*

- (1) *Council supports the amendment of an endorsement for patron participation as the issuance will not pose a significant impact on the community;*
- (2) *Council comments on the prescribed criteria (set out in Section 53 of the Liquor Control and Licensing Regulations) are as follows:*
  - (a) *the potential for additional noise and traffic in the area was considered;*
  - (b) *the impact on the community was assessed through a community consultation process; and*
  - (c) *given that there has been no history of non-compliance with the operation, the amendment to permit patron participation under the Food Primary Licence should not change the establishment so that it is operated in a manner that is contrary to its primary purpose as a food establishment;*
- (3) *as the operation of a licenced establishment may affect nearby residents the City gathered the view of residents as follows:*

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- (a) *property owners and businesses within a 50 metre radius of the subject property were contacted by letter detailing the application, providing instructions on how community comments or concerns could be submitted; and*
- (b) *signage was posted at the subject property and three public notices were published in a local newspaper. The signage and notice provided information on the application and instructions on how community comments or concerns could be submitted; and*
- (4) *Council’s comments and recommendations respecting the views of the residents are as follows:*
  - (a) *that based on the number of letters sent and the lack of response received from all public notifications, Council considers that the amendments are acceptable to the majority of the residents in the area and the community.*



Consent  
Agenda  
Item

12. **ALEXANDRA DISTRICT ENERGY UTILITY BYLAW NO. 8641, AMENDMENT BYLAW NO. 9205**  
(File Ref. No. 10-6600-10-01; 12-8060-20-009205) (REDMS No. 4462640 v. 7)

CNCL-224

[See Page CNCL-224 for full report](#)

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That the Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 9205 be introduced and given first, second and third readings.*



Consent  
Agenda  
Item

13. **2014 REPORT FROM CITY CITIZEN REPRESENTATIVES TO THE VANCOUVER INTERNATIONAL AIRPORT AERONAUTICAL NOISE MANAGEMENT COMMITTEE (YVR ANMC)**  
(File Ref. No. 01-0153-04-01) (REDMS No. 4398243 v. 5)

CNCL-235

[See Page CNCL-235 for full report](#)

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the Vancouver Airport Authority be requested to explore the feasibility of publicizing and providing training in multiple languages for Richmond residents in the use of WebTrak to register airport noise complaints as per the recommendation of the City’s citizen representatives to the YVR ANMC outlined in Attachment 1 of the staff report titled 2014 Report from City Citizen Representatives to the Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC) dated December 16, 2014 from the Director, Transportation; and*
- (2) *That staff be directed to provide a status update on the above recommendation as part of the annual reporting process in 2015.*



Consent  
Agenda  
Item

- 14. **RICHMOND SPORTS WALL OF HONOUR SELECTION CRITERIA**  
(File Ref. No. 11-7000-00) (REDMS No. 4475728)

CNCL-256

See Page CNCL-256 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That the Richmond Sports Wall of Honour Selection Criteria as listed on Attachment 1 of the staff memorandum dated January 8, 2015 titled Richmond Sports Wall of Honour Nominating Committee be endorsed.*



Consent  
Agenda  
Item

- 15. **APPLICATION BY NANAKSAR GURDWARA GURSIKH TEMPLE FOR REZONING AT 18691 WESTMINSTER HIGHWAY FROM AGRICULTURE (AG1) TO ASSEMBLY (ASY)**  
(File Ref. No. 12-8060-20-009044; RZ 02-208277) (REDMS No. 4477211)

CNCL-259

See Page CNCL-259 for full report

CNCL-304

See Page CNCL-304 for staff memorandum

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9044, for the rezoning of a portion of 18691 Westminster Highway from “Agriculture (AG1)” to “Assembly (ASY)”, be introduced and given first reading;*
- (2) *That the requirement for a no build/development legal agreement identified in Council’s May 14, 2001 resolution in relation to Agricultural Land Reserve non-farm use application (AG 00-175102), be removed; and*

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- (3) *That the ALR application (AG 14-668409) by the Nanaksar Gurdwara Gursikh Temple for a non-farm use for the 5 acre (2 ha) south portion of 18791 Westminster Highway to allow for the existing agricultural parking and staging area to also be utilized for temple special event and overflow parking be endorsed and forwarded to the Agricultural Land Commission.*



Consent  
Agenda  
Item

16. **APPLICATION BY PETER YEE FOR REZONING AT 8151/8171 LUNDY ROAD FROM TWO-UNIT DWELLINGS (RD1) TO SINGLE DETACHED (RS2/B)**

(File Ref. No. 12-8060-20-009185; RZ 14-668270) (REDMS No. 4433783)

CNCL-310

See Page CNCL-310 for full report

PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9185, for the rezoning of 8151/8171 Lundy Road from “Two-Unit Dwellings (RD1)” to “Single Detached (RS2/B)”, be introduced and given first reading.*



Consent  
Agenda  
Item

17. **RICHMOND ACTIVE TRANSPORTATION COMMITTEE – PROPOSED 2015 INITIATIVES**

(File Ref. No. 01-0100-20-RCYC1) (REDMS No. 4440485)

CNCL-326

See Page CNCL-326 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

- (1) *That the proposed 2015 initiatives of the Richmond Active Transportation Committee, as described in the staff report titled Richmond Active Transportation Committee – Proposed 2015 Initiatives dated December 11, 2014 from the Director, Transportation, be endorsed; and*
- (2) *That a copy of the staff report titled Richmond Active Transportation Committee – Proposed 2015 Initiatives dated December 11, 2014 from the Director, Transportation be forwarded to the Richmond Council-School Board Liaison Committee for information.*





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Consent  
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Item

18. **TRAFFIC SAFETY ADVISORY COMMITTEE – PROPOSED 2015 INITIATIVES**

(File Ref. No. 01-0100-30-TSAD1-01) (REDMS No. 4464936)

CNCL-333

See Page CNCL-333 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

- (1) *That the proposed 2015 initiatives for the Traffic Safety Advisory Committee, as outlined in the staff report titled Traffic Safety Advisory Committee – Proposed 2015 Initiatives, dated December 23, 2014, from the Director, Transportation, be endorsed; and*
- (2) *That a copy of the staff report titled Traffic Safety Advisory Committee – Proposed 2015 Initiatives, dated December 23, 2014, from the Director, Transportation be forwarded to the Richmond Council-School Board Liaison Committee for information.*



Consent  
Agenda  
Item

19. **DESIGN CONCEPT – NO. 2 ROAD NORTH DRAINAGE PUMP STATION UPGRADE**

(File Ref. No. 10-6340-20-P.14306) (REDMS No. 4465923)

CNCL-338

See Page CNCL-338 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

*That the design concept for the No. 2 Road North Drainage Pump Station Upgrade be endorsed.*



Consent  
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Item

20. **AMENDMENT BYLAWS FOR WATER AND SEWER**

(File Ref. No. 10-6060-01; 12-8060-20-009202, 12-8060-20-009203) (REDMS No. 4458121)

CNCL-344

See Page CNCL-344 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

- (1) *That Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9202 be introduced and given first, second, and third readings; and*

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- (2) *That Drainage, Dyke and Sanitary Sewer Bylaw No. 7551, Amendment Bylaw No. 9203 be introduced and given first, second, and third readings.*



Consent  
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Item

21. **MUNICIPAL ACCESS AGREEMENT WITH LULU ISLAND ENERGY COMPANY INC.**

(File Ref. No. 10-6600-10-01) (REDMS No. 4399965)

CNCL-351

See Page CNCL-351 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

*That the Chief Administrative Officer and the General Manager, Engineering & Public Works be authorized to execute, on behalf of the City, a Municipal Access Agreement between the City and Lulu Island Energy Company Inc., a fully owned City corporation, containing the material terms and conditions set out in the staff report titled Municipal Access Agreement with Lulu Island Energy Company Inc. dated December 22, 2014, from the Director, Engineering.*



Consent  
Agenda  
Item

22. **MULTI-FAMILY FOOD SCRAPS/ORGANICS RECYCLING AND OPTIONAL SOLID WASTE COLLECTION SERVICES**

(File Ref. No. 10-6370-10-05) (REDMS No. 4474107)

CNCL-354

See Page CNCL-354 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE  
RECOMMENDATION

- (1) *That a food scraps/organics recycling collection service program be implemented for all multi-family dwellings as outlined in the staff report dated January 6, 2015 from the Director, Public Works;*
- (2) *That solid waste collection services including garbage with large item collection, and cardboard collection be implemented for all multi-family dwellings on an opt-in basis as outlined in the staff report dated January 6, 2015 from the Director, Public Works;*

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- (3) *That the Chief Administrative Office and General Manager, Engineering & Public Works be authorized to negotiate and execute an amendment to Contract T.2988, Residential Solid Waste & Recycling Collection Services to implement, service, acquire, store, assemble, label, deliver, replace and undertake related tasks for the carts, kitchen containers and related items associated with the services outlined in Items 1 and 2, above;*
- (4) *That an amendment to the City’s Five Year Financial Plan (2015 – 2019) to include:*
  - (a) *capital costs of \$700,000 (funded from the City’s general solid waste and recycling provision); and*
  - (b) *operating costs of \$1,212,500 in 2015 with amounts not recovered via rates in 2015 funded from the City’s general solid waste and recycling provision,*  
*be approved; and*
- (5) *That Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 9204, be introduced and given first, second and third reading.*



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

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**NON-CONSENT AGENDA ITEMS**

**PLANNING COMMITTEE**

Councillor Linda McPhail, Chair

- 23. **APPLICATION BY HI-AIM BUILDERS LTD. FOR REZONING AT 7100 NO. 2 ROAD FROM SINGLE DETACHED (RS1/E) TO COMPACT SINGLE DETACHED (RC2)**  
(File Ref. No. 12-8060-20-009208; RZ 10-545413) (REDMS No. 4475100)

CNCL-376

See Page CNCL-376 for full report

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PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllr. Day

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9208, for the rezoning of 7100 No. 2 Road from “Single Detached (RS1/E)” to “Compact Single Detached (RC2)”, be introduced and given first reading.*



24. **APPLICATION BY EVERNU DEVELOPMENTS INC. FOR REZONING AT 9751 STEVESTON HIGHWAY AND 10831 SOUTHRIDGE ROAD FROM SINGLE DETACHED (RS1/E) AND SINGLE DETACHED (RS1/B) TO COMPACT SINGLE DETACHED (RC2)**

(File Ref. No. 12-8060-20-009187; RZ 14-669571) (REDMS No. 4418919)

CNCL-408

See Page CNCL-408 for full report

PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllr. Day

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9187, for the rezoning of 9751 Steveston Highway and 10831 Southridge Road from “Single Detached (RS1/E)” and “Single Detached (RS1/B)” to “Compact Single Detached (RC2)”, be introduced and given first reading.*



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

**BYLAWS FOR ADOPTION**

**CNCL-430** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 8942**  
(9980 Gilbert Road, 7011 and 7031 Williams Road, RZ 10-540839)  
Opposed at 1<sup>st</sup> Reading – None.  
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

**CNCL-432** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9111**  
(8400 General Currie Road and 7411/7431 St. Albans Road, RZ 13-643346)  
Opposed at 1<sup>st</sup> Reading – None.  
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

**DEVELOPMENT PERMIT PANEL**

25. RECOMMENDATION

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

**CNCL-434** (1) *That the **minutes** of the Development Permit Panel meeting held on Wednesday, January 14, 2015, and the Chair’s reports for the Development Permit Panel meetings held on February 27, 2013, November 12, 2014 and November 26, 2014, be received for information; and*

**CNCL-471** (2) *That the recommendations of the Panel to authorize the issuance of:*  
(a) *a Development Permit (**DP 11-584817**) for the property at 7011 Williams Road (Formerly 9980 Gilbert Road, 7011 and 7031 Williams Road); and*

**CNCL-474** (b) *a Development Permit (**DP 13-652010**) for the property at 8400 General Currie Road and 7411/7431 St. Albans Road;*  
*be endorsed, and the Permits so issued.*

**ADJOURNMENT**



**Special Council  
Monday, January 5, 2015**

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie  
Councillor Chak Au  
Councillor Derek Dang  
Councillor Carol Day  
Councillor Ken Johnston  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Harold Steves

Acting Corporate Officer – Michelle Jansson

Absent: Councillor Linda McPhail

Call to Order: Mayor Brodie called the meeting to order at 4:00 p.m.

**RES NO. ITEM**

**FINANCE AND CORPORATE SERVICES DEPARTMENT**

- 1. **BUSINESS LICENCE REFUSAL RECONSIDERATION**  
(File Ref. No. 12-8275-06, 12-8275-20-2014677570) (REDMS No. 4453794 v. 2)

Glenn McLaughlin, Chief Licence Inspector and Risk Manager, stated that the City received an application by Eric Lam for the business operation of an airsoft facility at 6711 Elmbridge Way. As with all business licence applications, he stated that staff reviewed the application for compliance with Richmond Zoning Bylaw No. 8500; it was determined that the activities proposed by the applicant are interpreted to meet the definition of an “indoor shooting range” as staff interpret an airsoft gun to meet the definition of a firearm within that definition.



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Mr. McLaughlin read the definition of a firearm as defined in the definition of an “indoor shooting range” in Richmond Zoning Bylaw No. 8500:

*Firearm for the purpose of this definition includes any gun using propellant, compressed air, explosives or gas.*

Also, he advised that the definition does not exclude other manners to propel a projectile.

Mr. McLaughlin stated that a business licence could not be issued as the proposed business premise is not zoned to permit an indoor shooting range, and it has been determined that the activities proposed by the applicant are interpreted to meet the definition of an indoor shooting range and that an airsoft gun meets the definition of a firearm.

As per the provision of the *Community Charter*, Mr. McLaughlin advised that the refusal of a business licence may be appealed before City Council and that Council may (i) uphold the refusal, (ii) rezone the subject site, or (iii) refer the matter to staff to review the applicable bylaws and bring forward bylaw amendments accordingly.

In reply to a query from the Chair, Mr. McLaughlin stated that should the proposed subject site be rezoned to include said activity in the definition of Recreation, indoor, then a subsequent report would be brought forward for Council’s consideration to permit the operation of an indoor shooting range in accordance with Firearm Discharge Regulation Bylaw No. 4183.

In reply to queries from Council, Mr. McLaughlin provided the following information:

- within its jurisdiction, the City may define a firearm under its bylaws and this definition may vary from that of the Federal Government’s;
- the City regulates indoor shooting ranges and paintball facilities; there are currently no licensed facilities in the City that utilize airsoft guns;
- staff interpret an airsoft gun to meet the definition of a firearm as per Richmond Zoning Bylaw No. 8500;
- the City does not have the ability to determine the type of device used within an indoor shooting range or paintball facility;
- the transportation of firearms is federally regulated;



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- airsoft guns may be replica firearms; and
- staff are not aware of any airsoft arenas in other Lower Mainland municipalities.

Discussion ensued regarding replica firearms and its effects on the City and it was noted that it would be worthwhile to hear from the Richmond RCMP with regard to their position on airsoft guns. Also, concerns were raised with regard to injuries and the proximity of the proposed facility to heavily trafficked public buildings.

In reply to further queries from Council, Mr. McLaughlin advised that (i) for the purposes of compliance with Richmond Zoning Bylaw No. 8500, it has been determined that the activities proposed by the applicant are interpreted to meet the definition of an indoor shooting range and that an airsoft gun meets the definition of a firearm, and (ii) paintball is a defined activity in Richmond Zoning Bylaw No. 8500 under Recreation, indoor. Furthermore, Mr. McLaughlin stated that an airsoft gun is not permitted in a paintball facility as it is interpreted as a firearm; therefore, regulatory enforcement action will be pursued toward any paintball facility permitting the use of airsoft guns as the business operator would be in contravention of Business Licence Bylaw No. 7360 for carrying on a business without a licence.

Also, Mr. McLaughlin commented that the *Community Charter* provides Council with the authority to regulate the discharge of firearms, and remarked that the discharge of an airsoft gun is permitted at the indoor shooting range on Mitchell Island. Moreover, Mr. McLaughlin stated that a regulatory regime for the use of airsoft guns could be drafted should Council permit said activity.

Councillor Steves commented on the former Council's rationale for defining firearm as it currently is in Richmond Zoning Bylaw No. 8500, noting that it was an express decision by Council to discourage gun culture.

In reply to queries from Council, Mr. McLaughlin provided the following information:

- the staff report did not assess if the Federal or Provincial Governments have determined whether airsoft guns are classified as firearms;
- in late 2014, staff received another business licence application for the business operation of an airsoft facility, which was also refused;





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- the cost to draft a bylaw amendment is minimal; however, an extensive analysis of the federal definition of firearms would be conducted to determine the classification of an airsoft gun;
- the sale and possession of firearms is not in the purview of local government; however, staff understand that the sale of an airsoft gun is restricted to those 18 years of age or older;
- in order for the proposed business to operate an airsoft facility at 6711 Elmbridge Way, the subject site would have to be rezoned to allow an indoor shooting range, and Council would have to approve a permit in accordance with Firearm Discharge Regulation Bylaw No. 4183; and
- paintball facilities are permitted as paintball is a defined activity under Recreation, indoor in Richmond Zoning Bylaw No. 8500.

Eric Lam, applicant for Sigma AEG Arena, queried Mr. McLaughlin with regard to the City's practice to add an activity that is currently not defined in Richmond Zoning Bylaw No. 8500.

In reply to Mr. Lam's queries, Mr. McLaughlin advised the following:

- if a proposed business' business activity does not meet a permitted use definition in the Richmond Zoning Bylaw No. 8500, staff would typically review the Bylaw to determine where said activity would be most appropriate;
- there are no licensed airsoft facilities in Richmond; and
- as per Richmond Zoning Bylaw No. 8500, an airsoft gun is defined as a firearm.

Mr. Lam posed hypothetical questions related to airsoft guns not being defined as a firearm and the origin of the definition of a firearm, and the Chair remarked that an airsoft gun is clearly a firearm as defined by Richmond Zoning Bylaw No. 8500, and that the Bylaw, in its entirety, was approved by Council.

Mr. Lam then stated that he researched the origin of the definition of a firearm and believed that the City's definition is derived from that of the Provincial Government's Neighbourhood Act. He commented on rulings of the BC Supreme Court, stating that in these cases airsoft guns were not deemed as firearms.



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With the aid of a PowerPoint presentation (attached to and forming part of these Minutes as Schedule 1), Mr. Lam was of the opinion that airsoft, as represented by paintball, has the lowest number of injuries per 1,000 participants. He noted that in airsoft, participants wear face protection and the activity is not very strenuous as little running is involved; therefore, he believes that airsoft is one of the safest recreational activities.

With regard to concerns expressed regarding injuries, Mr. Lam referenced a graph from the Centre of Airsoft Participants and Research, noting that a sample of approximately 4,000 players indicates that eye injuries merely make up three per cent of all injuries related to airsoft; conversely, participants are more likely to suffer from cuts and sprained ankles.

Mr. Lam stated that airsoft is not a new activity in BC, noting that several other municipalities have businesses where airsoft is available: Maple Ridge, Vancouver, and Surrey. Mr. Lam remarked that approximately 80% of Surrey's paintball business is airsoft, noting that there are approximately 150 airsoft participants. Also, he stated that while he was at a Surrey arena, he queried participants in the queue and believed that four of ten participants originated from Richmond.

Mr. Lam remarked that he would like to open an airsoft arena as one currently does not exist in the Lower Mainland that is strictly dedicated to airsoft. He stated that his facility would enhance the community and increase gun awareness as he believes that his facility would provide airsoft participants with a professionally built space where they can utilize airsoft guns, which are available at Richmond retailers, as opposed to them being fired in backyards or garages. Mr. Lam advised that there are over 2,000 airsoft participants in Richmond, and they currently do not have a venue to carry out their activities. Furthermore, Mr. Lam stated that a business in Richmond has been offering airsoft every Thursday for the past two years, and thus, this fact supported his belief that airsoft is a safe activity, and that there is a community need for an airsoft facility.



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With regard to gun culture, Mr. Lam played a promotional video from Richmond Indoor Paintball depicting the use of airsoft guns. Referencing the guns used in the promotional video, Mr. Lam commented on the realistic appearance of airsoft guns, noting that these guns have been used over the past five years with no detriment to the community. Moreover, Mr. Lam was of the opinion that if those participating in airsoft did not have a facility to engage in the activity, they would likely be at home playing mature video games that display a strong gun culture. Also, he commented that such video games did not exist when the City's gun-related bylaws were brought into force. Mr. Lam stated that he believes that his facility will draw people out of their homes to engage in an activity where they run around, noting that an hour of participation in airsoft can burn approximately 500 calories. Furthermore, he stated that he believed airsoft brings people together, and indicated that several airsoft participants were in the audience.

Mr. Lam then played a video that compared a pellet gun, an airsoft gun, and a paintball gun with respect to their ammunition, the energy they release, and the potential injury they may cause to an eye.

Mr. Lam remarked that the City's Firearm Discharge Regulation Bylaw No. 4183 was originally adopted in 1983 – a time when airsoft guns did not exist. Also, he noted that airsoft guns are federally classified as uncontrolled firearms; Mr. Lam referenced a memorandum to Council regarding replica firearms in relation to airsoft guns as described in the staff report and stated that in order for a gun to be considered a replica firearm, it cannot be classified as a firearm as defined by the *Firearms Act*.

In reply to queries from Council, Mr. Lam stated that airsoft is a recreational sport that can be played in various formats, such as Team Deathmatch, where opposing teams try to eliminate one another. Also, Mr. Lam commented on an airsoft match in Los Angeles, California, where approximately 1,200 participants engaged in an airsoft match.

Councillor Au queried the determination of airsoft as a sport as he remarked that sports have a set of rules and guidelines that must be followed, and he was of the opinion that it appears that airsoft can be played in any which fashion.



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Mr. Lam stated that the only difference between a paintball match and an airsoft match are the guns used, noting that participants engage in the same type of scenarios.

In reply to a query by Councillor McNulty, Mr. Lam stated that he believes that his facility will allow people to utilize airsoft guns safely.

Councillor McNulty raised concern with Mr. Lam's proposed facility as he was of the opinion that it would provide a forum where people shoot guns at one another in various ways, including "gangster style." Also, Councillor McNulty queried the safety of airsoft in reference to hostage taking and bondage as was demonstrated in the promotional video from Richmond Indoor Paintball played by Mr. Lam and speculated how this could be considered a sport. Mr. Lam clarified that the promotional video shown was not for his proposed facility but that of another business in Richmond.

Furthermore, Councillor McNulty queried the acceptability of even one eye injury as a result of participating in airsoft. Mr. Lam stated that people are free to choose whether or not they wish to participate in airsoft and that his proposed facility would have strict standards with 20 different rules. In response to a query from Councillor McNulty, Mr. Lam advised that he did not include a copy of the aforementioned rules in his submission to Council.

In reply to queries from Councillor Day, Mr. Lam spoke on how he anticipates addressing concerns related to ensuring the safety of participants, stating that prior to participating in an airsoft match, all participants would watch a mandatory video and be given a presentation by a staff member; also, he noted that any airsoft gun that is not provided by the facility would first be tested and marked by staff to ensure that the gun does not shoot over 240 feet per second.

Mr. Lam commented on airsoft facilities in China and the United States, and stated that people are accustomed to shooting one another in video games; an airsoft facility will allow them to get out of the house and to meet others. Also, Mr. Lam stated that his proposed business would (i) have a first aid kit on hand, (ii) only hire individuals who are certified with basic first aid, and (iii) train staff on common injuries; also, he noted that the Richmond Hospital is in close proximity to his proposed facility.



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In reply to queries from Councillor Dang, Mr. Lam advised that he found that four of ten participants were from Richmond while at Panther Paintball in Surrey. Also, he stated that he believed that the average age of airsoft participants is between 18 years old to 24 years old, an age where people are free to choose whether or not they wish to participate in a given activity.

Councillor Dang expressed concern with regard to promoting violence even if it is a game. Councillor Dang echoed Councillor McNulty's concerns with regard to the promotional video played by Mr. Lam, noting that it was a terrible example to show Council as it depicted a girl taken hostage with a gun to her head with an assailant saying "I'll blow her head off." Councillor Dang stated that he did not want that type of scenario in Richmond. Mr. Lam stated that he would like to open his own facility and expressly not promote such a scenario; also, he stated that he would not permit such a scenario to take place at his proposed facility.

Councillor Au queried how Mr. Lam could prevent such a scenario from taking place at his proposed facility, and Mr. Lam stated that prior to each match, rules would be set and enforced by referees employed by his business. He further commented that the referees would ensure that the rules are followed, and should the rules not be followed by a participant, a referee would confiscate his or her gun.

In reply to further queries from Councillor Au, Mr. Lam stated that he could arrange to only have specific scenarios carried out in his proposed facility. Also, Mr. Lam stated that his proposed facility differs from those currently offering airsoft as it would be the only facility that solely offers airsoft.

Councillor Johnston cited concern with regard to replica guns, particularly AR-15s and M16s as these have proven to be problematic in the United States over the past two years. In reply to Councillor Johnston's query regarding Mr. Lam's position on replica guns, Mr. Lam stated that he did not believe that it was a problem. Mr. Lam was of the opinion that his facility would provide a safe venue for such gun owners as it would be monitored by trained staff that could provide first aid to anyone who may get injured. Furthermore, Mr. Lam stated that any gun brought in by a participant for use at his facility would first have to pass a chronograph test – a test that measures how fast a gun can project a projectile.



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Councillor Johnston then expressed grave concern with the transportation of replica guns to the proposed facility, noting that these guns are often misidentified. Councillor Johnston was of the opinion that the proposed facility would enable people to train for violence and thus promote it. Also, Councillor Johnston echoed previous Council members' comments with regard to the promotional video shown by Mr. Lam noting that it was frightening and queried the permissibility of paintball if hostage taking scenarios are being carried out. Councillor Johnston then stated that he was concerned with the demographic that Mr. Lam's proposed business may attract and generate.

Mayor Brodie spoke of the proposed facility's location, and queried the suitability of said location for the proposed business, noting that a more industrial area may be more appropriate. In response to Mayor Brodie's comment, Mr. Lam stated that Richmond Indoor Paintball is approximately 30 metres away from his proposed facility; therefore, Mr. Lam was of the opinion that the proposed location was appropriate for an airsoft arena. He further noted that the proposed location is not near schools or shopping areas.

Councillor Day agreed with previous Council members' comments regarding the promotional video shown by Mr. Lam and queried the importance of role play. Mr. Lam advised that many teenagers play gun-related video games and was of the opinion that these teenagers want the opportunity to get out of the house and carry out video game-like scenarios. Mr. Lam compared participants of airsoft to that of children playing cowboys.

In reply to queries from Councillor Dang, Mr. Lam stated that being hit by a paintball is comparable to being punched, and that being hit by an airsoft projectile is comparable to being pinched. In referencing the video played earlier comparing an airsoft gun and a paintball gun, Mr. Lam noted that a paintball gun is 15 times stronger than an airsoft gun.

Councillor Dang restated his aversion of the promotional video played by Mr. Lam, stating that the scenario was distasteful as it depicted hostage taking, takedowns, and people shooting at one another and that this was not the type of message he wanted in Richmond.



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Councillor McNulty also reiterated his dislike of the promotional video played by Mr. Lam and queried the source of Mr. Lam's information as it relates to the average age of airsoft participants and their "getting out of the house and having fun." Mr. Lam was unable to respond to Councillor McNulty's query, however, he further clarified that the promotional video shown was not for his proposed facility but that of another business in Richmond.

In response to further queries from Councillor McNulty, Mr. Lam advised that (i) he consulted with approximately 120 families in Richmond, (ii) he anticipates marketing his business as a community activity by promoting that it brings people together, and (iii) it is possible to limit his proposed business to only permit the use of airsoft guns provided by the business as rentals to participants; thereby, prohibiting participants from utilizing their own airsoft guns.

In reply to queries from Councillor Loo, Mr. Lam stated that airsoft participants may engage in different types of scenarios such as Team Deathmatch, Capture the Flag, and Find the Traitor, noting that the latter scenario is often utilized for team building.

James Martin, introduced himself as a professional paintball player, competitive airsoft player, and representative of a wholesale paintball and airsoft supplier based out of Richmond called MILSIG Canada, noting that he has been engaged in these activities since he was 11 years old.

Mr. Martin commented on the introduction of paintball approximately ten years ago, noting that it went through the same challenges as airsoft currently is. He stated that like any new activity, the public including Council needs to be educated on the activity in order to understand it; he invited Council to attend a local airsoft facility or preferably the proposed airsoft facility, should it be permitted, to be given a tour of the premises and to pose any questions they may have.

In response to comments made by Council during Mr. Lam's presentation, Mr. Martin stated that airsoft is a sport, which has three government bodies worldwide that enforce standard regulations, however airsoft is self-regulated. He was of the opinion that airsoft is self-regulated as governments do not engage with airsoft leaders to learn more about the sport and the equipment.



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Mr. Martin stated that airsoft is a community activity, noting that, as a former Panther Paintball employee, approximately 80% of their business is airsoft. He stated that the activity draws approximately 10,000 participants annually, with participants ranging from ten years old to over 50 years old. He stated that airsoft is a recreational activity for all users, and listed several large corporate users. Mr. Martin advised that of the approximate 10,000 annual participants, approximately 2,000 are considered hobbyists as they own their own airsoft gun, and the remaining participants are typically families.

Mr. Martin apologized for the promotional video played by Mr. Lam, noting that it did not display airsoft in a positive light. He stated that he has travelled across Canada and the United States, noting that there are approximately 1,000 facilities that practice airsoft in a professional manner. Moreover, he noted that the promotional video shown by Mr. Lam misrepresented the type of scenario the average airsoft participant would engage in. Mr. Martin compared an airsoft facility to a bowling alley, noting that it is a positive force in the community as it brings people from all walks of life together.

Mr. Martin then commented that the Richmond RCMP have visited MILSIG Canada's Richmond store several times, complimenting them on their staff's professional conduct and the lengths the company goes to ensure clients are well trained in the devices they are purchasing. He commented on the low number of incidents with regard to airsoft injuries as the energy released by airsoft guns is very low; thus being struck by an airsoft pellet does not discomfort the participants much. Mr. Martin was of the opinion that airsoft provides participants self-confidence, allows them to plan under pressure, and requires them to work well with others. He stated that airsoft is a modern form of the childhood game Cops and Robbers; however it is played in a designated facility with professional staff on hand. Mr. Martin commented on the typical protocol for an airsoft match, noting that people are filtered in, explained the rules, and then are permitted to play airsoft using a particular scenario such as Capture the Flag or Protect the Hostage. He stated that airsoft is not a negative force in the community, noting that it mirrors the Richmond Rod and Gun Club's environment. Also, Mr. Martin stated that most retailers of airsoft guns provide some sort of storage vessel for the devices.





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In reply to queries and comments from Councillor McNulty, Mr. Martin stated that this industry has made him who he is today and was of the opinion that airsoft is a positive force in the community as it brings together people of all walks of life under a common umbrella. He remarked that the promotional video shown by Mr. Lam was a poor example and stated that he would not have shown it to Council as a representation of airsoft. Furthermore, Mr. Martin stated that it is an assumption that participants kill one another during the course of an airsoft match, and instead compared an airsoft match to that of tag at a distance.

In reply to queries from Councillor Day, Mr. Martin spoke of the potential economic impacts the proposed business could have for the City, noting that in the first two years of operations, the proposed business would likely generate approximately \$500,000 to \$1 million; he stated that the proposed facility would provide the opportunity to educate the public on airsoft and its regulations. He stated that if the proposed facility were not to be safe nor provide a positive environment for its participants, it would likely go out of business.

In reply to queries from Councillor Au, Mr. Martin stated that if Council were to uphold the business licence refusal, the City would forego an upcoming industry and it would likely open in another municipality. Mr. Martin commented that airsoft is like any other sport that requires participants to think logically, and believed that it does not depict violence.

Councillor Au spoke of an incident where he observed a youth being bullied during a match of paintball as other participants ganged up on him. As a result, Councillor Au stated that he does not believe the game is fair as there are no referees to inhibit such behaviour.

In reply to a query from Councillor Dang, Mr. Martin advised that he is speaking as an independent person and has no financial interest in the proposed business; he stated that he would simply like to see the activity grow and to have a facility in Richmond.

Councillor Dang remarked that the City seeks to promote activities that are wholesome and positive, noting that he finds it challenging to do so with regard to airsoft. Also, Councillor Dang noted that hearing from the Richmond RCMP would have been valuable.



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Mr. Lam concluded his presentation before Council by stating that the proposed business is for a facility to participate in airsoft, and noted that currently there is no other facility like it in Richmond.

SP15/1-1

It was moved and seconded

*That the Chief Licence Inspector's decision to refuse a Business Licence to Sigma AEG Arena to operate an Airsoft Gun Arena at 6711 Elmbridge Way be upheld.*

The question on Resolution SP15/1-1 was not called as discussion ensued and Council members provided their rationale in support or in opposition of upholding the Chief Licence Inspector's decision.

Councillor Johnston remarked that he is concerned with regard to replica guns and the transportation of said guns to the proposed facility. He echoed Councillor Dang's comment in relation to hearing from the Richmond RCMP, noting he would like to know whether or not they have any concerns regarding the proposed business. Councillor Johnston stated that, all fears aside, he would like to learn more about the activity to fully understand it and its benefits, and therefore he was of the opinion that it is unfair to judge the activity at this point in time. Nonetheless, Councillor Johnston stated that he continues to be apprehensive with regard to the transportation of replica firearms. Councillor Johnston stated that he prefers to consider a motion to delay consideration of the matter until additional information is provided so that Council may better understand the activity.

Mayor Brodie stated that in addition to the motion on the floor, Council could consider referring the matter to staff for a broad examination of the subject matter, including appropriate areas.

Councillor Loo echoed Councillor Johnston's remarks with regard to the need for additional information to better understand the activity. She was of the opinion that the nature of the proposed business is not for children, and noted that airsoft guns are available for sale in Richmond. Councillor Loo commented on the City's regulation with regard to the discharge of firearms, however, noted that it does not regulate the transport of replica guns. Councillor Loo then stated that although there is a visceral reaction to people shooting one another, she believed that the proposed business licence application merits further consideration so that Council may learn more about the proposed activity.



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Councillor Day stated that she wished to delay consideration of the proposed business licence application as she would like to hear from the Richmond RCMP, the Richmond Rod and Gun Club, the Royal Canadian Air Cadets based out of Richmond, and retailers that sell replica firearms. She noted that setting aside the promotional video shown by Mr. Lam, she recognizes that there is a community benefit with regard to the proposed business. Councillor Day stated that anytime a new business can attract 10,000 participants annually, its spinoff effects to other Richmond businesses cannot be ignored. She remarked that if the activity were better understood, it would likely be supported. Furthermore, she stated that the City is on the cutting edge of other ventures, and believed that this could potentially be another. Councillor Day then stated that the logical thing to do is to learn more about the proposed activity and therefore, she would be voting against the motion on the floor.

Councillor Au referred to the City's definition of a firearm and stated that he did not believe that Council should overturn staff's decision with regard to the proposed application as staff is purely following provisions of Richmond Zoning Bylaw No. 8500. He remarked that he is open to a referral to review the definition of a firearm in concert with the Richmond RCMP and other appropriate stakeholders. Furthermore, Councillor Au was of the opinion that airsoft cannot be defined as a sport as he believed that a sport has a set of rules and fairness is intrinsic in the activity. Councillor Au referred to the promotional video shown by Mr. Lam, noting that a Richmond business is currently offering airsoft against the provisions of the City's bylaws and urged staff to investigate the matter and take appropriate regulatory action.

In reply to a query from the Chair, Mr. McLaughlin advised that if the City upholds the refusal of a business licence for airsoft at the subject site, there is nothing that would preclude the City from reconsidering it in the future.

Councillor Steves stated that he did not believe that Council needs to hear from the Richmond RCMP as he believes Council needs to consider community values, and not whether or not the RCMP approve of airsoft. He then commented on his upbringing with guns, noting that he was taught to never point a gun at another person. Councillor Steves stated that he found paintball and airsoft both abhorrent; he was of the opinion that what was demonstrated in the promotional video shown by Mr. Lam is what is actually occurring in these arenas, which is why the activity is attracting video gamers.



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Councillor Steves stated that he did not believe that Council should promote a culture where people carry guns dressed as police, guerillas or terrorists and shoot at one another carrying out their fantasies.

Councillor Dang agreed with Councillor Johnston in that he also believed that Council should be looking at the matter with as much information as possible. He queried the need for such a facility in Richmond and commented that he would like to hear from the Richmond RCMP with regard to whether this activity can be carried out safely. Councillor Dang remarked that based on what he viewed today he does not want such a facility in Richmond, noting that the zoning of the proposed site does not even permit such use. In the essence of being open minded, Councillor Dang then stated that he wished to learn more about the activity.

Councillor McNulty echoed Councillor Steves' comments in relation to Council's role to make the best decision possible for the City. He stated that he agreed that Council should have all the information necessary to make an informed decision, and in particular all relevant information essential to compel Council to allow such a business. Councillor McNulty then stated that the location of the proposed business is incorrect; however there is a location within the city that permits such activity – Mitchell Island. Councillor McNulty remarked that one business should not dictate Council's standards. He was of the opinion that airsoft is not a sport but perhaps a recreational activity for a specific demographic. Councillor McNulty stated that the applicant's attitude toward firearms and violence against people was bothersome, and queried the psychological impacts of bullying in scenarios where one participant is singled out and how the activity could be considered as a team building exercise.

Councillor McNulty then spoke of his upbringing with hunting in the country, noting that he too was taught to never point a gun at another person. Furthermore, he raised concern with the Richmond business that is currently offering airsoft every Thursday against the provisions of the City's bylaws and requested that staff investigate the matter and take appropriate regulatory action.



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Councillor McNulty requested that should the matter be referred to staff for analysis, staff report on enforceable rules and regulations surrounding airsoft participation, and also wished to see information related to the implications of said activity on Mitchell Island. For these reasons, Councillor McNulty stated that he would be voting in favour of the motion on the floor and in favour of a referral to examine airsoft guns and arenas.

In reply to a query from the Chair, Mr. McLaughlin advised that the discharge of firearms at the Richmond Rod and Gun Club's facility on Mitchell Island is permitted as a site specific allowance.

Mayor Brodie stated that he would be voting in favour of the motion on the floor as he does not believe that the proposed subject site is appropriate for the proposed business activity, regardless of the merits of said activity. Mayor Brodie recollected Council's actions with regard to raves, noting that in some ways this situation mirrors that of raves.

The question on Resolution SP15/1-1 was then called and it was **CARRIED** with Cllrs. Day and Loo opposed.

SP15/1-2

It was moved and seconded

*That staff consider the advisability of allowing the use of airsoft guns and arenas in the City of Richmond and report back.*

The question on Resolution SP15/1-2 was not called as discussion ensued and it was noted that it would be valuable to consider in tandem with the referral the Firearm Discharge Regulation Bylaw No. 4183 and possible appropriate areas for such facilities.

Discussion further took place regarding the potential for a stakeholders group to meet with staff regarding the matters, and it was noted that as part of staff's consideration, staff would consult with the public, including stakeholders. It was noted that a task force be struck as opposed to a public consultation with the public and stakeholders. As a result, the following **motion** was introduced:

SP15/1-3

It was moved and seconded

*That a task force made up of airsoft community members be created.*



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RES NO.    ITEM

**DEFEATED**

Opposed: Mayor Brodie  
Cllrs. Au  
Dang  
Johnston  
Loo  
McNulty  
Steves

Staff was directed to consult with the public, including stakeholders with regard to the referral.

The question on Resolution SP15/1-2 was then called and it was **CARRIED** with Cllr. Steves opposed.

**ADJOURNMENT**

SP15/1-4

It was moved and seconded  
*That the meeting adjourn (6:31 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the Special meeting of the Council of the City of Richmond held on Monday, January 5, 2015.

\_\_\_\_\_  
Mayor (Malcolm D. Brodie)

\_\_\_\_\_  
Acting Corporate Officer  
(Michelle Jansson)

# **Sigma Airsoft**

## **Informational Presentation**

# Comparison with other Sports

SPORT	Yearly injuries per 1000 Participants	SPORT	Yearly injuries per 1000 Participants
Boxing	5.2	Water Skiing	1.6
Football-Tackle	3.8	Racquetball	1.5
Snowboarding	3.8	<u>Martial Arts</u>	<u>1.5</u>
<u>Ice Hockey</u>	<u>3.7</u>	<u>Wrestling</u>	<u>1.4</u>
Snow Skiing	3.0	<u>Baseball</u>	<u>1.4</u>
<u>Soccer</u>	<u>2.4</u>	<u>Volleyball</u>	<u>1.3</u>
<u>Softball</u>	<u>2.2</u>	Mountain Biking	1.2
<u>Basketball</u>	<u>1.9</u>	<u>Tennis</u>	<u>1.1</u>
<u>Football-Touch</u>	<u>1.9</u>	<u>Ice Skating</u>	<u>1.1</u>
Surfing	1.8	Horseback Riding	1.0
Cheerleading	1.7	<u>Skateboarding</u>	<u>0.8</u>
		Hunting	0.8
		Bicycling-BMX	0.8
		<u>Running</u>	<u>0.6</u>
		Paintball	0.2

SOURCE: AMERICAN SPORTS DATE, INC.



# Injury

Airsoft Related Injuries by Type



# Current Locations for Gameplay

- Big Foot : Maple Ridge
- North Shore Paintball: Vancouver
- Ambush: Surrey
- Panther: Surrey
- Delta Force: Twassen



# RICHMOND INDOOR PAINTBALL

www.richmondpaintball.ca

604-278-8897

info@shockentertainment.ca

[Home](#) [Information](#) [Hours & Specials](#) [Book Online!](#) [Calendar](#) [Waiver](#) [Tour & Videos](#)

## Airsoft Information

Airsoft is played on a semi-monthly basis on weekdays (normally Thursday evenings)

- Entry: \$25
- BBs: \$15 per 5000
- Minimum Age 13 years old (for 13-16 years old, parents must be present with the participant until the end of game)
- Paintball approved goggles (ASTM F1776-09)
- Paintball approved barrel condom, Barrel condoms must be on your front muzzles at safety zone at all time.
- Ensure that you have read and understood the rules before attending a game.
- Muzzle-velocity limits in feet per second using 0.20g BBs.

- AEG SEMI AUTO: 330

- Sidearms: 330

- Recommend using only 20g BB's

- FULL AUTO IS NOT ALLOWED

Notes:

MyLiveChat





CNCL - 36



**Regular Council meeting for Public Hearings  
Monday, January 19, 2015**

Place: Council Chambers  
Richmond City Hall

Present: Mayor Malcolm D. Brodie  
Councillor Chak Au  
Councillor Derek Dang  
Councillor Carol Day  
Councillor Ken Johnston  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves

Michelle Jansson, Acting Corporate Officer

Call to Order: Mayor Brodie opened the proceedings at 7:00 p.m.

1. **RICHMOND OFFICIAL COMMUNITY PLAN BYLAW 9000, AMENDMENT BYLAW 9156 AND RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9155 (RZ 13-649524)**  
(Location: 10440 and 10460 No. 2 Road; Applicant: Polygon Development 273 Ltd.)

*Applicant's Comments:*

With the aid of a PowerPoint presentation (copy on file, City Clerk's Office), Chris Ho, Vice President, Development, Polygon Homes Ltd., accompanied by Doug Shearer, Landscape Architect, Hapa Collaborative, and Keith Hemphill, Architect, Rositch Hemphill Architects, gave a brief overview of the proposed development and highlighted the following:

- public information sessions were held in February, April and November 2014 with over 2,200 households invited to attend the open house events;
- the proposed development includes an upgraded sanitary pump station, a fully signalized intersection at Wallace Road and No. 2 Road, and a new child care facility;



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- a four acre park is proposed for the east side of the development with two 30-foot public greenways, to the north and south, connecting the park to No. 2 Road; additionally, the proposed north/south townhouse units are setback 10-feet from the property line;
- street frontage enhancements are proposed along No. 2 Road, such as boulevard plantings and a new multi-use trail;
- a public art piece is proposed for the plaza area immediately north of the entrance;
- twelve three-storey affordable housing units are located throughout the proposed development;
- the amenity building is featured at the entrance to the proposed development;
- the proposed development is primarily a three-storey townhouse project; however, the end units of each townhouse block will be two-storey units to reflect the adjacent two-storey residential neighbourhood; and
- tudor style construction is proposed for the townhouse development.

*Written Submissions:*

- (a) Jason Ma, 6220 Goldsmith Drive – Dec. 16, 2014 (Schedule 1)
- (b) Steven May, 6240 Goldsmith Drive (Schedule 2)
- (c) Jason Ma, 6220 Goldsmith Drive – Jan. 5, 2015 (Schedule 3)
- (d) Bob Ransford, 5071 Steveston Highway (Schedule 4)
- (e) Petition Forms Received since Dec. 10, 2014 (Schedule 5)
- (f) Kostya Polyakov, 5780 Woodpecker Drive (Schedule 6)
- (g) Arnold Singh, 11080 Chickadee Court (Schedule 7)
- (h) Jennifer Silvera, 6791 Cairns Court (Schedule 8)
- (i) Scott Shillington, 9373 Hemlock Drive (Schedule 9)
- (j) Dave Straznicki, 4500 Westwater Drive (Schedule 10)
- (k) Michelle Li, (Schedule 11)
- (l) Mark Sakai, 11762 Fentiman Place (Schedule 12)
- (m) Eric Coulombe, 3571 Pleasant Street (Schedule 13)



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- (n) Terry Kaplan, 3088 Francis Road (Schedule 14)
- (o) Michael Louvet, 6140 Goldsmith Drive (Schedule 15)

*Submissions from the floor:*

Jackie Turner, 12251 Hayashi Court, spoke in favour of the proposed development and considered the plan respectful of the existing neighbourhood and suitable for older adults and young families.

In reply to a query from Council, Ms. Turner was of the opinion that the proposed two and three-storey townhouse units, including a main level ensuite, are ideal for both families and older adults.

Julia Nickerson, 10560 Yarmish Drive, supported the proposal, citing it will provide (i) affordable housing for individuals new to the housing market, (ii) a variety of floor plans that can accommodate extended family members, (iii) improved traffic signals, and (iv) adequate greenspace for access to Steveston-London Secondary School and the proposed park.

Jason Ma, 6220 Goldsmith Drive, expressed concern regarding drainage in light of the proposed increase in grading, and questioned the adequacy of the proposed park and greenspace areas.

In response to queries from Council, Wayne Craig, Director of Development, advised that:

- perimeter drainage will be installed on the entire development site; thus ensuring that storm water runoff is contained and directed into the existing storm drainage system;
- the development of the greenway areas will proceed as part of the park planning process and their design will provide additional drainage, and, where possible, maintain the existing grade;
- the park planning process will provide opportunity for public input on the form and character of the proposed park; also, and the park plan will require Council's approval prior to the adoption of Zoning Bylaw Amendment No. 9155; and
- ownership of the greenways, park, and child care facility will be transferred to the City.

In reply to a query from Council, Mr. Ma was of the opinion that the public information sessions may have received a great number of responses and a less controlled outcome had (i) the City conducted the sessions, and (ii) more than two options favourable to the developer been presented.



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In response to a query from Council, Mike Redpath, Senior Manager, Parks, advised that the park planning process will include a series of information sessions to receive public input on preliminary and final design concepts.

Mr. Craig noted that the open houses held by the developer were consistent with other privately proposed developments. He further noted that the open houses were well attended by Parks, Transportation, and Planning Division staff, providing the public opportunities for direct feedback to staff.

Thomas Leung, 6431 Juniper Drive, spoke in favour of the proposed development commending its design, park improvement, affordable housing provision, child care facility, and public art component. Mr. Leung also congratulated the City for its management of growth, enabling densification through townhouse and condominium development that is affordable for the younger generation.

Ronen Zilberman, 6091 Goldsmith Drive, expressed concern regarding parking and construction hording, where developers apply for City permits to use public areas for unloading purposes, during the construction phase. Also, he commented on the possibility of the rental costs associated with the affordable housing units.

Mr. Craig advised that, during the Building Permit process, the developer is required to provide a Construction Parking and Management Plan to identify designated parking areas for all trades, as well as, how deliveries would be received. He further advised that (i) the construction process will likely be phased, thereby allowing opportunity for portions of the site to be used for parking, (ii) the Building Permit process allows for the potential use of City property for delivery purposes (i.e., construction hording), and (iii) the affordable housing rates are established by Council.

Paul Ge, 6271 Spender Drive, expressed concern with the potential uses of the park area for active sports.

Mr. Craig noted that park uses will be determined through the park planning process.

PH15/1-1

It was moved and seconded

***That Richmond Official Community Bylaw 9000, Amendment Bylaw 9156 be given second and third readings.***

The question on Resolution PH15/1-1 was not called as Council expressed support for the proposed development, and made reference to the proposal's thoughtful design, park and open space, integrated affordable housing units, child care facility, and infrastructure upgrades.

The question on Resolution PH15/1-1 was then called and it was **CARRIED**.





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PH15/1-2

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9155 be given second and third readings.*

**CARRIED**

2. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9176 (RZ 14-667788)**

(Location: 9620, 9660 and 9700 Cambie Road; Applicant: City of Richmond)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

None.

*Submissions from the floor:*

None.

PH15/1-3

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9176 be given second and third readings.*

**CARRIED**

3. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9184 (RZ 14-667490)**

(Location: 3920 Lockhart Road; Applicant: Jhujar Construction Ltd.)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

None.

*Submissions from the floor:*

John Murry, 7631 Thormanby Crescent, expressed concern with regard to drainage and queried whether the existing cedar hedge along the rear property line would be retained.

Mr. Craig stated that perimeter drainage is a Building Permit requirement.



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Barry Konkin, Program Coordinator-Development, commented that grading can be achieved in the rear yard to retain the hedge along the property line.

In response to queries from Council, Mr. Murry commented that the proposed residential units, while not ideal, were anticipated and that the existing cedar hedge will continue to provide privacy for his property.

In reply to queries from Council, Mr. Craig advised that typically Big-O tubing with a silk cover is used for drainage; however, the developer would be able to provide specific information related to the proposed development. Also, he advised that information related to the referral with regard to the 2.5-storey residential zoning will be presented at a future Planning Committee meeting.

Donald Chan, Jhujar Construction Ltd., commented that (i) two-storey residential units are proposed for the development, (ii) the drainage, including the piping, will comply with City requirements, and (iii) privacy will continue to be achieved through the retention of the existing cedar hedge and the existing lot depth of approximately 44-metres.

In reply to queries from Council, Mr. Chan could not comment on the drainage for the neighbouring property but stated that he would ensure that the proposed development complies with City drainage requirements. He further commented that while the zoning allows for a minimum rear yard setback of six-meters, it is anticipated that the setback be greater than the requirement due to the existing lot depth.

PH15/1-4

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9184 be given second and third readings.*

**CARRIED**

4. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9186  
(RZ 14-668415)**

(Location: 6500 Granville Avenue; Applicant: Sandhill Homes Ltd.)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

None.



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*Submissions from the floor:*

None.

PH15/1-5

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9186 be given second and third readings.***

The question on Resolution PH15/1-5 was not called as in reply to a query from Council, the Acting Corporate Officer confirmed that the Notice of Public Hearing was provided to residents within a 50-metre radius of the subject property resulting in 23 mailings for 18 parcels.

The question on Resolution PH15/1-5 was then called and it was **CARRIED**.

**5. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9190  
(RZ 13-649998)**

(Location: 10591, 10611 and 10631 Gilbert Road; Applicant: Yamamoto Architecture Inc.)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

- (a) David Price, 10440 Whistler Place (Schedule 16)
- (b) Julie Huang, 10386 Whistler Place (Schedule 17)
- (c) Ling Yun, 10380 Whistler Place (Schedule 18)
- (d) Winston Feliciano, 10420 Whistler Place (Schedule 19)

*Submissions from the floor:*

David Price, 10440 Whistler Place, spoke in favour of the proposed development, however expressed concern regarding the Douglas Firs identified as Nos. 65, 66, 67 of the arborists' report/drawing on Attachment 4 of the staff report and queried whether the proposed increase in grading was considered.



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Mr. Craig advised that the arborist report was reviewed by the City's Tree Preservation Coordinator and site modifications were factored into the report. He further advised that, as a condition of rezoning, the project Arborist will be required to provide a Tree Survival Security and a post-construction assessment of the trees. It was noted that the City does not release said Security until a post-construction assessment has been received indicating what, if any, damage occurred to the trees as a result of the construction.

Discussion ensued and it was suggested that the applicant and staff review the retention of the trees from a safety perspective in addition to their margin of survivability.

In reply to a query from Council, Mr. Craig stated that (i) the arborist report identified the maximum allowable fill in the area, (ii) a retaining wall may be required around the southwest corner of the property and, if so, details of said wall would be confirmed through the Development Permit process.

Laurence and Tina Kiing, 10711 Gilbert Road, expressed concern regarding (i) the height of the proposed development blocking the existing view, (ii) potential hazards to trees during construction, (iii) noise during construction, and (iv) the proximity of the project to the south property line.

Mr. Craig commented that (i) a combination of two and three-storey townhouse units are proposed for the development with the units along the perimeter being two-storey units, (ii) the retention of the trees is based on best practices and the information provided indicates the trees are viable for retention, (iii) the developer will be required to provide a Construction Parking and Management Plan to indicate where the trades and deliveries would take place, (iv) construction hours are governed by Noise Regulation – Bylaw No. 8856 (2012) and enforced by the City's Community Bylaws Division, and (v) a side yard setback of approximately 10-feet is proposed for the project.

In response to a query from Committee, Mr. and Mrs. Kiing stated that single-family residential units would be preferred as there is a concern that the multi-family development may increase noise and traffic in the area.



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Jerry Adler, 10366 Whistler Place, expressed concern that the proposed townhouse complex would change the nature of the neighbourhood and would result in a reduction of greenspace, sunlight, and privacy. Additionally, Mr. Adler was concerned that the interior driveway is designed to continue north and south which suggests that there will be further townhouse development on Gilbert Road. Mr. Adler requested clarification on (i) which townhouse development requirements under the Arterial Road Policy were not met by the proposed development (PH-296), (ii) whether requesting the applicant to acquire adjacent properties along Gilbert Road is a standard City procedure (PH-297), (iii) the measures being explored to reduce the building height (PH-301), (iv) when the opportunity to increase the rear yard setback would take place (PH-301), (v) drainage, and (vi) construction noise.

Mr. Konkin advised that the only requirement of the Arterial Road Policy not met by the proposed development is with regard to the remnant sites to the south of the subject properties; acquiring the properties to the south would make for a more complete development proposal. He further advised that a Statutory Right-of-Way will be required to be registered on title to provide future access to the north and south properties. Mr. Konkin noted that the matters pertaining to building height, rear yard setback, and drainage will be addressed through the Development Permit process.

In terms of the construction hours, Mr. Konkin stated that *Noise Regulation – Bylaw No. 8856 (2012)* specifies that (i) construction can begin at 7 a.m. and end at 8 p.m., Monday through Friday, (ii) must not start before 10 a.m. and end at 8 p.m. on Saturday, and (iii) between 10 am and 6 pm on Sunday.

In response to a query from Council, Mr. Adler stated that the proposed development, with the five-meter rear yard setback, will impact the privacy, enjoyment, and value of the Whistler Place properties.

Jacob Leon, 10571 Gilbert Road, expressed concern for pedestrian safety during the construction of the proposed development.

Jessie Huang, accompanied by her mother, Julie Huang, 10386 Whistler Place, expressed concern that the proposed townhouse development may infringe on neighbourhood privacy and generate more noise. Ms. Huang also expressed concern with regard to (i) height, (ii) security during construction, and (iii) construction noise.



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Mr. Craig stated that (i) an approximate height of 9-meters is proposed for the two-storey townhouse units, (ii) construction sites are generally fenced and secured by the developer during the construction phase, (iii) construction hours are enforced by the City's Community Bylaws Division, and (iv) the proposed three-storey units are located in the center of the development facing Gilbert Road.

Lloyd McMahon, 10571 Gilbert Road, requested information on whether the existing hedge along the north property line will be replaced.

Mr. Craig commented that full details on the hedge and/or fence will be available through the Development Permit process

In response to a query from Council, Mr. Craig commented that the building form and character for the proposed development will be addressed through the Development Permit process and that the decision before Council is for the land use in terms of the townhouse and the density proposed.

PH15/1-6

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9190 be given second and third readings.***

The question on Resolution PH15/1-6 was not called as discussion ensued regarding the need for further discussion between the developer and the neighbouring property owners. As a result of the discussion, a motion to refer the application back to staff for further consultation with the developer and neighbours was introduced; however failed to receive a seconder.

In response to a query from Council, Mr. Craig noted that staff would receive any public correspondence through the Development Permit process and the information would be provided to the project designer and the Development Permit Panel (DPP). He further noted that direct notification to residents within a 50-metre radius of the proposed development will take place prior to any future DPP meeting. Mr. Craig commented that, where possible, the City works with the developer to find an appropriate response to any concerns provided to staff.

The question on Resolution PH15/1-6 was then called and it was **CARRIED** with Cllr. Day opposed.



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6. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9200  
(RZ 13-647246)**

(Location: 9611, 9631 and 9651 Blundell Road; Applicant: Yamamoto Architecture Inc.)

*Applicant's Comments:*

The applicant was available to respond to queries.

*Written Submissions:*

None.

*Submissions from the floor:*

None.

PH15/1-7

It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9200 be given second and third readings.***

The question on Resolution PH15/1-7 was not called as in reply to queries from Council regarding the proposed townhouse height, Mr. Craig advised that a combination of two and three-storey townhouse units are proposed; however it is predominantly a three-storey townhouse development given that it is within a specifically identified area plan. He further advised that the three-storey units are located along Bridge Street, Blundell Road, and at the rear of the proposed development.

The question on Resolution PH15/1-7 was then called and it was **CARRIED**.

## ADJOURNMENT

PH15/1-8

It was moved and seconded

***That the meeting adjourn (9:00 p.m.).***

**CARRIED**



City of  
Richmond

Minutes

**Regular Council meeting for Public Hearings  
Monday, January 19, 2015**

Certified a true and correct copy of the Minutes of the Regular meeting for Public Hearings of the City of Richmond held on Monday, January 19, 2015.

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Mayor (Malcolm D. Brodie)

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Acting Corporate Officer  
(Michelle Jansson)



**McMullen, Mark**

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**From:** Jason M [jskma@hotmail.com]  
**Sent:** Tuesday, 16 December 2014 01:00  
**To:** McMullen, Mark  
**Cc:** Steve May; Winston Melder; Ronen Zilberman; Paul; Michael Louvet; Melody Pan; Kathleen; Jason M; Jan Weber; Gary Stevens; Dody Sison; Derék Chen; Barbara Allan  
**Subject:** RE: Polygon Steveston Development Being Considered at December 16 Planning Committee

Hi, Mark;

An injury has prevented me from writing sooner to provide general feedback and feedback to Polygon's open house on the redevelopment of the Steveston High site.

We have a number of comments and concerns:

- 1) Property belongs to future generations.  
We should directly or indirectly do all we can to preserve land in the Public Trust. While the Ministry, led astray by politics, has erred by permitting sale of schools, we are given an affirmative opportunity to preserve Common land. The City must be aggressive with the School Board, to insist that Steveston-London High school, instead of usurping park use for its curricula, needs to have its own fields. It is not right that the school is at liberty to take over vast sections of the park and relegate its use by Richmond residents who pay for its care. A land swap plus part payment would be a good idea to procure the site from the School Board. This way the City is working quicker towards adding an additional 133 ha (330 ac.) of parkland as required by 2041 per the OCP. We urge Council to champion this for the common good.
- 2) Effective Consultation.  
Regarding Official Community Plan Bylaw 9000, proposed Amendment Bylaw 9156, we appreciate the City's display board of the "City Development Review Process". We interpret the "Public Consultation" step, noted on the display board, as pursuant to Section 879 of the Local Government Act on amendment of the OCP. While the Act in part states, "... *the proposing local government must provide one or more opportunities... for consultation...*", it appears varied in practice; this event is hosted by Polygon, not by the proposing local government, and named as an "Open House", not "Public Consultation". Had the event been presented as "Public Consultation" hosted by the City, the terms of reference - implicit understanding, relationship, and interactions with/by attendants - would be completely different. As an open house by the developer, it connotes passivity of presentation to a guest audience; while as a public consultation by the local government, it empowers the participants and facilitates ideas. (*Aside: Authoritative governance persuades consent by showcase, while democratic social-design harnesses empowered participation towards consensus.*) We believe this section of the Act makes clear that it must be a consultation, not an open house.
- 3) As part of the consultative stage, we were hoping to contribute ideas and feedback during the design process to the layout of options A and B, rather than voicing afterwards. Voicing afterwards, during the open house, does not change the drawings, and one either relents or is compelled to confront those plans at the Committee. The experience becomes less meaningful and less effective. At a stage when it ought to be inclusive and collaborative, feelings give confrontation a creep-in.

- 4) In presenting Options A and B, the developer is assured that only A or B is the outcome. Validating one or the other is to the advantage of the developer. This would not be a problem if item 2) above, effective consultation, was adopted.
  
- 5) More than 2 options exist.  
A third may be a variant of option A - to add a walkway on the southern greenway to enable additional access. (The northern greenway should remain wider than the south, as on the current drawing, because there is shadowing (none south), and also, most of the park is to the north with greater pedestrian, pet, and bicycling traffic.) Please also note that the previous design has a 40ft central greenway, 20ft buffer north and south, giving a total of **80ft** for these corridors. Now we have **70ft** total. The 10ft gain is now used to create townhouse walkways between yards. Walkways between townhouse yards are not necessary. Perhaps Polygon is amenable to giving back 10 feet, as it can actually save money by not building a walkway between yards. Reclaiming the 10 feet to create a 40ft northern greenway would keep the width same as the originally proposed central greenway.

The process may have taken on irreversible momentum. At this juncture, point 5) is a compromise that may be the most actionable, and we urge the Committee to consider.

We hope to voice some of these concerns at the meeting.

Regards,

Jason

---

From: MMcMullen@richmond.ca  
To: jskma@hotmail.com  
Subject: RE: Polygon Steveston Development Being Considered at December 16 Planning Committee  
Date: Tue, 16 Dec 2014 01:10:42 +0000

Hello Jason:

Thank you for your email.

The Planning Committee agenda was not published until after 5pm on Friday and I was not in a position to send this informal email notice until Sunday evening.

At such time that a Public Hearing date is set by Council, the formal Public Hearing Notice will be mailed to owners and occupiers of properties within 50m of the development site at least 10 days prior to the Public Hearing.

Regarding Option A, I can provide the following further comments:

- The northern 30 ft. wide greenway/park strip widens to about 100 ft to the east to increase the width of the greenway as you approach the park.
- The southern building setback is 30 ft. to the south property line and there is proposed a 10 ft. wide walkway connecting the existing walkway in the neighbourhood to the south to No. 2 Road.
- While the previous 40ft. wide central greenway has been removed, there is a need to have an adequate separation (with yards) between the building blocks near the centre of the site.

I look forward to your forthcoming feedback email and seeing you at Planning Committee at 4pm tomorrow.

Thank you for your on-going comments and ideas.

Sincerely,

**Mark McMullen**

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**From:** Jason M [mailto:[jskma@hotmail.com](mailto:jskma@hotmail.com)]

**Sent:** Monday, 15 December 2014 16:10

**To:** McMullen, Mark

**Subject:** RE: Polygon Steveston Development Being Considered at December 16 Planning Committee

Hi Mark,

Thank you for letting us know, but this is short notice!! We will try to let members in our group know. Given that the open house was at short notice (received Friday afternoon for Tuesday), we are surprised that this is happening again (Sunday night for Tuesday). Why is there this rush to include it in the upcoming Committee meeting during this busy holiday season?

Unfortunately, I have suffered an injury and have not even been able to finish writing some feedback to the last open house less than 2 weeks ago. I will try to complete it today and send it to you tonight. I intend to attend tomorrow to speak on it.

For now briefly;

Given 2 options, one thing that comes to mind is, and I think Polygon would expect such an outcome: why can't we have option A also include a walkway on the south side? (The north should stay 10 ft wider than the south, as on the current drawing (Option A), because there is shadowing (none South), and also, most of the park is to the north with greater pedestrian traffic.) Please also note that the previous design has a 40ft central greenway, 20ft buffer N and S, giving a total of **80ft** for these corridors. Now we have **70ft** total. They taken 10ft for themselves to partition the blocks. I think Polygon realize this, in advance of future concession to add back 10ft. Polygon can actually save more money by not partitioning the blocks, and give back 10ft.

Not sure if it's too late to suggest, but nevertheless I will mention tomorrow. Mainly, we hope that the City can be more aggressive with the Ministry, to insist that the Steveston-London High school needs to have its own fields, thereby do a land swap plus part payment, instead of usurping the park for their curricular use. That way the City can contribute towards the need of additional 133 ha (330 ac.) of parkland as required by 2041 per the OCP. Its not right that the school takes over the use of the park from residents and the residents pays for its care.

I'll send you more comments later.

See you tomorrow.

Jason

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From: MMcMullen@richmond.ca  
To: jskma@hotmail.com  
Subject: Polygon Steveston Development Being Considered at December 16 Planning Committee  
Date: Mon, 15 Dec 2014 02:19:35 +0000

Hello Jason:

It was good to see you at the Polygon Open House on December 2 along with a number of your neighbours.

Further to our discussion at the Open House, I just wanted to let you know that the revised Polygon rezoning application is being brought forward to the Tuesday, December 16 Planning Committee meeting.

The revised application is under item no.4 of the meeting agenda that was published this past Friday evening at:  
[http://www.richmond.ca/agendafiles/Open\\_Planning\\_12-16-2014.pdf](http://www.richmond.ca/agendafiles/Open_Planning_12-16-2014.pdf)

The December 16 Planning Committee meeting will be held at 4pm in the Anderson Room at City Hall at 6911 No.#3 Road.

If Planning Committee, and then Council, recommends proceeding further with the revised rezoning application, the rezoning application would be taken to a Public Hearing in January.

Please email or call me if you should have any further questions.

Thank you,

Mark

**Mark McMullen | Senior Coordinator - Major Projects | Planning & Development**

City of Richmond | 6911 No. 3 Road, Richmond, BC, V6Y 2C1 | [www.richmond.ca](http://www.richmond.ca)

604-276-4173 [mmcmullen@richmond.ca](mailto:mmcmullen@richmond.ca)

**MayorandCouncillors**

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

**From:** MayorandCouncillors  
**Sent:** Wednesday, 17 December 2014 09:53  
**To:** 'Jason M'  
**Subject:** RE: Polygon Steveston Development - December 16 Planning Committee

*re Wayne Craig  
Joe Craig*

This is to acknowledge and thank you for your email of December 16, 2014 to the Mayor and Councillors, in connection with the above matter, a copy of which has been forwarded to the Mayor and each Councillor for their information.

In addition, your email has been referred to Wayne Craig, Director of Development. If you have any questions or further concerns at this time, please call Mr. Craig at 604.276.4000.

Thank you again for taking the time to make your views known.

Yours truly,

Hanieh Berg | Acting Manager, Legislative Services City of Richmond · 6911 No. 3 Road, Richmond, BC V6Y 2C1  
Direct (604) 276-4163 · Fax (604) 278-5139

-----Original Message-----

**From:** Jason M [<mailto:jskma@hotmail.com>]  
**Sent:** Tuesday, 16 December 2014 19:27  
**To:** MayorandCouncillors  
**Cc:** Jason M  
**Subject:** Polygon Steveston Development - December 16 Planning Committee

Hello;

Please forward to Councillors, especially members of the Planning Committee.

At the Planning Committee today, City staff did not make the distinction between a 40 feet setback vs. a 40 feet greenway. We tried at the end, but was not availed an opportunity.

The Planning Committee passed a motion for 40 feet wide greenways north and south of the development, which is great!

I hope the motion for a 40 feet wide greenway will be actualized, but we believe they will only build 30 feet wide, as 10 feet becomes fenced-in sideyards of the townhouses.

Thank you to all Committee Councillors for actively listening and supporting our efforts at the meeting today!

Sincerely,

Jason Ma  
(for Goldsmith Dr. neighbours)

PHOTOCOPIED

DEC 17

*Aw*  
& DISTRIBUTED

CNQL - 54



**McMullen, Mark**

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**From:** Steven May [smay6@telus.net]  
**Sent:** Wednesday, 17 December 2014 12:11  
**To:** McMullen, Mark  
**Cc:** Jason Ma  
**Subject:** Planning Committee Meeting

Hello Mark,

It is my hope that there are no changes to the Plan A design for the North side of the development due to Committee members now wanting 40 ft. instead of 30 ft. for the south side greenway. As I stated at the meeting 14 of 16 homes on Goldsmith Dr. are in favor of plan A. The 5 homes at the east end were very supportive of plan A because of the deep setback from their property.

Thankyou very much for your support and keeping us up to date on the meeting schedule.

Regards

Steve

**McMullen, Mark**

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**From:** MacKinnon, Deb  
**Sent:** Monday, 05 January 2015 09:50  
**To:** MayorandCouncillors  
**Subject:** Steveston Property

**Categories:** 12-8060-20-9155 - RZ 13-649524 - Steveston High School Site - 10440 & 10460 No. 2 Road

I was asked to share this email with council.

Thanks very much

Carol Day

\*\*\*\*\*

Hello, Carol;

Firstly, I want to say how happy we were to see you on Council! As family, friends, and neighbours, we went through the list and you were on ours! Meeting you at City Hall only confirms that you truly care for the people of Richmond and understand the issues down to the grassroots level.

Thank you for taking the time to respond personally. At Committee, we observed that councillors were led to believe that each of the greenways would be 40ft wide. We were disappointed that staff, nor the developer, clarified that the proposed greenways is actually 30ft wide. We believe support would have been less had this been clarified. 30 feet is not very wide for the length of the corridors, especially when sandwiched between fences. However, the motion that has passed, if it calls for 40ft greenways, then the onus is on the developer.

At heart, we still oppose the loss of this land from the Public Trust to developers, and at a huge discount once rezoning is achieved. If at all possible, this deal ought to be stopped since the sale is conditional to successful rezoning. Perhaps it's too late since the first reading at council yesterday.

At a time when the OCP recognizes a shortage of 330 acres of parkland by 2041, it is a prime opportunity for the City to procure it from the School District through land swap or land swap plus partial payment. The City has influence because it controls the zoning. Retaining Common land is an excellent investment for our future. In the last few years land value have increased approx. 40%. Developers sure recognize the value of land, shouldn't it be time we do too?

The developer underpays for the land. The developer has hoodwinked the public: They agreed to buy the land at a huge discount, as zoned education/institution, with the condition that it be successfully rezoned to a much more valuable designation. In the public record is that the City, School Board, and developer will work together towards its rezoning; and likely not coincidentally, the completion date of Dec. 17, 2014, noted one year earlier, in Oct. 2013, by the Richmond Review, is the SAME DATE passed by Council. -Why? Was it rushed from Committee to Council (next day) for this reason without even the final drawings?

In the final analysis, we have a developer buying land at a cheap rate with a certain understanding that that land would be much more valuable once rezoned. The City Corporation stands to gain as an enterprise. The School District stands to gain as an enterprise. The Public loses. Since rezoning appears inevitable, why isn't it rezoned first then sold for



twice the price? Even the 7.51 acres for townhouses (~80 single family lots) would be worth more than \$52M once rezoned. While the city and school board's interests and public's interest should be same, they conflict when the city and school board act/become enterprises having entity interests of their own.

We feel badly when we analyze the gains and losses in this equation, and thought it would be good to share this with you. Hopefully you can share our thoughts with other Councillors, especially Harold, for whom we don't have an email address.

Thank you!

Jason

**MayorandCouncillors**

**From:** Webgraphics  
**Sent:** Wednesday, 14 January 2015 2:16 PM  
**To:** MayorandCouncillors  
**Subject:** Send a Submission Online (response #812)

**Categories:** 12-8060-20-9155 - RZ 13-649524 - Steveston High School Site - 10440 & 10460 No. 2 Road

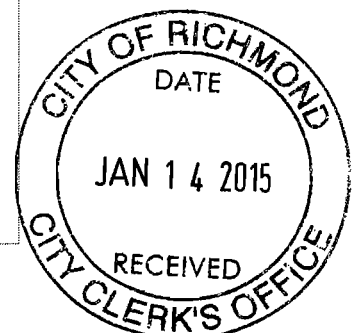
**Send a Submission Online (response #812)**

**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	<a href="http://cms.richmond.ca/Page1793.aspx">http://cms.richmond.ca/Page1793.aspx</a>
Submission Time/Date:	1/14/2015 2:15:42 PM

**Survey Response**

Your Name	Bob Ransford
Your Address	5071 Steveston Highway
Subject Property Address OR Bylaw Number	OCP Amendment and Rezoning of 10440 and 10460 Number 2 Road
Comments	<p>Dear Mayor and Council, Re: OCP Amendment and Rezoning of 10440 and 10460 Number 2 Road I am writing concerning the application by Polygon Homes for an OCP amendment and rezoning of the above-captioned property (former Steveston High School site) to permit their "Kingsley Estates" development. I am unable to attend the public hearing but I wish to declare my full support for this proposal and encourage City Council to approve it. I am a fourth generation Steveston resident who has lived all my life in the neighbourhood that is in close proximity to the subject site. I attended and was graduated from the former Steveston Senior Secondary School that was once on this site. Polygon's planning for this site has long acknowledged the importance of retaining a significant portion of the site for public park purposes and I am delighted to see that more than five and a half acres of what was once my high school playing field, almost 45 per cent of the total</p>



site area, is going to be retained and public greenways accessing the open space will be enhanced. You may know that I have long advocated for increasing housing supply in our market, where demand continues to outpace supply, causing affordability issues. The addition of 133 townhomes-- most of them designed with bedrooms on the main floor to make them friendly to aging-in-place-- will help with the supply and demand equation. Moreover, a huge community benefit are the 12 affordable three-bedroom townhouses that will be a part of this project. There is great need in Richmond for non-market homes for lower income families. Polygon has, as usual, reached out extensively to engage the community-- especially the local neighbourhood -- as they planned this new residential community. The product of that collaborative planning is the plan before you-- one that offers multiple community benefits and one that is sensitive to the neighbourhood context, including our heritage and our desire for open space. Finally, Richmond has long strived to ensure that child care resources in Richmond meet community needs. Development projects have often provided this valuable community amenity. I am encouraged to see that this project is providing such an amenity. Please take into account these many benefits that this new development will provide on an important site. After doing so, I am certain you will see fit to approving this application. Respectfully submitted, Bob Ransford 5071 Steveston Highway

## Objection to Rezoning

### Steveston High School Site & Park for High Density Townhouses

(Re: File No: RZ 13-649524, at 10440-10460 on No. 2 Road)

Please make checkmark on \_\_\_ area(s) that you agree with:

Safety concern for student: with high density project replacing school zone between 2 schools (James McKinney Elementary & London High), and with increasing crimes in our school neighbourhood (check past year police record); this project makes the situation worse. While school-shootings happening globally; students' safety must be the priority for our School Board!

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Suggestion: \_\_\_ Allow family with less than 6 persons to have second kitchen for dual families (max. 6 persons per single family zone) without rezoning.

All of the above.

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

Rezoning school (SI) is a public issue; this form is for all to sign (attach more signatures if needed.); keep record.

Name	Address	Signature
<i>Barton Young</i>	<i>6371 Goldsmith</i>	<i>[Signature]</i>
<i>Aruta Young</i>	<i>51 Richmond B.</i>	<i>[Signature]</i>
	<i>V7E 4G6</i>	

Fax to: 604-276-4222 Attn: Mr. George Duncan (CAO of Richmond City)  
Email: Signatures to: [AdministratorsOffice@richmond.ca](mailto:AdministratorsOffice@richmond.ca)

Date: *DEC 12, 2014*  
cc: [mayorandcouncillors@richmond.ca](mailto:mayorandcouncillors@richmond.ca)

\* Re: Item #4 Planning Com. Dec. 16, 2014

PAGE 01/01  
TO: MAYOR & EACH COUNCILLOR  
FROM: CITY CLERK'S OFFICE

# Objection to Rezoning

## Steveston High School Site & Park for High Density Townhouses

(Re: File No: RZ 13-649524, at 10440-10460 on No. 2 Road)

to Waime Waig  
Joe Eray

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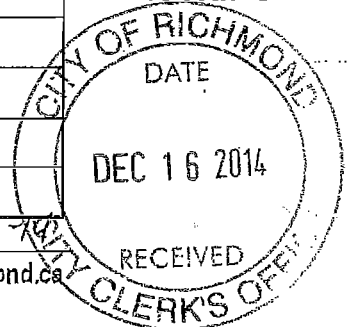
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Name	Address	Signature
Paullette See	10621 Hollybank Drive	

PHOTOCOPIED

DEC 16 2014

& DISTRIBUTED



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

re: Wayne Craig Joe Craig

# Objection to Rezoning

## Steveston High School Site & Park for High Density Townhouses

(Re: File No: RZ 13-849524, at 10440-10460 on No. 2 Road)

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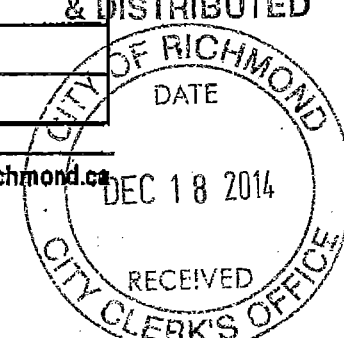
All of the above.

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

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Name	Address	Signature
LILIAN CREELMAN	10031 DEFOE ST	<i>L. Creelman</i>

DEC 18 & DISTRIBUTED



Fax to: 604-276-4222 Attn: Mr. George Duncan (CAO of Richmond City)

Email: Signatures to: AdministratorsOffice@richmond.ca

Date: \_\_\_\_\_

cc: mayorandcouncillors@richmond.ca

# Objection to Rezoning

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- All of the above.

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Name	Address	Signature
Johnson Li	6701 DIXON PL	[Signature]
Sam Zhao	" "	[Signature]
STEWART TU	6420 Williams Rd Rmd	[Signature]
Sharon Chang	6426 Williams Rd Rmd	[Signature]
LOU VAN DUN	6211 SPENDER DR	[Signature]
DIANE VAN DUN	6211 SPENDER DR	[Signature]
KING CHEUNG	6240 SPENDER DR	[Signature]
Pui Yin Chan	6311 Spender DR	[Signature]

Fax to: 604-276-4222    Att: Mr. George Duncan (CAO of Richmond City)    Date: Dec 20, 2014  
 Email: Signatures to: AdministratorsOffice@richmond.ca    cc: mayorandcouncillors@richmond.ca

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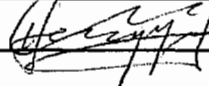
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Other comments: \_\_\_\_\_

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Name	Address	Signature
HANG-YEE WONG	6620 Goldsmith Dr. Road	



Fax to: 604-276-4222 Att: Mr. George Duncan (CAO of Richmond City)

Date: Dec 21, 2014

Email: Signatures to: AdministratorsOffice@richmond.ca

cc: mayorandcouncillors@richmond.ca



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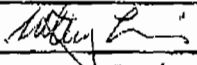
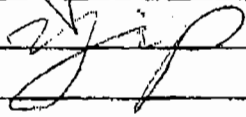
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Name	Address	Signature
WILLY LEE	5560 WALLACERD	
YUEN SHIU LEE	5560 WALLACERD	

Fax to: 604-276-4222 Attn: Mr. George Duncan (CAC of Richmond City) Date: Dec. 29 (2014)  
Email: Signatures to: AdministratorsOffice@richmond.ca cc: mayorandcouncillors@richmond.ca



# Objection to Rezoning

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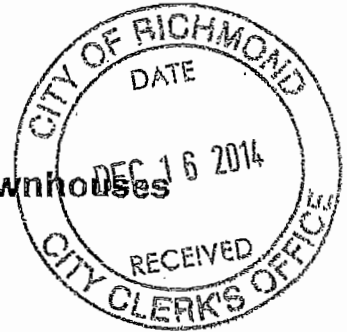
Name	Address	Signature
Maggie Berezin	10180 Bamberken Dr.	
Maggie Berezin	10180 Bamberken Dr.	

Fax to: 604-276-4222 Att: Mr. George Duncan (CAO of Richmond City)

Date: \_\_\_\_\_

Email: Signatures to: AdministratorsOffice@richmond.ca

cc: mayorandcouncillors@richmond.ca



# Objection to Rezoning

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Name	Address	Signature
Biyaun Yang	6280 speele crt	Biyaun Yang
Sissi "	6280 speele crt	Sissi
Zhonghui Liu	6280 speele crt	Zhonghui Liu
Bobo Liu	6280 speele crt	Bobo Liu

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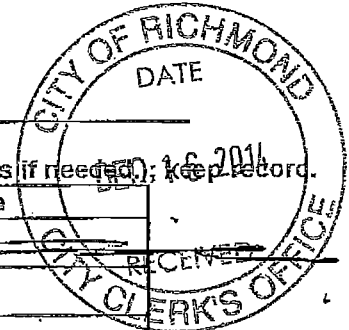
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Name	Address	Signature
THOMAS MA	6631 Goldsmith Dr	



Fax to: 604-276-4222 Attn: Mr. George Duncan (CAO of Richmond City)

Date: Dec 15, 14

Email: Signatures to: [AdministratorsOffice@richmond.ca](mailto:AdministratorsOffice@richmond.ca) CNCL-68 [grandcouncillors@richmond.ca](mailto:grandcouncillors@richmond.ca)

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Name	Address	Signature
TAO, YE	5505 WALLACE RD	Tao Ye
Wendy Shi	5505 Wallace Rd	Wendy Shi

Fax to: 604-276-4222 Attn: Mr. George Duncan (CAO of Richmond City)

Date: Dec 16, 2014

Email: Signatures to: [AdministratorsOffice@richmond.ca](mailto:AdministratorsOffice@richmond.ca) cc: [mayorandcouncillors@richmond.ca](mailto:mayorandcouncillors@richmond.ca)

PAGE 01  
TO: MAYOR & EACH COUNCILLOR  
FROM: CITY CLERK'S OFFICE

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*re Wayne Craig  
re Eray*

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Public school land belongs to the public, land sold to private company is against the right (and interests) of the public! It does no good to our City if Government has no land to serve the public; especially land for heritage (wildlife) is not something City could buy it back in the future.

❖ Suggestion: \_\_\_ Sell goods & services Sell our used books/reusable items to the third country, lease surplus teachers to oversea, set up English Schools in other countries-Italy, Japan, China etc.

Non-environmental-green project damages City Heritage & Wildlife; where birds feed and rest.

❖ Suggestion: \_\_\_ Build Green-Oval as an outdoor training ground for young athletes in all park area.

Community consultations should be between City and the public! Non-member, the developer, should not be allowed. Allowing the Developer to host our meetings could cause misunderstanding that it was a done deal. City must avoid misleading and protect tax-payers' interest to maintain TRUST.

High density Townhouses decrease property value and affect quality of life. The 2014 property assessment for some neighbors has a drop (over 10%) value from previous year after the sold sign was up.

(Someone must be held accountable for the devaluation of our land and the inconveniences due to more traffic jam at the bridge/tunnel, parking, littering problems and safety issues without consent.)

High population with high density attract crimes and homeless which could lead our City on the path of Vancouver China Town where residents afraid to go out at night.

No multi-families re-zonings in residential area (between Granville Ave. & Steveston Hwy.), due to Townhouses and narrow lots produce poor City Image, ruin our original City plan & devalue City land!

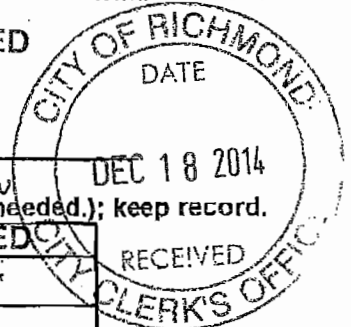
❖ Suggestion: \_\_\_ Allow family with less than 6 persons to have second kitchen for dual families (max. 6 persons per single family zone) without rezoning.

PHOTOCOPIED

\_\_\_ All of the above.

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

DEC 18



Rezoning school (SI) is a public issue; this form is for all to sign (attach more signatures if needed.); keep record.

Name	Address	& Signature
MEL CHAN	6400 SWIFT AVE	<i>[Signature]</i>
BONNIE CHAN	"	<i>[Signature]</i>

Fax to: 604-276-4222 Attn: Mr. George Duncan (CAO of Richmond City)

Date: 16 DEC 14

Email: Signatures to: AdministratorsOffice@richmond.ca OR CLERK: 70.vorandcouncillors@richmond.ca

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

# Objection to Rezoning

Steveston High School Site & Park for High Density Townhouses  
 (Re: File No: RZ 13-649524, at 10440-10460 on No. 2 Road)

*pc Wayne Craig  
 Joe Eric*

Please make checkmark on \_\_\_\_ area(s) that you agree with:

Safety concern for student: with high density project replacing school zone between 2 schools (James McKinney Elementary & London High), and with increasing crimes in our school neighbourhood (check past year police record); this project makes the situation worse. While school-shootings happening globally; students' safety must be the priority for our School Board!

❖ Suggestion: \_\_\_\_ Build an update Centre for teachers/workers to update; students to study or to catch up with a private teacher. It should have a green-roof top for Student Garden/Park/tea area and an open field for outdoor games.

Public school land belongs to the public, land sold to private company is against the right (and interests) of the public! It does no good to our City if Government has no land to serve the public; especially land for heritage (wildlife) is not something City could buy it back in the future.

❖ Suggestion: \_\_\_\_ Sell goods & services Sell our used books/reusable items to the third country, lease surplus teachers to oversea, set up English Schools in other countries-Italy, Japan, China etc.

Non-environmental-green project damages City Heritage & Wildlife; where birds feed and rest.

❖ Suggestion: \_\_\_\_ Build Green-Oval as an outdoor training ground for young athletes in all park area.

Community consultations should be between City and the public! Non-member, the developer, should not be allowed. Allowing the Developer to host our meetings could cause misunderstanding that it was a done deal. City must avoid misleading and protect tax-payers' interest to maintain TRUST.

High density Townhouses decrease property value and affect quality of life. The 2014 property assessment for some neighbors has a drop (over 10%) value from previous year after the sold sign was up.

(Someone must be held accountable for the devaluation of our land and the inconveniences due to more traffic jam at the bridge/tunnel, parking, littering problems and safety issues without consent.)

High population with high density attract crimes and homeless which could lead our City on the path of Vancouver China Town where residents afraid to go out at night.

No multi-families re-zonings in residential area (between Granville Ave. & Steveston Hwy.), due to Townhouses and narrow lots produce poor City Image, ruin our original City plan & devalue City land!

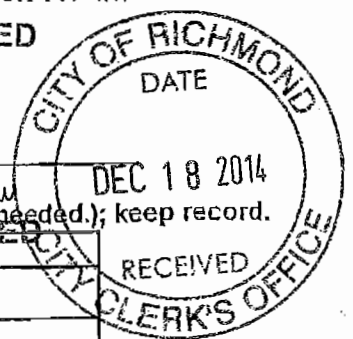
❖ Suggestion: \_\_\_\_ Allow family with less than 6 persons to have second kitchen for dual families (max. 6 persons per single family zone) without rezoning.

PHOTOCOPIED

All of the above.

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

DEC 18



Rezoning school (SI) is a public issue; this form is for all to sign (attach more signatures if needed.); keep record.

Name	Address	Signature
Betty Tam	5611 Wallace Road, Richmond	<i>[Signature]</i>
JANE WONG	5611 Wallace Rd. Richmond	<i>[Signature]</i>

# Objection to Rezoning

## Steveston High School Site & Park for High Density Townhouses

(Re: File No: RZ 13-649524, at 10440-10460 on No. 2 Road)

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No multi-families re-zonings in residential area (between Granville Ave. & Steveston Hwy.), due to Townhouses and narrow lots produce poor City Image, ruin our original City plan & devalue City land!

❖ Suggestion: \_\_\_ Allow family with less than 6 persons to have second kitchen for dual families (max. 6 persons per single family zone) without rezoning.

All of the above. **TRAFFIC CONGESTION**

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

Rezoning school (SI) is a public issue; this form is for all to sign (attach more signatures if needed.); keep record.

Name	Address	Signature
A AIROSO	5511 Wallace Rd.	<i>A. Airoso</i>
V AIROSO	✓	<i>Vincent J. Airoso</i>

Fax to: 604-276-4222 Att: Mr. George Duncan (CAO of Richmond City)

Date: Dec 18, 2014

Email: Signatures to: [AdministratorsOffice@richmond.ca](mailto:AdministratorsOffice@richmond.ca) cc: [mayorandcouncillors@richmond.ca](mailto:mayorandcouncillors@richmond.ca)



**McMullen, Mark**

---

**From:** AdministratorsOffice  
**Sent:** Monday, 22 December 2014 10:35  
**To:** McMullen, Mark  
**Cc:** MayorandCouncillors  
**Subject:** FW: Objection of rezoning

Mark, FYI.

---

**From:** Anita [<mailto:wsachiu@yahoo.com>]  
**Sent:** Sunday, 21 December 2014 05:56 PM  
**To:** AdministratorsOffice  
**Cc:** MayorandCouncillors  
**Subject:** Objection of rezoning

# Objection to Rezoning

Steveston High School Site & Park for High Density Townhouses  
(Re: File No. RZ 13-649524, at 10440-10460 on No. 2 Road)

Please make checkmark on \_\_\_ area(s) that you agree with:

Safety concern for student with high density project replacing school zone between 2 schools (James McKinney Elementary & London High) and with increasing crimes in our school neighbourhood (check past year police record); this project makes the situation worse. While school shootings happening globally, students' safety must be the priority for our School Board!  
Suggestion:  Build an update Centre for teachers/workers to update, students to study or to catch up with a private teacher. It should have a green-roof top for Student Garden/Park/tea area and an open field for outdoor games.

Public school land belongs to the public, land sold to private company is against the right (and interests) of the public. It does no good to our City if Government has no land to serve the public; Especially land for heritage (wildlife) is not something City could buy it back in the future.

Suggestion:  Sell goods & services. Sell our used books/reusable items to the third country, based on plus teachers to overseas, such as English Schools in other countries-Italy, Japan, China etc.

Non-environmental green project damages City Heritage & Wildlife, where birds feed and rest.  
Suggestion:  Build green oval as an outdoor training ground for young athletes in all park area.

Community consultations should be between City and the public. Non-member, the developer, should not be allowed. Allowing the Developer to host our meetings could cause misunderstanding and it was not needed. City must avoid misleading and protect tax-payers' interest to maintain TRUST.

High density development decrease property value and affect quality of life. The 2014 property assessment for some neighbors has a drop (over 10%) value from previous year after the sold sign was up.

Someone must be held accountable for the devaluation of our land and the inconveniences due to more traffic jam at the bridge tunnel, parking, littering problems and safety issues without consent.

High population with high density attract crimes and homeless which could lead our City on the path of Vancouver City, town where residents afraid to go out at night.

Misaligned makes rezoning in residential area (between Granville Ave. & Steveston Hwy.), due to townhouses and townhomes produce poor City image, ruin our original City plan & devalue City land.  
Suggestion:  Allow family with less than 6 persons to have second kitchen for dual families (max. 6 persons per single family zone) without rezoning.

All of the above

Other comments: *the park, school, waste, fire, park*

By signing below (s), I agree to issue this form to all to sign (attach more signatures if needed); keep record

NAME	Address	Signature
<i>[Signature]</i>	<i>[Address]</i>	<i>[Signature]</i>
<i>[Signature]</i>	<i>[Address]</i>	<i>[Signature]</i>
<i>[Signature]</i>	<i>[Address]</i>	<i>[Signature]</i>

By: *[Signature]* Mr. Gerald Duncan (CAC of Richmond City) Date: *[Date]*  
City of Richmond, 4000 Blenheim Street, Richmond, BC V6X 1C4  
City Clerk: *[Signature]* Mayor and Councilors of Richmond

# Objection to Rezoning

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\_\_\_ No multi-families re-zonings in residential area (between Granville Ave. & Steveston Hwy.), due to Townhouses and narrow lots produce poor City Image, ruin our original City plan & devalue City land!

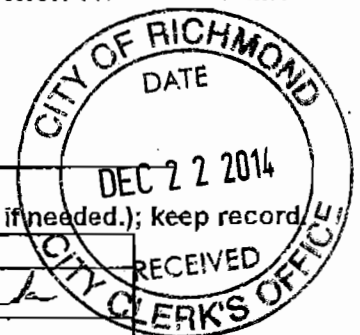
❖ Suggestion: \_\_\_ Allow family with less than 6 persons to have second kitchen for dual families (max. 6 persons per single family zone) without rezoning.

All of the above.

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

Rezoning school (SI) is a public issue; this form is for all to sign (attach more signatures if needed.); keep record

Name	Address	Signature
Yuji Honda	6271 Swift Ave Richmond B.C. V7E 4G9	Yuji Honda
Terumi Honda	6271 Swift Ave Richmond B.C. V7E 4G9	[Signature]



Fax to: 604-276-4222 Att: Mr. George Duncan (CAO of Richmond City)

Date: 12/22/2014

Email: Signatures to: [AdministratorsOffice@richmond.ca](mailto:AdministratorsOffice@richmond.ca) cc: [Mayorandcouncillors@richmond.ca](mailto:Mayorandcouncillors@richmond.ca)

ENCL - 75



# Objection to Rezoning Steveston High & Park for High Density Townhouses

(Re: File No: RZ 13-649524, at 10440-10460 on No. 2 Road)

Please make checkmarks  on areas that you agree with:

Safety concern for the students with high population between 2 schools (James Mc Kinney Elementary & London High). While there are school shootings happens globally; students' safety should be the priority for our school board.

Students need our park area for healthy outdoor activities and future school.

Growing population of seniors need park space for outdoor senior workout area and public needs the green space for future sport facilities.

Non-environmental green project damages City Heritage & Wildlife; where birds feed and rest.

High density Townhouses decrease property value; It is unfair to present home owners.

Multi-family re-zonings on major Roads and Avenues in residential area (between Granville Ave, and Steveston Highway), destroy our original City plan, City Image, and devalue our City land.  
(Suggestion:  Allow second kitchen for dual families-max 6 persons per single family without rezoning)

Developer manipulated public by hosting community consultation and schedule at the time which was inconvenience for the parents to attend at 4pm. (City failed to represent community interest.)

With increasing crimes in the school neighborhood (check police calls last year); additional high population makes the situation worse and may lead our City on the path of Vancouver China Town.

All of the above.

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

Name	Address	Signature
Eugenie Tam	10480 Lassam Rd, Rmd	
Risty Tam	10480 Lassam Rd.	
STEPHEN TAM	10480 LASSAM RD.	
YVETTE TAM	10480 Lassam RD	

Fax to: 604-276-4222 Att: MR. George Duncan Date: DEC. 15, 2014  
cc./ Mail copy to TAG of Richmond City Hall at 6911 No.3 Road, Richmond BC V6Y 2C1



## Objection to Rezoning

### Steveston High & Park for High Density Townhouses

(Re: File No: RZ 13-649524; at 10440-10460 on No. 2 Road)

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(Suggestion:  Allow second kitchen for dual families-max 6 persons per single family without rezoning)

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With increasing crimes in the school neighborhood (check police calls last year); additional high population makes the situation worse and may lead our City on the path of Vancouver China Town.

All of the above.

Other comments: We need community centre in this area

Name	Address	Signature
Yi-Chen Huang	10410 Lassam Road Richmond BC	
Kevin Huang		
Li-Yen Lin		Jessica Lin
Wan-So Huang		Wan-So Huang

Fax to: 604-276-4222 Att: MR. George Duncan

Date: \_\_\_\_\_

cc./ Mail copy to TAG of Richmond City Hall at 6911 No.3 Road, Richmond BC V6Y 2C1

## Objection to Rezoning

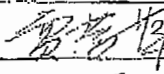
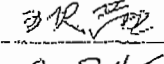
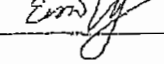
### Steveston High & Vast Fields to 150 unit Townhouses

(Re: File No: RZ 13-649524, at 10440-10460 on No. 2 Road)

Please make checkmarks on areas that you agree with:

- Safety concern with high population between 2 schools (James Mc Kinney Elementary & London High).
- Parking and street cleanliness concern for the neighbourhood with high density townhouses.
- Students need our park area for healthy outdoor activities and future school.
- Growing population of Seniors need park areas for outdoor senior workout area.
- Damages to Wild life where birds feed and rest.
- High density Townhouse zone decrease property value; it is unfair to the present home owners.
- No more townhouse and multi-family rezoning on major roads and Avenues between Granville Ave. and Steveston Highway to prevent poor image for our City with townhouses and narrow lots everywhere.
- All of the above.

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

Name	Address	Signature
Fen Ping Jia	6471 Goldsmith Dr	
Bei Xi Wang	6471 Goldsmith Dr	
Shu Ting Wang	6471 Goldsmith Dr	



Fax to: 604-276-4222 Att: MR. George Duncan Date: Dec 10, 2014  
 cc: Mail copy to TAG of Richmond City Hall at 6911 No.3 Road, Richmond BC V6Y 2C1

278-4052

278-5139

3:26 PM

Dec 15/14

Stop single family re-zone on major Road and Ave.  
Protect Single family zone & City Image of Low cost housing  
Prevent high density neighborhood with concern for Safety & Parking problems

List of Re-zone from single family to Townhouse on Two Road

File No. RZ 13-649524  
Polygon Development 273 Ltd.  
Rezone 10440-10460, No. 2 Road from School & institutional use (S1) to a site-specific zone to 150 2&3 story  
Townhouse units.

File No. RZ 13-644887  
Balandra Development Inc.  
Rezone 8500 & 5620, No. 2 Road (RS1/E) to (RTL4), 9 unit Townhouses

File No. RTZ 12-620563  
Mathew Cheung  
Rezone 9211/9231, No. 2 Road from single family to low Density Town houses (RTL4) 10 unit Townhouses

File No. RZ 11-587764  
Yamamoto Architecture Inc.  
Rezone 9040 & 9060/9080, No. 2 Road (RS1/E) to (RTL4), 10 unit Townhouses

File No. RZ 13-638387  
Yamamoto Architecture Inc.  
Rezone 7151 No. 2 Road (RS1/E) to (RTL4) 4 two story Townhouses

Rezone for Multi-family On Williams Avenue

File No. RZ 13-648179  
Rao Bans  
Rezone (S) 7440 Williams Ave.

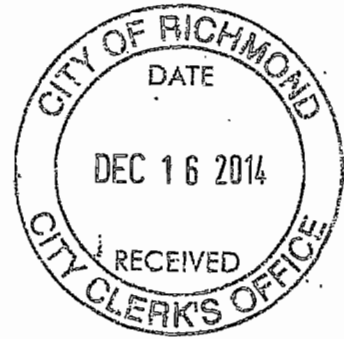
File No. RZ12-611497  
Kul Winder Sangl  
Rezone 11111 Williams Ave. (RS1/E) to (RC2) 2 Lots

File No. RZ 13-649998  
Yamamoto Architecture Inc.  
Rezone 10591, 10611 & 10631. (RS1/E) to (RTL4)

I object all rezones to multi-family on all major Roads and Ave. in Richmond BC, I have no intention to live within low cost housing or Townhouse zones. I have safety concern with high density population.

Name: W. H. Lau  
Address: V7E 4G5

Signature: W. H. Lau  
Date: Dec 10, 2014



Fax to: 604-276-4052 Att: MR. Wayne Craig (Manager of Planning Department)  
Cc: Mr. George Duncan (Manager of City Hall) and City Counselor at City of Richmond; 6911 No. 3 Road  
Richmond BC V6Y 2C1

FROM : T. Chin

\*RE: Ham #4  
Planning Committee  
Dec. 15, 2014

DEC. 15 2014 08:24PM P1  
TO: MAYOR & EACH  
COUNCILLOR  
FROM: CITY CLERK'S OFFICE

### OBJECTION TO REZONING

Steveston High & Vast Fields to High Density Townhouses  
(Re: File No. RZ 13-649524, at 10440-10460 No. 2 Road)

pc Wayne Wong  
de Eric

I object to rezoning of the Steveston High site and its vast green space to high density townhouses for the following reason(s):

- No to loss of green space!
- No to loss of public/common land and heritage, especially school land for future generations!
- No to City infrastructure costs to support private development!
- No to destruction of neighbourhood character - massive encroachment upon small neighbourhoods!
- No to topographical changes: swamping of adjacent lands & neighbourhoods by elevation of massive site!
- No to increased congestion and lack of accessibility to public space!
- Yes to due process: community consultation must not be scheduled, led, and managed by developer! City must represent community interests!
- Yes to retain public space and develop facilities for active and healthy lifestyles for ALL!
- All the above!

Name	Signature	Address
Sergee Shin	<i>[Signature]</i>	6680 Goldsmith Dr. Richmond
Cici Au	<i>[Signature]</i>	6680 Goldsmith Dr. Richmond
Tony Shin	<i>[Signature]</i>	6680 Goldsmith Dr. Richmond
Maggie Nam	<i>[Signature]</i>	6680 Goldsmith Dr. Richmond B.

PHOTOCOPIED  
DEC 16  
& DISTRIBUTED

CITY OF RICHMOND  
DATE  
DEC 16 2014  
RECEIVED  
CITY CLERK'S OFFICE

\*Thank you for your support. Please sign and leave this document by front door for collection.

Dec 10, 2014



Schedule 6 to the Minutes of the Council Meeting for Public Hearings held on Monday, January 19, 2015.

<b>To Public Hearing</b>
Date: <u>Jan 19, 2015</u>
Item # <u>1</u>
Re: <u>10440 and 10460 No. 2 Rd</u> <u>R213-649524</u>

January 16, 2015

Attention: City Clerk  
6911 No. 3 Road  
Richmond, BC  
V6Y 2C1

**RE: Polygon's Redevelopment of the Steveston Secondary School Site**

Dear Mayor and Council,

I am writing to express my support for Polygon's Kingsley Estates redevelopment proposal.

My family moved to Richmond in my early elementary years. I later went on to attend C. E. London Secondary School (now London-Steveston) for grades eight through twelve - it was a great place to grow up!

I am now well into my 30's and am married with two young children of my own and Richmond is still a great place to raise a family. As we live in the Westwind neighbourhood, I am familiar with Polygon's redevelopment proposal and excited about what this will mean for our community, specifically:

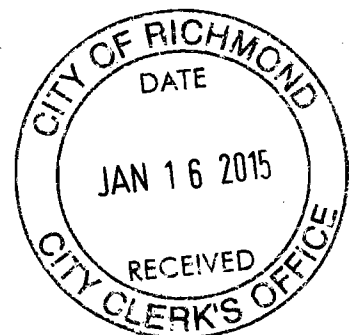
- A brand-new childcare facility
- 4.5 acres of park space to enjoy
- Public Art that pays homage to Steveston's history and the school's history
- Affordable rental townhomes for families

I am also excited about no longer having a large abandoned school to drive past every day. I urge to you vote in favour of this proposal so we can move ahead with the many community benefits it will bring.

Sincerely,

*Kostya Polyakov*

Kostya Polyakov  
5780 Woodpecker Drive  
Richmond, BC



Schedule 7 to the Minutes of the Council Meeting for Public Hearings held on Monday, January 19, 2015.

<b>To Public Hearing</b>	
Date:	Jan 19, 2015
Item #:	1
Re:	10440 and 10460 No. 2 Rd R2 13-649524

January 16, 2015

**Attention: Mark McMullen, City Planning Department**  
[mmcmullen@richmond.ca](mailto:mmcmullen@richmond.ca)  
6911 No. 3 Road  
Richmond, BC  
V6Y 2C1

**RE: Polygon's Redevelopment of the Steveston Secondary School Site**

Mayor and Council,

As resident of Steveston and previous owner of a Polygon home, I'm writing in favor of the redevelopment plans for Steveston Secondary School. From first hand experience I've come to know Polygon as a reliable developer with a track record of building quality homes, having a vested interest in the communities it establishes. As I have aging parents, the availability of homes where residents can age in place is important to me, allowing me to plan for the future and would allow for my parents to remain in the community.

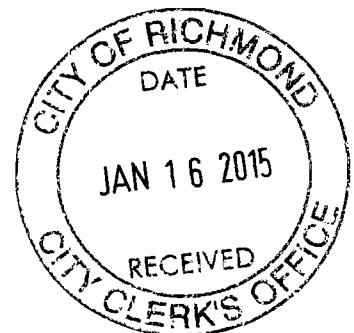
Most can agree the current site is static and adds no significant value to the current and evolving community of Steveston. I feel the proposed plan addresses key concerns about housing needs, public space and the addition of a community amenity will be a much needed Childcare Facility.

Thank you for considering my input and hope that you will vote in favor of Polygon's proposal.

Sincerely,



Arnold Singh, CA  
11080 Chickadee Court  
Richmond, BC V7E 5Z4  
(778) 297-0064



**Jansson, Michelle**

**Subject:** FW: Polygon Homes proposed #2 Road School Site Redevelopment - FOR PH AGENDA

*Jennifer A. Silvera*  
6791 Cairns Court  
Richmond, B. C. V7C 5E6

<b>To Public Hearing</b>	
Date:	Jan 19/15
Item #	1
Re:	10440 & 10460 N. 2 R213-649524

January 16, 2015

**Attention: Mark McMullen, City Planning Department**

[mmcmullen@richmond.ca](mailto:mmcmullen@richmond.ca)  
6911 No. 3 Road  
Richmond, BC  
V6Y 2C1

**RE: Polygon's Redevelopment of the Steveston Secondary School Site**

Dear Mayor and Council,

I am writing to express my support for Polygon's Kingsley Estates redevelopment proposal.

As a long standing resident, I have a vested interest in the future of our community. I drive past the secondary school site on a regular basis and can't help but see it as an eye sore and doesn't add value to the surrounding areas.

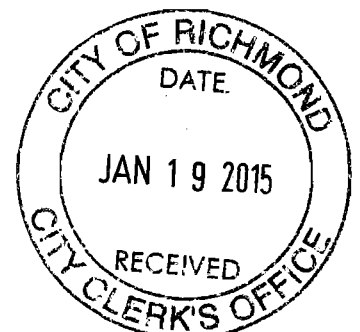
The proposed plan by Polygon addresses the need for more housing without negating the crucial role park and public spaces serve in the future of our communities. Specifically I appreciate the public art component that's being proposed, paying homage to Steveston's heritage and the school's history. It would make a tremendous impact on the streetscape for the development.

I encourage you to vote in favour of this proposed redevelopment, which will add value and greatly benefit the people of Steveston.

Thank you for your consideration,

Jennifer Silvera

CNCL - 83



Schedule 9 to the Minutes of the  
Council Meeting for Public  
Hearings held on Monday,  
January 19, 2015.

January 19, 2015

<b>To Public Hearing</b>	
Date:	Jan 19/15
Item #	1
Re:	10440; 10460 No 2 Rd R213-649524

**Attention: Mark McMullen, City Planning Department**  
[mmcmullen@richmond.ca](mailto:mmcmullen@richmond.ca)  
6911 No. 3 Road  
Richmond, BC  
V6Y 2C1

**RE: Polygon's Redevelopment of the Steveston Secondary  
School Site**

Dear Mayor and Council,

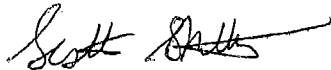
I am writing in favor of the proposed redevelopment plans by Polygon for the Steveston Secondary School Site.

Born and raised in Richmond, I've seen the evolution of the city over the years. I'll be looking to buy a home in the Steveston area in the near future, therefore would like to see high quality homes available like the one's Polygon is proposing.

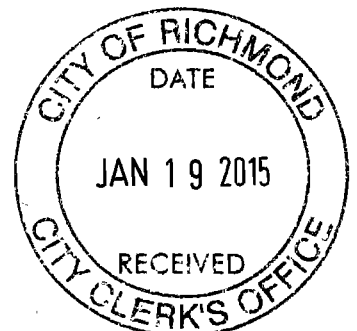
Looking at the proposed project I'm impressed as it takes into consideration various community needs: community green space, increase housing supply with the ability to age in place.

I urge you to vote in favor of this proposed project.

Sincerely,



Scott Shillington  
215 - 9373 Hemlock Dr  
Richmond, BC  
V6Y 0A9



Schedule 10 to the Minutes of the  
Council Meeting for Public  
Hearings held on Monday,  
January 19, 2015.

January 19, 2015

<b>To Public Hearing</b>	
Date:	Jan 19/15
Item #	1
Re:	10440 & 10460 No. 2 Rd R2 B-649524

**Attention: Mark McMullen, City Planning Department**  
[mmcmullen@richmond.ca](mailto:mmcmullen@richmond.ca)  
6911 No. 3 Road  
Richmond, BC  
V6Y 2C1

**RE: Redevelopment of the Steveston Secondary School Site by Polygon**

Dear Mayor and Council,

Please accept this letter as written support for the proposed plans to redevelop the Steveston Secondary School site by Polygon Homes.

As a resident, living in close proximity to the secondary school site, I, like many others are looking forward to the land being redeveloped and becoming a viable part of the community. Having two children and not having many options for new townhouses in the area, I believe Polygon's proposed plans are a good fit for the neighbourhood and take into consideration the need for more housing supply and public green space.

Thank you for your thoughtful consideration.

Sincerely,

Dave Straznicky  
[david@eidsvikassociates.ca](mailto:david@eidsvikassociates.ca)

309-4500 Westwater Drive  
Richmond, BC  
V7E 6S1



**MayorandCouncillors**

**From:** MayorandCouncillors  
**Sent:** Monday, 19 January 2015 10:14 AM  
**To:** 'Michelle Li'  
**Subject:** RE: Polygon Development on Steveston High School Site

This is to acknowledge and thank you for your email of January 18, 2015 to the Mayor and Councillors, in connection with the above matter, a copy of which has been forwarded to the Mayor and each Councillor for their information.

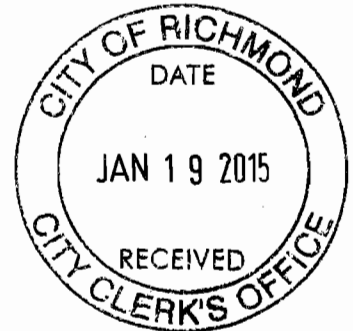
This email will also be made available at the Public Hearing tonight.

Thank you again for taking the time to make your views known.

Yours truly,

Michelle Jansson  
Manager, Legislative Services  
City of Richmond, 6911 No. 3 Road, Richmond, BC V6Y 2C1  
Phone: 604-276-4006 | Email: [mjansson@richmond.ca](mailto:mjansson@richmond.ca)

<b>To Public Hearing</b>	
Date:	Jan 19 /15
Item #	1
Re:	10440 & 10460 No. 2 Rd. R213-649524



-----Original Message-----  
From: Michelle Li [<mailto:michelleli.van@gmail.com>]  
Sent: Sunday, 18 January 2015 11:38 PM  
To: MayorandCouncillors  
Subject: Polygon Development on Steveston High School Site

To Mayor Brodie and Councillors,

I have been following the development proposal for the London/Steveston High School property. I am not opposed to developments such as this as I would like to see more affordable and low-income housing in our area. Many friends have eventually moved from Steveston area as it is getting too expensive. I would love to have a development that sees a mixture of young and older members of the community come together in affordable housing. My concern is what developers can do to make this a better deal for the community.

The elementary school that my children attend, McKinney Elementary, will be the catchment school for the children who would be living at the proposed development. Although not an old school, it is showing its age and is in need of improvements to the playground as it is becoming unsafe and replacement parts can be difficult to source. In addition, our school's playground is small and children have to take turns playing on it and abide by a schedule. As parents, we are required to fully fund playground replacements (not covered by school board, city or province) and it is a large burden to put on parents, fundraising a minimum of \$100,000 for a basic replacement playground.

As developers come into areas such as ours, I would like to see them support our schools and communities by helping fund improvements to parks and school playgrounds that are already in existence, instead of building new structures and new play areas that aren't as accessible to the public.

I understand that developers sometimes have to give money for public art and/or parks (<http://www.richmond.ca/culture/publicart/programs/civicpublicartprogram.htm>), but I would like to see that expanded to include school playgrounds- which are public park spaces- and for items such as equipment and trees, logs and rocks for kids to play on and for community members to enjoy and gather at. I do love public art, but when I hear about tens thousands of dollars of being spent on pieces of metal that kids can't play on and that don't bring the community together like public parks do, it saddens me.

We have been working for years now to raise money for a new playground. What has taken us years of difficult and time-consuming fundraising, could easily be paid by developers who wish to come into areas that are desperate for additional funding to create engaging community spaces for younger and older members of society.

What to us is a heavy financial burden in fundraising, is pocket change to these development corporations who stand to make millions and send more children into our schools and onto our small and unsafe playgrounds that need revitalizing. Please turn this around.

I would ask for your support in making Richmond a better place for families by making school play areas and public parks more of a priority- especially when it comes to what developers can and should fund in the future.

Sincerely,  
Michelle Li  
Parent and PAC member, McKinney Elementary

**MayorandCouncillors**

From: Webgraphics  
 Sent: Monday, 19 January 2015 10:18 AM  
 To: MayorandCouncillors  
 Subject: Send a Submission Online (response #814)

**To Public Hearing**  
 Date: Jan 19 / 15  
 Item # 1  
 Re: 10440 & 10460 No. 2  
 R2 13-649524

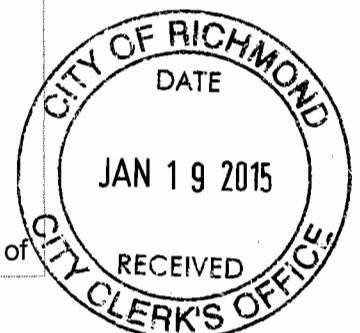
Send a Submission Online (response #814)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	<a href="http://cms.richmond.ca/Page1793.aspx">http://cms.richmond.ca/Page1793.aspx</a>
Submission Time/Date:	1/19/2015 10:18:01 AM

Survey Response

Your Name	Mark Sakai
Your Address	11762 Fentiman Place
Subject Property Address OR Bylaw Number	10440 and 10460 No. 2 Road
Comments	<p>Mayor Brodie and Members of Council; My family has lived in Steveston for 114 years, and I am obviously heavily invested in our community, and care deeply about the City which we will be leaving to our children and grandchildren. While I cannot attend the Public Hearing in person, I would like to declare my support for the rezoning application by Polygon Homes at the Steveston Secondary School Site. I have been following the progress of this project through its public consultation period and through Planning Committee. As a graduate of the school, I have a sentimental attachment to the site, and would not provide my support lightly. In my opinion, Polygon has done an exemplary job of addressing the reasonable concerns of surrounding residents. It is, of course, difficult for any applicant to respond to some of the fear-mongering which has been presented by some residents. Unfortunately, they do not see the tremendous value provided to the City in the provision of affordable housing, daycare spaces, greenways and park space. As well, the addition of</p>





133 energy-efficient townhouses will improve the opportunities for new home buyers, and existing Richmond residents to age-in-place. As well, the roadway improvements which will be put in place, and the fact that this project is located on a major road and bus route will alleviate many of the concerns regarding traffic. One should also note that the traffic generated by this project is miniscule, in comparison to the high volumes generated by a secondary school, twice per day for 181 instructional days (given the location of my own residence, within sight of a secondary school, I can attest to the traffic). Given the long list of community amenities being provided through this proposal, the addition of much-needed townhouse units (more affordable than single-family houses), and the response of the applicant to concerns from reasonable local residents, I strongly urge Council to support this rezoning application. -Mark Sakai

**Jansson, Michelle**

**Subject:** FW: Redevelopment of Steveston Secondary School Site

**From:** Eric Coulombe [mailto:eric@infiniterealestate.ca]  
**Sent:** Monday, 19 January 2015 11:36  
**To:** McMullen, Mark  
**Subject:** Redevelopment of Steveston Secondary School Site

<b>To Public Hearing</b>
Date: Jan 19/15
Item # 1
Re: 10440 F10460 No 2 Rd R 213-649524

January 19, 2015

**Attention: Mark McMullen, City Planning Department**

[mmcmullen@richmond.ca](mailto:mmcmullen@richmond.ca)

6911 No. 3 Road  
Richmond, BC  
V6Y 2C1

**Redevelopment of the Steveston Secondary School Site (Polygon Homes)**

Mayor and Council,

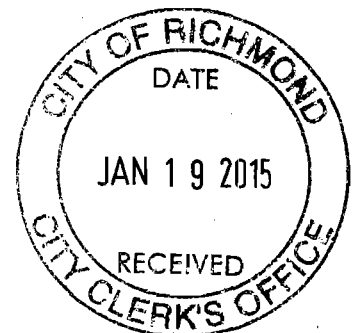
I would like to express my favorable support for the proposed redevelopment of Steveston Secondary School.

The need for adequate and sufficient housing is a significant factor in the redevelopment of the site. The proposed addition of 132 townhomes will help address housing needs in the area with the consideration of homes that allow residents to age in place. The redevelopment would transform a static, dormant site into a vital part of Steveston's future.

Please vote 'yes' to the proposed plans by Polygon.

Sincerely,

Eric Coulombe  
3571 Pleasant St., Richmond



Schedule 14 to the Minutes of the Council Meeting for Public Hearings held on Monday, January 19, 2015.

<b>To Public Hearing</b>	
Date:	Jan 19 / 15
Item #	1
Re:	10440 & 10460 N. 2 Rd. R 213-649524

January 19, 2015

Attention: Mark McMullen, City Planning Department  
[mmcmullen@richmond.ca](mailto:mmcmullen@richmond.ca)  
6911 No. 3 Road  
Richmond, BC  
V6Y 2C1

**RE: Polygon's Redevelopment of the Steveston Secondary School Site**

Dear Mayor and Council,

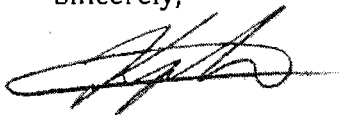
I'm writing to communicate my support for Polygon's proposed redevelopment of the Steveston Secondary School Site. The proposed plans would replace a building that has sat dormant for 7 years and would provide a very distinct visual enhancement to the property.

I attended one of the public information meetings held by Polygon and feel they've done a good job of communicating their plans to incorporate public space and address the need for a day care centre. I would like to see an increase in visitor parking spots to the redevelopment plans.

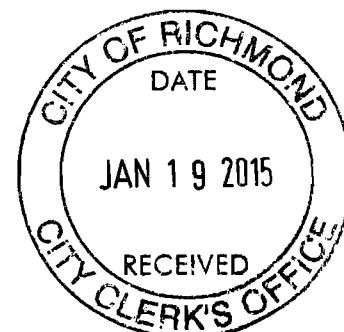
I'm very excited to see the need for a new development being addressed in the area. When open, Steveston High School was a big focal point of the neighborhood that I grew up in. Since its closure, the school, with its long history of tradition and excellence has become a shell of what it formerly was. This development by Polygon aims to revitalize the property and maintain the legacy of such an important historical landmark to the City of Richmond and specifically, that community.

I would encourage you to vote in favour of this proposal.

Sincerely,



Terry Kaplan, P.Eng., PMP  
Environmental Engineer  
19-3088 Francis Road  
Richmond, BC V7C 5V9



**From:** Michael Louvet (PEng) [<mailto:louvetm@shaw.ca>]  
**Sent:** Monday, 19 January 2015 18:29  
**To:** McMullen, Mark; AdministratorsOffice  
**Cc:** [jskma@hotmail.com](mailto:jskma@hotmail.com); [smay6@telus.net](mailto:smay6@telus.net)  
**Subject:** Objection to Steveston school rezoning

**Schedule 15 to the Minutes of the  
Council Meeting for Public  
Hearings held on Monday,  
January 19, 2015.**

Dear Sir,

Please find attached my objections and concerns about the Steveston School re-zoning.

Please note, that as a matter of public concern, re-zoning of the Steveston school and related site elevation shall result in flooding of neighbouring back yards and homes, therefore an efficient storm water management must be established and approved as a prerequisite of the Steveston school's re-zoning (10440 and 10460 No 2 Rd).

In another hand, within the Steveston School great area, the amount of total park space per 1000 population is already lightly below the Richmond expected quota.

Please, would you precise in what proportions the Steveston school re-zoning will affect the park space per 1000 population within our district, in regards of any planned or on-going residential developments within the Steveston district/area.

Best Regards,

Michael Louvet, PEng  
6140 Goldsmith drive,  
Richmond, BC  
604-241-1553

# Objection to Rezoning

## Steveston High School Site & Park for High Density Townhouses

(Re: File No: RZ 13-649524, at 10440-10460 on No. 2 Road)

Please make checkmark on \_\_\_ area(s) that you agree with:

Safety concern for student: with high density project replacing school zone between 2 schools (James McKinney Elementary & London High), and with increasing crimes in our school neighbourhood (check past year police record); this project makes the situation worse. While school-shootings happening globally; students' safety must be the priority for our School Board!

Students need the park area for healthy outdoor activities (baseball games) and for future school projects. Public need the green space for sport facilities and growing population of seniors need an area for outdoor workout.

Non-environmental green project damages City Heritage & Wildlife; where birds feed and rest.

Developer manipulate public by hosting community consultation at inconvenient time (4 pm) to the parents or sending out short notice (not everyone received) in busy month (Dec.). City failed to represent community interest by allowing them to host (manipulate) our meetings before approval.

High density Townhouses decrease property value; it is unfair to the present home-owners. (Someone must be held accountable for the devaluation of our land and the inconveniences due to more traffic jam at the bridge/tunnel, parking, littering problems and safety issues without consent.)

High population with high density attract crimes and homeless which could lead our City on the path of Vancouver China Town where residents afraid to go out at night.

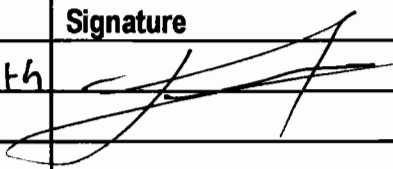
No multi-families re-zonings in residential area (between Granville Ave. & Steveston Hwy.), due to Townhouses and narrow lots produce poor City Image, ruin our original City plan and devalue our City land!

Suggestion:  Allow family with less than 6 persons to have second kitchen for dual families (max. 6 persons per single family zone) without rezoning.

All of the above. As a matter of public concern, re-zoning of the Steveston school and related site elevation shall result in flooding of neighbouring back yards and homes, therefore an efficient storm water management must be established and approved as a prerequisite of Steveston school's re-zoning (10440 and 10460 No 2 Rd).

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

Rezoning school (SI) is a public issue; this form is for all to sign (attach more signatures if needed.); keep record.

Name	Address	Signature
Michel Louvet	6140 Goldsmith	

Fax to: 604-276-4222    Att: Mr. George Duncan (CAO of Richmond City)  
 Email: Signatures to: AdministratorsOffice@richmond.ca

Date: 2015-01-14  
 cc: mayorandcouncillors@richmond.ca

**MayorandCouncillors**

From: Webgraphics  
 Sent: Monday, 12 January 2015 3:25 PM  
 To: MayorandCouncillors  
 Subject: Send a Submission Online (response #811)

Categories: 12-8060-20-9190 - 10591 10611 & 10631 Gilbert Road

<p><b>To Public Hearing</b>                  Date: <u>JANUARY 19, 2015</u>                  Item # <u>5</u>                  Re: <u>R213-649998</u>  <u>10591-10631 Gilbert</u>  <u>RD</u></p>
--

Send a Submission Online (response #811)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	<a href="http://cms.richmond.ca/Page1793.aspx">http://cms.richmond.ca/Page1793.aspx</a>
Submission Time/Date:	1/12/2015 3:24:35 PM

Survey Response

Your Name	David Price
Your Address	10440 Whiastler Place
Subject Property Address OR Bylaw Number	10591, 10611 & 10631 Gilbert Road
Comments	<p>Safety concerns re this proposed development. On the property immediately to the South there are seven (7) mature douglas fir trees. Height approx. 60 feet with a girth in excess of 6 feet. With the site preparation that will have to be undertaken the stability of these trees will be negatively effected resulting in a high likelihood that these trees will topple in any subsequent windstorm. My family live with twenty feet of these trees at the South West corner of the site in question and are directly at risk. Can the City please ensure that this safety concern has been addressed and that necessary steps are taken to prevent any future accident which could result in loss of life. Thank you. David Price 604 276 2290 <a href="mailto:dbprice@shaw.ca">dbprice@shaw.ca</a></p>

**MayorandCouncillors**

**From:** Webgraphics  
**Sent:** Thursday, 15 January 2015 2:31 PM  
**To:** MayorandCouncillors  
**Subject:** Send a Submission Online (response #813)  
**Categories:** 12-8060-20-8500 Richmond Zoning Bylaw

<b>To Public Hearing</b>
<b>Date:</b> Jan 19/15
<b>Item #</b> 5
<b>Re:</b> 10591, 10611, 10631 Gilbert Road R213-649998

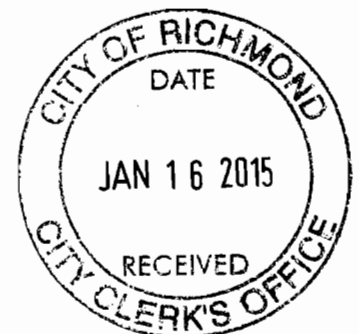
**Send a Submission Online (response #813)**

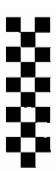
**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	<a href="http://cms.richmond.ca/Page1793.aspx">http://cms.richmond.ca/Page1793.aspx</a>
Submission Time/Date:	1/15/2015 2:29:54 PM

**Survey Response**

Your Name	Julie Huang
Your Address	10386 Whistler Place Richmond, BC
Subject Property Address OR Bylaw Number	8500
Comments	1. Originally there were 3 houses, estimating 12 people in total. Now 14 townhouses will be about 56 people. Too noisy and complicated. 2. The townhouses will be 3 story high which will invade our privacy. 3. It will be better If it's one house split into duplex or 3 houses split into 6 single houses. This is a very simple and quiet neighborhood. 4. Trees should be kept as noise barrier and it's also better for the environment.





Schedule 18 to the Minutes of the Council Meeting for Public Hearings held on Monday, January 19, 2015.

Director,  
City Clerk's  
Office

City of Richmond, British Columbia, Canada

> [Home](#) > [City Hall](#) > [City Council](#) > [Public Hearings](#) > Send a Submission Online

PUBLIC HEARINGS

# Send a Submission Online

PREVIOUS

SUBMIT

Please review the responses you have provided. If you find errors you can click the 'previous' button to move back and correct your entry. Click submit when finished.

To Public Hearing  
Date: Jan 19/15  
Item # 5  
Re: 10591, 10611, 10631  
Gilbert Rd  
R2.13-649998

Your Name	Ling Yun
Your Address	10380 Whistler Place Richmond, BC
Subject Property Address OR Bylaw	8500
Number	
Comments	1. The population of the neighborhood will increase substantially causing noise and possible crimes. 2. Less privacy for the lower level house owners. 3. Increased pollution by cutting down trees.

PREVIOUS

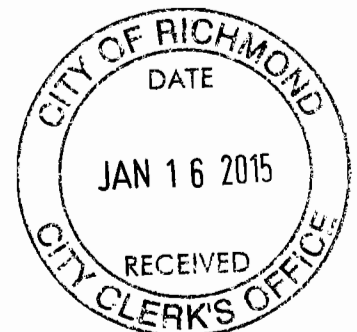
SUBMIT

[Sign up for updates](#) [Browse Aloud](#)

Richmond City Hall: [6911 No. 3 Road, Richmond, British Columbia, V6Y 2C1](#)

Hours: 8:15 am to 5:00 pm, Monday to Friday. Tel: 604-276-4000

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CNCL - 96



**MayorandCouncillors**

**From:** Webgraphics  
**Sent:** Monday, 19 January 2015 5:53 PM  
**To:** MayorandCouncillors  
**Subject:** Send a Submission Online (response #815)

**To Public Hearing**  
**Date:** Jan 19/15  
**Item #** 5  
**Re:** 10591, 10611, 10631  
 Gilbert Rd  
 R213-649998

**Send a Submission Online (response #815)**

**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	<a href="http://cms.richmond.ca/Page1793.aspx">http://cms.richmond.ca/Page1793.aspx</a>
Submission Time/Date:	1/19/2015 5:52:05 PM

**Survey Response**

Your Name	Winston Feliciano
Your Address	10420 Whistler Place, Richmond BC v7e 4c5
Subject Property Address OR Bylaw Number	To Rezone the subject property from Single Detached - Location 10591, 10611 and 10631 Gilbert Road
Comments	I am writing on behalf of Mr. Domingo Chua, owner of the property at 10420 Whistler Place, Richmond, BC. We would like to go on record that we are strongly opposed to the proposed townhouse project right behind the property.





Richmond Gateway Theatre Society  
Annual Report

# 2013/2014

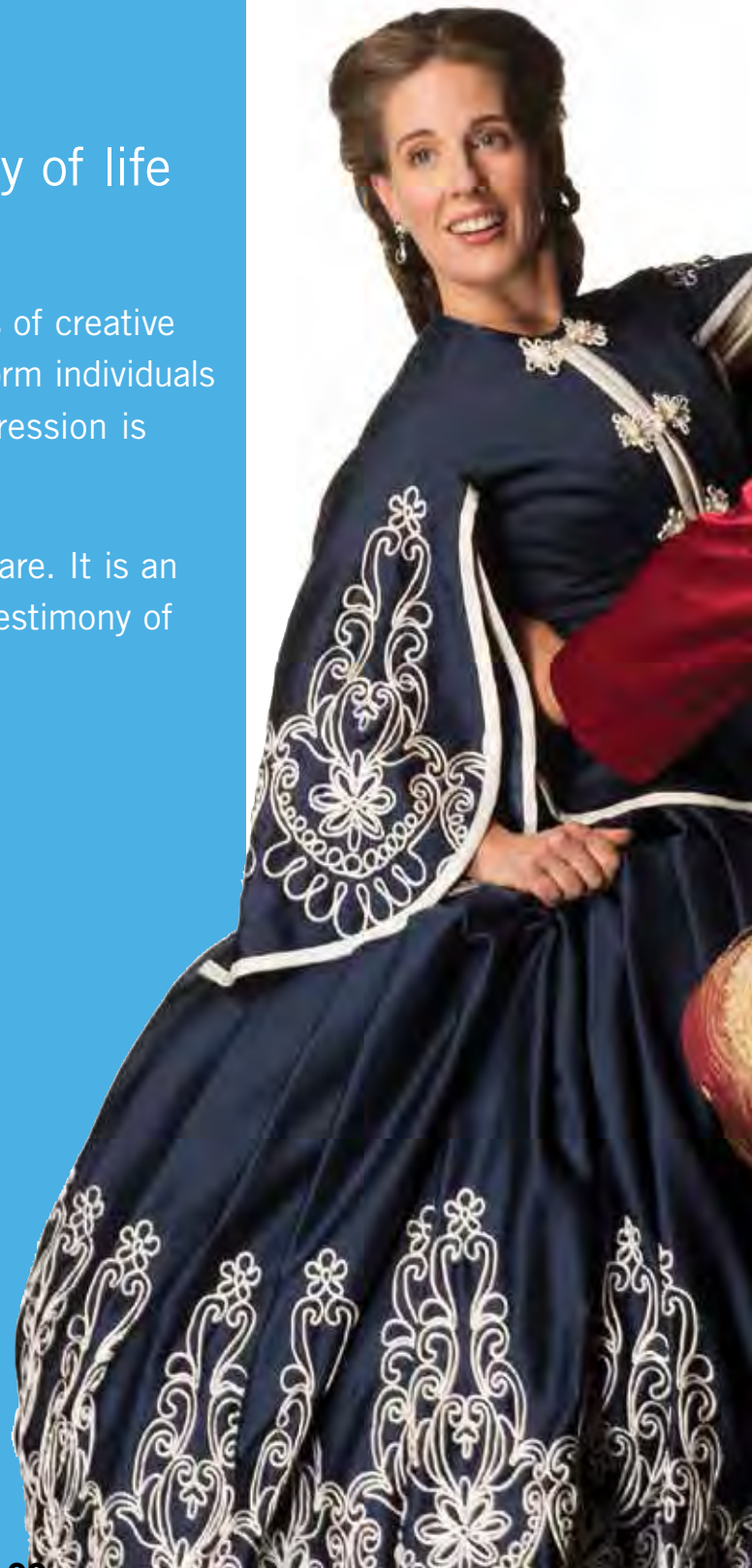


“We exist to raise the quality of life in our community.

We believe theatre is a powerful means of creative expression that has the ability to transform individuals and communities. We believe free expression is necessary to healthy societies.

Theatre is a living chronicle of who we are. It is an organic, breathing, three-dimensional testimony of our existence.”

—JOVANNI SY, ARTISTIC DIRECTOR





## Richmond Gateway Theatre Society Annual Report 2013/14

### **INTRODUCTORY SECTION**

Message from the Mayor / 2

Message from the Chair / 3

Richmond Gateway Theatre Society Board / 4

### **GATEWAY THEATRE 2013/14 OPERATIONS**

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Community Producers / 12

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Finance & Audit Committee Report / 17

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Gateway Administration / 31

Barbara Tomasic as Anna & Jovanni Sy as  
King Phra Maha Mongut in *The King and I*  
Photo: David Cooper





City of  
Richmond

Malcolm D. Brodie  
Mayor

6911 No. 3 Road  
Richmond, BC V6Y 2C1  
Telephone: 604-276-4123  
Fax No: 604-276-4332  
www.richmond.ca

**GREETINGS FROM THE MAYOR:**



On behalf of City Council and the residents of Richmond, I would like to extend sincere greetings to all the readers of the *Gateway Theatre Society* 2013-2014 Annual Report.

The Gateway Theatre, now celebrating its 30<sup>th</sup> Anniversary, is the second largest theatre in the province of British Columbia and contributes greatly to the Richmond community through its performing arts, public art displays, professional theatre productions, and as a venue for meetings and film shoots. Further, it offers year-round acting, musical theatre, and technical training classes for aspiring youth and adults.

Richmond City Council is very proud of how the Gateway Theatre reflects the remarkable and culturally diverse nature of this community. As Mayor, I take great pride in this diversity, as I believe that it creates mutual respect and generates understanding of the different perspectives and traditions that make up a cultural heritage.

Thank you to all the volunteers, society members, and staff for your strong commitment to the Gateway Theatre and its subsequent success. Best wishes for the future!

Malcolm D. Brodie  
Mayor





## MESSAGE FROM THE CHAIR

Susan Ness, Board Chair

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Looking back on the 2013–2014 season, I believe it could be best described as a pivotal period for the Richmond Gateway Theatre Society. A time when the theatre—staff, volunteers, patrons, sponsors and donors alike—found themselves preparing to embark on a new journey. 2013-2014 began with staff and the Board finding as many opportunities as possible to share our new 15 year vision with the community of Richmond. It was very reaffirming and pleasing to find so many in our community as excited about our 15 year vision as we were.

Whenever you dream big and make plans, you find yourself moving away from your comfort zone and taking a few risks as you explore new territory. Our 2013-2014 season opened with a very technically challenging production called *The Highest Step in the World*. It was well received by critics and showcased some amazing special effects that had never been seen at Gateway Theatre before. It isn't a coincidence that our show and our season could have both been called *The Highest Step*. Our very astute and talented Artistic Director, Jovanni Sy, knew that we would be turning a corner by setting our sights on a new vision for our theatre.

In order to get the theatre noticed by media and create greater awareness among the public, Jovanni knew we needed to reach greater heights artistically and while our box office sales did not meet the previous season's levels, the shows in the season were highly acclaimed by many critics. Theatre critics are now paying much greater attention to our regional theatre's contribution to the arts in our community and I believe this is directly due to the exciting programming that Jovanni has brought to our theatre.

I believe we are still rounding the corner, and when one rounds a corner, it is not easy to see very far ahead. However, we are committed to the artistic vision of growth we have begun, as we believe it will serve the interests of the society and the greater community at large, in the years ahead of us.

My thanks go out to those members who have served on the Board with me this past year and have kept a careful eye on our path. I would like to make special mention of one Board member who was appointed to the Board, subsequently fell ill and passed away before she could attend one of our meetings. I and the other members of the Board regret never getting the chance to work with Lynn Cissell.

I would also like to thank the society's members, donors, patrons and sponsors for their continued support of the Board and management of the Richmond Gateway Theatre Society throughout our pivotal season of 2013-2014 and ask that together, we look forward to the road ahead in excited anticipation of seeing our way clear to a straight stretch on our journey.

## 2013/2014 Richmond Gateway Theatre Society Board

### EXECUTIVE COMMITTEE

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Susan Ness, Chair	Ian Whitaker, Secretary
John Watson, Vice Chair	Chak Au, City Council Liaison
Suzanne Dunn, Treasurer	

### MEMBERS AT LARGE

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Seemah Aaron	Howard Harowitz
Ella Chan	Dayah Johal (Youth Board member)
Angela Chu	Steve Nowak
Meg Comiskey	Sandra Schinnerl
Elana Gold	

### FUNDRAISING COMMITTEE

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Ella Chan, Co-Chair	Elana Gold
Steve Nowak, Co-Chair	Keith Liedtke
Seemah Aaron	Susan Ness
Angela Chu	John Watson
Kristin Cheung (staff)	Mengya He (staff)
Suzanne Haines (staff)	Jovanni Sy (staff)

### FINANCE COMMITTEE

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Suzanne Dunn, Chair	Susan Ness
Angela Chu	Sandra Schinnerl
Meg Comiskey	John Watson
Katherine Lecy	Ian Whitaker
Suzanne Haines (staff)	Jovanni Sy (staff)
Jessie Li (staff)	

### ENDOWMENT COMMITTEE

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Garth Edwards, Chair	Rishell O'Brien
Ron Climenhaga	Ian Whitaker
Trudy Morse	
Melanie Yeats (staff)	Robin White (staff)

### NOMINATING

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Meg Comiskey, Chair	John Watson
Elana Gold	
Suzanne Haines (staff)	Jovanni Sy (staff)

### FACILITY TASK FORCE

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John Watson, Chair	Sandra Schinnerl
Angela Beaulieu	Ian Whitaker
Meg Comiskey	Jim Young
Suzanne Haines (staff)	Melanie Yeats (staff)
Jovanni Sy (staff)	

## Mission Statement

Gateway Theatre is a welcoming and inclusive regional theatre for Richmond and its surrounding communities. Encouraging participation and cultural diversity, we strive for excellence and leadership in the development and production of live professional theatre and programs that connect the community.

## Core Values

Our values define the way decisions are made at the Gateway Theatre. They create a welcoming team and inclusive culture for staff, volunteers, partners, clients, and patrons.



## Programs

Gateway Theatre's mission is implemented through programs delivered to the region. The programs are:

### LIVE PROFESSIONAL THEATRE

- Main Stage Productions
- Studio Productions
- Play Development
  - Commissions
  - Readings
  - Workshops
  - Dramaturgy
- Gateway Academy for the Performing Arts

### COMMUNITY CONNECTIONS

- Partnerships
  - City of Richmond
  - Corporate
- Rentals Program
- Volunteer Program
- Special Events
- Mentorship





## REPORT FROM THE ARTISTIC DIRECTOR

Jovanni Sy

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Last season was quite significant for me personally. The 2013–2014 Season was my first year of selecting plays to share with the public. And during the year, I made my Gateway Theatre debut as an actor.

I was tremendously proud of last season's lineup. We offered plays that provoked and delighted—plays that made us think and that made us feel. Our plays allowed us to see the world from different perspectives. And each production was expertly realized by some of Canada's finest artists.

We launched the year with Ghost River Theatre's production of *The Highest Step in the World*. This remarkable piece was co-authored by performer David van Belle and director Eric Rose. Ghost River Theatre is based in Calgary and is acknowledged throughout Canada as one of our leading innovative theatre companies. Combining state-of-art projection and flying technology, the play brilliantly explored mankind's need to rise above the heavens as a metaphor for risk-taking.

Our winter musical was a glorious production of Rodgers and Hammerstein's *The King and I*. Under the direction of Chris McGregor, audiences were transported back to imperial Siam. I felt honoured to act alongside Barbara Tomasic who was brilliant as Anna. The production also showcased promising young talent in our ensemble. There were twenty-one performers under the age of 16—thirteen of them were alumni of the Gateway Academy of the Performing Arts.

We started the new year with our award-winning production of 'Art' by Yasmina Reza. This hilarious comedy of manners was directed by Stephen Drover and featured the stellar cast of Hiro Kanagawa, Michael Kopsa, and Haig Sutherland. Drew Facey won a Jessie Award for Outstanding Set Design and John Webber was nominated for Outstanding Lighting Design.

We closed the season with a heartwarming production of John Lazarus' *The Grandkid*. Director Natasha Nadir and performers Pippa Mackie and Richard Newman did a brilliant job of bringing this intergenerational comedy to life. We were particularly fortunate to have the author fly in from Ontario to join us during the run of the show.

Our Studio Series showcased two unique and wonderful plays. In November we presented Pamela Sinha's one-woman show, *Crash*. In 2012, the *Globe and Mail* named this play one of the Canada's top five plays. With incredible skill and passion, Pamela took audiences through an intense narrative of trauma and grief and healing.

In March, we presented another leading playwright: Toronto-based Tara Beagan. She wrote and directed *Dreary and Izzy*, a comedy-drama about two sisters—one First Nations and one Caucasian. This humorous and moving play marked the first production by an aboriginal playwright in Gateway's history.

Play Development remains an important part of what we do at the Gateway. Last season, we held a number of developmental workshops for Stacey Kaser and Alison Kelly's play *Conversations With My Mother* which is slated for a world premiere at the Gateway in October 2014.

The **Gateway Academy** entered its 22nd year with afterschool and weekend classes in musical theatre and acting taught by a faculty of theatre professionals. The program is located at the Gateway and offers a variety of courses ranging from beginners to pre-professional levels. The Academy is suited to those 6–18 years of age. The majority of enrolment comes from Richmond with the remaining students traveling in from surrounding communities.

Throughout the year, we welcomed numerous community producers. Many of our producers have been renting the Gateway facilities for over ten years. We also hosted a number of new producers—an indication that the performing arts are thriving in Richmond.

Thank you to all the artists who made Gateway Theatre the place to be last year!

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In September 2013, we proudly launched **Gateway 2028**, a dynamic fifteen year artistic vision for the Gateway Theatre. Gateway 2028 is divided into three, five-year phases. Each phase sees the addition of a subscription series with each new series reflecting a facet of the Richmond community.

Phase 1 celebrates Richmond's diversity and sees the addition of a contemporary Chinese-language theatre series called the **Gateway Pacific Series**. Phase 2 celebrates Richmond as a family-oriented city and sees the addition of a theatre series for children and youth called the **Gateway Junior Series**. Phase 3 celebrates Richmond as an innovative city and sees the addition of an experimental theatre series called the **Gateway Greenhouse Series**.

In May 2014, Gateway publicly announced the first building block of Gateway 2028—a summer theatre festival called the **Gateway Pacific Theatre Festival**. In August 2014, the Gateway Theatre plans to present three contemporary plays from Hong Kong which will be performed in Cantonese with English surtitles. This festival is a pilot project that will evolve into the Gateway Pacific Series.

All of this new programming is in addition to our existing professional subscription series which will be rebranded the **Gateway Signature Series**. Gateway 2028 is an ambitious vision that will safeguard our sustainability, augment Richmond's profile nationally and internationally, and connect our community.

A commitment to our community is what drives every decision we make at the Gateway. Serving our community is at the heart of Gateway 2028 and it informs our daily operations as well.

In July 2013, we participated in the Steveston Salmon Festival. In September 2013, we hosted free events as part of Culture Days. Our RBC Education/Outreach program brought over a hundred students into our theatre over the course of the year to experience a working professional theatre on our tech/dress day, probably the busiest and most exciting day during rehearsals. We also donated numerous tickets to worthy causes throughout the Lower Mainland.

Our financial situation remains healthy after a near break-even year. For this, I'd like to credit the conscientious management and staff of the Gateway Theatre—it's a privilege to work with such dedicated professionals. Our success is also due to the generous support of this community. Gateway is blessed with many wonderful donors, sponsors, patrons, volunteers, and partners. Thank you for your continued support.

Thank you also to the Gateway's Board of Directors for their selfless dedication to our community. They contribute countless hours so that we can all enjoy live performing arts in Richmond. Thank you to the City Council and staff for their unfailing support. We are all lucky to live in a city that places such forward-thinking investment in the arts.

Finally, I'd like to point out that I am writing part of this report on behalf of my friend and colleague Suzanne Haines, the Gateway Theatre's intrepid General Manager. I would be remiss if I didn't mention the most notable Gateway production of last year: in January, Suzanne gave birth to daughter Zoey. Suzanne is currently on maternity leave but will be returning to the Gateway in January 2015. Congratulations to Suzanne, her husband Joao, and their son Max on the latest addition to the Gateway family.



**Jovanni Sy**, ARTISTIC DIRECTOR

# WHAT OUR PATRONS SAY...

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*The Highest Step in the World* • by David van Belle and Eric Rose

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“Wonderful, wonderful, wonderful!!  
Amazing production, thank you.”

“Great performance, really enjoyed it—very original and interesting to learn this info I had never learnt about”

“I really enjoyed—want to see more”

David van Belle  
Photo: Anton de Groot

*Crash* • by Pamela Sinha

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“Amazed, in awe, filled with many mixed powerful emotions. Superb performance.”

“It was an incredible performance and I feel deeply moved and so grateful for seeing such a brilliant, intelligent show.”

“Thank you so much for bringing this incredible show and performance to Vancouver. I think you are both BRAVE!!!!”

Pamela Sinha  
Photo: Michael Cooper



*The King and I* • Music by Richard Rodgers • Books & Lyrics by Oscar Hammerstein II • Based on 'Anna and the King of Siam' by Margaret Landon • Original Choreography by Jerome Robbins

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“An absolutely wonderful production  
—players are well chosen and lots of energy.”

“Absolutely wonderful! We brought my parents who were visiting from England and who have been involved in the theatre for 40 plus years. My father’s comment: ‘The best stage production of *The King and I* they have ever seen.’ High praise indeed!! Fabulous!”

Barbara Tomasic with company  
Photo: David Cooper



**'Art'** • by Yasmina Reza • Translated by Christopher Hampton

“LOVED, LOVED, LOVED ALL OF IT!!  
FABULOUS!! All 3 were Awesome!  
I WANTED ANOTHER HOUR!!!!”

“This was a really good show, very well  
acted and funny, enjoyed.”

“Very satisfied with performance and I am deep in thought  
about the message in the play—I would recommend seeing it!”

L-R: Michael Kopsa, Haig Sutherland, Hiro Kanagawa  
Photo: Tim Matheson

**Dreary and Izzy** • by Tara Beagan

“Powerful performance, never  
to forget. This was an award winning  
performance by Izzy. An outstanding  
performance by all actors.”

“In awe at the extent of emotional commitment  
it takes to care for an autistic child. Great job in  
creating a real experience.”

L-R: Dakota Hebert & Roseanne Supernault  
Photo: Barbara Zimonick



**The Grandkid** • by John Lazarus

“Splendid performance!!”

“Writing is intelligent, heartfelt, true to life.  
A valuable lesson about generation values.  
Wonderfully performed”

“Loved it. So funny and  
true in many ways”

L-R: Richard Newman, Pippa Mackie  
Photo: Tim Matheson



# GATEWAY ACADEMY FOR THE PERFORMING ARTS

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The Gateway Academy for the Performing Arts offers classes in theatre skills. In 2013/2014, the Academy served over 250 students aged six to adult. They participated in summer camps and year-long classes where they advanced in skills both tangibly measurable and interpersonal. During their Academy training, our students developed a strong work ethic, a respect for self and others, and an improved self-esteem, all of which creates a freedom of expression that transfers to how they carry themselves in their daily lives.

The Academy Faculty is composed of working professional artists each skilled in teaching their respective disciplines. Each instructor is passionate about sharing their knowledge and expertise with a new generation of performers.

## Classes offered this season

### **SUMMER CAMPS**

Musical Theatre Camp (SMT) (ages 8-13)  
Acting Camp (ages 11-13)  
Improv Camp 1 (ages 11-13)  
Improv Camp 2 (ages 14-18)

### **VOICE-SPEECH (VSP)**

Speech A1 (ages 8-10)  
Speech A2 (ages 8-10)  
Speech B (ages 10-13)

### **VOICE-SINGING (VSG)**

Singing A1 (ages 8-10)  
Singing A2 (ages 8-10)  
Singing B (ages 10-13)  
Singing C (ages 13-18)

### **ACTING (ACT)**

Acting A (ages 8-10)  
Acting B (ages 10-13)  
Acting C Performance (ages 13-18)  
Acting for the Stage 1 (adult)

### **MUSICAL THEATRE (MT)**

Musical Theatre Introduction (ages 6-8)  
Musical Theatre B (ages 10-13)  
Musical Theatre C Performance (ages 13-18)

### **PLAYWRITING**

Playwriting (ages 10-13)



Photo: Eileen Barrett

## Instructors in 2013/2014 were:

Spencer Bach (MT-C, SMT)  
Eileen Barrett (Summer Acting Camp, ACT-C)  
Lena Dabrusin (MT-B)  
Dorothy Dittrich (MT-B, VSG-A1&2, VSG-B, VSG-C)  
Daniel Dumsha (Improv Camp 1)  
Dawn Ewen (MT-C, SMT)  
Lucia Frangione (Playwriting)  
Manami Hara (ACT-A)  
Amanda-Allyn Lince (MT-Intro)  
Shawna Parry (MT-Intro)  
Eden Philp (Summer Acting Camp)  
Bev Sauv  (ACT-C)  
Donna Soares (Acting for the Stage)  
Hilary Strang (ACT-A&B)  
Barb Tomasic (SMT)  
Pearce Visser (Improv Camp 2)  
Lisa Waines (VSP-A1&2, VSPA-B, VSPA-C)



Photo: Eileen Barrett

Right: Barbara Tomic with Jen Suratos and Academy Students  
Photo: David Cooper



L-R: Ruth McIntosh, Education Manager; Christine Campbell, scholarship sponsor and McDonalds restaurants representative; Colette Richardson, Karsten Lee, Anna Russell, Ashleigh Nazareth. Absent: Samaya Pankanea.  
Photo: Natasha Zacher

## 2012–13 Scholarship Winners

Ironwood Plaza McDonald's Young Performer Award (6–8):  
**Samaya Pankanea**

Steveston McDonald's Young Performer Award (8–10):  
**Karsten Lee**

Alderbridge Way McDonald's Young Performer Award (10–13):  
**Anna Russell**

Blundell Centre McDonald's Young Performer Award (13–18):  
Musical Theatre C: **Colette Richardson**

Blundell Centre McDonald's Young Performer Award (13–18): Acting C: **Ashleigh Nazareth**

## Community Producers

Armenian Summer Dance Camp	Music in Our Schools	Richmond School District 38
BC Chinese Music Association	Natural Physique & Athletics Assoc.	*Richmond Youth Concert Band
Canada YC Chinese Orchestra	Pacific International Youth Music	Royal Canadian Air Cadets
Care For Life Foundation	Philippine Cultural Arts Society of BC	Spul'u'kwuks Elementary School
Chesed Holdings	Ping Academy of Dance	The Arts Connection
Chuen Ying Arts Centre	RichCity Idol	Tong Moo Do
*City of Richmond	*Richmond Academy of Dance	*Vancouver Academy of Dance
*Dance Co	Richmond Arts Centre	Vancouver Beauty Dance World
Defy Gravity Dance Company	Richmond Chinese Community Society	Vancouver Opera
*Festival of Voice	Richmond Christian School	
*Gabriela's Movement Studio	*Richmond Community Concert Band	*Produced for more than 10 years at the Gateway.
Grand Hale Marine	Richmond Hospital Foundation	

## Facility Usage Report

### ATTENDANCE

	Monthly Totals	Gateway Season	Gateway Academy	Community Producers	Other
Jul 2013	2,929		1,098	1,761	70
Aug 2013	1,203		46	1,055	102
Sep 2013	1,725		560	955	210
Oct 2013	3,076	2,180	590	0	306
Nov 2013	2,928	656	627	1,368	277
Dec 2013	9,228	8,486	393	0	349
Jan 2014	948		643	0	305
Feb 2014	3,355	2,246	590	195	324
Mar 2014	2,830	1,012	430	1,043	345
Apr 2014	3,713	2,300	925	0	488
May 2014	9,120		46	8,685	389
Jun 2014	6,682		35	6,194	453
<b>Yearly Totals</b>	<b>47,737</b>	<b>16,880</b>	<b>5,983</b>	<b>21,256</b>	<b>3,618</b>

### EVENTS

	Monthly Totals	Main Theatre	Studio A	Studio B	Other
Jul 2013	66	24	22	11	9
Aug 2013	38	8	7	4	19
Sep 2013	75	12	7	41	15
Oct 2013	105	27	6	60	12
Nov 2013	110	22	34	40	14
Dec 2013	119	34	25	42	18
Jan 2014	119	13	26	60	20
Feb 2014	105	29	28	35	13
Mar 2014	114	22	41	32	19
Apr 2014	113	24	20	48	21
May 2014	63	22	13	15	13
Jun 2014	81	24	18	18	21
<b>Yearly Totals</b>	<b>1,108</b>	<b>261</b>	<b>247</b>	<b>406</b>	<b>194</b>

## Volunteer Program

Heartfelt gratitude goes out to the incredibly dedicated team of volunteers at Gateway Theatre. Our volunteers are the smiling faces and ambassadors at Gateway and serve as Ticket Takers, Ushers, Hosts & Hostesses, Coat Check Attendants, Food Prep/Servers/Bussers at Gateway receptions, and Administrative Assistants. Aside from this, many have helped out behind the scenes with envelope stuffing and mailouts, data retrieval, candy-bagging for concession sales, poster in various neighbourhoods, and representing Gateway Theatre at display booths for offsite events such as SalmonFest. Their commitment, hours, efforts, donations, memberships, and passion are a vital part of our Gateway family.

Total number of volunteers	<b>120</b>
Number of volunteers with over 10 years of service	<b>44</b>
Total hours of donated time in 2013–2014	<b>10,022.50</b>
Dollar value of donated time	<b>\$102,730.62</b>

**THANK YOU, GATEWAY VOLUNTEERS!**



Photo: Teri Snelgrove





## FUNDRAISING COMMITTEE REPORT

Ella Chan & Steve Nowak,  
Fundraising Committee Co-Chairs

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### INTRODUCTION

When Susan Ness accepted the role of Chairperson to the Board for Gateway Theatre, she had to resign as Co-Chair of the Fundraising Committee and Steve Nowak took over the role to co-chair with Ella Chan.

The Board had previously voted to have a professional assessment of the fundraising capabilities of Gateway completed by Compton Fundraising Consultants Ltd resulting in a proposed action plan for Gateway Theatre and its Fundraising Committee.

The new approach, as proposed by Compton, was for Gateway to take on less event-based initiatives and invest more time on donor outreach and engagement. That being said, the committee still felt that it was suitable for a few small events be executed—Knit and Pledge and Ticket Raffles.

### KNIT AND PLEDGE

Knit and Pledge was brought back for a second year due to the profitable returns from its first year. Improvements to the online donation system were made to lessen pen to paper applications and limiting the donations to only credit cards. Though these improvements were made, this initiative saw little attention from the community. This was likely due to the lack of resources available by the committee and staff as well as its close timing to the previous Knit and Purl campaign, which occurred just a few months prior.



The final amount generated was \$2700.

### TICKET RAFFLES

This campaign consisted of committee members procuring prizes for ticket raffles that were sold at performances. Packages of donated products were put together and the Front of House volunteers approached patrons before the shows and during intermissions to advertise sales of the ticket raffles. Due to the great prizing that committee members were able to gather, this initiative generated \$7689, surpassing the targeted \$7080.

### COMPTON RECOMMENDATIONS

As a part of the proposed Compton action plan, the first committee based responsibility was to perform a Board Thank-A-Thon. This event was a gathering of Board members at the theatre on the evening of January 28, 2014 who then proceeded to call all of the donors and simply thank them for their contribution to the theatre in the past year.

The event was a huge success, generating some very positive responses from the donors and some valuable feedback was gathered in conversations with the patrons. It was an enjoyable evening for all those involved and will hopefully be repeated in the years to come.

The Compton action plan had suggested several different outreach activities be taken on by the committee Chairs and by Jovanni; however, due to the difficult schedules of both Ella and Steve and the major responsibilities that Jovanni has had to take on while Suzanne Haines has been on maternity leave, there has been a lack of attention to the needs of the action plan to make it truly successful.

The action plan can be activated in any year and is ideally repeated annually, but requires dedicated and available leaders to execute. In the upcoming year, it is recommended that the new chairs of the fundraising committee be individuals who have more flexible schedules that enable them to meet with staff regularly and engage in offsite meetings when required.

The Fundraising Committee would like to extend their sincerest thanks to the committee members, Gateway staff, Board members, and volunteers of Gateway Theatre and the community at large for their continued support.

#### REVENUES

	2013-2014	2012-2013	2011-2012	2010-2011
Fundraising	11,028	8,856	61,184	73,621
Memberships & Donations	21,467	27,202	25,217	34,552
Sponsorships	26,700	31,300	25,000	24,560
Grants*	161,005	157,190	60,168	194,451
<b>Total Revenues</b>	<b>220,200</b>	<b>224,548</b>	<b>171,569</b>	<b>327,184</b>
Total Expenses	11,491	11,286	62,333	69,018
<b>Net Raised</b>	<b>208,709</b>	<b>212,262</b>	<b>109,236</b>	<b>258,166</b>

\*No Direct Access Gaming in 2011-12



## ENDOWMENT COMMITTEE REPORT

Garth Edwards, Endowment Committee Chair

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The Richmond Gateway Theatre Society (RGTS) has an endowment fund that is internally restricted by the Board of Directors. The fund began with \$199,000 left over from the original building fund and was given to RGTS by the City of Richmond. The RGTS created a policy that 1/3 of the interest from the funds was to be used for grants to the community. The remaining 2/3 was to be used for operations. To date, the RGTS has reinvested the latter 2/3 portion of the interest back into the fund to enable the fund to grow.

The Endowment Committee is now 28 years old. It functions independently of the Board with members representing the disciplines of theatre, music, dance and the Gateway Theatre.

The Endowment Committee meets annually as a jury to distribute the grant funds available for distribution from the interest from that fiscal year. This year the committee received five applications totaling \$9,800. Our preference is to support applications for funds for special artists or performances that would not happen without our support. There was \$2,839 available this year which was distributed in the following way:

- |    |  |               |
|----|--|---------------|
| 1. | Gateway Academy bursary program                      | <b>\$1250</b> |
| 2. | Philippine Cultural Arts Society of British Columbia | <b>\$1250</b> |

The balance of funds was deferred to next year. We were happy to see some varied applications this year and some coming to fruition next year.

Many thanks to committee members Ron Climenhaga, Rishell O'Brien, Ian Whitaker, Melanie Yeats, our longest term member Trudy Morse and of course Giovanni Sy and Administrative Assistant Robin White for their efforts and contributions.



## FINANCE AND AUDIT COMMITTEE REPORT

Suzanne Dunn, Treasurer

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Every year, the Treasurer tells the Richmond Gateway Theater Society that theater is a risky business, and 2014 was no different. High artistic quality does not magically transform itself into financial success. Our bottom line was acceptable, but there is much work ahead to ensure that Gateway's financial sustainability is as brilliant as the 2028 artistic vision.

We rode a financial roller coaster in 2013-14: production and Academy revenues decreased due to lower sales and an unexpected GST adjustment; an unexpected production cost surfaced in the very first show; rental revenue decreased; box office surcharges were eliminated during the year; donations and sponsorship decreased slightly; and marketing expenses increased. In spite of this, our bottom line was not far off budget, and the impact to the operating fund balance was minimal. Whom do we thank for making this possible?

First, thank you to the City of Richmond, including City Council and staff, for their continued financial and personnel support. Operating grants provided by the City increased, and participation on the Finance Committee and Board of Directors continued. We very much appreciate the expertise, advice, and contacts provided by the participants, as well as the financial support.

Thanks to the members, subscribers, and single ticket buyers who continued to attend our shows. Although sales were down, we noted a pattern that provides optimism for the future: Faithful patrons not only came to the shows; they passed on good reviews. For some shows, a slow start turned into packed houses during the latter part of the runs. Continued optimism was buoyed by an increase in early subscription sales for the 2014-15 season.

The theatre could not survive without the individuals, businesses, and government agencies that provide cash and in-kind donations and grants, so a big thank you to them. Grants increased, while donations and sponsorships decreased slightly. The decrease is due to a period of transition while we change our approach, based on an expert study and action plan. Turnover in staff and Board members provided further challenges, but plans are in place to address these issues and move forward in applying the expert advice provided. We will need this support to cover operating costs, as well as pay back the cost of the study to the General Endowment Fund.

Thanks also to the phenomenal Gateway management and staff. Facing a number of financial challenges, shrewd management of expenses in all areas resulted in maintaining our bottom line. Astute managers and staff identified issues and made thoughtful decisions that resulted in short term financial pain, but ensured sustainability by complying with tax legislation and prioritizing safety and customer service.

Finally, thank you to the members and advisors of the Finance and Audit Committee for their continued support over the past year. This group, including Finance and Administrative staff of the Gateway Theatre, representation from the City of Richmond, and members from the Board of Directors, rode the roller coaster together, provided sage advice to the Board, and helped us land safely back in the station.



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## AUDITOR'S REPORT

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To the Members of Richmond Gateway Theatre Society

### Report on the Financial Statements

I have audited the accompanying financial statements of Richmond Gateway Theatre Society, which comprise the statement of financial position as at June 30, 2014, and the statements of revenue and expenditures, net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Accounting Standards for Not-for-Profit Organizations and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### *Auditor's Responsibility*

My responsibility is to express an opinion on these financial statements based on our audit. I conducted my audit in accordance with Canadian auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

#### *Opinion*

In my opinion, these financial statements present fairly, in all material respects, the financial position of Richmond Gateway Theatre Society as at June 30, 2014 and its financial performance and its cash flows for the year then ended in accordance with Accounting Standards for Not-for-Profit Organizations.

### Report on Other Legal and Regulatory Requirements

As required by the Society Act of British Columbia, I report that, in my opinion, the accounting principles have been applied on a basis consistent with that of the preceding year.

Terrence Lau, Inc.  
Chartered Accountant  
(Doing business as BLUE FISH GROUP)  
Burnaby, B.C. September 4, 2014


**RICHMOND GATEWAY THEATRE SOCIETY**

**Statement of Financial Position**

**June 30, 2014**

	2014	2013
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash and term deposits (Note 4)	\$ 449,590	\$ 370,891
Accounts and grants receivable	80,152	52,635
Inventory	7,197	4,235
Prepaid expenses	7,943	9,307
Prepaid production expenditures	22,446	43,289
	<b>567,328</b>	480,357
<b>PROPERTY AND EQUIPMENT (Note 3)</b>	<b>14,094</b>	21,141
<b>CASH AND TERM DEPOSITS RESTRICTED FOR ENDOWMENT FUNDS</b>	<b>335,567</b>	342,607
	<b>\$ 916,989</b>	\$ 844,105
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 79,473	\$ 74,795
Payroll deductions payable to government authorities	9,433	18,197
Sales tax payable to government authorities	3,823	4,438
Wages payable	27,602	36,744
Deferred operating revenue (Note 7)	460,818	363,042
	<b>581,149</b>	497,216
<b>COMMITMENTS (Note 8)</b>		
<b>NET ASSETS (DEFICIENCY)</b>		
Internally restricted general endowment fund	325,567	332,607
Externally restricted Rotary endowment fund	10,000	10,000
Internally restricted grant fund	2,926	2,198
Unrestricted operating fund	(2,653)	2,084
	<b>335,840</b>	346,889
	<b>\$ 916,989</b>	\$ 844,105

**ON BEHALF OF THE BOARD**

  
 \_\_\_\_\_ Board Chair  
  
 \_\_\_\_\_ Treasurer

See accompanying notes to financial statements

**RICHMOND GATEWAY THEATRE SOCIETY**  
**Statement of Operations and Fund Balances**  
**Year Ended June 30, 2014**

	Operating fund (Schedule 1)	Grant fund (Schedule 2)	Rotary Endowment fund	General Endowment fund	2014	2013
Revenues	\$ 2,158,809	\$ -	\$ 217	\$ 6,690	\$ 2,165,716	\$ 2,305,515
Expenditures	2,175,046	1,502	217	-	2,176,765	2,268,823
Excess (deficiency) of revenues over expenditures	(16,237)	(1,502)	-	6,690	(11,049)	36,692
Interfund transfers (Note 5)	11,500	2,230	-	(13,730)	-	-
Fund balance, beginning of year	2,084	2,198	10,000	332,607	346,889	310,197
Fund balance, end of year	\$ (2,653)	\$ 2,926	\$ 10,000	\$ 325,567	\$ 335,840	\$ 346,889

See accompanying notes to financial statements



**RICHMOND GATEWAY THEATRE SOCIETY**  
**Statement of Cash Flows**  
**Year Ended June 30, 2014**

	2014	2013
<b>OPERATING ACTIVITIES</b>		
Excess (deficiency) of revenues over expenses	\$ (11,049)	\$ 36,692
Item not affecting cash:		
Amortization of property and equipment	7,047	7,047
	<u>(4,002)</u>	<u>43,739</u>
Changes in non-cash working capital:		
Accounts and grants receivable	(27,516)	13,163
Inventory	(2,962)	1,864
Prepaid expenses	1,364	(668)
Prepaid production expenditures	20,843	(17,166)
Accounts payable and accrued liabilities	4,677	10,174
Payroll deductions payable	(8,764)	18,197
Sales tax payable	(615)	(10,904)
Wages payable	(9,142)	(9,575)
Deferred operating revenue - Grants	123,678	10,387
Deferred operating revenue - Productions	(18,142)	(52,727)
Deferred operating revenue - Rental	(8,800)	11,084
Deferred operating revenue - Academy	(5,878)	(18,427)
Deferred operating revenue - Sponsorship	7,000	5,500
Deferred operating revenue - membership fees	(82)	(138)
	<u>75,661</u>	<u>(39,236)</u>
Cash flow from operating activities	<u>71,659</u>	<u>4,503</u>
<b>INVESTING ACTIVITIES</b>		
Cash flow from investing activities	-	-
<b>INCREASE IN CASH FLOW</b>	<b>71,659</b>	<b>4,503</b>
<b>CASH - Beginning of year</b>	<b>713,498</b>	<b>708,995</b>
<b>CASH - End of year</b>	<b>\$ 785,157</b>	<b>\$ 713,498</b>
<b>CASH CONSISTS OF:</b>		
Cash and term deposits	\$ 449,590	\$ 370,891
Term deposits restricted for endowment funds	335,567	342,607
	<u>\$ 785,157</u>	<u>\$ 713,498</u>

See accompanying notes to financial statements



# RICHMOND GATEWAY THEATRE SOCIETY

## Notes to Financial Statements

Year Ended June 30, 2014

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### 1. PURPOSE AND STATUS OF THE ORGANIZATION

The Richmond Gateway Theatre Society was founded in 1982 and is incorporated as a non-profit society under the Society Act of British Columbia and is tax-exempt as a registered charity and charitable organization under the Income Tax Act.

The purpose of the Society is to manage and operate the Richmond Gateway Theatre on behalf of the City of Richmond (the "City") and its citizens. The direct revenue sources of the Society are not sufficient to cover its total expenditures and, as a result, the continued support of the City of Richmond is required to finance the building and operating costs of the Society.

---

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Basis of presentation

These financial statements have been prepared in accordance with Part III of the Chartered Professional Accountants ("CPA") Canada handbook - Accounting, which sets out generally accepted accounting standards for not-for-profit organizations in Canada and includes the significant accounting policies summarized below.

#### Inventory

Inventory is valued at the lower of cost and net realizable value, with cost defined as the purchase price paid by the organization.

#### Property and equipment

Property and equipment are recorded at cost less accumulated amortization. Amortization rates are designed to amortize the assets over their estimated useful lives. The amortization rates are as follows:

Computer equipment	3 years	straight-line method
Computer software	3 years	straight-line method
Theatre equipment	5 years	straight-line method
Office equipment and furniture	3 years	straight-line method

Under the terms of the agreement between the Richmond Gateway Theatre and the City of Richmond, certain property improvements, equipment and furniture directly acquired by the City on behalf of the Society are considered property of the City and are not recorded in these financial statements.

# RICHMOND GATEWAY THEATRE SOCIETY

## Notes to Financial Statements

Year Ended June 30, 2014

---

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

#### Cash and term deposits

Cash and term deposits consist of cash on hand, balances with banks and highly liquid investments with maturities of one year or less at date of purchase.

#### Revenue recognition and basis of financial statement presentation

The Society follows the deferral method of accounting for contributions and operating revenues.

Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection reasonably assured.

Restricted contributions received and restricted for the purposes of purchasing property and equipment are deferred and recognized as revenue in the periods in which the related amortization is recorded.

Production revenue and expenses are matched whereby revenue received for future productions is recorded as deferred operating revenue and expenditures made for future productions are recorded as prepaid production expenditures. Production revenue and expenses are recognized in the period the productions are performed.

Academy revenues are recognized in the period that the corresponding classes are held.

Membership fee revenues are recognized in the year covered by the membership fee.

Endowment contributions are recognized as direct increases in net assets. Externally restricted contributions are recognized as revenue in the year in which the related expenses are recognized.

Grant revenue received from the City of Richmond is recognized as revenue in the period that the grant funding is approved for by the City of Richmond as long as the amount to be received can be reasonably estimated and collection reasonably assured.

Grants from various foundations and government agencies are recorded as revenue when notice of approval is received or conditions fulfilled.

Donations from the general public are recorded upon receipt of the donated assets.

The Society records donated materials and services (gifts-in-kind) used in the normal course of operations that would otherwise be purchased, and for which fair value is supported by an independent appraisal. Such items are recognized at fair value. In the past, the Society has received donated art, which was in turn sold at fundraising events. Donated art that is not sold is not capitalized, but expensed as a part of the function expenditures.

Interest income and rental income are recognized as revenue in the period to which they relate.

From time to time, the Board of Directors (the "Board") may impose certain restrictions on fund balances. These amounts are presented on the statement of financial position and statement of operations and fund balances. These internally restricted amounts are not available for other purposes without approval of the Board of Directors.

# RICHMOND GATEWAY THEATRE SOCIETY

## Notes to Financial Statements

Year Ended June 30, 2014

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### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

#### General endowment fund

The Society's Board of Directors has internally restricted resources for endowment purposes. Investment income on this amount is allocated based on the Board's discretion. These internally restricted amounts are unavailable for other purposes without approval of the Board of Directors.

#### Rotary endowment fund

This externally restricted fund represents deposits resulting from a grant of \$10,000 from the Richmond Sunrise Rotary Club. Interest earned on these deposits is to be used for bursaries and scholarships of the summer musical theatre program.

#### Net assets internally restricted for grants

These contributions have been set aside for distribution to various community groups to assist with special production costs, use of Richmond Gateway Theatre where not otherwise possible, educational costs or special events.

#### Measurement uncertainty

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. These estimates are reviewed periodically, and, as adjustments become necessary they are reported in earnings in the period in which they become known.

#### Contributed services

Volunteers contribute their time every year to assist the Society in carrying out its activities. The value of contributed services of a non-remunerative nature is not recognized in these financial statements.

#### Financial instruments

In accordance with Section 3856 of the CPA Canada Handbook - Accounting, the Society initially measures its financial assets and financial liabilities at fair value, except for certain non-arm's length transactions, and it subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in the statement of revenues and expenditures.

Financial assets measured at amortized cost include cash held in bank accounts, term deposits, interest receivable on term deposits, and accounts and grants receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

It is management's opinion that the organization is not exposed to significant price, market, liquidity, interest, cash flow, currency, or credit risks arising from these financial instruments and that the

# RICHMOND GATEWAY THEATRE SOCIETY

## Notes to Financial Statements

Year Ended June 30, 2014

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### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

carrying values closely approximate the fair values.

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### 3. PROPERTY AND EQUIPMENT

	Cost	Accumulated amortization	2014 Net book value	2013 Net book value
Computer equipment	\$ 7,810	\$ 7,810	\$ -	\$ -
Computer software	4,675	4,675	-	-
Theatre equipment	35,231	21,137	14,094	21,141
Office equipment and furniture	9,211	9,211	-	-
	<u>\$ 56,927</u>	<u>\$ 42,833</u>	<u>\$ 14,094</u>	<u>\$ 21,141</u>

---

### 4. CASH AND TERM DEPOSITS

The cash and term deposit balance includes \$2,926 (2013 - \$2,198) in respect of the grant account, which is internally restricted.

The cash and term deposit balance also includes \$80,718 (2013 - \$473) which is held in a separate restricted bank account for funds received from the Province of British Columbia as it relates to a Community Gaming Grant, and funds raised through raffle fundraising efforts. The funds will be used for programs which will take place in the upcoming fiscal year and therefore have been disclosed as a current asset. \$75,439 of the funds held in this restricted bank account is restricted by way of the Community Gaming Grant for specific programming for the upcoming season.

---

### 5. INTERFUND TRANSFERS

1/3 of the interest earned on the General Endowment fund is appropriated by the Board to the Grant fund.

During the fiscal year, as approved by the board, an interfund transfer of \$11,500 was made from the General Endowment fund to the Operating fund to finance costs of a development study to assess fundraising opportunities for the Society (which was initiated in the 2013 fiscal year).

In the 2013 fiscal year, as approved by the board, an interfund transfer of \$12,000 was made from the General Endowment fund to the Operating fund (formerly the Administration fund) to finance the costs of hiring a consultant to undertake an assessment of fundraising opportunities for the Society. This transfer was made as a loan to be repaid with interest. The loan was repaid within the 2013 fiscal year along with interest of \$169.

---

# RICHMOND GATEWAY THEATRE SOCIETY

## Notes to Financial Statements

Year Ended June 30, 2014

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### 6. COMPARATIVE FIGURES

Certain of the figures presented for comparative purposes have been reclassified to conform with the financial statement presentation adopted for the current year.

In particular, the prior years' financial statements presented an externally restricted administration fund separately from the unrestricted operating fund. For the current year, no externally restricted administration fund is presented; instead all grant funding from the City of Richmond is presented as a part of the operating budget. This presentation is reflective of the new operating agreement with the City of Richmond, which is in effect from May 1, 2013 to April 30, 2018.

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### 7. DEFERRED OPERATING REVENUE

Deferred operating revenue as shown on the statement of financial position is represented by funds received as it relates to grants for programs, functions and the operating of the theatre; main stage and studio productions; academy classes; rental of the facilities; sponsorships of programs and functions; and memberships, which are allocated to the subsequent accounting period, as determined by the Society. See also the revenue recognition accounting policies under note 2.

	<u>2014</u>	<u>2013</u>
Deferred operating revenue consists of funds received as it relates to:		
Grants	\$ 177,233	\$ 53,555
Productions	199,405	217,547
Academy	51,590	57,468
Rentals	6,000	14,800
Sponsorships	24,500	17,500
Memberships	2,090	2,172
	<u>\$ 460,818</u>	<u>\$ 363,042</u>

The net change in deferred operating revenue is reflected in the statement of cash flows.

---

# RICHMOND GATEWAY THEATRE SOCIETY

## Notes to Financial Statements

Year Ended June 30, 2014

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### 8. COMMITMENTS

Production royalties and presentation fees:

As of June 30, 2014, the Society has obligations to pay minimum royalties and presentation fees of US\$49,370 and CDN\$171,400 (2013 - CDN\$5,000) to playwrights and artists relating to productions taking place in the fiscal 2015 season. Royalties and presentation fees are payable on various dates in the 2015 fiscal year, and have not been recorded as liabilities in these accounts. These future obligations also reflect agreements signed after year-end, prior to the date of the Auditor's report.

Operating leases:

The Society is committed under certain lease agreements for equipment. Future minimum lease payments on these leases, for the next five years, are as follows:

2015	\$	7,999
2016		7,999
2017		7,999
2018		7,999
2019		5,999
		<u>37,995</u>
	\$	<u>37,995</u>

---

### 9. FUNDING FROM THE CITY OF RICHMOND AND ECONOMIC DEPENDENCE

The City of Richmond owns the theatre in which the Society is located, and the property and equipment therein, with the exception of the property and equipment included in the Society's statement of financial position. The Society is economically dependent on the support of the City of Richmond. The City provides annual funding, based on the Society's annual application. Total funding from the City of Richmond for 2014 was \$1,091,500 (2013 - \$1,069,200).

The Society and the City of Richmond operate under an agreement which has a term of May 1, 2013 to April 30, 2018.

---

### 10. INVENTORY EXPENSED IN THE YEAR

The cost of inventory expensed in the year was \$10,371 (2013 - \$17,738).

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See accompanying notes to financial statements

**RICHMOND GATEWAY THEATRE SOCIETY**  
**Statements of Operations and Fund Balances - Operating Fund (Schedule 1)**  
**Year Ended June 30, 2014**

	2014	2013
<b>REVENUE</b>		
Grants from the City of Richmond	\$ 1,091,500	\$ 1,069,200
Grants, other	161,005	157,190
Main Stage and Studio productions	487,624	586,448
Academy	114,078	133,175
Rentals	190,745	216,959
Sponsorships and special events	37,728	40,156
Bar revenue	34,011	40,248
Box office surcharge and miscellaneous revenue	16,492	24,585
Memberships and donations	22,971	27,689
Interest income	2,655	3,462
	<u>2,158,809</u>	<u>2,299,112</u>
<b>EXPENDITURES</b>		
Main Stage and Studio productions	667,455	665,680
Academy	77,990	91,988
Rentals	68,382	87,031
Sponsorships, special events, fundraising and membership	11,491	11,774
Bar expenses	27,293	33,640
Amortization of property and equipment	7,047	7,047
Computer support and software	18,134	22,392
Credit card, bank charges and interest	15,429	16,861
Insurance	10,003	9,468
Marketing, advertising and publicity	231,688	186,980
Office, supplies, delivery, box office, telephone and miscellaneous	53,213	75,955
Legal and accounting	8,864	10,921
Travel, training and staff development	7,945	13,224
Theatre supplies and maintenance	16,583	33,460
Salaries and benefits	953,529	1,000,222
	<u>2,175,046</u>	<u>2,266,643</u>
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES</b>	<u>(16,237)</u>	32,469
<b>FUND BALANCE, beginning of year</b>	2,084	(30,216)
<b>TRANSFER (TO) FROM:</b>		
Endowment fund (Note 5)	11,500	(169)
<b>FUND BALANCE, end of year</b>	<u>\$ (2,653)</u>	<u>\$ 2,084</u>

See accompanying notes to financial statements



**RICHMOND GATEWAY THEATRE SOCIETY**  
**Statements of Operations and Fund Balances - Grant Fund (Schedule 2)**  
**Year Ended June 30, 2014**

	2014	2013
<b>EXPENDITURES</b>		
Distribution of grants	\$ 1,500	\$ 2,450
Bank charges	2	-
	<u>(1,502)</u>	<u>(2,450)</u>
<b>INTERFUND TRANSFER OF INTEREST FROM</b>		
General endowment fund (Note 5)	<u>2,230</u>	<u>2,158</u>
<b>EXCESS (DEFICIENCY) OF TRANSFER OF INTEREST OVER EXPENDITURES</b>	<u>728</u>	<u>(292)</u>
<b>FUND BALANCE, beginning of year</b>	<u>2,198</u>	<u>2,490</u>
<b>FUND BALANCE, end of year</b>	<u>\$ 2,926</u>	<u>\$ 2,198</u>

See accompanying notes to financial statements



**SPECIAL THANKS** to all sponsors who recognize the importance of the performing arts in our community and whose support enables the Gateway Theatre to continue to provide excellence in its programming:

**SUSTAINING SUPPORT**

The City of Richmond

**OPERATING SUPPORT**

BC Arts Council  
Canada Council for the Arts  
Province of British Columbia

**PROJECT GRANTS**

BC Arts Council  
Canada Council for the Arts  
Human Resources  
Development Canada

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Sarjit Sekhon  
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of Glenda Johnson

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Don Anderson  
Michael Anderson  
E. Michael O'Brien  
Yvonne Bourgouin  
Joe & Gertrude Chan  
Helen Coleman  
Adrian C. Chan  
Ella Chan  
Tung Chan  
John Chang  
Victoria S. Cheung  
Agnes Chui Kam Choi  
Yin-ha Carol Chong  
Angela Chu  
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Ken Dennis

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Eddie Lee  
Philip Li

Raymond Li  
Amy Lie  
Keith Liedtke & Elizabeth  
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Ione S. Owen  
Juening Pan

Chang Red  
John Richardson  
Veronica Sam  
Sandra Schinnerl  
Jeff Seto  
Ken Seto  
Kathryn Shaw  
Lulu Shen  
Nansi Smith  
Liza So  
Frank Stephan  
Scott Stewart  
Kathy Strebly  
Tom Stubens  
Esther Tse  
Keith Tsukishima  
Bruce & Cindy Verchere  
John Watson  
Ian Lee Whitaker  
Garry & Linda White  
Carole Yang  
Anthony Yurkovich

## Gateway Administration

General Manager: Suzanne Haines • Artistic Director: Jovanni Sy

### ACADEMY INSTRUCTORS

Spencer Bach	Shawna Parry
Eileen Barrett	Eden Philp
Lena Dabrusin	Bev Sauve
Dorothy Dittrich	Donna Soares
Daniel Dumsha	Hilary Strang
Dawn Ewen	Barbara Tomasic
Lucia Frangione	Pearce Visser
Manami Hara	Lisa Waines
Amanda-Allyn Lince	

Academy Intern  
 Administrative Assistant  
 Artistic Associate  
 Artistic Intern  
 Audience Services

Natasha Zacher  
 Robin White  
 Dawn Ewen  
 Veronique West  
 Madison Adams  
 Ella Fund-Reznicek  
 Raj Hehar  
 Tracey Mack  
 Anne McLeman  
 Stacey Menzies  
 Christine Stoddard  
 Andrew Wade

Box Office Assistants

Ki Kwiatkowski  
 Mika Laulainen  
 John Potter  
 Brendan Prost  
 Paul Bartlett  
 Chelsea Isenor  
 Tracy Liang  
 Amy Lynn Strilchuk  
 Kristin Cheung  
 Emily Co  
 Ruth McIntosh  
 Kelly Ye  
 Jessie Li  
 Bill Davey  
 Ed Arteaga  
 Alex Livland  
 Mengya He  
 Mesfin Ayalew  
 Jade Phung  
 Melanie Yeats  
 Jaylene Pratt  
 Beverley Siver  
 Lester Chua  
 Justine Fafard

Box Office & IT Supervisor  
 Building Services Supervisor  
 Communications Coordinator  
 Communications Intern  
 Communications Manager (Acting)  
 Corporate Giving Coordinator  
 Development Intern  
 Education Manager  
 Finance Assistant  
 Finance Officer  
 Head Carpenter  
 Head Electrician  
 Head Sound  
 Individual Giving Coordinator  
 Maintenance Assistants  
 Operations & Client Services Manager  
 Production Intern  
 Production Manager  
 Rentals & Events Coordinator  
 Volunteer & Audience Services Supervisor

Gateway Theatre staff  
 December 2013  
 Photo: Emily Cooper



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**GATEWAY THEATRE**

6500 Gilbert Road  
Richmond, BC V7C 3V4  
604.270.6500  
info@gatewaytheatre.com  
gatewaytheatre.com



## Community Safety Committee

Date: Tuesday, January 13, 2015

Place: Anderson Room  
Richmond City Hall

Present: Councillor Bill McNulty, Chair  
Councillor Derek Dang  
Councillor Ken Johnston  
Councillor Alexa Loo

Absent: Councillor Linda McPhail

Also Present: Councillor Carol Day entered at 4:16 p.m.

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 Tuesday, December 9, 2014, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

Wednesday, February 11, 2015, (tentative date) at 4:00 p.m. in the Anderson Room

## **LAW AND COMMUNITY SAFETY DEPARTMENT**

**1. COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – NOVEMBER 2014**

(File Ref. No.) (REDMS No. 4452080 v.4)

In response to queries from Committee, Ed Warzel, Manager, Community Bylaws, advised that (i) November 2014 was challenging with regard to enforcement activity due to staff shortages as a result of injury and a change in employment, and (ii) information concerning Richmond restaurant closures as a result of Food Safe concerns would be provided to Council.

It was moved and seconded

*That the staff report titled Community Bylaws Monthly Activity Report – November 2014, dated December 10, 2014, from the General Manager, Law and Community Safety, be received for information.*

**CARRIED**

**2. RICHMOND FIRE-RESCUE – NOVEMBER 2014 ACTIVITY REPORT**

(File Ref. No. 09-5000-01) (REDMS No. 4454913)

John McGowan, Fire Chief, Richmond Fire-Rescue (RFR), highlighted the RFR's November 2014 prevention activity noting the preservation of 99.2% of total property value and static total call volume.

It was moved and seconded

*That the staff report titled Richmond Fire-Rescue – November 2014 Activity Report dated December 8, 2014, from the Fire Chief, Richmond Fire-Rescue, be received for information.*

**CARRIED**

**3. RCMP'S MONTHLY REPORT - NOVEMBER ACTIVITIES**

(File Ref. No. 09-5000-01) (REDMS No. 4443964 v.3)

Eric Hall, Inspector, Operations Support Officer, Richmond RCMP, commented that, although property crime has increased, Richmond's statistics remain low in comparison to that of other Lower Mainland cities.

In response to queries from Committee, Insp. Hall provided the following information:

- the location of break and enters are not identified in updates for reasons of privacy protection;
- the Richmond RCMP has a five member Property Crime Unit and a Quick Response Team that work closely with the Crime Analyst to review data in order to mitigate criminal activity; and

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- regarding privacy, the risk tolerance level of local municipal police forces may vary from that of the RCMP's.

It was moved and seconded

*That the report titled RCMP's Monthly Report – November Activities, dated November 26, 2014, from the Officer in Charge, Richmond RCMP, be received for information.*

**CARRIED**

4. **RICHMOND RCMP'S DRUG AWARENESS RESISTANCE EDUCATION (D.A.R.E) PROGRAM**

(File Ref. No. 09-5000-01) (REDMS No. 4359558 v.2)

Committee commended the Richmond RCMP for their efforts regarding the Drug Awareness Resistance Education (D.A.R.E.) program and requested that the report be provided to the Council/School Board Liaison Committee for information.

It was moved and seconded

(1) *That the report titled Richmond RCMP's Drug Awareness Resistance Education (D.A.R.E) dated November 27, 2014, from the Officer in Charge, Richmond RCMP, be received for information; and*

(2) *That the report titled Richmond RCMP's Drug Awareness Resistance Education (D.A.R.E) be provided to the Council/School Board Liaison Committee for information.*

**CARRIED**

*Councillor Day entered the meeting (4:16 p.m.).*

5. **AUXILIARY CONSTABLE POLICY CHANGES**

(File Ref. No. 09-5000-01) (REDMS No. 4460347 v.4)

Phyllis Carlyle, General Manager, Law and Community Safety, provided background information and advised that, in light of the policy changes, auxiliary constables are currently being given alternative work to perform; however, she noted that a full review of the auxiliary program may be required should the policy change require the direct supervision by one or more regular members for each duty.

Discussion ensued regarding (i) support for the auxiliary constable program, (ii) community benefits of auxiliary constables, (iii) potential financial implications, and (iv) the lack of consultation on the policy changes.

In reply to queries from Committee, Ms. Carlyle provided the following information:

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- policy changes to auxiliary constable deployment will be raised at the upcoming Lower Mainland Mayors' Workshop;
- under the current contract, insurance is the responsibility of the Federal Government; there is no indication that the policy change is a result of a claim;
- costs for additional policing at events organized by a private entity are collected from the organizers; additional policing costs associated with events organized by the City or non-profit events supported by the City would be the responsibility of the City;
- Members of Parliament do not set policing policy but rather provide professional guidance on such issues; provincial regulations are established by the Legislative Assembly;
- should the staff recommendation be approved by Council, the concerns identified in the staff report will be expressed in said correspondence;
- resource levels for the Richmond RCMP are currently under independent review; additional staff requests are submitted annually by the Officer in Charge for the detachment;
- clarification is being requested from "E" Division as to the final wording and impact of this policy change to the auxiliary constable program including the ratio, 1:1 or 1:30, between auxiliary and regular member; a staff report is anticipated to be provided at a future meeting.

Committee directed that the subsequent staff report include background information on whether other police forces in British Columbia (i.e., New Westminster, Delta, etc.) are affected by the policy change.

It was moved and seconded

*That*

- (1) *the Commissioner of the RCMP be requested to reconsider the recent policy change in relation to the level of supervision of the auxiliary constables;*
- (2) *the Federal Minister of Justice be advised of the City's request for such reconsideration;*
- (3) *the Local Government Contract Management Committee be requested to address the policy change;*
- (4) *staff continue to report on the impact of the policy change in relation to the auxiliary program; and*
- (5) *letters be sent to the Richmond MPs, MLAs, and to the Minister of Justice.*

**CARRIED**

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6. **FIRE CHIEF BRIEFING**

(Verbal Report)

*(i) Tree Chipping Event Update*

Fire Chief McGowan commented that the annual Firefighters Charitable Society Drive-Through Tree Chipping event, held on Saturday, January 3, 2015 and Sunday, January 4, 2015 at Garry Point Park, raised approximately \$8,000 and generated three bins of wood chips for the maintenance the pathways at the Richmond Nature Park. Also, he highlighted that an additional \$300 was raised for the Richmond Food Bank through the sale of toques.

*(ii) Anti-Bullying/Pink Shirt Day*

Fire Chief McGowan advised that, in support of Pink Shirt Day (Anti-Bullying) to be held on Wednesday, February 25, 2015, RFR and IAFF Local 1286 will be wearing the official pink T-shirt throughout the week of February 22-28, 2015 and staff will be conducting anti-bullying educational presentations at designated schools.

Committee thanked the firefighters for volunteering their time to run the tree chipping event and discussion ensued regarding issuing a press release on the event.

7. **RCMP/OIC BRIEFING**

(Verbal Report)

None.

8. **MANAGER'S REPORT**

*(i) Law and Community Safety Department Updates*

Ms. Carlyle spoke of two upcoming Supreme Court of Canada rulings, noting that said information will be provided to Council, including any anticipated impact, as a result of the rulings, to the City.

Ms. Carlyle commented that efforts are still underway to obtain statistics from BC Ambulance Services related to medical calls where RFR is not notified due to current dispatch protocols.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:40 p.m.).*

**CARRIED**



**Community Safety Committee**  
**Tuesday, January 13, 2015**

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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, January 13, 2015.

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Councillor Bill McNulty  
Chair

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Heather Howey  
Committee Clerk



## General Purposes Committee

Date: Monday, January 19, 2015

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Derek Dang  
Councillor Carol Day  
Councillor Alexa Loo  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves

Absent: Councillor Ken Johnston

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

### AGENDA ADDITIONS

It was moved and seconded

*That correspondence dated January 7, 2015 from the District of Hudson's Hope regarding the Proposed Site C Dam Project be added to the agenda as Item No. 1A and that the Richmond Sports Wall of Honour Selection Criteria be added to the agenda as Item No. 5.*

**CARRIED**

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on Monday, January 5, 2015, be adopted as circulated.*

**CARRIED**

**General Purposes Committee**  
**Monday, January 19, 2015**

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**COUNCILLOR CAROL DAY**

1. **ROBERTS BANK TERMINAL 2 PROJECT**

(File Ref. No. 10-6150-01) (REDMS No.)

Discussion ensued regarding the Corporation of Delta's request for support in relation to the scope of the environmental assessment for the Roberts Bank Terminal 2 Project, and it was noted that the proposed letter be sent to the Canadian Environmental Assessment Agency. Also, it was suggested that the proposed letter be copied to the provincial Minister of the Environment, the Corporation of Delta, Port Metro Vancouver, the BC Environmental Assessment Office, Transport Canada, and the Ministry of Transportation and Infrastructure.

As a result, the following **motion** was introduced:

It was moved and seconded

*That the City of Richmond write a letter of support for the Corporation of Delta regarding the environmental assessment of the RBT2 project to the Canadian Environmental Assessment Agency, with copies to the provincial Minister of the Environment, the Corporation of Delta, Port Metro Vancouver, the BC Environmental Assessment Office, Transport Canada, and the Ministry of Transportation and Infrastructure and that Richmond ask the Canadian Environmental Assessment Agency for a full assessment of the broader community and environmental impacts associated with the traffic impacts of the project.*

The question on the motion was not called as discussion took place and it was noted that, in addition to the proposed letter, other efforts may be required in order to accurately convey Council's concerns. Staff was directed to examine which other municipalities share Richmond's concerns.

In reply to queries from Committee, Amarjeet Rattan, Director, Intergovernmental Relations and Protocol Unit, commented on the City's communication history with the Canadian Environmental Assessment Agency and Port Metro Vancouver; he noted that both parties have acknowledged the concerns identified by the City, and have each indicated that the City's remarks would be included in their respective reviews.

Discussion took place regarding several projects along Richmond and Delta's waterfront and their effects on the Fraser River and it was noted that the federal entities responsible for these projects do not represent the constituents of these two municipalities. Also, it was noted that federal interests are at the forefront of these projects and that this sentiment be conveyed in the proposed letter.

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

**General Purposes Committee**  
**Monday, January 19, 2015**

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**1A. DISTRICT OF HUDSON'S HOPE – PROPOSED SITE C DAM PROJECT**

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

The Chair circulated correspondence from the District of Hudson's Hope dated January 7, 2015 regarding the proposed Site C Dam project (copy on file, City Clerk's Office), noting that the Hudson's Hope is seeking Council's support to correspond with the Provincial Government requesting a moratorium on the construction and development of Site C until the end of 2015, and that the proposed project be referred to the BC Utilities Commission for review and consultation.

As a result, the following **motion** was introduced:

It was moved and seconded

*That the City write a letter to the Province of BC requesting a moratorium on the construction and development of Site C until the end of 2015, and that the proposed project be referred to the BC Utilities Commission for review and consultation.*

**CARRIED**

**FINANCE AND CORPORATE SERVICES DEPARTMENT**

**2. IPC RESTAURANT LTD., DOING BUSINESS AS ABC HK CAFE UNIT 2792 - 4151 HAZELBRIDGE WAY**

(File Ref. No. 12-8275-05) (REDMS No. 4463419)

It was moved and seconded

*That the application from IPC Restaurant Ltd., doing business as ABC HK Café, for an amendment to add a patron participation endorsement under Food Primary Licence No. 304643, in order to offer entertainment in the form of dancing, karaoke and live musicians, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:*

- (1) Council supports the amendment of an endorsement for patron participation as the issuance will not pose a significant impact on the community;*
- (2) Council comments on the prescribed criteria (set out in Section 53 of the Liquor Control and Licensing Regulations) are as follows:*
  - (a) the potential for additional noise and traffic in the area was considered;*
  - (b) the impact on the community was assessed through a community consultation process; and*

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- (c) given that there has been no history of non-compliance with the operation, the amendment to permit patron participation under the Food Primary Licence should not change the establishment so that it is operated in a manner that is contrary to its primary purpose as a food establishment;*
- (3) as the operation of a licenced establishment may affect nearby residents the City gathered the view of residents as follows:*
  - (a) property owners and businesses within a 50 metre radius of the subject property were contacted by letter detailing the application, providing instructions on how community comments or concerns could be submitted; and*
  - (b) signage was posted at the subject property and three public notices were published in a local newspaper. The signage and notice provided information on the application and instructions on how community comments or concerns could be submitted; and*
- (4) Council's comments and recommendations respecting the views of the residents are as follows:*
  - (a) that based on the number of letters sent and the lack of response received from all public notifications, Council considers that the amendments are acceptable to the majority of the residents in the area and the community.*

**CARRIED**

## **ENGINEERING & PUBLIC WORKS DEPARTMENT**

**3. ALEXANDRA DISTRICT ENERGY UTILITY BYLAW NO. 8641, AMENDMENT BYLAW NO. 9205**

(File Ref. No. 10-6600-10-01; 12-8060-20-009205) (REDMS No. 4462640 v. 7)

It was moved and seconded

*That the Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 9205 be introduced and given first, second and third reading.*

The question on the motion was not called as in reply to queries from Committee, Alen Postolka, Manager, District Energy, advised that that proposed 4% increase to the Alexandra District Energy Utility rate is lower than the projected costs of natural gas and electricity.

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

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**PLANNING & DEVELOPMENT DEPARTMENT**

4. **2014 REPORT FROM CITY CITIZEN REPRESENTATIVES TO THE VANCOUVER INTERNATIONAL AIRPORT AERONAUTICAL NOISE MANAGEMENT COMMITTEE (YVR ANMC)**  
(File Ref. No. 01-0153-04-01) (REDMS No. 4398243 v.5)

Don Flintoff, City of Richmond representative on the Vancouver International Airport Aeronautical Noise Management Committee, commented on WebTrak – an online noise monitoring and flight tracking tool. He stated that his primary concern with WebTrak is that it is not publicized to the community, thus many residents are unaware of its existence; he noted that the tool is provided in English only and suggested that it be available in other languages reflective of the community's demographics. Also, Mr. Flintoff requested that the area surrounding the noise sensor on Lynas Lane be cleared.

It was moved and seconded

- (1) *That the Vancouver Airport Authority be requested to explore the feasibility of publicizing and providing training in multiple languages for Richmond residents in the use of WebTrak to register airport noise complaints as per the recommendation of the City's citizen representatives to the YVR ANMC outlined in Attachment 1 of the staff report titled 2014 Report from City Citizen Representatives to the Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC) dated December 16, 2014 from the Director, Transportation; and*
- (2) *That staff be directed to provide a status update on the above recommendation as part of the annual reporting process in 2015.*

**CARRIED**

5. **RICHMOND SPORTS WALL OF HONOUR SELECTION CRITERIA**  
(File Ref. No. 11-7000-00) (REDMS No. 4475728)

In reference to a staff memorandum dated January 8, 2015 regarding the Sports Wall of Honour Selection Criteria (copy on file, City Clerk's Office), it was noted that the Sports Wall of Honour Nominating Committee is seeking Council's endorsement of the proposed new selection criteria.

As a result, the following **motion** was introduced:

It was moved and seconded

*That the Richmond Sports Wall of Honour Selection Criteria as listed on Attachment 1 of the staff memorandum dated January 8, 2015 titled Richmond Sports Wall of Honour Nominating Committee be endorsed.*

**CARRIED**

**General Purposes Committee**  
**Monday, January 19, 2015**

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**ADJOURNMENT**

It was moved and seconded  
*That the meeting adjourn (4:26 p.m.).*

**CARRIED**

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, January 19, 2015.

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Mayor Malcolm D. Brodie  
Chair

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Hanieh Berg  
Committee Clerk



## Planning Committee

Date: Tuesday, January 20, 2015

Place: Anderson Room  
Richmond City Hall

Present: Councillor Linda McPhail, Chair  
Councillor Bill McNulty  
Councillor Chak Au  
Councillor Carol Day  
Councillor Harold Steves  
Mayor Malcolm Brodie

Also Present: Councillor Alexa Loo

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

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Planning Committee held on Tuesday, January 6, 2015, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

Tuesday, February 3, 2015, (tentative date) at 4:00 p.m. in the Anderson Room



## **PLANNING & DEVELOPMENT DEPARTMENT**

1. **APPLICATION BY NANAKSAR GURDWARA GURSIKH TEMPLE FOR REZONING AT 18691 WESTMINSTER HIGHWAY FROM AGRICULTURE (AG1) TO ASSEMBLY (ASY)**  
(File Ref. No. 12-8060-20-009044; RZ 02-208277) (REDMS No. 4477211)

Wayne Craig, Director, Development briefed the Committee on the proposed application and noted that portions of the site was previously approved for non-farm use, accompanied with a set of conditions. He added that almost all conditions set in the previously approved non-farm use application have been or will be addressed with the proposed rezoning application.

Mr. Craig identified one condition from the previously approved non-farm use application that placed a no build/development covenant on the Agriculture (AG1) portion of the site. Staff are recommending that the no build/development covenant be removed. Mr. Craig noted that the portions of the site retaining the AG1 would remain subject to the restrictions associated with AG1 zoning.

In reply to queries from Committee, Mr. Craig advised that since the approval of the non-farm use application approval in 2004, the accompanying rezoning application for the site was delayed due to technical issues and construction of the Nelson Road interchange.

Discussion ensued with regard to the location of the septic field and the site 's installed connections to the City's sanitary sewer force main.

Discussion then ensued regarding the removal of the no build/development covenant on site. Mr. Craig advised that the two existing parcels will be consolidated into one parcel and any additional structures proposed outside the Assembly (ASY) zone area would need to conform to AG1 zoning restrictions.

In reply to queries from Committee, Mr. Craig advised that there is a single-family dwelling on 18791 Westminster Highway (east property).

In reply to queries from Committee, Kevin Eng, Planner 2, noted that (i) zoning provisions allow owners the option of building a second single-family dwelling used for housing farm labour once the sites are consolidated, and (ii) the proposed new building Temple addition will be approximately 20,000 square feet and would host similar activities to the existing building such as prayers and dining.

Discussion ensued with respect to the farming history of the site. Mr. Craig noted that the site has a historical record of farming and the City will secure a farm plan and performance bond through the application.

2.

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In reply to queries from Committee, Mr. Craig advised that (i) the subject site of the Temple expansion was never used for farming so there will be no net loss of agricultural land on-site, (ii) the east property is used for farm staging, (iii) an Agricultural Land Reserve (ALR) Non-Farm use application is forthcoming to remove parking restrictions on the site, and (iv) additional restrictions can be placed on the site at Council's discretion.

Discussion ensued with regard to the current parking available on-site and the overflow parking along Westminster Highway. Mr. Eng advised that the current parking available on-site meets City requirements.

Discussion then ensued with regard to (i) safety concerns associated to parking along Westminster Highway, (ii) parking volumes during special events, (iii) using the gravel lot in the east property for parking and, (iv) removing the covenant restricting parking on the east property.

In reply to queries with regard to the no build/development covenant and building homes on-site, Mr. Eng advised that the zoning would have provisions for a single-family dwelling which cannot be used for dormitory purposes. Concerns were raised regarding the size and use for a dwelling on site. Mr. Craig noted that provisions in the AG1 zoning restrict the size and location of dwellings.

Discussion ensued regarding the effect of the Nelson Road interchange on truck traffic along Westminster Highway. Victor Wei, Director, Transportation, advised that restrictions on truck movement along Westminster Highway were put in place following the completion of the Nelson Road interchange.

In reply to queries from Committee, Mr. Wei advised that on rare occasions and during special events, parking can be permitted along Westminster Highway.

Discussion ensued with respect to the traffic along Westminster Highway and other examples in the city where vehicles are parked along a road near a place of worship.

In reply to queries from Committee, Mr. Craig noted that (i) the parking area would be located south of the farm building in the east property and would remain a gravel lot, (ii) structures on the property would be limited to a single-family dwelling or farm-related buildings, and (iii) an application to the Agricultural Land Commission (ALC) is required if additional non-farm structures are proposed.

Discussion ensued regarding the parking along Westminster Highway and the safety of cyclists using the bicycle lane. Mr. Wei advised that cyclists remain safe and that on the occasions that vehicles park along Westminster Highway, vehicles are parked away from the bicycle lane.

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Discussion then ensued with respect to (i) using the gravel lot on the east property for overflow parking, (ii) safety concerns related to parking along Westminster Highway, (iii) truck traffic along Westminster Highway, (iv) overflow parking on arterial roads from church services in the city, (v) exploring the removal of parking restrictions on the east property at the present time, (vi) following the ALC process to remove restrictions on the subject site, (vii) allowing for proper public consultation on the proposed rezoning changes, and (viii) opportunities to plant fruit trees in the buffer area between non-farm and farm-use parcels.

In reply to queries from Committee, Mr. Craig advised that there are currently no restrictions prohibiting the planting of fruit trees on-site.

Harp Hoonjan and Jinder Berar, Nanaksar Gurdwara Gursikh Temple, spoke on the proposed application and provided the following information:

- the applicant was able to meet the requirements to proceed with the proposed project;
- the subject site was developed in 1979 and has been actively farmed;
- the east property was acquired in 1989;
- there are safety concerns with regard to overflow parking along Westminster Highway;
- issues related to the green zone and sanitary connections have been addressed;
- the Nelson Road interchange project used one and a half acres of the east property, relocated a farm building and impacted a flower garden;
- the staging area and the gravel area in the east property will remain unchanged;
- planting fruit trees is possible in the east property;
- there is no intention to build a large house or secondary house on-site since there is no need for additional housing;
- the congregation is active in the farming community; and
- the Nanaksar Gurdwara Gursikh Temple is open to the community.

Discussion ensued with regard to the activities in the Temple and the need for expansion. Mr. Hoonjan noted that the Temple is used for prayers as well as weddings, funerals and other special events. Mr. Hoonjan added that there is a two year waiting list to host weddings at the Temple. The proposed expansion will be able to accommodate multiple events simultaneously.

In reply to queries from Committee, Mr. Berar commented on the agricultural activities on-site, noting that approximately 10,000 lbs of produce are produced annually.

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Discussion ensued about the timeline of the application to remove parking restrictions on-site. Mr. Hoonjan noted that the application has been submitted.

In reply to queries from Committee, Mr. Craig advised that it is within Council's discretion to pass a resolution to endorse the application to remove parking restrictions on the east property.

Discussion ensued with regard to the number of special events the Temple hosts in a year. Mr. Hoonjan noted that the Temple is a highly used facility with approximately eight to fifteen special events per year in addition to lunar calendar events, full moon celebrations, weddings and funerals.

In reply to queries from Committee, Mr. Hoonjan advised that the applicant has no intention of building a secondary house on-site. Mr. Berar added that the applicant already had another home on a separate site in the city.

Discussion ensued regarding community access to the Temple. Mr. Hoonjan noted that the facility is open to the community. He added that on most occasions, the main parking area is sufficient to meet demand and that users of the parking area are patrons of the facility.

Discussion then took place with regard to the reasoning behind the placement of the no build/development covenant on-site. It was noted that during that time, there were concerns related to the septic field in place on-site.

In reply to queries from Committee, Mr. Craig advised that the removal of the parking restrictions on the east property would require Council and ALC approval. The applicant has submitted a separate application for the removal of the parking restrictions on the east property.

Joe Erceg, General Manager, Planning and Development, advised that Committee can proceed with a resolution that would endorse a recommendation to the ALC that would remove parking restrictions on the east lot.

It was moved and seconded

*(1) That Richmond Zoning Bylaw 8500, Amendment Bylaw 9044, for the rezoning of a portion of 18691 Westminster Highway from "Agriculture (AG1)" to "Assembly (ASY)", be introduced and given first reading;*

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- (2) *That the requirement for a no build/development legal agreement identified in Council's May 14, 2001 resolution in relation to Agricultural Land Reserve non-farm use application (AG 00-175102), be removed; and*
- (3) *That the ALR application (AG 14-668409) by the Nanaksar Gurdwara Gursikh Temple for a non-farm use for the 5 acre (2 ha) south portion of 18791 Westminster Highway to allow for the existing agricultural parking and staging area to also be utilized for temple special event and overflow parking be endorsed and forwarded to the Agricultural Land Commission.*

**CARRIED**

2. **APPLICATION BY HI-AIM BUILDERS LTD. FOR REZONING AT 7100 NO. 2 ROAD FROM SINGLE DETACHED (RS1/E) TO COMPACT SINGLE DETACHED (RC2)**  
(File Ref. No. 12-8060-20-009208; RZ 10-545413) (REDMS No. 4475100)

Mr. Craig briefed Committee on the proposed application, noting that an extension of the adjacent rear lane is proposed in order to provide vehicle access to the site.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9208, for the rezoning of 7100 No. 2 Road from "Single Detached (RS1/E)" to "Compact Single Detached (RC2)", be introduced and given first reading.*

The question on the motion was not called as discussion ensued with regard to (i) opposition from neighbouring properties, (ii) the curve in the proposed lane creating a blind corner, (iii) straightening the proposed rear lane, and (iv) utilizing the triangular parcel created from the proposed curve lane as parking space.

In reply to queries from Committee, Mr. Craig noted that staff have examined the proposed lane's functionality and reviewed alternative lane geometry. He added that the lane could become a straight-shot lane.

Discussion ensued with regard to public consultation done for the proposed development. Mr. Craig noted that staff have spoken with some of the residents that have provided written concerns. He added that the correspondence attached in the staff report was from 2011 and no additional correspondence have since been received.

Juan Miguez, 6011 Comstock Road, spoke in opposition to the proposed development and expressed concern with regard to (i) additional traffic from the proposed lane extension, (ii) tandem parking on the proposed development, (iii) overflow street parking on Comstock Road, and (iv) additional vehicles from the proposed development's secondary suite.

6.

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Mr. Miguez commented on options for vehicle access to the site and provided a drawing of an alternative option for vehicle access along No. 2 Road (attached to and forming part of these minutes as Schedule 1).

Discussion ensued with regard to tandem parking and owners converting parking spaces into suites. Mr. Miguez noted that his suggested design has provisions for parking and suites.

In reply to queries from Committee, Mr. Miguez expressed concern with regard to the possible blind spot from the curvature of the proposed lane and the traffic from the lane extension.

Discussion ensued with regard to the paving of front yards and the lack of landscaping that his proposed development option would create.

In reply to queries, Mr. Miguez noted that his suggested design will have provisions for more green space. He added that he is willing to work with the developer and City staff on addressing concerns with the proposed development.

Khalid Hasan, Hi-Aim Builders Ltd., commented on the proposed development and highlighted the following:

- the development application was submitted to the City in 2010;
- the applicant considered multi-family options and coach houses on the site, however due to concerns expressed by neighbouring properties, the proposed development was revised to single-family houses on two lots;
- the proposed development continues the pattern of development on adjacent properties, requiring the extension of the rear lane;
- vehicle access to the site is via a rear lane due to regulations restricting driveways on arterial roads;
- the triangular parcel cornering the lane will belong to and be maintained by the south lot;
- the applicant has worked with staff on lane functionality;
- a two metre frontage along No. 2 Road is dedicated for future road improvements;
- the lane will be developed with street lights; and
- the proposed development satisfies requirements for parking and green space.

Discussion ensued with regard to lane access to the site and the densification of the development. Mr. Hasan noted that it is possible to include an additional secondary suite, however other requirements such as parking would need to be considered.

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In reply to queries from Committee, Mr. Hassan advised that the applicant is willing to work with the adjacent property owners to address concerns. He noted that the application was revised to a proposed single-family development as a result of neighbourhood consultation.

Discussion ensued with regard to the triangular parcel and other examples in the city where lots are divided by a road. Mr. Craig advised that some lots in multi-family developments are occasionally divided by a road. He added that the applicant is required to submit a landscape plan that would address the landscaping of the triangular parcel.

In reply to queries from Committee, Mr. Craig noted that the Arterial Road Policy requires rear lane access to the site. Mr. Craig added that he anticipates that the lane will extend north as adjacent lots are developed.

Barry Konkin, Program Coordinator-Development, noted that direct driveway access to No. 2 Road creates additional safety concerns closer to the intersection of No. 2 Road and Granville Avenue.

In reply to queries from Committee with regard to alternative vehicle access points to the site, Mr. Craig advised that the City owns dedication in the area around Livingston Place that, if required, could be used for vehicle access when adjacent sites are developed.

Discussion ensued with respect to traffic calming in the proposed lane. Mr. Wei advised that the curve in the proposed lane would slow traffic. Also, he noted that staff will be able monitor the traffic speeds in the proposed lane.

As a result of the discussion, a motion to refer the application back to staff for further public consultation was introduced; however failed to receive a seconder.

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

The Chair advised that there will be additional opportunities for public consultation prior to the Public Hearing and notification will be given to neighbouring properties.

*Mayor Brodie and Cllr. Loo left the meeting (5:36 p.m.) and did not return.*

**Planning Committee**  
**Tuesday, January 20, 2015**

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3. **APPLICATION BY PETER YEE FOR REZONING AT 8151/8171 LUNDY ROAD FROM TWO-UNIT DWELLINGS (RD1) TO SINGLE DETACHED (RS2/B)**

(File Ref. No. 12-8060-20-009185; RZ 14-668270) (REDMS No. 4433783)

Discussion ensued regarding public consultation with respect to the proposed application. Mr. Craig noted that no correspondence has been received and that development of Single-Family Lot Size Policy 5423 would have included community consultation.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9185, for the rezoning of 8151/8171 Lundy Road from "Two-Unit Dwellings (RD1)" to "Single Detached (RS2/B)", be introduced and given first reading.*

**CARRIED**

4. **APPLICATION BY EVERNU DEVELOPMENTS INC. FOR REZONING AT 9751 STEVESTON HIGHWAY AND 10831 SOUTHRIDGE ROAD FROM SINGLE DETACHED (RS1/E) AND SINGLE DETACHED (RS1/B) TO COMPACT SINGLE DETACHED (RC2)**

(File Ref. No. 12-8060-20-009187; RZ 14-669571) (REDMS No. 4418919)

Mr. Craig briefed Committee on the proposed application to subdivide two lots into five smaller lots, noting that the applicant is proposing to extend the existing rear lane from Southdale Road eastward to Southridge Road.

In reply to queries from Committee, Mr. Craig noted that the landscape setback along the south property line is required to establish a buffer which identifies the urban/rural interface. A legal agreement on title notifies prospective purchasers that the property is across from active agricultural land.

Discussion ensued with regard to neighbourhood consultation. Mr. Craig advised that staff have been in contact with some of the adjacent property owners including a property to the north of the subject site, 101811 Southridge Road. Mr. Craig noted that should the application proceed to Public Hearing, resident notification would include properties within a 50 metre radius from the subject site.

In reply to queries from Committee, Mr. Craig advised that should the proposed application proceed, resident notification will be distributed after the application receives first reading. He added that residents have the opportunity to provide correspondence to staff which is then forwarded to Council for consideration at the Public Hearing.



**Planning Committee**  
**Tuesday, January 20, 2015**

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Discussion ensued with regard to resident concerns surrounding the density of the development and vehicle parking. Mr. Craig advised that the proposed development would provide for improvements along Southridge Road. Also, he noted that the rezoning would allow for double car garages and the ability to park four vehicles on each lot.

Mr. Erceg advised that should the application proceed, residents would have opportunity to provide input through the Public Hearing process. Also, Council would have the option to refer the item back to staff to consider a reduction in the number of subdivided lots if preferred.

In reply to queries from Committee, Mr. Craig advised that (i) the applicant is proposing to provide secondary suites on four out of the five lots, (ii) the City's Affordable Housing Strategy would require only three secondary suites for the proposed development, and (iii) vehicle access to the site will be through the rear lane.

In reply to queries from Committee, Reuben Zilberberg, Evernu Developments Inc., advised that it is not economically feasible to reduce the number of proposed subdivisions from five to four. Also, he noted that reducing the number of secondary suites would be contrary to the Official Community Plan (OCP) which prefers the densification of lots.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9187, for the rezoning of 9751 Steveston Highway and 10831 Southridge Road from "Single Detached (RS1/E)" and "Single Detached (RS1/B)" to "Compact Single Detached (RC2)", be introduced and given first reading.*

**CARRIED**

Opposed: Cllr. Day

Discussion ensued regarding the height of newly constructed buildings on raised soil.

## **ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (5:50 p.m.).*

**CARRIED**

**Planning Committee**  
**Tuesday, January 20, 2015**

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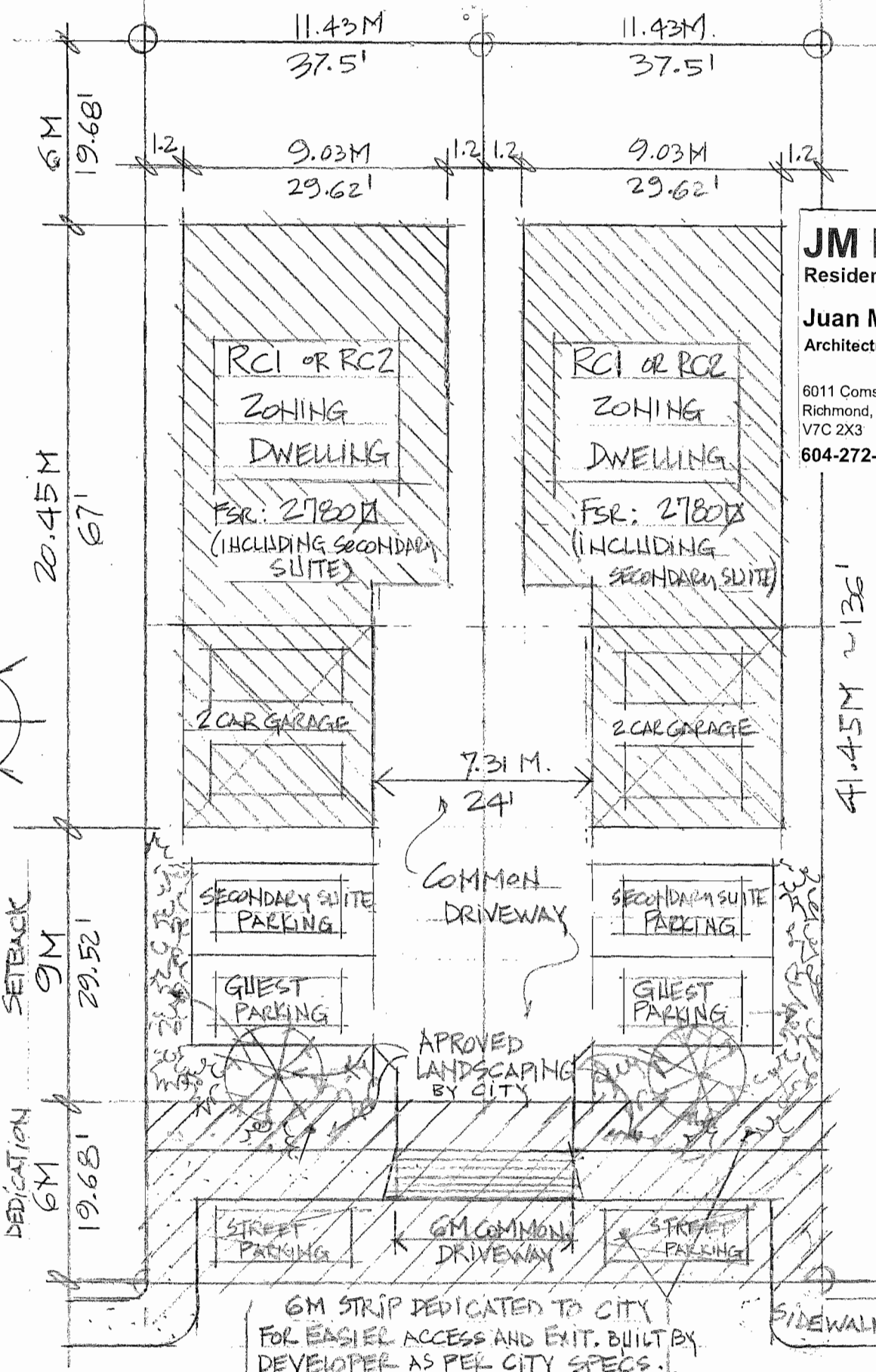
Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, January 20, 2015.

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Councillor Linda McPhail  
Chair

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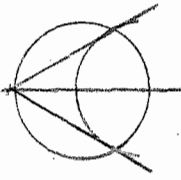
Evangel Biason  
Auxiliary Committee Clerk



**JM Designs**  
Residential Design Consultant

**Juan Miguez**  
Architectural Graduate

6011 Comstock Road  
Richmond, B.C.  
V7C 2X3  
604-272-7337



CNCL - 155  
7100 No 2 ROAD



## Public Works & Transportation Committee

Date: Wednesday, January 21, 2015

Place: Anderson Room  
Richmond City Hall

Present: Councillor Chak Au, Chair  
Councillor Harold Steves  
Councillor Derek Dang  
Councillor Ken Johnston  
Councillor Alexa Loo  
Mayor Malcolm Brodie

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

It was moved and seconded

*That the order of the agenda be varied to consider Item No. 6 first.*

**CARRIED**

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Public Works & Transportation Committee held on Wednesday, December 17, 2014, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

Wednesday, February 18, 2015, (tentative date) at 4:00 p.m. in the Anderson Room

**Public Works & Transportation Committee**  
**Wednesday, January 21, 2015**

---

6. **MULTI-FAMILY FOOD SCRAPS/ORGANICS RECYCLING AND  
OPTIONAL SOLID WASTE COLLECTION SERVICES**

(File Ref. No. 10-6370-10-05) (REDMS No. 4474107)

In reply to queries from Committee, Suzanne Bycraft, Manager, Fleet and Environmental Programs, commented on food scraps and organics processing post-collection by Harvest Power, and noted that collected materials are only tested for compliance with provincial regulations.

In reply to further queries from Committee, Tom Stewart, Director, Public Works, advised that staff are examining alternate opportunities to use compost soil as there has been little interest from the farming community; also, he noted that a memorandum to Council on compost soil is forthcoming.

Discussion took place regarding the proposed multi-family food scraps / organics recycling and optional solid waste collection services by the City and Ms. Bycraft provided the following information:

- staff believe that the City's service will be both competitive and reasonable when compared to that of private providers';
- it is difficult to calculate what strata occupants pay for garbage collection services as these fees are incorporated in their strata fees;
- multi-family dwellings may opt out of the City's proposed garbage collection service; and
- staff are prepared to work with the commercial sector with regard to Green Carts; although the pilot program generated lower than anticipated uptake from commercial entities, this may change as a result of the organics ban.

In response to comments from Committee, Ms. Bycraft reviewed the proposed multi-family food scraps / organics recycling and optional solid waste collection services by the City, noting that (i) the City's contractor will carry out said services, (ii) food scraps / organics collection will be implemented for all multi-family dwellings, (iii) multi-family dwellings may opt into garbage with large item collection through the City, (iv) multi-family dwellings may also opt into cardboard collection through the City, and (v) multi-family dwellings may opt out of the City's food scraps / organics recycling program if they can demonstrate that they have comparable service through a private provider.

Ms. Bycraft stated that she anticipates a 40% intake from multi-family dwellings for optional garbage with large item collection service through the City, and was of the opinion that limited multi-family dwellings will opt out of the City's food scraps / organics recycling program. She spoke of large item collection service for multi-family dwellings, noting that the service will mirror that of the one currently provided to single-family dwellings.

**Public Works & Transportation Committee**  
**Wednesday, January 21, 2015**

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Also, Ms. Bycraft spoke on the size of the Garbage Carts for those opting in for the City service, noting that their footprint is smaller than most dumpsters and they will be placed in areas where they will not have to be relocated for collection.

It was moved and seconded

- (1) *That a food scraps/organics recycling collection service program be implemented for all multi-family dwellings as outlined in the staff report dated January 6, 2015 from the Director, Public Works;*
- (2) *That solid waste collection services including garbage with large item collection, and cardboard collection be implemented for all multi-family dwellings on an opt-in basis as outlined in the staff report dated January 6, 2015 from the Director, Public Works;*
- (3) *That the Chief Administrative Office and General Manager, Engineering & Public Works be authorized to negotiate and execute an amendment to Contract T.2988, Residential Solid Waste & Recycling Collection Services to implement, service, acquire, store, assemble, label, deliver, replace and undertake related tasks for the carts, kitchen containers and related items associated with the services outlined in Items 1 and 2, above;*
- (4) *That an amendment to the City's Five Year Financial Plan (2015 – 2019) to include:*
  - (a) *capital costs of \$700,000 (funded from the City's general solid waste and recycling provision); and*
  - (b) *operating costs of \$1,212,500 in 2015 with amounts not recovered via rates in 2015 funded from the City's general solid waste and recycling provision,**be approved; and*
- (5) *That Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 9204, be introduced and given first, second and third reading.*

**CARRIED**

*Mayor Brodie left the meeting (4:15 p.m.) and did not return.*

## PLANNING & DEVELOPMENT DEPARTMENT

1. **RICHMOND ACTIVE TRANSPORTATION COMMITTEE – PROPOSED 2015 INITIATIVES**

(File Ref. No. 01-0100-20-RCYCI) (REDMS No. 4440485)

It was moved and seconded

- (1) *That the proposed 2015 initiatives of the Richmond Active Transportation Committee, as described in the staff report titled Richmond Active Transportation Committee – Proposed 2015 Initiatives dated December 11, 2014 from the Director, Transportation, be endorsed; and*
- (2) *That a copy of the staff report titled Richmond Active Transportation Committee – Proposed 2015 Initiatives dated December 11, 2014 from the Director, Transportation be forwarded to the Richmond Council-School Board Liaison Committee for information.*

**CARRIED**

2. **TRAFFIC SAFETY ADVISORY COMMITTEE – PROPOSED 2015 INITIATIVES**

(File Ref. No. 01-0100-30-TSADI-01) (REDMS No. 4464936)

In reply to queries from Committee, Victor Wei, Director, Transportation, spoke on the pilot traffic calming measure utilizing pedestrian zone markers and the following information was noted:

- staff will conduct a before and after speed study to evaluate the effectiveness of pedestrian zone markers;
- approximately two to three pilot studies will be conducted prior to reporting back to Council on the effectiveness of pedestrian zone markers;
- pedestrian zone markers are not suitable for use on arterial roads due to their permitted speeds and the volume of vehicles they experience; and
- pedestrian zone markers are more economical than speed humps.

In response to comments regarding traffic safety in Burkeville, Mr. Wei advised that traffic calming measures and stop signs have been installed at various intersections. Also, Mr. Wei noted that pedestrian safety statistics have remained relatively static over the past five years.

It was moved and seconded

- (1) *That the proposed 2015 initiatives for the Traffic Safety Advisory Committee, as outlined in the staff report titled Traffic Safety Advisory Committee – Proposed 2015 Initiatives, dated December 23, 2014, from the Director, Transportation, be endorsed; and*

**Public Works & Transportation Committee**  
**Wednesday, January 21, 2015**

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- (2) *That a copy of the staff report titled Traffic Safety Advisory Committee – Proposed 2015 Initiatives, dated December 23, 2014, from the Director, Transportation be forwarded to the Richmond Council-School Board Liaison Committee for information.*

**CARRIED**

**ENGINEERING & PUBLIC WORKS DEPARTMENT**

**3. DESIGN CONCEPT – NO. 2 ROAD NORTH DRAINAGE PUMP STATION UPGRADE**

(File Ref. No. 10-6340-20-P.14306) (REDMS No. 4465923)

In reply to queries from Committee, Milton Chan, Manager, Engineering Design and Construction, advised that, through the City's capital program, it is anticipated that one pump station be upgraded annually. Also, Mr. Chan noted that the design life of a pump station is approximately 50 to 75 years.

It was moved and seconded

*That the design concept for the No. 2 Road North Drainage Pump Station Upgrade be endorsed.*

**CARRIED**

**4. AMENDMENT BYLAWS FOR WATER AND SEWER**

(File Ref. No. 10-6060-01; 12-8060-20-009202, 12-8060-20-009203) (REDMS No. 4458121)

It was moved and seconded

(1) *That Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9202 be introduced and given first, second, and third readings; and*

(2) *That Drainage, Dyke and Sanitary Sewer Bylaw No. 7551, Amendment Bylaw No. 9203 be introduced and given first, second, and third readings.*

**CARRIED**

**5. MUNICIPAL ACCESS AGREEMENT WITH LULU ISLAND ENERGY COMPANY INC.**

(File Ref. No. 10-6600-10-01) (REDMS No. 4399965)

It was moved and seconded

*That the Chief Administrative Officer and the General Manager, Engineering & Public Works be authorized to execute, on behalf of the City, a Municipal Access Agreement between the City and Lulu Island Energy Company Inc., a fully owned City corporation, containing the material terms and conditions set out in the staff report titled Municipal Access Agreement with Lulu Island Energy Company Inc. dated December 22, 2014, from the Director, Engineering.*

**CARRIED**

5.



**Public Works & Transportation Committee**  
**Wednesday, January 21, 2015**

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6. **MULTI-FAMILY FOOD SCRAPS/ORGANICS RECYCLING AND  
OPTIONAL SOLID WASTE COLLECTION SERVICES**

(File Ref. No. 10-6370-10-05) (REDMS No. 4474107)

Please see Page 2 for action on this matter.

7. **MANAGER'S REPORT**

*(i) District Energy Initiatives*

John Irving, Director, Engineering, commented on Phase 3 of the Alexandra District Energy Utility, noting that construction activity will commence in the near future. Also, he advised that, in partnership with Corix Utilities Inc., works on the River Green District Energy Utility are advancing.

*(ii) Steveston Waterfront*

Discussion ensued and renderings of the Steveston waterfront were distributed (attached to and forming part of these Minutes as Schedule 1). In reply to queries from Committee, Mr. Irving advised that staff are in discussions with the Provincial Government with regard to the property rights of Shady Island (Steveston Island) and an update on the matter is forthcoming.

Discussion further took place regarding water lots along Steveston's waterfront and in particular at Imperial Landing. As a result, the following **referral** was introduced:

It was moved and seconded

*That staff identify all the waterfront land owned by the City, including dikes around Richmond and adjacent water lots, and, where there are red zones, identify the extent of the red zones and report back.*

**CARRIED**

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:32 p.m.).*

**CARRIED**

**Public Works & Transportation Committee**  
**Wednesday, January 21, 2015**

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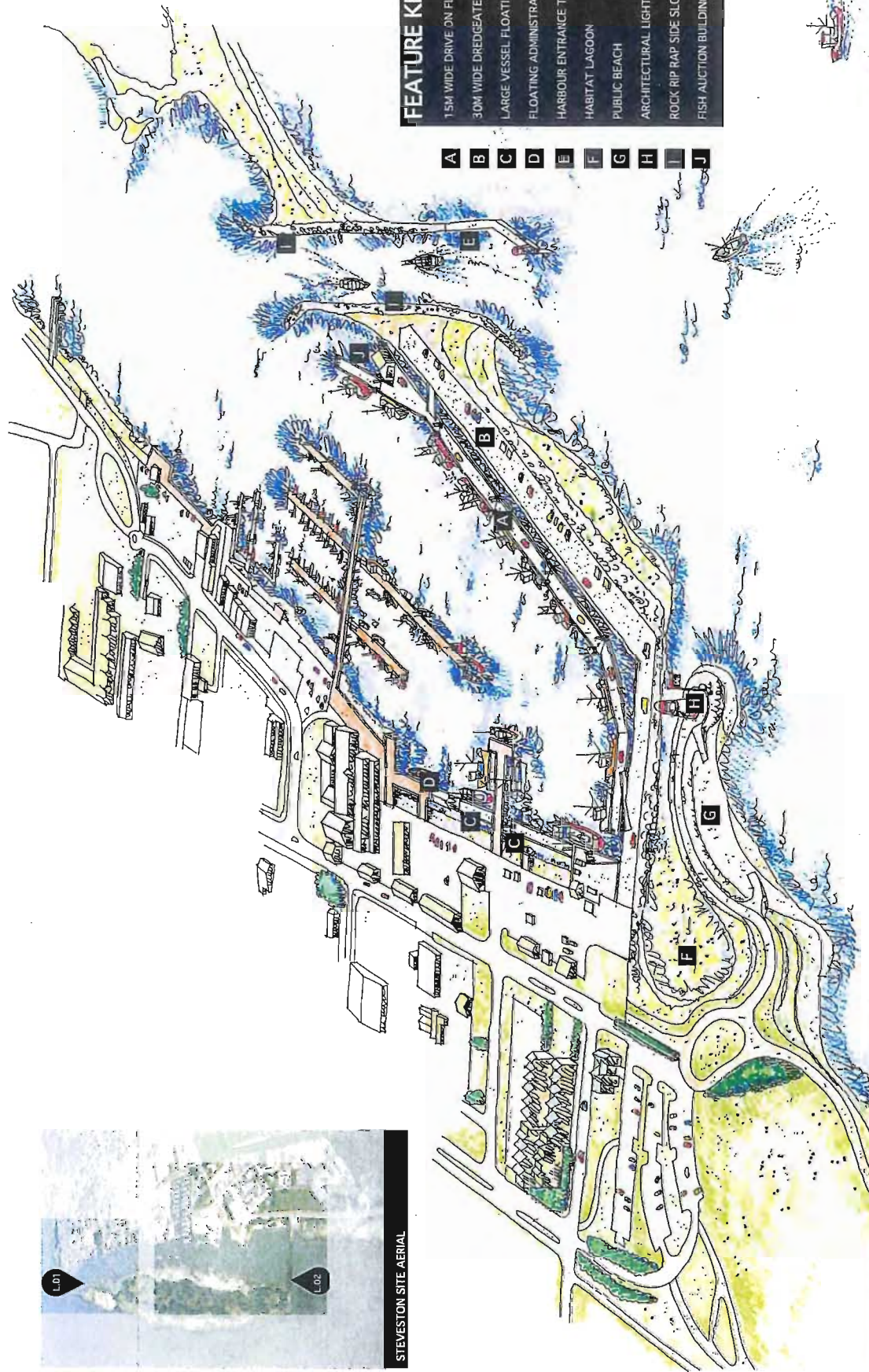
Certified a true and correct copy of the Minutes of the meeting of the Public Works & Transportation Committee of the Council of the City of Richmond held on Wednesday, January 21, 2015.

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Councillor Chak Au  
Chair

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Hanieh Berg  
Committee Clerk



**FEATURE KEY**

- A 15M WIDE DRIVE ON FLOATING WHARF
- B 30M WIDE DREDGEATE PLACED MATERIAL
- C LARGE VESSEL FLOATING WHARF
- D FLOATING ADMINISTRATION BUILDING
- E HARBOUR ENTRANCE TRAINING WALL
- F HABITAT LAGOON
- G PUBLIC BEACH
- H ARCHITECTURAL LIGHT HOUSE
- I ROCK RIP RAP SIDE SLOPE ENTRANCE
- J FISH AUCTION BUILDING

A B C D E F G H I J



CNCL - 163

APPROVALS		2009
APPROVED BY	DATE	
DESIGNED BY	DATE	
CHECKED BY	DATE	
CONSENT FOR CLARIFICATION		REVISION
NO.	DATE	

STEVESTON COMMUNITY FISHING HARBOUR -  
LONG TERM DEVELOPMENT PLAN

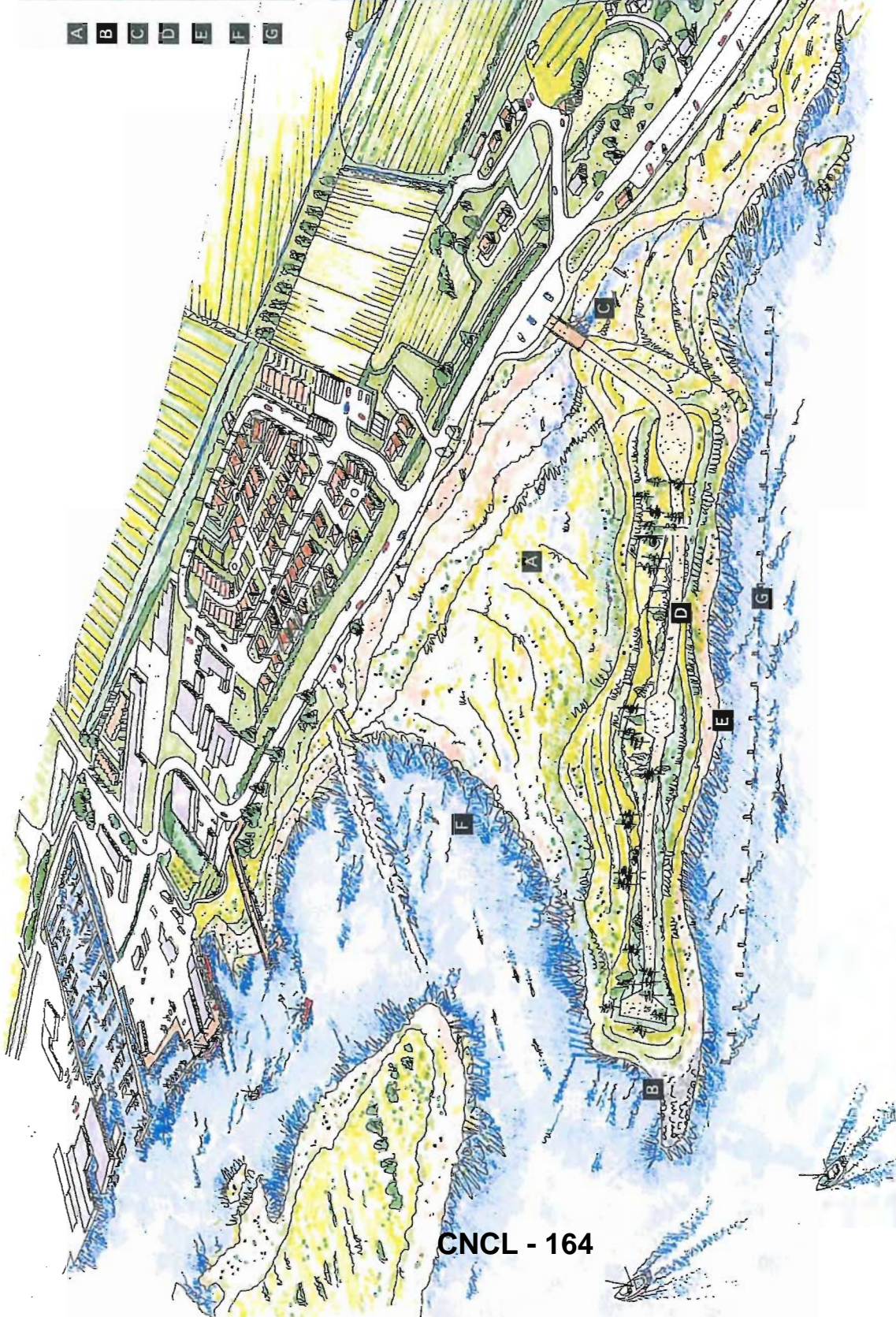
**FEATURE KEY**

- TIDAL FLAT MARSH
- ROCK TRAINING WALL
- TIDAL FISH PASSAGE
- SHEAR BOOM REPLACEMENT PROMENADE
- BENEFICIAL USE OF COARSE SAND DREDGEGATE LOCATION
- TIDAL ACCESS
- EXISTING DEBRIS SHEAR BOOM

- A
- B
- C
- D
- E
- F
- G



STEVESTON SITE AERIAL



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2009

DATE	BY
DATE	BY
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NO.	DATE	REVISION

NO.	DATE	REVISION

STEVESTON COMMUNITY FISHING HARBOUR -  
LONG TERM DEVELOPMENT PLAN

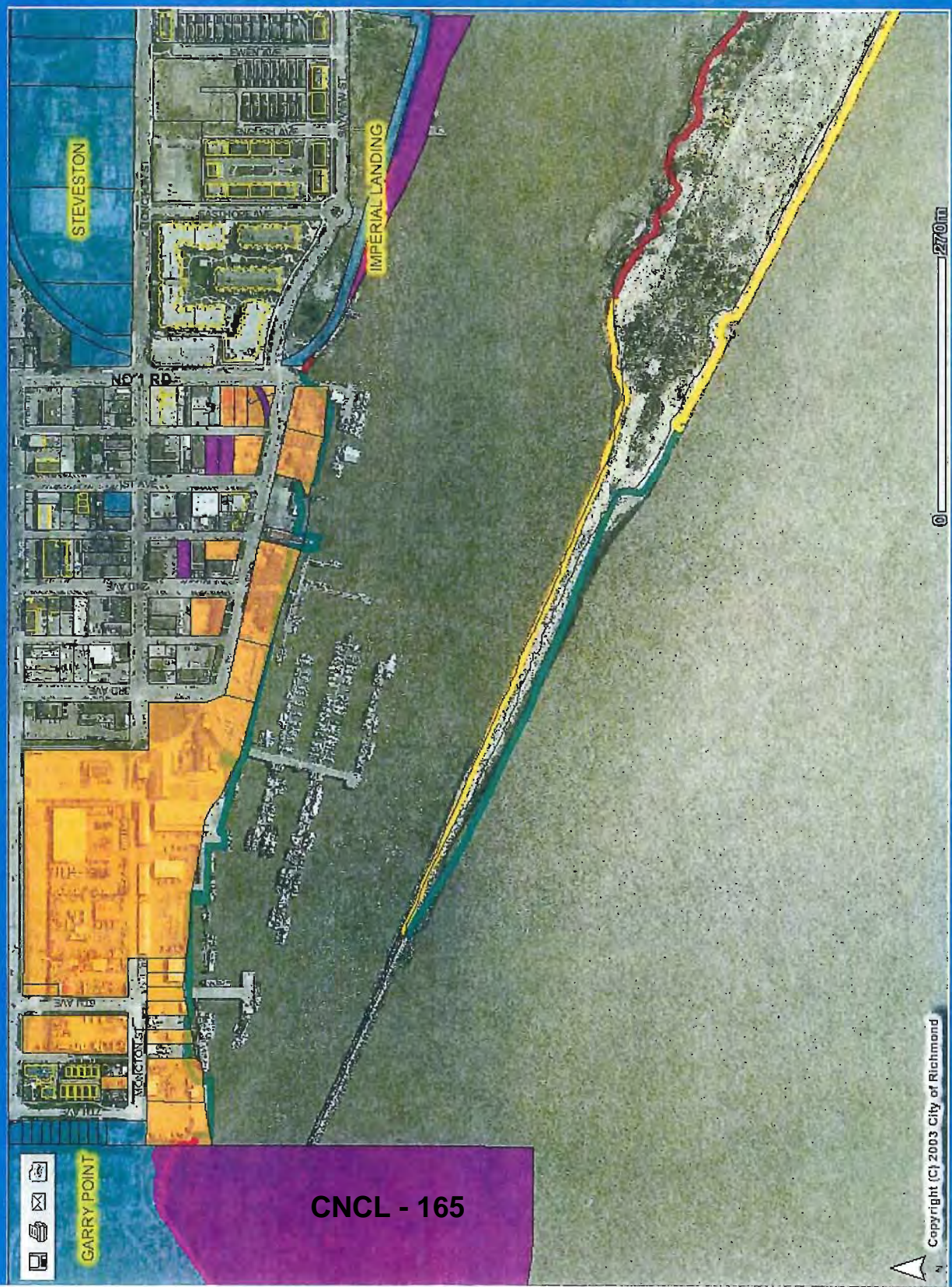
Zoom In Zoom Out Zoom In / Out to: [v] Pan Last View Max View Overly Map Print  
 Identify Property Info Select Query Buffer Measure Sat Units Download

Cursor will Zoom In

Active Layer: **Government Owned Properties**

Services Layers Legend  
 Search by: [v]

- Legend**
- PROPERTY
    - Air Parcel
    - Parcel
    - Strata
  - Property Links
  - City Hall
  - Parks and Open Spaces
  - Government Owned Properties
  - Footprint
  - GVRC
  - Services
  - Recreation
  - FREMP Habitat Classification
    - Green Coastal Habitat/High Productivity
    - Red Coastal Habitat/High Productivity
    - Yellow Coastal Habitat/Moderate Productivity
  - Aerial Photo (April 2003)



CNCL - 165


2009

REFRESH MAP

# Steveston Harbour East End



### Legend

 City Property

Data Snapshot Date: April 3, 2009  
 Map Created By: spang  
 Print Date: April 3, 2009  
 Printed By: spang

Note: The information shown on this map is compiled from various sources and the City makes no warranties, expressed or implied, as to the accuracy. Users are reminded that this map and legal description must be endorsed in the Land Title Office in New Westminster. This map is NOT a legal document, and is published for information and convenience only. All rights reserved. Not to be reproduced or distributed without permission.



1:3,000

0 15 30 60 Meters

City of Richmond

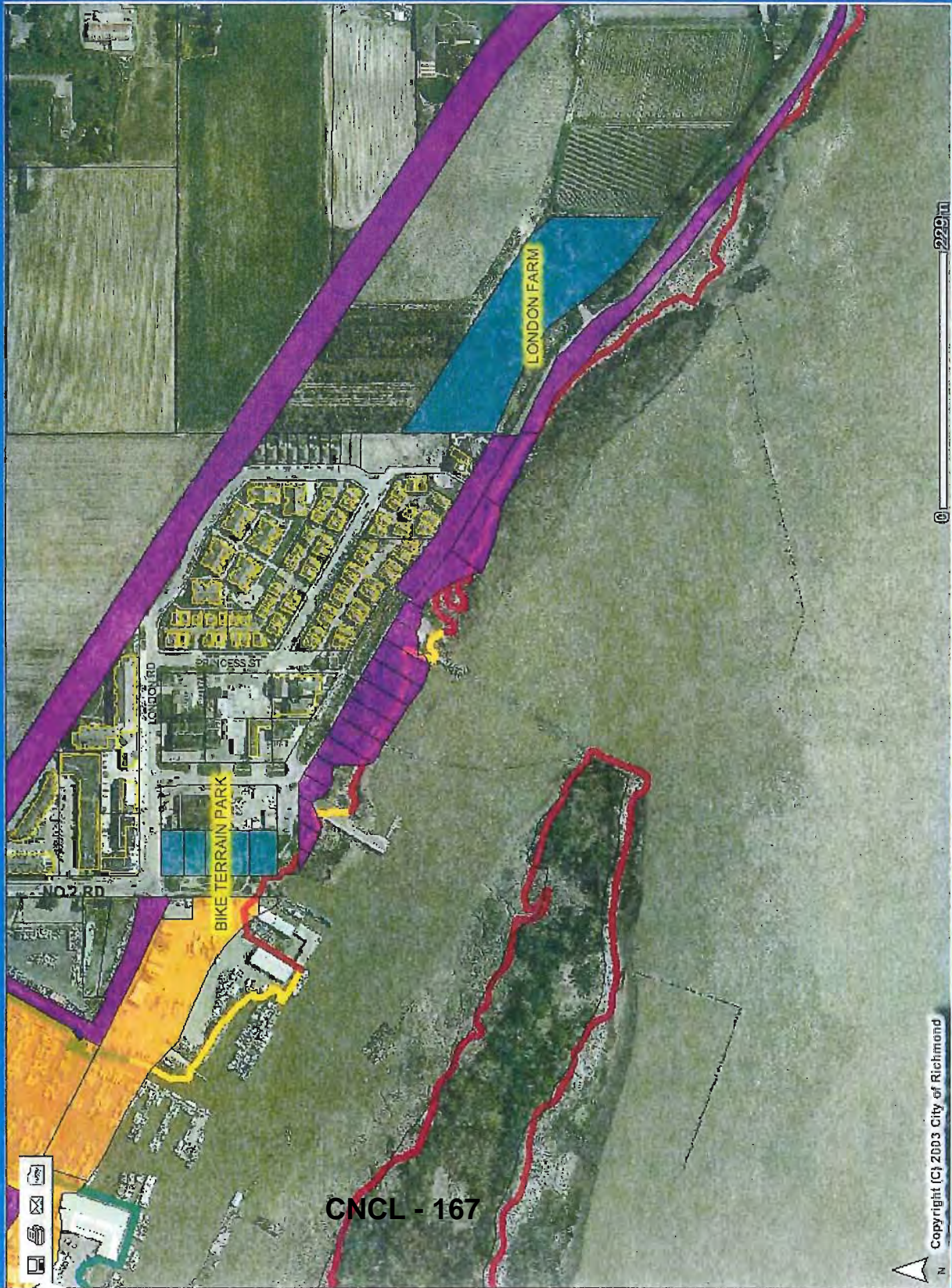


Zoom In   Zoom Out   Zoom In / Out to: [v]   Pan   Last View   Max View   Overview Map   Print  
 Identify   Property Info   Select   Query   Buffer   Clear   Measure   Set Units   Download

Cursor will: Zoom In

Services   Layers   Legend  
 Search by: [v]

- Legend**
- PROPERTY**
    - Air Parcel
    - Surf
    - Surf
  - Property Links**
    - City Hall
    - Parks and Open Spaces
    - Government Owned Properties
  - Feeder**
    - GRD
    - Gravel
    - Richmond
  - FREMP Habitat Classification**
    - Green Corridor (Urban, Low Productivity)
    - Red Corridor (Urban, High Productivity)
    - Yellow Corridor (Urban, Moderate Productivity)



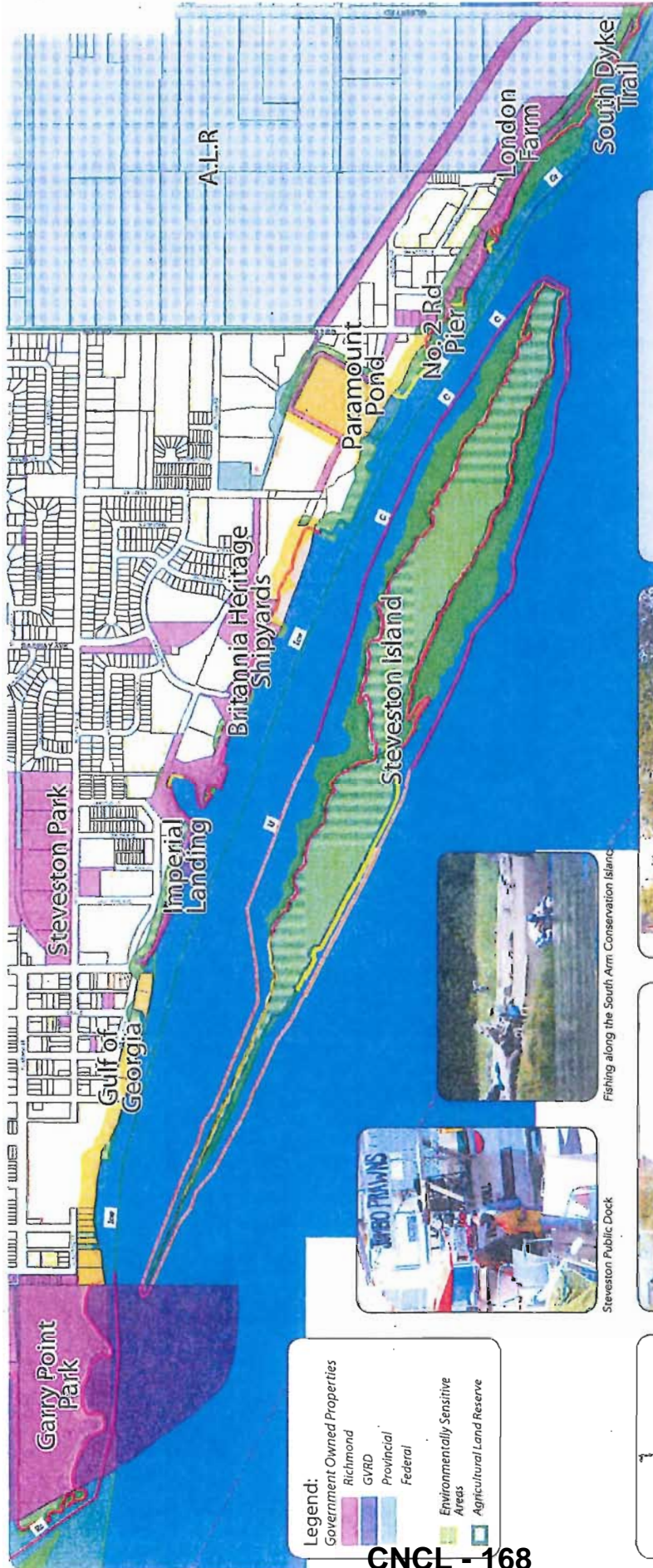
CNCL - 167

229

2009

REFRESH MAP

character areas



CNCL - 168



View of marsh along the South Dyke Trail and Fraser River South Arm



Residential development with trail connections along South Dyke



Fishing along the South Arm Conservation Island



Britannia Heritage Shipyard



Steveston Public Dock



No. 2 Road Pier fish float and dock

2009

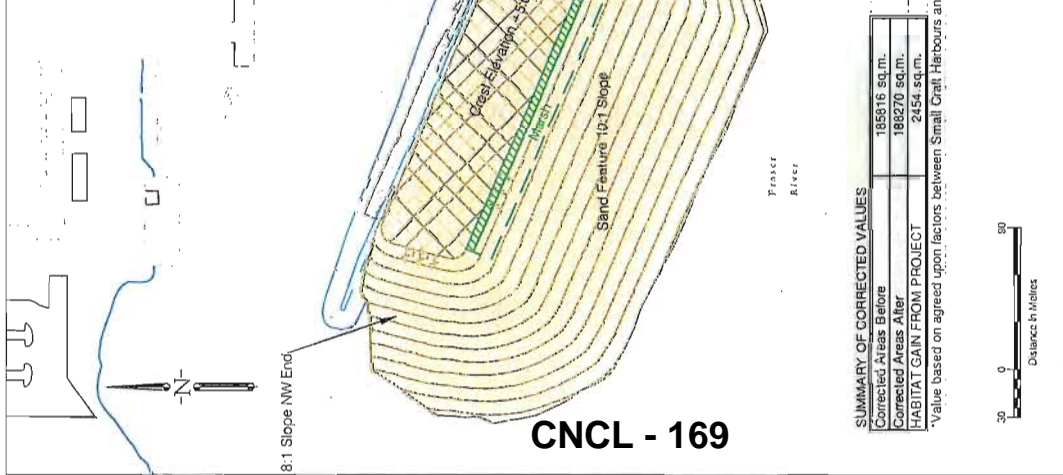


DATE: 04-Dec-09  
 REF ID: 5182-E-034  
 Habitat Areas and Values Pre and Post Construction  
 West Harbour Entrance Modification, Steveston, B.C.

**Habitat Balance Sheet**

Zone	Location	Habitat Type	Indicator		Project Habitat Areas (square meters)		Factor	Value* sq.m.
			Substrate	Flora	Post	Net		
<b>A - EASTERLY TRAINING BERM</b>								
1	Upland	Dunegrass	Sand	1413	1019	3	3057	0
2	Upland	Bare	Riprap	0	0	0.1	0	0
3	Upper Intertidal	Green Algae	Riprap	844	844	0.5	422	0
4	Middle, Low, and Sub Riprap	Marsh Plants	Riprap	5181	5104	1.5	7856	0
5	Upper Intertidal	Marsh Plants	Sand	3640	3640	6	21837	0
6	Intertidal and Subtidal	Invertebrates	Sand	29158	18550	-10606	0	0
Net				29828	28928	0	22306	0
<b>B - NEW ENTRANCE</b>								
1	Upland	Dunegrass	Sand	2631	0	-2631	3	-772
2	Upland	Bare	Riprap	797	0	-797	0.1	-79
3	Upper Intertidal	Green Algae	Riprap	307	0	-307	0.5	-154
4	Middle, Low, and Sub Riprap	Marsh Plants	Riprap	1055	0	-1055	1.5	-1582
5	Upper Intertidal	Marsh Plants	Sand	6842	7359	517	3102	0
6	Intertidal and Subtidal	Invertebrates	Sand	7359	0	-7359	1	-7359
Net				1055	7359	0	0	0
<b>C - WESTERLY TRAINING BERM</b>								
1	Upland	Dunegrass	Sand	0	0	0	3	0
2	Upland	Bare	Riprap	5	0	-5	0.1	0
3	Upper Intertidal	Green Algae	Riprap	321	0	-321	0.5	-161
4	Middle, Low, and Sub Riprap	Marsh Plants	Riprap	864	864	0	0	0
5	Upper Intertidal	Marsh Plants	Sand	864	864	6	5184	0
6	Intertidal and Subtidal	Invertebrates	Sand	948	948	0	0	0
Net				948	948	0	0	0
<b>D - WEST BEACH AND SERVICE AREA</b>								
1	Upland	Dunegrass	Sand	0	977	377	3	2830
2	Upland	Bare	Riprap	0	0	0	0.1	0
3	Upper Intertidal	Green Algae	Riprap	1024	0	-1024	0.5	-512
4	Middle, Low, and Sub Riprap	Marsh Plants	Riprap	1983	0	-1983	1.5	-2975
5	Upper Intertidal	Marsh Plants	Sand	207	2445	6	14820	0
6	Intertidal and Subtidal	Invertebrates	Sand	5046	4303	-743	0	0
Net				207	2445	0	0	0
Net				546	546	0	0	0
Net				67200	67200	0	0	-15186

- LEGEND**
- High Water Level (4.5m chart datum)
  - Low Water Level (0m CD)
  - Old Contour (m CD)
  - New Contour (m CD)
  - New Marsh Habitat Feature
  - New Dunegrass Habitat Feature
  - Easterly Training Berm
  - New Harbour Entrance (-5m CD)
  - Westery Training Berm
  - West Beach and Service Area



**CNCL - 169**

**SUMMARY OF CORRECTED VALUES**

Corrected Areas Before	185816 sq.m.
Corrected Areas After	186270 sq.m.
<b>HABITAT GAIN FROM PROJECT</b>	<b>2454 sq.m.</b>

\*Value based on agreed upon factors between Small Craft Harbours and Habitat Management



	Client		Author		
	Ref. No.	V31101024.023	Checked by	MT	
		Playco Harbour Entrance Drawing Nov. 13, 2009	Drawn by	DC	
		REFERENCE	Date	Dec. 8, 2009	
		Scale	1:3000	Inspected by	WAM/TJDB/CC
		Paper Size	11 x 17	DWG. No.	5182-D-20.4
PROJECT		HABITAT BALANCE SHEET DRAWING, WEST HARBOUR ENTRANCE MODIFICATIONS, STEVESTON, BRITISH COLUMBIA.			

2009



# City of Richmond

## Report to Committee

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**To:** Community Safety Committee **Date:** November 27, 2014  
**From:** Rendall Nessel, Superintendent **File:** 09-5000-01/2014-Vol  
Officer In Charge 01 (14.22)  
**Re:** **Richmond RCMP's Drug Awareness Resistance Education (D.A.R.E) Program**

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### Staff Recommendation

That the report titled "Richmond RCMP's Drug Awareness Resistance Education (D.A.R.E)" dated November 27, 2014, from the Officer in Charge, Richmond RCMP be received for information.

Rendall Nessel  
Officer In Charge, Richmond RCMP Detachment  
(604-278-1212)

Att. 1

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

## Staff Report

### Origin

The City of Richmond's RCMP Detachment has supported the Drug Awareness Resistance Education (D.A.R.E.) Program since 2004. Since that time, 20 Richmond Detachment D.A.R.E. instructors have been trained and 1,600 students per year have been taught the program. Staff believe that the program is of great value to the City and is well received by teachers, students and parents.

This report supports Council's Term Goal #1 Community Safety:

*To ensure Richmond remains a safe and desirable community to live, work and play in, through the delivery of effective public safety services that are targeted to the City's specific needs and priorities.*

*1.4. A strategic review of the City's community policing needs, including community policing needs of the City Centre.*

*1.5. Improved perception of Community Safety by the community.*

### Analysis

#### Background

Since 1983 D.A.R.E. has demonstrated leadership in the prevention of drug abuse. Collaborative efforts among Law Enforcement, Education and Prevention Science have distinguished the D.A.R.E. program. D.A.R.E.'s *keepin' it REAL* (Refuse, Explain, Avoid and Leave) Elementary Curriculum continues this commitment to provide cutting edge instruction that prevents drug use by developing basic or core skills needed for safe and responsible choices. These skills extend beyond drugs to health and mature choices in life. Developing core academic and life skills, the curriculum furthers both educational and prevention goals.

D.A.R.E. was first piloted in the Richmond Public School System in the 2003/2004 school year. It was taught at several elementary schools to both Grade 5 and Grade 6 students. Based on the success of the program, the School District mandated that all Grade 5 students would receive D.A.R.E. training. The program was implemented District-wide in the 2004/2005 school year.

From its inception through to the end of the 2013/2014 school year a total of 15,930 Grade 5 students have been taught D.A.R.E.

Figure 1 provides a comparison by year for the number of students taught D.A.R.E.

<b>Year</b>	<b>Total</b>
2004/2005	1699
2005/2006	1880
2006/2007	1880
2007/2008	1796
2008/2009	1832
2009/2010	1716
2011/2012	1798
2012/2013	1693
2013/2014	1636
<b>Total</b>	<b>15,930</b>

The D.A.R.E.'s *keepin'* it REAL Elementary Curriculum is designed based on the Socio-Emotional Learning Theory (SEL). SEL identifies fundamental, basic skills and developmental processes needed for healthy development including:

- self-awareness and management
- responsible decision making
- understanding others
- relationship and communication skills
- handling responsibilities and challenges

The curriculum uses this theory to teach youth to control their impulses and think about risks and consequences resulting in more responsible choices. The D.A.R.E. philosophy is the belief that if youth are taught to make safe and responsible decisions, they will be guided to healthy choices, not only about drugs but across all parts of their lives. As they grow to be responsible citizens, they will lead healthier and more productive drug-free lives.

The ten lessons (Attachment 1) are arranged in a scaffolding process, starting with the basics about responsibility making and then building on each other, allowing students to develop their own responses to real life situations. The very first lesson starts with responsibility and introduces decision making with subsequent lessons applying these skills increasing complex ways to drug use and other choices in their lives. It is D.A.R.E.'s vision that youth who think their way through situations, make better choices that are not impulsive, communicate, and relate to people, will be drug-free and more successful in all areas of their lives. This is D.A.R.E.'s vision for success and the journey that begins with lesson one.

#### *D.A.R.E.'s keepin' it REAL Curriculum Design*

The innovative curriculum is intended to build on the partnership between D.A.R.E. and *keepin'* it REAL to provide enhanced tools for keeping youth safe and drug free.

The D.A.R.E. officer remains the key to delivering the curriculum. The D.A.R.E. officer is vital in making the lessons come to life while playing an incredibly positive role for D.A.R.E. students. The curriculum is based on the D.A.R.E. Decision Making Model (DDMM) and teaching communication and life skills through the effective "from kid through kid to kids" narrative approach that are the hallmarks of D.A.R.E.'s successful middle school *keepin' it REAL* curriculum. Lessons begin with a story about characters and real life situations the student will learn to know and care about. These stories are based in the actual experiences of students in schools around the country. Situations and role plays are integrated into the lessons to provide practice for each skill. Hopefully students will be encouraged to tell their own stories by continuing to use the "someone I know" dialogue method. This is what makes the lessons 'real' to them. The D.A.R.E. Decision Making Model (DDMM) helps students process their thoughts and help them make safe and responsible choices.

The new D.A.R.E. *keepin' it REAL* elementary curriculum continues many of the strengths of previous D.A.R.E. lessons, improvements have been made to be even more effective in encouraging students to lead safe, responsible, and drug free lives.

#### *Curriculum Highlights:*

- The new theme of safe and responsible choices provides a framework for teaching about decision making, risk, stress, communication, and peer pressure while providing youth with the information about drugs they need to make informed decisions.
- There are increased opportunities to practice the DDMM and apply it to real life situations.
- The new curriculum covers a broad range of risks students face in their lives on a daily basis, including drugs, as well as other risks they are likely to face in the near future.
- The skills are now taught through stories. This includes videos, situations, and role plays, and journaling to give students the opportunity to practice skills, write and plan for the future.
- The curriculum is tied to emerging national educational standards. A table linking the lessons to the standards is included in this manual.

#### *Core Concepts*

After participating in the new curriculum, students will be able to:

- Exercise self control particularly when under stress and peer pressure. The new curriculum will teach youth to learn to control their emotions, avoid impulsive behaviour, and think critically about their experiences in order to plan a drug-free life.
- Identify the risks and consequences of their choices. The curriculum prepares them for the rapid changes and challenges they are about to face, including the increasing presence

of drugs in their lives, by teaching them to evaluate the risks and consequences of their choices.

- Make safe and responsible decisions. The DDMM continues to be central because youth at this age need to understand how to think clearly and critically about the choices they face and, perhaps more importantly, plan for the ones they are about to face.
- Communicate more confidently and effectively, thus developing stronger relationships with peers, family and authority figures.
- Become safe and responsible citizens by learning how to help others and knowing how to get help. Youth of this age cannot do everything alone so the new curriculum stresses safe and responsible ways to give and get help.

### *Lessons Overview*

Based on the core principles, D.A.R.E. constructed a ten lesson curriculum. Simply teaching something once is not enough for most young learners. This is why each skill is broken down into parts, "scaffolding" or building upon concepts so that they appear over and over again in lessons, each time in a more advanced and sophisticated way. The best example of this is the DDMM. DDMM is introduced and modelled in lesson 1. In lesson 1, students use the "D" to define a problem involving drugs. In lesson 3, they define and assess risks and consequences in situations in which they often find themselves. In lesson 4, they model to define, assess, and decide how to respond in stressful life situations. In lesson 5 they are using the entire model to define, assess, respond and evaluate strategies for handling peer pressure. In lessons 6-9, they are refining and expanding their decision making skills. All of the skills are reviewed in lesson 10.

### *Lesson Structure*

The same basic lesson structure allows for consistency in delivery of each lesson:

- Review previous lesson
- Animated introduction story to engage, review previous lesson, and introduce this week's lesson
- Explain the basic concepts
- Describe the concepts and skills
- Practice the skills
- Apply DDMM
- Review and journaling

- Closing story

#### *D.A.R.E. Videos*

The new curriculum uses original videos to introduce and summarize the lessons. The stories are based on interviews with D.A.R.E. students around the country. The lesson then begins with introductory stories reviewing the previous lesson and introduces the main concept of the new lesson.

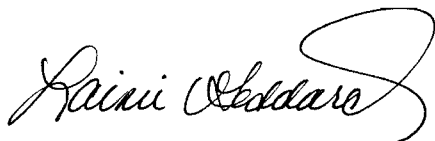
#### **Financial Impact**

None.

#### **Conclusion**

For over 30 years, the D.A.R.E. program has demonstrated leadership in the prevention of drug abuse. Since that time, the program continues to stress the importance of "just saying no"<sup>1</sup> by developing core skills needed for safe and responsible choices for life.

Richmond Detachment, teachers, students and parents continue to support D.A.R.E. with each school in the District receiving the program. Since 2004 there have been over 1,600 D.A.R.E. graduates per year in the City with an estimated 1,600 students to receive the program in the 2014 - 2015 school years.



Lainie Goddard  
Manager, RCMP Administration  
(604-207-4767)

LG:jl

Att. 1: D.A.R.E. Lesson Plan

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<sup>1</sup> "**Just Say No**" (accessed October 20, 2014); available from [http://en.wikipedia.org/wiki/Just\\_Say\\_No](http://en.wikipedia.org/wiki/Just_Say_No). "**Just Say No**" was an advertising campaign, part of the U.S. "*War on Drugs*", prevalent during the 1980s and 1990s, to discourage children from engaging in illegal recreational drug use by offering various ways of saying no. Source: Wikipedia.

**LESSON ONE: Introduction to DARE's *keepin' it REAL***

- Define what it means to be responsible
- Identify student responsibilities in their daily lives
- Name the steps in the D.A.R.E. Decision Making Model (**DDMM**)

**LESSON TWO: Drug Information for Responsible Decision Making**

- Identify how alcohol and tobacco use affects student responsibilities
- Examine information on alcohol and tobacco
- Understand the health effects of alcohol and tobacco on the body
- Use the **DDMM** to define the problem in scenarios related to alcohol or tobacco

**LESSON THREE: Risk and Consequences**

- Define risks and consequences and apply to real life situations
- Assess the positive and negative consequences in the choices made about risky situations
- Use the **DDMM** to assess how to make responsible decisions involving risky situations

**LESSON FOUR: Peer Pressure**

- Define pressure and peer pressure
- Recognize the sources of peer pressure
- Identify ways to respond to peer pressure
- Use the **DDMM** to generate responses to peer pressure

**LESSON FIVE: Dealing With Stressful Situations**

- Identify possible signs of stress
- Recognize the physical and behavioral signs of stress
- Use the **DDMM** in evaluating stressful situations

**LESSON SIX: Basics of Communication**

- Define and explain the importance of communication in daily living
- Demonstrate confident communication
- Use the **DDMM** to evaluate and generate alternative options for effective communication

**LESSON SEVEN: Nonverbal Communication and Listening**

- Define effective listening behaviors
- Demonstrate effective listening using verbal and nonverbal behaviors
- Use the **DDMM** to evaluate and generate alternative options for effective communication

**LESSON EIGHT: Bullying**

- Define and recognize characteristics of bullying
- Identify bullying behaviors
- Differentiate between tattling and telling
- Use the **DDMM** to practice safe ways to report bullying



**LESSON NINE: Helping Others**

- Identify the importance of being a good citizen
- Recognize the importance of reporting bullying to an adult at school and at home
- Demonstrate the use of the **DDMM** in reporting bullying behaviors
- Reinforce knowledge and positive behaviors to stop bullying

**LESSON TEN: Getting Help from Others and Review**

- Identify people in student's lives they can go for if they need help
- Recall previously learned key terms



# City of Richmond

## Report to Committee

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**To:** Community Safety Committee  
**From:** Phyllis Carlyle  
General Manager, Law and Community Safety  
**Re:** **Auxiliary Constable Policy Changes**

**Date:** December 16, 2014  
**File:** 09-5000-01/2014-Vol  
01 (14.30)

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### Staff Recommendation

That:

1. the Commissioner of the RCMP be requested to reconsider the recent policy change in relation to the level of supervision of the auxiliary constables;
2. the Federal Minister of Justice be advised of the City's request for such reconsideration;
3. the Local Government Contract Management Committee be requested to address the policy change; and
4. staff continue to report on the impact of the policy change in relation to the auxiliary program.

Phyllis Carlyle  
General Manager, Law and Community Safety  
(604-276-4104)

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

## **Auxiliary Constable Policy Changes**

### **Origin**

This report is in response to the referral from the Community Safety Committee meeting of December 9, 2014:

*“That the correspondence from the City of Coquitlam (Attachment 1) regarding Auxiliary Constables dated November 14, 2014 be referred to staff to report back to Committee on potential impacts to policing services.”*

This report supports Council’s Term Goal #1 Community Safety:

*To ensure Richmond remains a safe and desirable community to live, work and play in, through the delivery of effective public safety services that are targeted to the City's specific needs and priorities.*

*1.5. Improved perception of Community Safety by the community.*

### **Background**

#### *Richmond’s Auxiliary Constable Program*

Richmond’s RCMP auxiliary constables are sworn, uniformed volunteers under the command of the Officer-in-Charge, Superintendent Rendall Nessel. Auxiliary constables have Peace Officer status when on duty, although do not carry firearms.

The mandate of Richmond's auxiliary constable program is to support community policing activities relating to public safety; primarily by working at community and special events and participating in various crime prevention programs.

Additionally, auxiliary constables are also authorized to accompany regular members on patrol and perform other police functions such as missing persons’ searches, traffic and crowd control, gathering information, assisting with minor reports, and assisting regular members at emergency call-out and disaster response situations.

#### *National RCMP Policy Change*

After the October 22, 2014, attack in Ottawa on the National War Memorial and Parliament Hill, the RCMP National Crime Prevention Services stated:

*“Aux/Cst’s (auxiliary constables) in uniform should be the direct supervision of an RM (regular member) ...”*

The following section from RCMP Operations Manual 38.3 - Auxiliary Constables is to be removed:

*7. 3. 1. General Supervision means an auxiliary constable may perform specific duties without being under the direct supervision of an RM (regular member), e.g. community policing programs.*

The following sections will remain in policy under 38.3.7 - Supervision:

*7. 3. 2. Direct Supervision means an auxiliary constable will be accompanied and supervised by an RM (regular member).*

*7. 3. 3. Emergency Supervision means an auxiliary constable, in circumstances of civil emergencies, may be engaged in specific activities without direct supervision.*

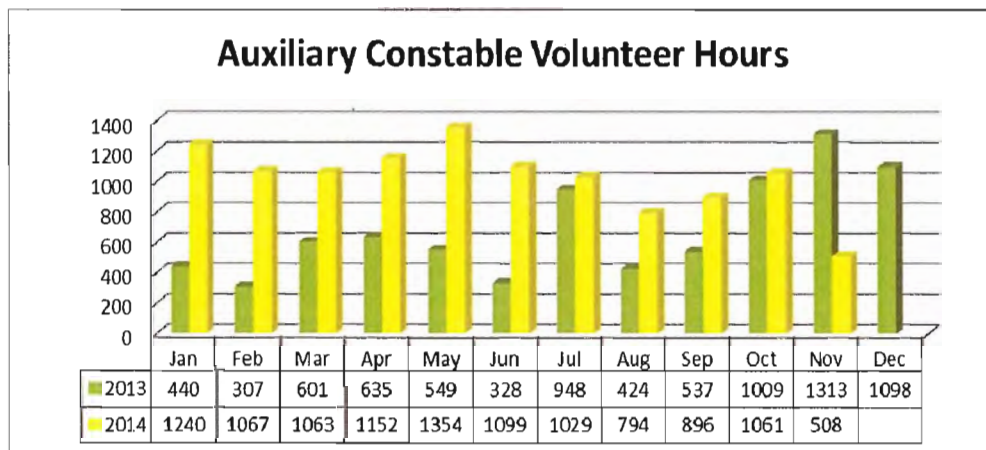
**Analysis**

In Richmond, the auxiliary constables have been striving towards a target of 70% of overall hours committed to community policing duties. In 2009, community events and crime prevention programs accounted for 31% of the on-duty time of Richmond’s auxiliary constables. By the end of 2013, this percentage increased to 71%. In 2013 the auxiliary constable provided 8,189 hours of service.

The policy change does not affect auxiliary constable participation in ride-along duties with general duty or traffic sections, as these activities were already under the “Direct Supervision” requirement.

However, many community policing and crime prevention duties that were previously permitted under indirect "General Supervision" now require the direct supervision of RCMP regular members.

In November 2014, the first month after the policy change, auxiliary constable volunteer hours reduced by over 50% from the previous month. It is expected that this reduction in hours will continue, especially insofar as duties involving crime prevention programs and community events.



*Effect on Community Policing Duties:*

Auxiliary constable participation in the following programs is currently suspended, unless a RCMP regular member is available to provide “Direct Supervision” for each duty:

- Block Watch: neighbourhood meetings, home safety presentations and events;
- Coastal Watch: “Dock Walk” patrols, marine community presentations, and boat safety checks;
- Community Safety Patrols: uniformed presence on foot, bike, and all terrain vehicles in designated areas; including Steveston, Hamilton, City Centre, Night Markets and various parks, school grounds, trails and dykes throughout Richmond; including support of Bylaws Officers conducting dog enforcement;
- Crime Watch: providing operational support to non-uniformed citizen volunteers on “observe and report” patrols;
- Home Security Checks: home and property theft prevention education for individual residents;
- Lock-Out Auto Crime: theft reduction audits of vehicles in parking lots;
- Pedestrian Safety Initiative: education in high-traffic areas;
- Safety Talks: various topics as requested by schools, various community groups, Cadets, Scouts, Guides, etc, and;
- Speed Watch: roadside education and monitoring program targeting speed reduction and distracted driving.

*Effect on Community Events:*

Last year, auxiliary constables were present at 50 events throughout the City. At 29 of these events, uniformed participation of auxiliary constables was provided under “General Supervision” as the auxiliaries were without the on-site presence of a regular member.

Auxiliary constable participation at all future events will now require the presence of one or more RCMP regular members to provide “Direct Supervision”.

**Financial Impact**

There is no financial impact associated to this report.

The annual operating expenses for the operation of the Auxiliary Constable program include:

Annual operating budget	\$25,000	
Salary (program coordinator)	\$71,708	
Benefits	<u>\$17,210</u>	
<b>Total expenses</b>		<b><u>\$113,918</u></b>

## **Conclusion**

As a result, of the policy change requiring “Direct Supervision” of auxiliary constables for all duties, there is expected to be a significant impact to crime prevention programs, many community events, and the number of volunteer hours contributed overall.

The policy change does not affect auxiliary constable participation in ride-along duties with general duty or traffic sections, as these activities were already under the “Direct Supervision” requirement.

Provincially, RCMP Detachments are currently awaiting further clarification from "E" Division as to the final wording and impact of this policy change to the auxiliary constable program.



Steve Ilott  
Coordinator, Auxiliary Constable Program  
(604-207-4852)

:si



November 4, 2014  
Our File: 01-0125-30/000/2014-1  
Doc #: 1817198.v2

Superintendent Tyler Bates  
Director of the National Crime Prevention/  
Aboriginal Policing Services  
RCMP National Headquarters  
73 Leikin Drive  
Ottawa, ON K1A 0R2

Dear Superintendent Bates:

**RE: Auxiliary Constables**

Please be advised that at the November 3, 2014 Regular Meeting of Council for the City of Coquitlam, the following resolution was approved:

“Whereas the Director of the National Crime Prevention/Aboriginal Policing Services (Ottawa) has, as of the 24<sup>th</sup> of October 2014, changed the policy with respect to the deployment and engagement of Auxiliary Constables within Detachments across Canada; and

Whereas the policy change identifies a move from 'General Supervision' to 'Direct Supervision' with regard to the deployment of Auxiliary Constables, with 'General Supervision' meaning the Auxiliary Constable(s) may perform specific duties without being under the direct supervision of a Regular Member, and 'Direct Supervision' meaning the Auxiliary Constable must be accompanied and supervised by a Regular Member; and

Whereas the Coquitlam Detachment's Auxiliary Constable Program is responsible for: Crime Reduction Patrols; School Presentations at elementary schools; visits to programs with City Parks and Recreation Departments; presentations to Community Youth groups (Girl Guides and Boy Scouts); and providing police presence at Community Events; and

Whereas the announced changes of October 24<sup>th</sup> appear to have a detrimental effect on the ability of Coquitlam Detachment's Auxiliary Constables to perform the above-stated duties;

Therefore be it resolved that Coquitlam Council send a letter to the Director of the National Crime Prevention/Aboriginal Policing Services (Ottawa), outlining the impact the policy

change has on the safety and well-being of the City of Coquitlam and asking that the policy change be reconsidered.”

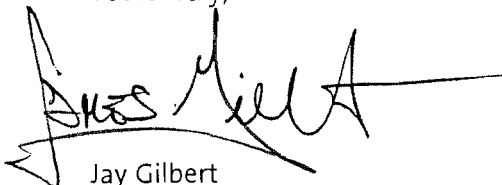
The City of Coquitlam currently has 49 auxiliary constables who collectively provide over 7500 hours of service in our community on an annual basis. As noted in the above resolution, the announced policy change will impact a broad range of programs currently performed by our auxiliary members – the benefits of which are greatly valued by our residents and our local detachment. Further, such a change will also have a significant financial impact if sworn officers are required to provide direct supervision of all activities performed by our auxiliary constables, as our existing complement of regular members will no longer be freed up to attend to other scheduled duties.

In addition, Council for the City of Coquitlam would like to express its disappointment that, once again, senior management at the RCMP has acted unilaterally and without consulting with affected municipalities. There has been significant dialogue over the recent past concerning the need for the RCMP to consult on matters such as this type of policy decision and a public undertaking by the RCMP to improve how it communicates with, and ultimately serves, contracted municipalities. Unfortunately, the policy change announced on October 24, 2014 adds to the frustration expressed by member municipalities, namely that the RCMP seems unable, or worse unwilling (given the commitments made as part of the last round of contract negotiations), to meet its obligations in this regard.

With all of the above in mind, Council for the City of Coquitlam respectfully requests that the RCMP reconsider its directive of October 24, 2014 and allow auxiliary constables to continue to provide important, cost-effective police services in all jurisdictions where they may be deployed.

If you require any further information regarding the City's position on this matter, please do not hesitate to contact me by phone at 604-927-3013 or by email at [jgilbert@coquitlam.ca](mailto:jgilbert@coquitlam.ca).

Yours truly,



Jay Gilbert  
City Clerk

Cc: The Honourable Suzanne Anton, Minister of Justice and Attorney General  
The Union of British Columbia Municipalities  
The Lower Mainland Local Government Association



All Metro Vancouver Municipalities with RCMP Detachments  
RCMP National Contract Management Committee  
RCMP ("E" Division - British Columbia)  
Members of Coquitlam Council  
Peter Steblin, City Manager  
John DuMont, Deputy City Manager  
Supt. Claude Wilcott, Coquitlam RCMP

**From:** Day, Carol  
**Sent:** Saturday, 20 December 2014 07:49  
**To:** MayorandCouncillors  
**Cc:** Weber, David  
**Subject:** Delta Dec 11, 2014 letter

To Mayor Brodie and fellow councillors

I read the Corporation of Delta letter of Dec 11,2014 and have a strong sense that we need to support them in their serious concerns over the lack of a proper environmental review regarding the Delta port Terminal 2 expansion.

Port Metro Vancouver is seeking to limit the scope of the environmental review and this is a serious threat to Delta and to all communities in BC.

If it pleases the council I wish to move a motion at the Dec 22 Public Hearing or Jan 5<sup>th</sup> general purposes meeting.

MOTION :

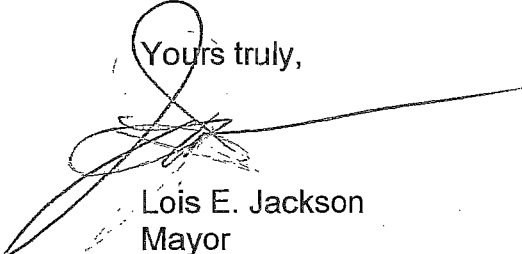
The City of Richmond write a letter of support for the Corporation of Delta regarding the environmental assessment of the RBT2 project to the Province of BC. Richmond asks the Province of BC for a full assessment of the broader community and environmental impacts associated with the traffic impacts of the project.

Thanks very much Carol Day



We know that traffic is the number one concern for the Delta community and we wish to be ensured that its evaluation and impact mitigation will be afforded due consideration through the environmental assessment process. If your community has similar concerns regarding road, rail or marine traffic impacts from the Roberts Bank Terminal 2 project, or more general concerns regarding the determination of the scope of environmental assessments, we would urge you to write to the Canadian Environmental Assessment Agency to voice your concerns and request that the environmental assessment include a broad geographic review of traffic impacts and an identification of potential mitigation options along the length of the transportation corridor.

Yours truly,



Lois E. Jackson  
Mayor

Attachment

cc: The Honourable Kerry-Lynne D. Findlay, PC, QC, MP Delta-Richmond East  
The Honourable Lisa Raitt, PC, MP, Minister of Transport  
Jinny Sims, MP Newton-North  
The Honourable Todd Stone, Minister of Transportation and Infrastructure  
Scott Hamilton, MLA Delta-North  
Vicki Huntington, MLA Delta-South  
Delta Council  
George V. Harvie, Chief Administrative Officer  
Sean McGill, Director of Human Resources and Corporate Planning



The Corporation of Delta  
COUNCIL REPORT  
Regular Meeting

F.15

To: **Mayor and Council**

From: **Human Resources and Corporate Planning  
Department**

Date: **December 4, 2014**

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**Roberts Bank Terminal 2  
Scope of Environmental Assessment**

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The following report has been reviewed and endorsed by the Chief Administrative Officer.

▪ **RECOMMENDATIONS:**

- A. THAT the Canadian Environmental Assessment Agency be requested to ensure that the scope of the Roberts Bank Terminal 2 environmental impact assessment includes the wider community and environmental impacts associated with increased road and rail traffic, so that a range of mitigation options can be assessed, including the development of inland port facilities.
- B. THAT letters be sent to the municipalities of Vancouver, Richmond, Surrey, Langley (City and Township), White Rock and Ashcroft, and the regional districts of Metro Vancouver, Thompson-Nicola and Fraser Valley (and their member municipalities), requesting that they write to the Canadian Environmental Assessment Agency to ask that the scope of the Roberts Bank Terminal 2 environmental impact assessment includes the wider community and environmental impacts associated with increased road and rail traffic, so that a range of mitigation options can be assessed, including the development of inland port facilities.
- C. THAT copies of these letters be provided to the Honourable Kerry-Lynne D. Findlay, MP Delta-Richmond East, Scott Hamilton, MLA Delta-North, Vicki Huntington, MLA Delta-South, and the Federal and Provincial Ministers of Transportation.

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▪ **PURPOSE:**

The purpose of this report is to highlight some concerns regarding the scope of the environmental impact assessment for the Roberts Bank Terminal 2 Project (RBT2).

▪ **BACKGROUND:**

Since January 2014, when the Federal Environment Minister referred the RBT2 project to an environmental assessment by Review Panel, there have been two opportunities for public comment: (i) on the draft Environmental Impact Statement Guidelines and (ii) on the draft Terms of Reference for the Review Panel.

In both responses, Delta has emphasized the importance of ensuring that the environmental assessment includes the wider community and environmental impacts of the port expansion, particularly with respect to road and rail networks through the region. Other municipalities, including Richmond, Surrey, White Rock, Langley Township and the City of Langley, have

echoed this request. Copies of Delta's submissions are included as Attachment 'A'. All submissions are posted on the public registry at <https://www.ceaa-acee.gc.ca/050/documents-eng.cfm?evaluation=80054>

#### ▪ DISCUSSION:

The geographic scope of the RBT2 environmental assessment is defined in the EIS Guidelines<sup>1</sup> and includes impacts directly associated with the physical components of the project such as the marine terminal, harbour basin, rail intermodal yard and the causeway expansion. It also includes road, rail and marine traffic impacts *"in the proponent's jurisdiction"*.

In response to the many submissions requesting that the geographic extent of the RBT2 environmental assessment be expanded to include road, rail and marine traffic impacts beyond the footprint of the terminal, the Canadian Environmental Assessment Agency sent a letter (Attachment 'B') to Port Metro Vancouver requesting clarification on the port's jurisdiction in this regard, specifically:

*"What care and control does Port Metro Vancouver have in relation to marine shipping, rail traffic and road traffic outside of the geographic area of the RBT2 project, and how may that care or control be exercised or applied?"*

Port Metro Vancouver has provided its response (Attachment 'C') which states, in essence, that they have no care or control over rail traffic or marine traffic outside of the lands which it manages, and limited care and control over road traffic outside of its jurisdiction (in that it imposes conditions on truck operators and companies through the Truck Licensing System).

The suggestion that Port Metro Vancouver will only be required to assess impacts on land or water over which it has 'care and control' is extremely concerning for Delta and other communities that will be directly impacted by the doubling of container capacity and increased road and rail traffic from RBT2. Irrespective of Port Metro Vancouver's jurisdictional control, an environmental impact assessment which does not evaluate the road, rail and marine traffic impacts from a new container terminal, would vastly underestimate the impacts of the project and undermine the credibility of the project review.

Furthermore, there is a precedent that was established during the environmental assessment for the **Deltaport Third Berth** project. This review included an assessment of road and rail impacts far beyond Port Metro Vancouver's jurisdiction and the Environmental Assessment Certificate was issued in 2006 with several conditions<sup>2</sup> relating to road and rail improvements that were undertaken by Port Metro Vancouver (in full or in partnership with other agencies) including the construction of the 80<sup>th</sup> Street overpass; Highway 17 traffic mitigation measures (signal modification, extension of HOV lanes, commercial vehicle lane restrictions); provision of alternative farm access following closure of 57B Street rail crossing and geometric changes to highway ramps at the Ladner interchange.

Solutions to port traffic congestion in the Metro Vancouver area may be found further up the transportation chain. For example, there is great potential for the development of inland ports which are, by definition, geographically removed from the marine terminal. As such, the impact assessment for RBT2 must include a broad geographic review of road and rail impacts and an identification of potential mitigation options along the length of the transportation corridor.

<sup>1</sup> 'Guidelines for the Preparation of an Environmental Impact Statement', CEAA (January 7, 2014)

<sup>2</sup> Appendix E – Owner's Table of Commitments Deltaport Third Berth project (section 7.1)

It is recommended that the Corporation of Delta reiterate its request to the Canadian Environmental Assessment Agency that the geographic scope of the environmental assessment for RBT2 must include the wider community and environmental impacts of the port expansion, particularly with respect to road and rail networks through the region. It is further recommended that letters be sent to the municipalities of Vancouver, Richmond, Surrey, Langley (City and Township), White Rock and Ashcroft, and the regional districts of Metro Vancouver, Thompson-Nicola and Fraser Valley (and their member municipalities), requesting that they write to the Canadian Environmental Assessment Agency to ask that the scope of the Roberts Bank Terminal 2 environmental impact assessment includes the wider community and environmental impacts associated with increased road and rail traffic, so that a range of mitigation options can be assessed, including the development of inland port facilities.

**Implications:**

Financial Implications – there are no financial implications.

**CONCLUSION:**

Port Metro Vancouver has provided clarification to the Canadian Environmental Assessment Agency that it has no or very limited jurisdictional authority over road, rail and marine traffic related to the RBT2 project. Irrespective of Port Metro Vancouver's jurisdictional control, an environmental impact assessment which does not evaluate the road, rail and marine traffic impacts from a new container terminal, would vastly underestimate the impacts of the project and undermine the credibility of the project review. Delta is requesting, therefore, that the environmental impact statement for RBT2 include a full assessment of the broader community and environmental impacts associated with the traffic impacts of the project.



Sean McGill

Director of Human Resources & Corporate Planning

Department submission prepared by: Bernita Iversen, Senior Policy Analyst  
F:\Bernita\Port Metro Vancouver\Terminal 2\2014\DecCR.dotx

**ATTACHMENTS:**

- A. Delta's submissions to CEAA (November 26, 2013, September 16, 2014)
- B. CEAA request to Port Metro Vancouver (October 3, 2014)
- C. Port Metro Vancouver response to CEAA (November 18, 2014)



## THE CORPORATION OF DELTA

*From the office of:*

The Mayor,  
Lois E. Jackson

November 26, 2013

Roberts Bank Terminal 2 Project  
Canadian Environmental Assessment Agency  
410 – 701 West Georgia Street  
Vancouver, BC V7Y 1C6

Dear Sir/Madam,

**Re: Roberts Bank Terminal 2 Draft EIS Guidelines (Registry Reference 80054)**

On behalf of Delta Council, please accept this submission in response to the request for public comments on the draft Environmental Impact Statement Guidelines for the Roberts Bank Terminal 2 Project. The project guidelines were considered at the November 25, 2013 Regular Meeting and Delta Council endorsed the following resolution:

*"THAT a letter be sent to the Canadian Environmental Assessment Office requesting that the Environmental Impact Statement for the Roberts Bank Terminal 2 project includes:*

- i. a full assessment of the impacts of the project on the road transportation system in Delta in terms of truck traffic and passenger vehicles; and*
- ii. a cumulative impact assessment of Terminal 2 and other large scale developments in south Delta, such as the Tsawwassen First Nation residential and commercial development proposals.*
- iii. an assessment of impacts on the human environment that is more representative of Delta's land use context, including agriculture, existing and planned commercial uses, transportation corridors and residential communities; and*
- iv. an assessment of human health impacts, for example, with respect to air quality, noise, vibration and lighting."*

...2

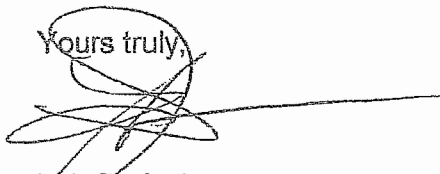


November 26, 2013

Page 2

The impacts of T2 on road traffic are not explicitly referenced in the guideline document and, since we consider traffic impacts to be one of the top priority issues for the local community, we wish to be assured that its evaluation and mitigation will be afforded due consideration in the environmental assessment process.

Yours truly,



Lois E. Jackson  
Mayor

cc: Robin Silvester, President & CEO, Port Metro Vancouver  
The Honourable Kerry-Lynne D. Findlay, PC, MP Delta-Richmond East  
Jinny Sims, MP, Newton-North Delta  
The Honourable Mary Polak, Minister of Environment, Province of BC  
Scott Hamilton, MLA, Delta-North  
Vicki Huntington, MLA, Delta-South  
Delta Council  
George V. Harvie, Chief Administrative Officer



THE CORPORATION OF DELTA

From the office of:

The Mayor,  
Lois E. Jackson

September 16, 2014

Debra Myles, Panel Manager  
Canadian Environmental Assessment Agency  
160 Elgin Street, 22<sup>nd</sup> Floor  
Ottawa, ON K1A 0H3

Dear Ms. Myles,

Re: Roberts Bank Terminal 2 Project (Ref: 80054)

I write in response to your invitation for comments on the draft Terms of Reference for the independent review panel for the Roberts Bank Terminal 2 project. At its Regular Meeting on September 15, 2014, Delta Council passed the following motion:

"THAT the Canadian Environmental Assessment Agency be requested to include a separate section on *Municipal Rights and Interests*, similar to the section on *Aboriginal Rights and Interests*, to address local government issues in the Terminal 2 Review Panel Terms of Reference."

We note that there is a specific section (3.4) in the draft Terms of Reference relating to *Aboriginal Rights and Interests* that the review panel is required to consider. While we fully support this section, it would be beneficial for local governments impacted by Terminal 2 to have a similar section in the Terms of Reference relating to municipal issues and concerns. We would suggest that this new section should be entitled '*Municipal Rights and Interests*' and would include the following elements:

- An assessment of the impacts of the project on the local and regional transportation system;
- An assessment of the impacts on municipally-owned land, utilities and statutory rights of way;
- An assessment of off-terminal facility requirements to support port operations (for example, container storage and stuffing/de-stuffing facilities);
- An assessment of the combined impacts of the T2 project with other developments currently taking place, such as the Fraser Surrey Docks coal facility and Tsawwassen First Nation mall development.

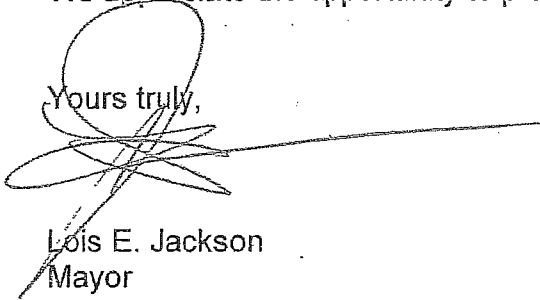
...2



September 16, 2014  
Page 2

We appreciate the opportunity to provide input on this important issue.

Yours truly,

A handwritten signature in black ink, appearing to be "Lois E. Jackson", written over a horizontal line. The signature is stylized and somewhat messy.

Lois E. Jackson  
Mayor

cc: Delta Council  
George V. Harvie, Chief administrative Officer  
Sean McGill, Director of Human Resources & Corporate Planning

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**From:** Myles, Debra [CEAA]  
**Sent:** October 3, 2014 2:42 PM  
**To:** Robertson, Kyle (<< emails address removed >>)  
**Cc:** Roberts Bank [CEAA]  
**Subject:** Information requested from Port Metro Vancouver

Kyle

The comment period on the draft Review Panel Terms of Reference for RBT2 closed on September 22, 2014. I can confirm that all of the submissions received by the Canadian Environmental Assessment Agency on the draft Terms of Reference are posted on the public registry at <http://www.ceaa-acee.gc.ca/050/details-eng.cfm?evaluation=80054>.

As you will have noted, a number of the submissions highlighted the importance of the marine environment at Roberts Bank as well as the marine environment beyond the physical boundaries of the proposed RBT2 project. Several submissions maintained that the federal environmental assessment should include the potential effects of container ship traffic activities (for example, in Juan de Fuca Strait, the Strait of Georgia and the Salish Sea) which are not part of the project as defined for the environmental assessment.

Additionally, submissions were received that supported including road and rail traffic outside of the physical boundaries of the proposed RBT2 project in the definition of the project.

The descriptions of managed lands, rail and terminal facilities and navigational jurisdiction provided by Port Metro Vancouver in its project description (September 2013) were appropriate at that time. In June 2014, however, the Agency updated its Guide to [Preparing a Description of a Designated Project under the Canadian Environmental Assessment Act, 2012](#). This guide directs the project proponent to provide a description of the components associated with the designated project, including:

A description of the physical activities that are incidental to the designated project. In determining such activities, the following criteria shall be taken into account:

- nature of the proposed activities and whether they are subordinate or complementary to the designated project;
- whether the activity is within the care and control of the proponent;
- if the activity is to be undertaken by a third party, the nature of the relationship between the proponent and the third party and whether the proponent has the ability to "direct or influence" the carrying out of the activity;
- whether the activity is solely for the benefit of the proponent or is available for other proponents as well; and,
- the federal and/or provincial regulatory requirements for the activity.

It is expected that details on the care and control that Port Metro Vancouver may have over marine, rail and road activities inside and beyond the physical boundaries of the RBT2 project as proposed will be fully described in the RBT2 Environmental Impact Statement. In light of the comments received by the Agency on the draft Review Panel Terms of Reference, however, it is apparent that participants in the environmental

assessment process would benefit from receiving additional clarity now, in advance of the finalization of the Terms of Reference by the Minister of the Environment. Consequently, the Agency requests that Port Metro Vancouver respond to the following as soon as possible:

- What care and control does Port Metro Vancouver have in relation to marine shipping or other marine activities outside of the geographic area of the RBT2 project as defined for the environmental assessment and how may that care or control be exercised or applied?
- What care and control does Port Metro Vancouver have in relation to rail traffic or other rail activities outside of the geographic area of the RBT2 project as defined for the environmental assessment and how may that care or control be exercised or applied?
- What care and control does Port Metro Vancouver have in relation to road traffic or other road transportation activities outside of the geographic area of the RBT2 project as defined for the environmental assessment and how may that care or control be exercised or applied?

Please let me know if you have any questions on the information, above, or this request.

Regards,

*Debra Myles*

Panel Manager | Gestionnaire de commission

Canadian Environmental Assessment Agency | Agence canadienne d'évaluation environnementale

160 Elgin Street, 22nd floor, Ottawa, ON K1A 0H3 | 160 rue Elgin, 22e étage, Ottawa, Ontario K1A 0H3

Telephone | Téléphone << telephone number removed >>

<< email address removed >>



PORT METRO  
Vancouver

Via Email

November 18, 2014

Debra Myles  
Panel Manager  
Canadian Environmental Assessment Agency  
22nd Floor, Place Bell  
160 Elgin Street  
Ottawa, ON K1A 0H3

**Re: Care and Control Over Marine, Rail and Road Transportation Outside of Geographic Area of the Roberts Bank Terminal 2 Project**

Dear Ms Myles,

We write in response to your email of October 3, 2014 requesting that Port Metro Vancouver provide additional clarity regarding the care and control which Port Metro Vancouver has over marine, rail and road transportation activities outside of the geographic area of the Roberts Bank Terminal 2 project (RBT2), as defined for the environmental assessment.

The *Environmental Impact Statement Guidelines* issued January 7, 2014 state, at section 3.1, that the scope of the RBT2 project includes "marine, road and rail transportation within the areas for which the proponent has jurisdiction".

Port Metro Vancouver is a port authority created pursuant to the *Canada Marine Act*. In that Act the federal government has delegated certain port related aspects of its constitutional authority with respect to "navigation and shipping" and the administration and management of federal lands to port authorities.

The *Canada Marine Act* gives port authorities the authority to take, or prevent, certain activities within a "port", which is defined as "the navigable waters under the jurisdiction of a port authority and the real property and immovables that the port authority manages, holds or occupies as set out in the letters patent". The letters patent issued for Port Metro Vancouver describe the geographic boundaries of the navigation jurisdiction of Port Metro Vancouver, the federal real property which it manages, and the lands "other than federal real property", namely lands Port Metro Vancouver holds in its own name.

The letters patent further state that Port Metro Vancouver may provide services or carry out activities in connection with transport services "within the port, or within or between" specified municipalities "to provide access to or from the port and its facilities". The specified municipalities are those adjacent to the port, namely Coquitlam, Delta, Maple Ridge, New Westminster, Pitt Meadows, Port Coquitlam, Surrey, Richmond, Vancouver, Burnaby, District of North Vancouver, City of North Vancouver, Port Moody, West Vancouver, Belcarra and the Township of Langley.

Debra Myles  
Page 2  
November 18, 2014

Port Metro Vancouver has therefore interpreted the scope of the RBT2 project as including the marine, road and rail transportation on the real property it manages and within the navigable waters over which it has navigation jurisdiction. The federal real property managed by Port Metro Vancouver and its navigation jurisdiction are shown in the attached map (see *Figure A*). The existing Roberts Bank marine terminal is located on federal lands managed by Port Metro Vancouver, and is serviced by road and rail on the causeway, which is located on lands owned by the Province of B.C and the British Columbia Railway Company (see *Figure B*). Road and rail traffic therefore enters Port Metro Vancouver jurisdiction at the western (seaward) end of the causeway. Access by road traffic at that location will soon be controlled by a recently installed vehicle access gate, activated by a port security pass. The expanded causeway proposed for RBT2 is to be constructed partly on lands owned by the British Columbia Railway Company, to the north of the existing causeway. Port Metro Vancouver is in discussion with the Province of British Columbia and the British Columbia Railway Company regarding acquiring tenure to these lands and it has not yet been determined whether they will come within Port Metro Vancouver jurisdiction.

In providing the requested information, we have interpreted "care and control" as meaning either regulatory authority granted by the *Canada Marine Act* or Port Metro Vancouver's letters patent, or an existing contractual relationship by which Port Metro Vancouver would be able to impose conditions or requirements on the operators of marine, rail or road transportation. Port Metro Vancouver participates in initiatives with other stakeholders and regulatory authorities to address issues of mutual concern, such as traffic in the Metro Vancouver area or optimizing the use of port infrastructure, and programs to encourage environmental sustainability, such as the EcoAction program which promotes emission reduction measures by offering discounted harbour rates to shipping lines. These however are voluntary initiatives and are therefore not considered matters within Port Metro Vancouver's "care and control".

1. What care and control does Port Metro Vancouver have in relation to marine shipping or other marine activities outside of the geographic area of the RBT2 project as defined for the environmental assessment and how may that care or control be exercised or applied?

Port Metro Vancouver has no care and control over marine shipping or other marine activities outside its navigation jurisdiction.

The *Canada Marine Act* sets out the authority of port authorities within a port, which include authority to establish practices and procedures to be followed by ships to ensure efficient navigation or environmental protection (s. 56). In accordance with this statutory authority Port Metro Vancouver has issued a Port Information Guide for marine operations within its jurisdiction.

Regulatory authority in relation to marine shipping outside of Port Metro Vancouver navigation jurisdiction rests with Transport Canada and the Canadian Coast Guard (under the control and supervision of Fisheries and Oceans Canada), together with the Marine Communications and Traffic Services centres in Victoria and Vancouver (operated by the Canadian Coast Guard) and the Pacific Pilotage Authority. Relevant legislation includes the *Canada Shipping Act, 2001*, the *Oceans Act* and the *Pilotage Act*.

Debra Myles  
Page 3  
November 18, 2014

Each of the marine terminals within Port Metro Vancouver jurisdiction is independently owned and operated. Those terminals enter into contractual relations with individual shipping lines which use their facilities. Port Metro Vancouver has the ability to impose fees and dues for use of port facilities, and has retained certain rights to control use of berth corridors associated with each terminal, but does not enter into contracts with the shippers or vessel owners which use the facilities within its jurisdiction.

Port Metro Vancouver therefore has no care and control over marine shipping or other marine activities beyond its navigation jurisdiction.

2. What care and control does Port Metro Vancouver have in relation to rail traffic or other rail activities outside of the geographic area of the RBT2 project as defined for the environmental assessment and how may that care or control be exercised or applied?

Port Metro Vancouver has no care and control over rail traffic or other rail activities outside of the lands which it manages.

Port Metro Vancouver is entitled, further to the *Port Authorities Operations Regulations* issued pursuant to the *Canada Marine Act*, to restrict access to the lands it manages and to regulate the activities on those lands. In practice, Port Metro Vancouver does not restrict the access of any of the railway companies which service marine terminals within Port Metro Vancouver jurisdiction.

Regulatory authority with respect to federal railway companies rests with Transport Canada, pursuant to the *Canada Transportation Act* and the federal *Railway Safety Act*. Provincial railway companies are regulated by the BC Minister of Transportation and Infrastructure, pursuant to the *B.C. Railway Act* and *Railway Safety Act*.

The railway lines located on the Roberts Bank causeway and extending for approximately 24 miles, referred to as the Port Subdivision, are owned by the British Columbia Railway Company (BCR) and managed by BCR Properties Ltd. BCR is operated and regulated by the BC Minister of Transportation and Infrastructure. The Port Subdivision is used by Canadian National Railway, Canadian Pacific Railway and BNSF Railway, which are all federally regulated railway companies, pursuant to Joint Section Agreements with BCR.

There are numerous agreements between Port Metro Vancouver and railway companies regarding a variety of matters such as rights to use or responsibility to pay for port facilities. Port Metro Vancouver has no contractual agreements with any of the railway companies with respect to the provision of rail services to the Roberts Bank marine terminal.

Port Metro Vancouver therefore has no care and control over rail traffic or other rail activities outside of the lands which it manages.



Debra Myles  
Page 4  
November 18, 2014

3. What care and control does Port Metro Vancouver have in relation to road traffic or other road transportation activities outside of the geographic area of the RBT2 project as defined for the environmental assessment and how may that care or control be exercised or applied?

Port Metro Vancouver has some limited care and control over road traffic outside of its jurisdiction, in that it imposes conditions for truck operators and trucking companies which access the lands it manages.

The *Port Authorities Operations Regulations* issued pursuant to the *Canada Marine Act* provide that Port Metro Vancouver shall not provide access to the port by a truck or other road transportation for the pick-up or deliver of containers unless written authorization in the form of a licence has been issued (s. 31.1). The licence must specify minimum conditions, including compliance with a reservation system and that the holder of the licence must ensure minimum specified remuneration for all containers being moved within the Lower Mainland. Further to this regulatory requirement, Port Metro Vancouver established a Truck Licensing System which set out conditions for truck operators and trucking companies which access the lands it manages. In cooperation with the Province, Port Metro Vancouver ensures payment of minimum remuneration for prescribed groups moving containers from marine terminals to container distribution facilities within the Lower Mainland.

Further to the disruption of truck services to terminals within Port Metro Vancouver jurisdiction in early 2014, the federal and provincial governments announced reforms to the Truck Licensing System. Under the new program Port Metro Vancouver is to establish new entry standards and requirements for trucking companies and their trucks requiring access to the lands which it manages and to issue new reformed licences. Further to this, on October 23, 2014, the provincial government introduced legislation to establish a British Columbia Container Trucking Commissioner, who will assume responsibility for and administer all Truck Licensing System licenses after the planned reforms. The new Truck Licensing System is intended to be operational by February 2015.

Port Metro Vancouver therefore has some limited care and control over road traffic outside of its jurisdiction, in that it imposes conditions for truck operators and trucking companies which access the lands it manages.

Sincerely,

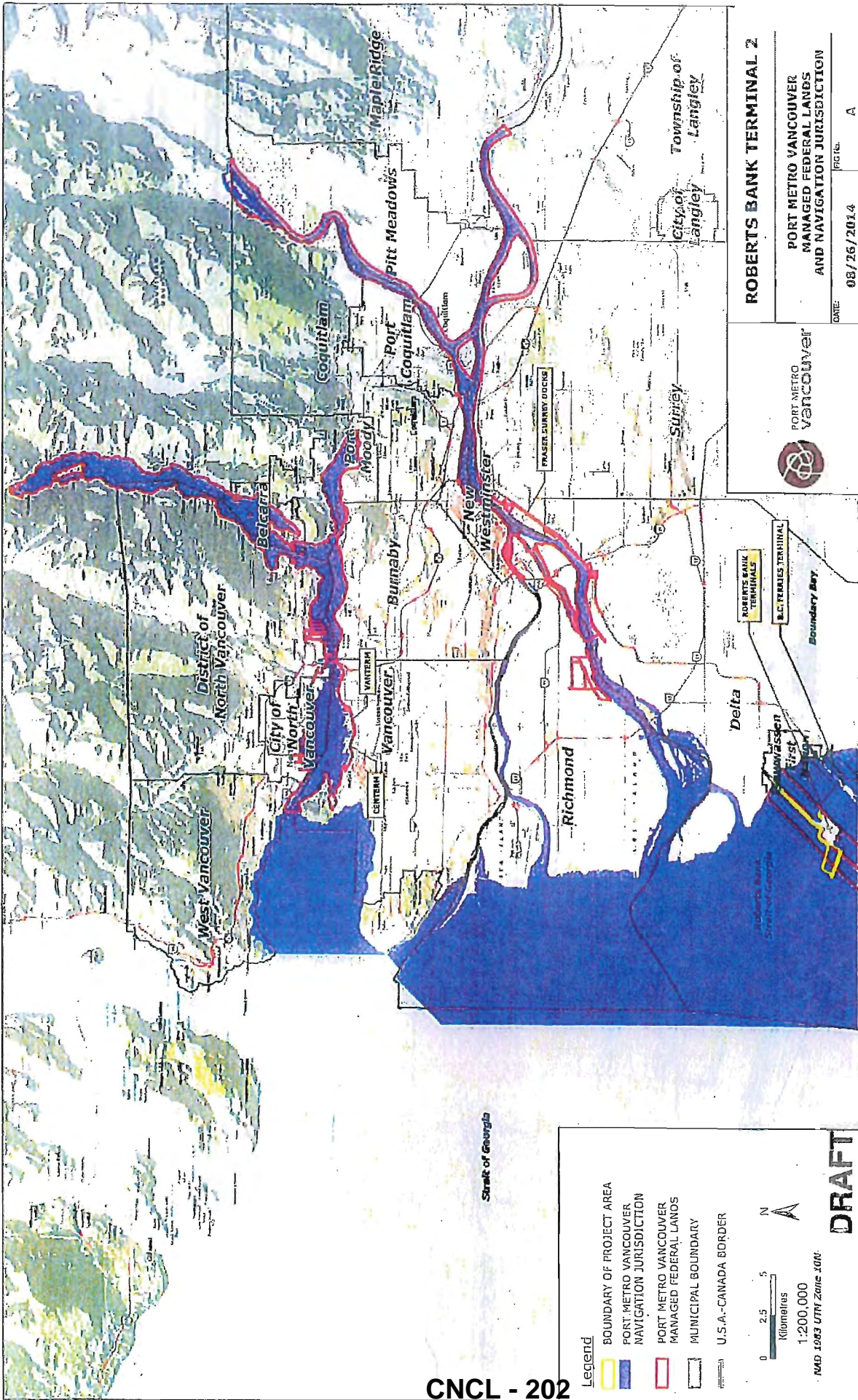
PORT METRO VANCOUVER

<< original signed by >>

Rhona Hunter P. Eng  
Director, Infrastructure Sustainability

RH/nj

Encls. (2)



CNCL - 202

**Legend**

- BOUNDARY OF PROJECT AREA
- PORT METRO VANCOUVER NAVIGATION JURISDICTION
- PORT METRO VANCOUVER MANAGED FEDERAL LANDS
- MUNICIPAL BOUNDARY
- U.S.A.-CANADA BORDER

0 2.5 5  
Kilometres  
1:200,000  
NAD 1983 UTM Zone 10N

**DRAFT**

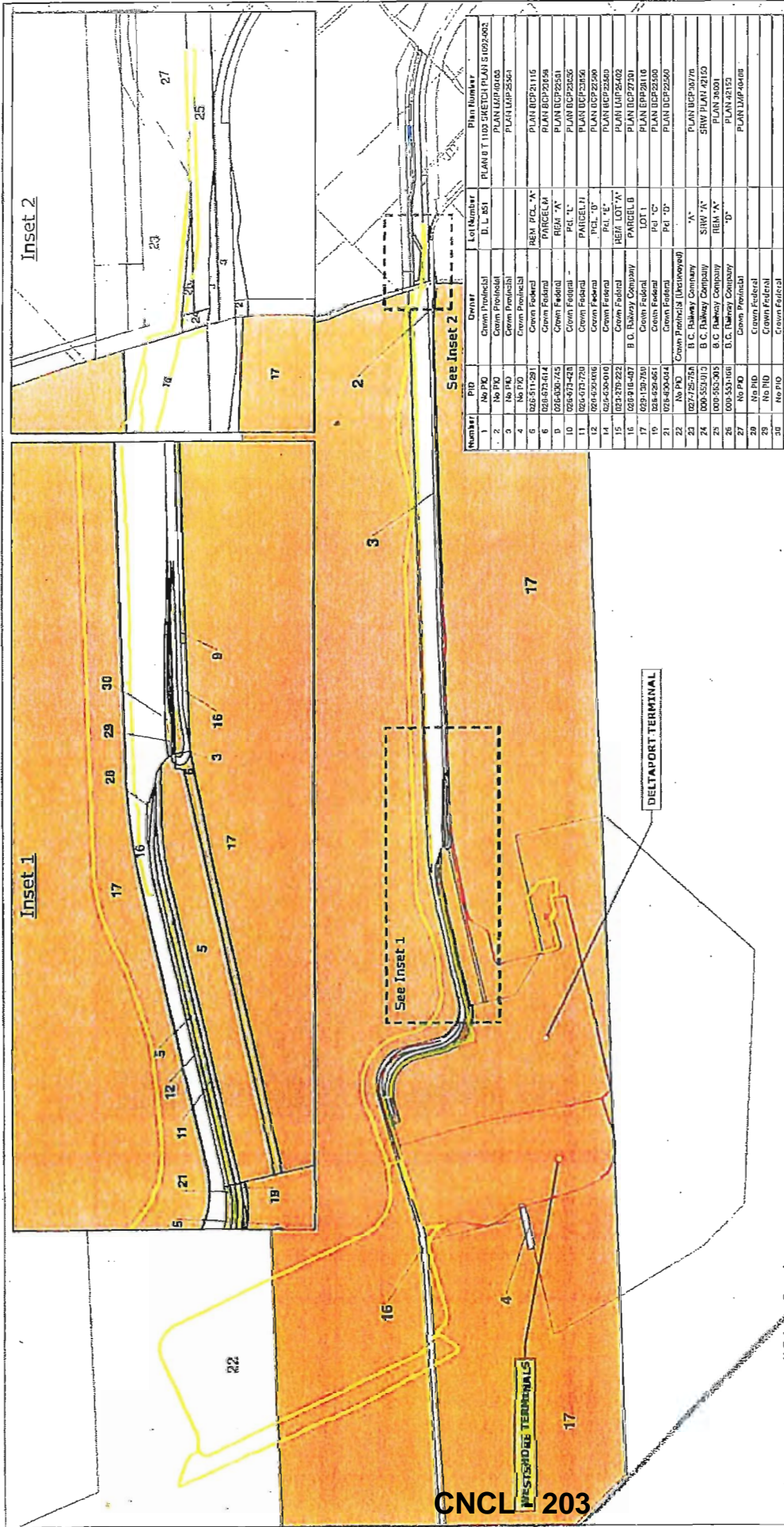
**PORT METRO VANCOUVER**

**ROBERTS BANK TERMINAL 2**

**PORT METRO VANCOUVER  
MANAGED FEDERAL LANDS  
AND NAVIGATION JURISDICTION**

DATE: 08/26/2014 PAGE: A

Service Layer Credits: Sources: Esri, INRIS, InCamo, TomTom, Intermap, ierement P Corp., GEBCO, USGS, FAO, MPO, UNCCM, GNSIS, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo, Mapbox, © OpenStreetMap contributors, and the GIS User Community



CNCL 203

Number	PID	Owner	Lot Number	Plan Number
1	16 P10	Crown Provincial	D, L, 851	PLAN 8 T 102 SKETCH PLAN 5 1022902
2	16 P10	Crown Provincial		PLAN LMP 00103
3	16 P10	Crown Provincial		PLAN LMP 25361
4	026-511-291	Crown Federal	REM PCL 'A'	PLAN BCP 21116
5	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
6	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
7	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
8	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
9	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
10	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
11	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
12	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
13	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
14	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
15	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
16	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
17	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
18	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
19	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
20	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
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25	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
26	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
27	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
28	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
29	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059
30	026-511-291	Crown Federal	PARCELA	PLAN BCP 22059

**ROBERTS BANK TERMINAL 2**

PORT METRO  
**vancouver**

MISSING NUMBERS IN TABLE CORRESPOND TO PARCELS AT B.C. FERRIES TEANWASSEN TERMINAL WHICH ARE NOT SHOWN ON THIS PLAN.

0 250 500  
Metres  
1:20,000  
NAD 1983 UTM Zone 10N

**LEGAL DESCRIPTION OF LAND OWNERSHIP AT ROBERTS BANK**

DATE: 11/14/2014

PROJ: B

**LEGEND**

- BOUNDARY OF PROJECT AREA
- LOT BOUNDARY
- EXISTING INFRASTRUCTURE
- CROWN FEDERAL



Box 330  
9904 Dudley Drive  
Hudson's Hope BC V0C 1V0  
Telephone 250-783-9901  
Fax: 250-783-5741

January 7, 2015

Mayor Malcolm Brodie  
City of Richmond  
6911 No. 3 Road  
Richmond BC V6Y 2C1

**Re: Referral of Proposed Site C Dam Project to BC Utilities Commission**

Dear Malcolm Brodie,

On December 2, 2014 we wrote to provide you with information regarding the proposed Site C Dam Project. We also sought your support for a one year moratorium to allow time to refer Site C to the BC Utilities Commission for independent review of the need, cost and alternatives to Site C.

The Province's December 16<sup>th</sup>, 2014 announcement that it has approved Site C only reinforces that need for independent BCUC review. For example, the capital-cost estimate for Site C has increased by almost \$ 1 billion dollars to \$8.8 billion.

Importantly, the Province has delayed the start of construction for six months until summer 2015. This allows time for additional consultation on construction permits, remaining Treasury Board approvals, and initial hearings of the 6 court challenges to Site C.

Clearly, it is open to the Province to delay construction for a further six months until winter 2015 to allow time for BCUC review.

This is the largest public infrastructure project in BC history. Local Governments, and the BC ratepayers and taxpayers we represent, should reasonably expect independent review of Site C by the BCUC.

We request an update regarding review of our December 2, 2014 letter and attachments and renew our request for a resolution supporting a one year moratorium and BCUC consideration of Site C.

Please contact me at 250-783-9901 if you have any questions or would like me to speak to our request.

Yours truly,

A handwritten signature in blue ink that reads "Owen Johnson" followed by a flourish.

Mayor Gwen Johansson

Link to Recent Site C News Coverage:

[www.theglobeandmail.com/globe-debate/big-hydros-big-days-are-behind-it/article22288577/](http://www.theglobeandmail.com/globe-debate/big-hydros-big-days-are-behind-it/article22288577/)



**HUDSON'S  
HOPE**  
PLAYGROUND OF THE PEACE

9904 Dudley Drive  
Hudson's Hope BC V0C 1V0  
Telephone 250-783-9901  
Fax: 250-783-5741

Via E-mail

December 2, 2014

Dear Mayor and Council Members

**Re: Referral of Proposed Site C Dam Project to BC Utilities Commission**

Now that the November 2014 local government elections are complete, I am pleased to forward you a copy of our letter dated November 18<sup>th</sup>, 2014 regarding the proposed Site C Dam Project.

Site C would add about \$8 billion dollars to the provincial debt leaving the province with much less ability to contribute to important local government infrastructure projects in areas such as transit, water, sewer, and housing. Finance Minister Mike De Jong is quoted in the attached article as saying, "It [Site C] will likely crowd out many other projects."

The District of Hudson's Hope and the Peace River Regional District are calling on the BC government to place a one year moratorium on deciding whether to proceed with Site C. This will allow time to refer Site C to the BC Utilities Commission (BCUC) for an inquiry and public hearing into its economic effects, including potentially less costly alternatives. Adoption of a less costly alternative would free up provincial borrowing capacity to support important local government infrastructure priorities.

We ask you to review our November 18<sup>th</sup>, 2014 letter and to consider resolving to support our request for a one year moratorium and BCUC consideration of less expensive alternatives to Site C.

Yours truly,

Mayor Gwen Johansson



Box 330  
9904 Dudley Drive  
Hudson's Hope BC V0C 1V0  
Telephone 250-783-9901  
Fax: 250-783-5741

## Open Letter to BC Minister of Energy and Mines Bill Bennett

Via E-mail

November 18, 2014

The Honourable Bill Bennett  
Minister of Energy and Mines and  
Minister Responsible for Core Review  
Government of British Columbia  
PO Box 9041 Stn. Prov. Govt.  
Victoria, BC V8W 9E1

Dear Minister Bennett:

### Re: Referral of Proposed Site C Dam Project to BC Utilities Commission

I am writing in response to your letter dated October 31, 2014 received on November 12, 2014.

The District of Hudson's Hope, a community of 1,100 people in the heart of the Peace River Valley, will be more adversely impacted than any other municipality by the proposed Site C dam.

We have reviewed your letter and respectfully remain firmly of the view that the BC Utilities Commission should hold an inquiry and public hearing on the economic effects of the proposed Site C Dam Project ("Site C") prior to Executive Council making a final decision on Site C, especially in view of key recommendations #46 to #49 of the Joint Review Panel.

The Joint Review Panel noted in its report that it did not have the information and analysis to fully, properly and transparently assess the economic effects of Site C:

The Panel **cannot conclude on the likely accuracy of Project cost estimates** because it does not have the information, time or resources. This affects all further calculations of unit costs, revenue requirements, and rates. [Page 280]

The Panel concludes that, **basing a \$7.9 billion Project on a 20-year demand forecast without an explicit 20-year scenario of prices is not good practice.** Electricity prices will strongly affect demand, including Liquefied Natural Gas facility demand. [Page 287]

The Panel concludes that **demand management does not appear to command the same degree of analytic effort as does new supply.** [Page 291]

The Panel concludes that **methodological problems in the weighing and comparison of alternatives** render unitized energy costs only generally reliable as a guide to investment...Uncosted attributes such as the ability to follow load, geographical diversity, or the ability to assist with the integration of intermittent sources need more analytic attention. [Page 298]

The Panel concludes that a **failure to pursue research over the last 30 years into B.C's geothermal resources** has left BC Hydro without information about a resource that BC Hydro thinks may offer up to 700 megawatts of firm, economic power with low environmental costs. [Page 299]

The Panel concludes that the Proponent has **not fully demonstrated the need for the Project on the timetable set forth**. [Page 306] *[emphasis added]*

As a result, Hudson's Hope, along with other participants in the Joint Review Panel public hearing, did not have an opportunity to review key information and analysis on Site C's economic effects.

The federal/provincial agreement governing the environmental assessment of Site C and the Panel's terms of reference highlight the importance of:

- (a) thorough review, and
- (b) meaningful participation of the public and interested groups through a public hearing,

to achieve a full, proper and transparent assessment of Site C.

Since the Joint Review Panel's release of its report on May 1<sup>st</sup>, 2014, interested parties including BC Hydro, the Ministry of Energy and Mines, other provincial government ministries and agencies, KPMG, the District of Hudson's Hope, and Clean Energy BC have prepared, or are preparing new information, analysis, reports, studies, forecasts and research ("New Material") in an effort to address the above concerns and recommendations of the Joint Review Panel. This New Material includes further examination of potentially less costly alternatives to Site C and the implications of Site C for the province's triple-A rating which has been given a negative outlook by Moody's.

However, unlike previous information and analysis on the environmental, economic, social, health and heritage effects of Site C, this New Material has been largely kept confidential. Most importantly, the New Material has not been the subject of independent and expert assessment and a public hearing as the terms of reference of the Joint Review Panel would have required. It is clear that further analysis of Site C is needed before Executive Council makes a final decision. As recently as November 13<sup>th</sup>, 2014, the Select Standing Committee on Finance and Government Services unanimously agreed that further fiscal and environmental review of Site C was needed. The issue is whether that additional analysis should include independent and expert review and a public hearing.



We continue to believe that the BC Utilities Commission (“BCUC”) offers the best avenue for further independent, expert review and a public hearing regarding the economic effects of Site C. A review under section 5 of the *Utilities Commission Act* could be structured in a way that addresses all of your stated concerns with a BCUC review.

The Task Force conducting the independent review of the BC Utilities Commission highlighted the efficacy of the section 5 review approach<sup>1</sup> in their October 2014 interim report:

This [section 5] provides the **benefit of a public process and independent verification of projects and plans** but reserves the final decision on plans and projects that have broader public interest criteria to be decided by elected officials. [page 37] *[emphasis added]*

We are enclosing draft section 5 terms of reference to illustrate how a BCUC review could be structured. Please note:

- The final decision on Site C still rests with Executive Council,
- BCUC is given a deadline of November 30, 2015 to complete its work<sup>2</sup>,
- The BCUC review is focused on new information and analysis regarding the economic effects of Site C to minimize duplication of previous assessment work, and
- Funding could be set aside by BC Hydro<sup>3</sup> or the BC Government in 2015/2016 to ensure BCUC has the necessary resourcing to complete this work in a timely manner.

Site C is estimated to cost \$7.9 billion which would make it the largest provincial public expenditure of the next 20 years. It is essential to public confidence in Executive Council’s final decision on Site C, that a full, proper and transparent assessment of New Material on the economic effects of Site C is conducted. Further, that the assessment and analysis should come through an inquiry and public hearing, just as there was for previous information and analysis on Site C.

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<sup>1</sup> As the Task Force noted –

Section 5 requires the BCUC, on Cabinet’s request, to provide advice on any matter regardless of whether it is in the Commission’s jurisdiction. Section 5 also allows Cabinet to issue Terms of Reference for the inquiry. Government, rather than exempting projects and/or plans through direction and legislation, could direct these projects be subject to a section 5 review and recommendation to Cabinet. This provides the benefit of a public process and independent verification of projects and plans but reserves the final decision on plans and projects that have broader public interest criteria to be decided by elected officials.

Broader use of section 5 is similar to the approach taken by the Federal government in its recent amendments to the National Energy Board Act. These amendments redefined the role of the Board, which is now mandated not to decide on applications for pipeline certificates, but to instead make a recommendation to the Federal Cabinet.

<sup>2</sup> There is time for this additional work: “The Panel concludes that, under the Low Liquefied Natural Gas Case, available resources could provide adequate energy and capacity until at least 2028” [Page 304 Joint Review Panel Report]

<sup>3</sup> The funding required to support a BCUC inquiry and public hearing would be modest in comparison to the over \$300 million expended by BC Hydro to date on Site C.

For a project of this size and importance, we agree with the independent Joint Review Panel – the proper course of action is to refer Site C to the BC Utilities Commission.

In closing, we formally request that Executive Council

1. Place a one year moratorium on deciding whether to proceed with Site C, and
2. Refer the economic effects of Site C to the BC Utilities Commission for an inquiry and public hearing.

I request an opportunity to meet with you to discuss this letter before Executive Council decides whether or not to proceed with Site C.

Yours truly,

A handwritten signature in black ink, appearing to read "Gwen Johansson", with a horizontal line underneath.

Gwen Johansson  
Mayor

Cc: BC Government Executive Council Members  
BC Opposition Party Leaders  
UBCM Membership

Encl.

## DRAFT TERMS OF REFERENCE

### IN THE MATTER OF the *Utilities Commission Act* (the *Act*)

and

### IN THE MATTER OF an Inquiry under Section 5 of the *Act* relating to the Site C Clean Energy Project

#### BACKGROUND

1. British Columbia Hydro and Power Authority (the “Proponent”) proposes to develop and operate a third dam and hydroelectric generating station on the Peace River in northern British Columbia which would provide up to 1,100 MW of capacity and about 5,100 gigawatt (GWh) of energy each year (the “Project”).
2. The Project is estimated to cost \$7.9 billion which would make it the largest provincial public expenditure of the next 20 years.
3. In August 2013, the federal and provincial governments named a Joint Review Panel (the “Panel”) to conduct an independent and expert assessment of the environmental, economic, social, health, and heritage effects of the Project.
4. The federal/provincial agreement governing environmental assessment of the Project and the terms of reference for the Panel (the “Panel Terms of Reference”) required the Panel to hold a public hearing in order to provide opportunities for timely and meaningful participation of aboriginal groups, the public, governments, the Proponent and other interested groups (the “Participants”) in the assessment of the Project.
5. The Panel Terms of Reference provide that the objective of the public hearing is to provide the Panel with relevant information from Participants, in a fair manner, to enable the Panel to conduct a thorough and timely review of the Project.
6. A public hearing conducted in accordance with the principles of procedural fairness inherently contributes to a full, proper and transparent assessment of the Project.
7. The Panel Terms of Reference require the Panel to consider the economic effects of the Project including:
  - (a) the need for the Project,
  - (b) alternatives to the Project,
  - (c) the economic effects of the Project,
  - (d) the significance of the economic effects of the Project,
  - (e) the value of electricity generated by the Project,
  - (f) initial capital construction cost and operating cost estimates,
  - (g) impacts on government revenue, and

(h) impacts on gross domestic product.

(the “Economic Effects”)

8. The Panel Terms of Reference require the Panel to prepare and deliver a Joint Review Panel Report on the Project (the “Report”) to the federal and provincial government who in turn are required to publish the Report.
9. On May 1<sup>st</sup>, 2014, the Panel delivered its Report to the federal and provincial government and the Report was published.
10. The Panel did not have the information, analysis, reports, studies, forecasts, and research to fully, properly and transparently assess the Economic Effects of the Project. In its Report the Panel notes:

“The Panel cannot conclude on the likely accuracy of Project cost estimates because it does not have the information, time or resources. This affects all further calculations of unit costs, revenue requirements, and rates.” [Page 280]

“The Panel concludes that, basing a \$7.9 billion Project on a 20-year demand forecast without an explicit 20-year scenario of prices is not good practice. Electricity prices will strongly affect demand, including Liquefied Natural Gas facility demand.” [Page 287]

“The Panel concludes that demand management does not appear to command the same degree of analytic effort as does new supply.” [Page 291]

“The Panel concludes that methodological problems in the weighing and comparison of alternatives render unitized energy costs only generally reliable as a guide to investment...Uncosted attributes such as the ability to follow load, geographical diversity, or the ability to assist with the integration of intermittent sources need more analytic attention.” [Page 298]

“The Panel concludes that a failure to pursue research over the last 30 years into B.C.’s geothermal resources has left BC Hydro without information about a resource that BC Hydro thinks may offer up to 700 megawatts of firm, economic power with low environmental costs.” [Page 299]

“The Panel concludes that the Proponent has not fully demonstrated the need for the Project on the timetable set forth.” [Page 306]

11. As a result, Participants in the Joint Review Panel Public Hearing did not have an opportunity to review key information, analysis, reports, studies, forecasts, and research necessary to a full, proper and transparent assessment of the Economic Effects of the Project.
12. The Panel made several recommendations to address the lack of a full, proper and transparent assessment of the Economic Effects of the Project:

#### **RECOMMENDATION 46**

“If it is decided that the Project should proceed, a first step should be the referral of the Project costs and hence unit energy costs and revenue requirements to the BC Utilities Commission for detailed examination.”

#### **RECOMMENDATION 47**

“The Panel recommends that BC Hydro construct a reasonable long-term pricing scenario for electricity and its substitutes and update the associated load forecast, including Liquified Natural Gas demand, and that this be exposed for public and Commission comment in a BC Utilities Commission hearing, before construction begins.”

#### **RECOMMENDATION 48**

“The Panel recommends, regardless of the decision taken on Site C, that BC Hydro establish and research and development budget for the resource and engineering characterization of geographically diverse renewable resources, conservation techniques, the optimal integration of intermittent and firm sources, and climate-induced changes to hydrology, and that an appropriate allowance in its revenue requirements be approved by the BC Utilities Commission.”

#### **RECOMMENDATION 49**

“The Panel recommends that, if Ministers are inclined to proceed, they may wish to consider referring the load forecast and demand side management plan details to the BC Utilities Commission.”

13. Since the Joint Review Panel Report was released on May 1, 2014, Participants including BC Hydro, the BC Ministry of Energy and Mines, other provincial government ministries and agencies, the District of Hudson’s Hope, and Clean Energy BC have prepared, are preparing, or could prepare new information, analysis, reports, studies, forecasts, and research on the Economic Effects of the Project (the “New Material”) in an effort to address the concerns and recommendations of the Joint Review Panel set out in paragraphs 10 and 12 above.
14. However, unlike previous information and analysis on the environmental, economic, social, health, and heritage effects of the Project, this New Material is largely confidential and has not been the subject of independent and expert assessment and a public hearing as the Panel Terms of Reference would have required.
15. On October 14, 2014, the Minister of Environment and the Minister of Forests, Lands and Natural Resource Operations issued an environmental assessment certificate to BC Hydro allowing the Project to proceed, subject to remaining authorizations including that of Executive Council, without addressing how to ensure a full, proper and transparent assessment of the Economic Effects of the project, and without addressing Panel recommendations #46 to #49.

16. Before Executive Council makes a final decision on whether or not to proceed with this \$7.9 billion Project, Executive Council wishes to ensure that New Material is the subject of an independent and expert assessment and a public hearing, and by doing so seeks to ensure that there is a full, proper and transparent assessment of the Economic Effects of the Project, including the matters referenced in Panel recommendations #46 to #49.
17. Section 5 of the *Act* provides that the Lieutenant Governor in Council may ask the BC Utilities Commission (the "Commission") for advice on any matter, and further that the Lieutenant Governor in Council may specify terms of reference requiring and empowering the Commission to inquire into the matter.

### **REQUEST FOR ADVICE ON THE PROJECT AND TERMS OF REFERENCE**

NOW THEREFORE the Lieutenant Governor in Council requests the advice of the Commission on the Economic Effects of the Project pursuant to subsection 5(1) of the *Act* and specifies the following Terms of Reference for the Commission's inquiry into the Project pursuant to subsection 5(2) of the *Act*:

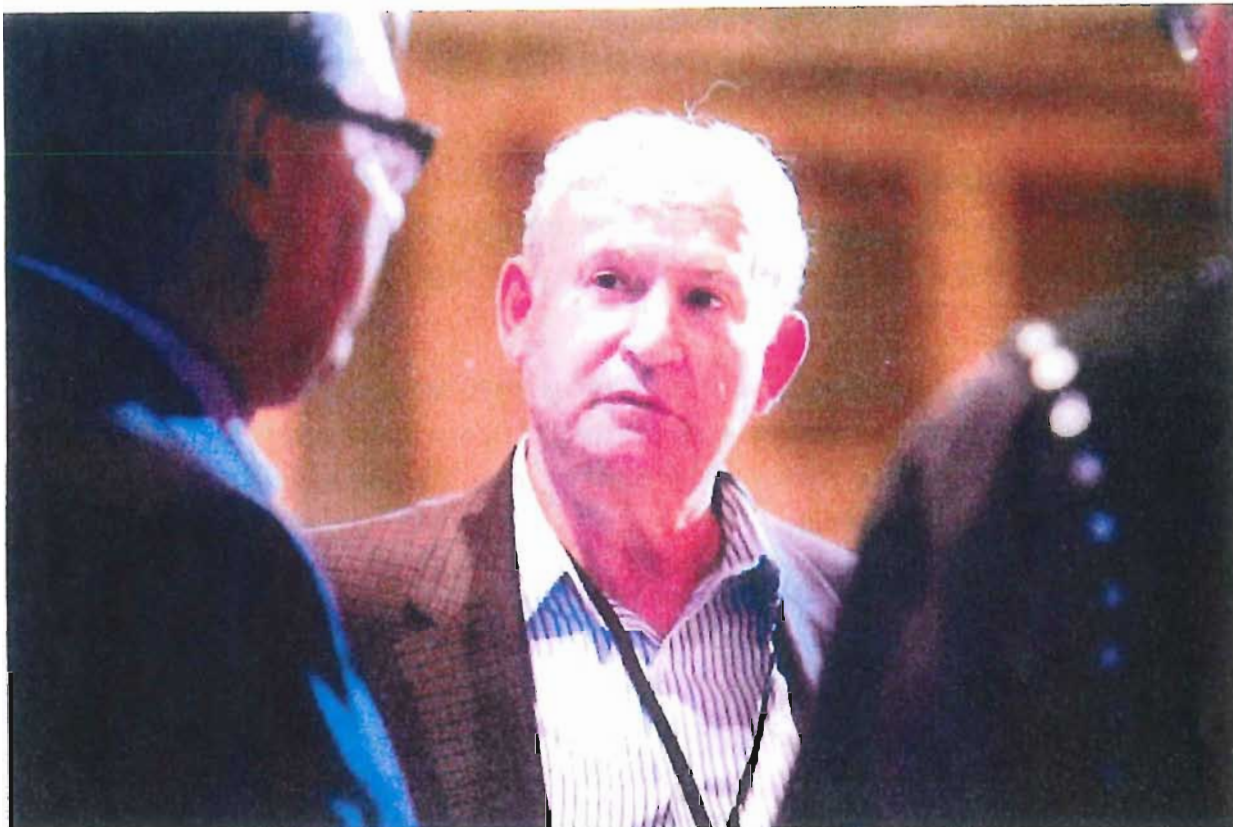
1. The purpose of this inquiry is for the Commission to make an assessment of the Economic Effects of the Project, including the matters referenced in Panel recommendations #46 to #49.
2. The Commission must hold a public hearing in accordance with standard Commission policy and practice on the Economic Effects of the Project, including the matters referenced in Panel recommendations #46 to #49.
3. For the purpose of conducting this inquiry and public hearing, the Commission:
  - (a) must invite and consider submissions, evidence and presentations on the Economic Effects of the Project including the New Materias from any interested person, including without limitation, aboriginal groups, the public, governments, the Proponent, other utilities, power producers, ratepayer groups and other interested groups;
  - (b) must hold the public hearing in accordance with the Commission's Public Hearing Guidelines, except that the Commission will make recommendations to the Lieutenant Governor in Council rather than making determinations; and
  - (c) may use all of the powers provided to it under the *Act*.
4. The Commission must prepare a report and recommendations on its assessment of the Economic Effects of the Project, including the results of the public hearing and any implications of its assessment for the Project, BC Hydro ratepayers and BC taxpayers. The report must be provided to the Minister of Energy and Mines by November 30, 2015.
5. The Minister of Energy and Mines must publish the report within 10 days of receipt.

November 18, 2014

# Vaughn Palmer: On power, fork in the road is a dam dilemma

Site C vs. independent power producers, debt vs. multi-year contractual obligations

BY VAUGHN PALMER, VANCOUVER SUN COLUMNIST NOVEMBER 28, 2014



Energy Minister Bill Bennett chats with First Nations representatives at the All Chiefs Summit held at the Hotel Vancouver a year ago. First Nations considerations are one of the many factors the B.C. Liberals consider as they ponder green-lighting Site C.

Photograph by: Kim Stalknecht, Vancouver Sun

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VICTORIA — As decision day approaches, the B.C. Liberals face two main choices to meet the province's future electricity needs, both controversial.

"I can tell you that we're down now to essentially two options, one of which is Site C and one of which is the independent power project option," Energy Minister Bill Bennett told reporters recently.

The first option would see BC Hydro construct a last-of-its-kind hydroelectric dam at Site C on the Peace River.

The second would entail Hydro contracting with private operators to build smaller-scale power projects — wind, run of river, perhaps biomass and geothermal — that would be scattered around the province.

In disclosing the final two options, Bennett tacitly confirmed that the Liberals have dropped

consideration of building either a new gas-fired generating plant or refurbishing the little-used thermal plant on Burrard Inlet.

Each of the two remaining options has its proponents and — no surprise, this being British Columbia — each also raises ferocious objections. Anything one might say on this file is debatable, including this statement.

The pluses for Site C, as the government sees them, are that hydro is the proven method of electrical generation in this province and it provides some of the cheapest rates on the continent. Once the construction cost has been paid out, hydro dams are reliable for the long-term and there's no need to estimate the future cost of fuel, as with a gas-fired plant.

For the Liberals, independent power projects have their good points too. "I don't think there's any issue around the reliability of the independent power industry," Bennett told reporters. "It's a good industry. We're actually very proud to have it. We get 25 per cent of our electricity today in the province from the IPP industry."

The industry, in a recent analysis (the one prepared, then withdrawn by KPMG), cited some other advantages of smaller-scale projects over the all-or-nothing aspect of Site C. IPPs could be phased in over time and spread around the province. Hydro could contract for range of power sources, including unproven-for-B.C. options such as geothermal.

Bennett, for his part, insists that the deciding factor between the two options should be the impact of each on future electricity rates. "We have to make a decision here that will have implications for many, many decades to the people who live in the province, to the businesses that operate here. We have to try to do everything we can to keep rates down, and that's the basis upon which we'll make this choice."

But having seen competing analyses on that score over the years, I doubt there's an indisputable answer to the question raised by Bennett. It all depends on the assumptions one makes going in and going forward.

Besides, other considerations have to be weighed, including the veto-in-all-but-name that First Nations exercise over resource development in this province.

One advantage for independent power involves the emerging role in such projects for First Nations as partners, developers and suppliers of services. By comparison, natives in the Peace River region have mounted a strong legal case that Site C would cause irreparable damage to aboriginal rights, title and interests.

Another factor is the impact on the provincial debt. IPPs don't entail a lot of provincial borrowing. They are underwritten in large measure by long-term contracts, which by verdict of the independent auditor general (applying generally accepted accounting principles) are listed in the public accounts as \$56 billion-and-counting worth of multi-year contractual obligations but not as debt.



Not so with BC Hydro. Because of the corporation's already hefty debt load, and the government's practice of raiding its accounts for dividends, the giant utility will have to borrow much of what it estimates to be the cost of Site C, namely \$8 billion.

The province is already constrained in how much more it can borrow, according to Finance Minister Mike de Jong. "I don't think we have a lot of room to move at this point," he told me during an interview Thursday on Voice of B.C. on Shaw TV.

"Those rating agencies that assess us increasingly look at other variables and other measures ... The distinction that has historically been made by these agencies between taxpayer-supported debt and the debt incurred by agencies like BC Hydro, which is self-supporting, is beginning to blur in the minds of some of these bodies. So I'm saying we have to be cautious."

Plus if Hydro is green-lighted to borrow billions for Site C, there will be that much less borrowing room for everything else. "It will likely crowd out many other projects," de Jong continued.

Not to say that debt-loading or First Nations will trump all other considerations. Only that when the Liberals say this is one of the toughest and most expensive decisions they've faced, they mean it.

As to timing, Premier Christy Clark told reporters Thursday that BC Hydro, as proponent for Site C, is pressing for a "yes" by the end of the year in order to take full advantage of the 2015 construction season.

But she also left open the possibility that the decision, being contentious, could spill over into next year.

[vpalmer@vancouversun.com](mailto:vpalmer@vancouversun.com)

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**To:** General Purposes Committee **Date:** January 5, 2015  
**From:** W. Glenn McLaughlin **File:** 12-8275-05/2014-Vol  
Chief Licence Inspector & Risk Manager 01  
**Re:** **IPC Restaurant Ltd., doing business as**  
**ABC HK Café**  
**Unit 2792 - 4151 Hazelbridge Way**

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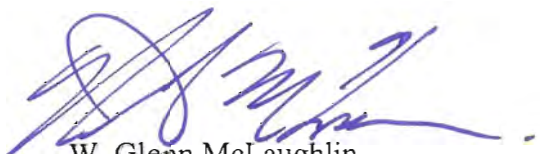
### Staff Recommendation

That the application from IPC Restaurant Ltd., doing business as ABC HK Café, for an amendment to add a *patron participation endorsement* under Food Primary Licence No. 304643, in order to offer entertainment in the form of dancing, karaoke and live musicians, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:

1. Council supports the amendment of an endorsement for patron participation as the issuance will not pose a significant impact on the community.
2. Council comments on the prescribed criteria (set out in Section 53 of the Liquor Control and Licensing Regulations) are as follows:
  - a. The potential for additional noise and traffic in the area was considered.
  - b. The impact on the community was assessed through a community consultation process.
  - c. Given that there has been no history of non-compliance with the operation, the amendment to permit patron participation under the Food Primary Licence should not change the establishment so that it is operated in a manner that is contrary to its primary purpose as a food establishment.
3. As the operation of a licenced establishment may affect nearby residents the City gathered the view of residents as follows:
  - a. Property owners and businesses within a 50 metre radius of the subject property were contacted by letter detailing the application, providing instructions on how community comments or concerns could be submitted.
  - b. Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and notice provided information on the application and instructions on how community comments or concerns could be submitted.




4. Council's comments and recommendations respecting the views of the residents are as follows:

- a. That based on the number of letters sent and the lack of response received from all public notifications, Council considers that the amendments are acceptable to the majority of the residents in the area and the community.



W. Glenn McLaughlin  
Chief Licence Inspector & Risk Manager  
(604-276-4136)

Att. 1

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

## Staff Report

### Origin

The Provincial Liquor Control and Licensing Branch (LCLB) issues licences in accordance with the Liquor Control and Licensing Act (the “Act”) and the Regulations made pursuant to the Act.

This report deals with an application submitted to LCLB and to the City of Richmond by IPC Restaurant Ltd. (the Applicant), doing business as ABC HK Café, for City support to allow patron participation under its Food Primary Liquor Licence No. 303143 to be able to provide their customers with entertainment in the form of dancing, karaoke, live musicians and speakers.

The Local Government has been given the opportunity to provide comments and recommendations to the LCLB with respect to liquor licence applications and amendments. For amendments to Food Primary licences, the process requires Local Government to provide comments with respect to the following criteria:

- the potential for noise,
- the impact on the community; and
- whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose.

### Analysis

The Applicant’s business is located in the south-east corner on the second floor in the Aberdeen Mall. There has been a 140 seat restaurant in operation at this location since 2004 and the current owner, IPC Restaurant Ltd., has been operating the restaurant since 2011.

The zoning for the property is Residential Mixed Use Commercial – Aberdeen Village (ZMU9) and the business use of a restaurant is consistent with the permitted uses for this zoning district. To the north, south and west of the property are commercial businesses that cater to the day to day needs of the general public. To the east of the property is a single family residential district.

The Applicant has in the past sought the City’s support in their application to LCLB for a temporary change to their liquor licence to allow for patron participation for special events. The City has supported four (4) such requests since 2012. There have been no complaints received from these temporary amendments.

In the letter of intent, submitted by the Applicant, they advise that the endorsement will not change the manner or focus of the restaurant but will allow them to enhance their patrons dining experience, and they will not longer have to apply for temporary amendments for special events. All entertainment will end by midnight.

### Summary of Application and Comments

The City’s process for reviewing applications for liquor related permits is prescribed by the Development Application Fee’s Bylaw No. 8951, which under section 1.8.1 calls for

1.8.1 Every **applicant** seeking approval from the **City** in connection with:

- (a) a licence to serve liquor under the *Liquor Control and Licensing Act and Regulations*; or
- (b) any of the following in relation to an existing licence to serve liquor:
  - (i) addition of a patio;
  - (ii) relocation of a licence;
  - (iii) change of hours; or
  - (iv) patron participation

*must proceed in accordance with subsection 1.8.2.*

1.8.2 Pursuant to an application under subsection 1.8.1, every **applicant** must:

- (b) post and maintain on the subject property a clearly visible sign which indicates:
  - (i) type of licence or amendment application;
  - (ii) proposed person capacity;
  - (iii) type of entertainment (if application is for patron participation entertainment); and
  - (iv) proposed hours of liquor service; and
- (c) publish a notice in at least three consecutive editions of a newspaper that is distributed at least weekly in the area affected by the application, providing the same information required in subsection 1.8.2(b) above.

The required signage was posted on October 29, 2014, and the three ads were published in a local newspaper on October 31, November 5 and November 7, 2014.

In addition to the advertised public notice requirements set out in Section 1.8.2, staff have adapted from a prior bylaw requirement, the process of the City sending letters to businesses, residents and property owners within a 50-metre radius of the establishment (Attachment 1). This letter provides details of the proposed liquor licence application and requests the public to communicate any concerns to the City.

There are 776 properties identified within the consultation area. On October 29, 2014, letters were sent to 1081 businesses, residents and property owners to gather their view on the application. Three letters were returned as undeliverable.

All public consultations ended November 28, 2014, and no responses were received from the public.

Potential for Noise

Staff believe that there would be no noticeable increase in noise if the entertainment endorsement is supported.

Potential for Impact on the Community

Based on the lack of any negative public feedback staff is of the opinion that there would be no impact on the community associated with the amendment.

Potential to operate contrary to its primary purpose

Staff are of the opinion that due to a lack of any non-compliance issues related to the operation of this business, there would be minimal potential of the business being operated in a manner that would be contrary to its primary purpose as a food establishment.

Other agency comments

As part of the review process, staff requested comments from Vancouver Coastal Health, Richmond RCMP, Richmond Fire-Rescue, Richmond Joint Task Force, the City Building Permit and Business Licence Departments. These agencies generally provide comments on the compliance history of the Applicant's operations and premises.

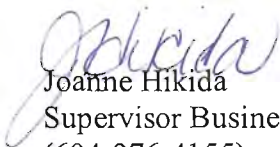
No objections to the application were received from any of the above mentioned agencies and divisions.

**Financial Impact**

None

**Conclusion**

Following the public consultation period, staff reviewed the Food Primary Liquor Licence amendment application against the legislated review criteria and recommends City Council support the application for a patron participation endorsement. The amendment is not expected to increase noise or have a negative impact on the community nor result in the Applicant operating the business contrary to its' primary purpose.

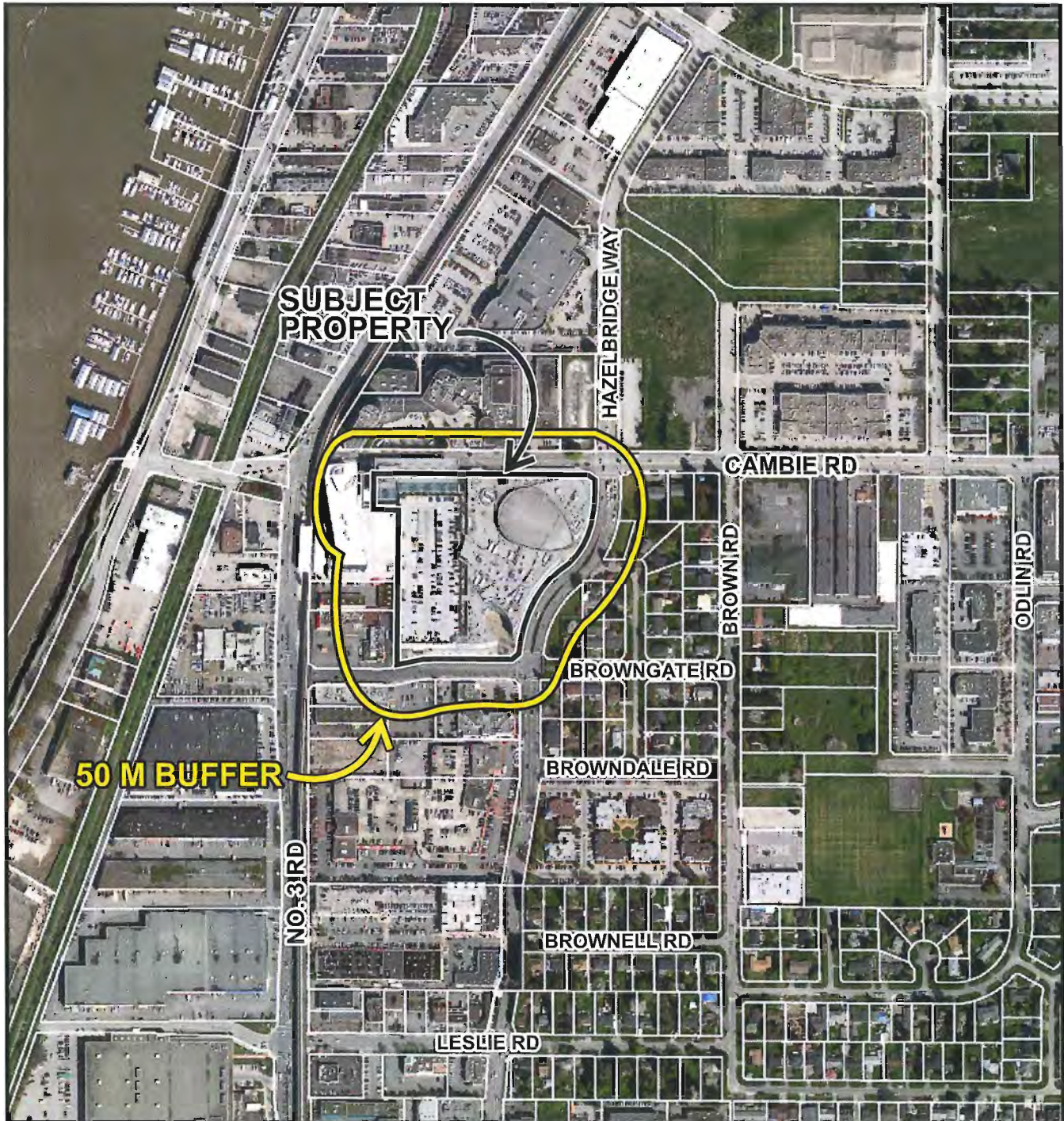
  
Joanne Hikida  
Supervisor Business Licence  
(604-276-4155)

JMH:jmh

Att. 1: Site Map with 50 Metre Buffer



City of  
Richmond



4151 Hazelbridge Way

Original Date: 12/17/14

Revision Date:

Note: Dimensions are in METRES



**To:** General Purposes Committee

**Date:** December 16, 2014

**From:** John Irving, P.Eng. MPA  
Director, Engineering

**File:** 10-6600-10-01/2014-  
Vol 01

**Re:** **Alexandra District Energy Utility Bylaw No 8641 Amendment Bylaw No 9205**

**Staff Recommendation**

That the Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw 9205 be introduced and given first, second and third reading.

John Irving, P.Eng. MPA  
Director, Engineering  
(604-276-4140)

Att. 1

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Finance Division Law	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 



## Staff Report

### Origin

In 2010, Council adopted the Alexandra District Energy Utility Bylaw No. 8641 establishing the rate for the delivery of energy for space heating, cooling and domestic hot water heating within the Alexandra District Energy Utility (ADEU) service area.

The purpose of this report is to recommend 2015 ADEU service rates.

This report supports Council's Term Goal #8 Sustainability:

*8.1. Continued implementation and significant progress towards achieving the City's Sustainability Framework, and associated targets.*

### Analysis

#### 2014 Rates

The 2014 rate was developed on the basis of delivering energy to residential customers and is in effect for most of the ADEU service area. This is comprised of:

1. Capacity Charge (Fixed) - monthly charge of \$0.081 per square foot of the building gross floor area, and a monthly charge of \$1.082 per kilowatt of the annual peak heating load supplied by DEU, as shown in the energy modeling report required under Section 21.1.(c); and
2. Volumetric Charge (Variable) - charge of \$3.461 per megawatt hour of energy consumed by the building.

In July 2014, Council adopted a separate rate for large format retail buildings (defined as the Area A in the Bylaw). The reason was that large format retail buildings have a different model of delivering space heating and cooling than residential types of buildings, and therefore needed an alternative service. Air source heat pump technology (ASHP) was found to better provide cost-effective, low-carbon energy services for the unique requirements of such buildings, differing from the ground-source heat pump technology that best services most of the other developments in the service area. The current 2014 rate in effect for Area A of the service area is comprised of:

1. Capacity Charge (Fixed) - monthly charge of \$0.0435 per square foot of the building gross floor area; and
2. Volumetric Charge (Variable) - charge of \$0.00 per megawatt hour of energy consumed by the building.

When the detailed design of the ASHP system is complete, staff will bring forward recommendations to Council on how this rate should be divided into fixed and variable charges, as is the case with the residential rate.

### Factors Considered in Creating the Rates

Factors that were considered when developing the 2015 ADEU rate options include:

- **Competitive Rate:** The rate should provide end users with annual energy costs that are less than or equal to conventional system energy costs, based on the same level of service.
- **Cost Recovery:** The ADEU was established on the basis that all capital and operating costs would ultimately be recovered through revenues from user fees. The financial model included recovery of the capital investment over time and built in a rate increase year over year to cover for the fuel cost increases, inflation, etc. to ensure the financial viability of the system.
- **Forecasted Utility Costs:** Utility cost (electricity and natural gas) increases are outside the City's control. Nonetheless, these commodity costs directly impact the operation cost of the ADEU. BC Hydro's 10 year plan projects an electricity rate increase of 6% in 2015. Natural gas costs are expected to increase 2.5% in 2015, based on National Energy Board estimates.
- **Consumer and Municipal Price Indexes:** Other factors to consider include various price indexes. For example, the consumer price index (CPI) is estimated by the Finance Department at 1.5% based on the average of recent BC forecasts, while municipal price index (MPI) is estimated at 3.26%.

### Proposed 2015 ADEU Rates

Taking into consideration the above factors, three options are presented for consideration.

#### *Option 1 – No increase to ADEU rate for services (Not recommended)*

Under the “status quo” option, the rate would not change from the 2014 rate.

The ADEU is in its early days of operation, and as a result the utility (electricity and natural gas), operation and maintenance costs are still largely based on projections of the original financial model. Variation from the model will affect the long term performance of the ADEU. For example, the revenue may vary from the projected revenue in the financial model depending on the speed of development and occupancy. The financial modeling of the ADEU has taken into consideration modest rate increases similar to projected increase rates for conventional energy. A status quo approach may have a negative impact on the financial performance of the ADEU. For example, it may cause an extension of the payback period, reduction of internal rate of return, etc.

#### *Option 2 – 2% increase to ADEU rate for services (Not recommended)*

Under this option, the rate would increase modestly to slightly exceed the consumer price index (CPI). While a 2% rate increase will partially cover the estimated utility (electricity and natural gas), operation and maintenance cost increases, it is below the increase projected in the ADEU financial business model and below the estimated “business as usual” (BAU) cost of energy

commodity (electricity and natural gas) increases that customers not serviced by a DEU would face. Since BAU costs are expected to increase over the CPI, this option is not recommended.

*Option 3 – 4% increase to ADEU rate for services (Recommended)*

The 4% rate increase under this option follows the ADEU financial model. This rate will cover estimated increases in utility (electricity and natural gas), operation and maintenance costs. As a comparison to conventional system energy costs, the proposed 4% ADEU rate increase is below the estimated BAU rates that customers would pay, based on projected utility costs for customers using a mix of electricity and natural gas for heating and cooling services.

The ADEU financial model follows the principle of full cost recovery. To mitigate potential financial risks, it is recommended that the City follow the financial model as much as possible in the early years of the utility operation and annually adjust the rates as per model. As the utility collects more actual data about the connected building's energy loads and consumption, operation and maintenance costs, the model will be continuously updated and annual rate adjustment may follow more judicious year to year financial indicators, to ensure that the financial performance continues to meet its obligations.

Table 1: Proposed Rates for Services, excluding Area A

	2014	2015	2015	2015
		Option 1 0% Increase	Option 2 2% Increase	Option 3 4% Increase
Capacity Charge One	\$0.081	\$0.081	\$0.083	\$0.084
- monthly charge per square foot of the building gross floor area				
Capacity Charge Two	\$1.082	\$1.082	\$1.104	\$1.125
- monthly charge per kilowatt of the annual peak heating load supplied by DEU				
Volumetric Charge	\$3.461	\$3.461	\$3.530	\$3.599
- charge per megawatt hour of energy consumed by the building				

Table 2: Proposed Rates for Services, Applicable to Area A

	2014	2015	2015	2015
		Option 1 0% Increase	Option 2 2% Increase	Option 3 4% Increase
Capacity Charge	\$0.0435	\$0.0435	\$0.0444	\$0.0452
- monthly charge per square foot of the building gross floor area				
Volumetric Charge	\$0.00	\$0.00	\$0.00	\$0.00
- charge per megawatt hour of energy consumed by the building				

The recommended rate outlined in the proposed Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 9205 (Attachment 1), represents full cost recovery for the delivery of energy within the ADEU service area.

#### Adjustment for Building Mechanical Operations and Credit for Qualifying Overpayments

In addition to updating rates, Amendment Bylaw 9205 allows for a credit to be provided to customers that overpay for DEU services. Section 22.2 of the Alexandra District Energy Utility Bylaw No. 8641 stipulates that customer buildings must meet at least 70% of their space heating, cooling, and hot water needs through DEU services. However, some customers may not meet this 70% target for reasons outside of their control, such as incorrect building equipment set points, malfunctioning of the building equipment and discrepancies between their modeled and actual building energy use patterns. There is potential that under these circumstances, the customer would pay DEU Capacity Charges, which are premised on a minimum 70% usage, while also paying more than expected for other utilities to provide heating services, constituting an overpayment for DEU services.

The proposed amendment to the Bylaw waives the customer bylaw offences for not meeting the 70% target, and allows for adjustment of the customer's bill with a credit for overpayment under certain conditions. To qualify, customers must undertake repairs to allow the building to meet the 70% target for heating, cooling and hot water services to be provided by the DEU, or to the satisfaction of the General Manager, Engineering & Public Works. Once the General Manager, Engineering & Public Works is satisfied with a letter from the customer's registered professional that these works have been completed, the City may, at its discretion, issue a credit to compensate for the customers overpayment. Attachment 1 includes the proposed bylaw language that outlines the circumstances under which the City will deem repairs satisfactory, and how the credit will be calculated. This Bylaw amendment is a means to better ensure future customer satisfaction and fairness in the operation of the ADEU.

This mechanism is similar to how the City's water utility provides a credit to customers who have a leak in their waterworks that leads to additional consumption that could not have been reasonably foreseen, as described in Section 25A and 25B of Bylaw 5637 Water Works Regulation and Rates.

**Financial Impact**

None at this time.

**Conclusion**

The recommended 4% increase (Option 3) for the 2015 ADEU service rate supports Council's objective to keep the annual energy costs for ADEU customers competitive with conventional energy costs, based on the same level of service. At the same time, the proposed rate ensures cost recovery to offset the City's capital investment and ongoing operating costs. The credit provided for customers who rectify a building's systems to achieve DEU energy usage targets likewise enhance the ADEU's customer service. Staff will continuously monitor energy costs and review the rate to ensure rate fairness for the consumers and cost recovery for the City.



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Acting Senior  
Manager, Sustainability and District Energy  
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AP:bm

Att. 1: Alexandra District Energy Utility Bylaw No 8641, Amendment Bylaw No. 9205



**Alexandra District Energy Utility Bylaw No. 8641  
Amendment Bylaw No. 9205**

The Council of the City of Richmond enacts as follows:

1. The Alexandra District Energy Utility Bylaw No. 8641, as amended, is further amended:

- (a) by adding a new Section 13.12 after Section 13.11 as follows:

**13.12                      Adjustment for building mechanical system**

*If the City or a Customer, discovers or is notified, that a building mechanical system is using the DEU for less than 70% of all the annual space heating and cooling and domestic hot water requirements for a building on a Designated Property, contrary to section 22.2 of this Bylaw, then, if:*

- (a) *the General Manager, Engineering & Public Works provides the Customer with written notice that the City is satisfied that the Customer did not know or could not reasonably have known of the non-compliance with section 22.2 of this Bylaw (the "GM Notice");*
- (b) *the Customer carries out all necessary repairs and works to bring the building mechanical system into compliance with section 22.2 of this Bylaw or to the satisfaction of the General Manager, Engineering & Public Works (the "Repair Works") within 12 months of the date of the GM Notice, or such longer or shorter period as may be agreed to by the City in writing (the "Repair Period"); and*
- (c) *the Customer supplies to the City, in form and content satisfactory to the General Manager, Engineering & Public Works, a letter signed by the registered professional responsible for the design of the Repair Works, confirming that all Repair Works have been completed,*

*then:*

- (d) *Part 20 (Offences) of this Bylaw will not apply to the Customer for the time period, as estimated by the City, during which the Customer was not in compliance with section 22.2 of this Bylaw; and*

(e) *the City may adjust the Customer's bill to provide a credit in accordance with section 13.13 below.*

(b) by adding a new Section 13.13 after Section 13.12 above as follows:

**13.13 Credit for qualifying overpayment**

*When a Customer qualifies under section 13.12 above and the City exercises its discretion under section 13.12(e) to provide a credit, then:*

(a) *the City will estimate the amount of energy that the building should have used from the DEU in compliance with section 22.2 (the "**Compliant Energy Use Amount**") for the twelve month period preceding the date of the GM Notice (the "**Reference Period**"), in accordance with either:*

- (i) *the building's energy modeling report supplied to the City under section 21.1(c) of this Bylaw; or*
- (ii) *a building energy use review performed by a third party qualified professional appointed by the City, including a determination of overall energy use for space heating and cooling and domestic hot water requirements for the building, the proportion of actual DEU utilization for these requirements, and the DEU utilization required for compliance with section 22.2 of this Bylaw,*

*at the City's discretion.*

(b) *If the actual amount of energy used by the building from the DEU during the Reference Period ("**Actual Energy Use Amount**") is lower than the Compliant Energy Use Amount, the City will credit the Customer's account with the Cost Difference as calculated by the City, provided that the Cost Difference shall not exceed the Maximum Credit Amount.*

(c) *For the purposes of this section 13.13:*

- (i) *"**Cost Difference**" means the sum of the Reference Period Cost Difference and the Repair Period Cost Difference;*
- (ii) *"**Maximum Credit Amount**" means the amount, as calculated by the City, representing the difference between the cost of DEU energy actually used by the Customer's building and the Rates paid by the Customer, during the Reference Period and the Repair Period;*

(iii) *“Reference Period Cost Difference” means either:*

- i. the difference between the cost of natural gas used by the Customer during the Reference Period based on the Customer’s natural gas bills, and the cost of natural gas that the Customer would have used if the Customer’s building had used the Compliant Energy Use Amount; or*
- ii. the difference between the cost of DEU energy actually used by the Customer’s building and the Rates paid by the Customer, during the Reference Period,*

*as determined by the City; and*

(iv) *“Repair Period Cost Difference” means either:*

- i. the difference between the cost of natural gas used by the Customer during the Repair Period based on the Customer’s natural gas bills, and the cost of natural gas that the Customer would have used if the Customer’s building had used an amount of DEU energy equivalent to the Compliant Energy Use Amount or a pro-rated portion thereof; or*
- ii. the difference between the cost of DEU energy actually used by the Customer’s building and the Rates paid by the Customer, during the Repair Period,*

*as determined by the City.*

(c) by deleting Schedule C (Rates and Charges) in its entirety and replacing with a new Schedule C as attached as the Schedule to this Amendment Bylaw.

- 2. This Bylaw will come into force and take effect on the date of adoption shown below.
- 3. This Bylaw is cited as **"Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 9205"**.



FIRST READING

SECOND READING

THIRD READING

ADOPTED

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CITY OF RICHMOND
APPROVED for content by originaling Dept. <i>[Signature]</i>
APPROVED for legality by Solicitor <i>[Signature]</i>

\_\_\_\_\_  
MAYOR

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

**Schedule**

***SCHEDULE C to BYLAW NO. 8641***

***Rates and Charges***

**PART 1 - RATES FOR SERVICES**

*The following charges will constitute the Rates for Services for the Service Area excluding shaded Area A as shown in Schedule A to this Bylaw:*

- (a) Capacity charge – a monthly charge of \$0.084 per square foot of gross floor area, and a monthly charge of \$1.125 per kilowatt of the annual peak heating load supplied by DEU as shown in the energy modeling report required under Section 21.1.(c); and*
- (b) Volumetric charge – a charge of \$3.599 per megawatt hour of Energy returned from the Heat Exchanger and Meter Set at the Designated Property.*

**PART 2 - RATES FOR SERVICES APPLICABLE TO AREA A**

*The following charges will constitute the Rates for Services applicable only to the Designated Properties identified within the shaded area (Area A) shown in Schedule A to this bylaw:*

- (a) Capacity charge – a monthly charge of \$0.0452 per square foot of gross floor area; and*
- (b) Volumetric charge – a charge of \$0.00 per megawatt hour of Energy returned from the Heat Exchangers and Meter Sets at the Designated Property.*



**To:** General Purposes Committee

**Date:** December 16, 2014

**From:** Victor Wei, P. Eng.  
Director, Transportation

**File:** 01-0153-04-01/2014-  
Vol 01

**Re:** **2014 Report from City Citizen Representatives to the Vancouver International Airport Aeronautical Noise Management Committee (YVR ANMC)**

**Staff Recommendation**

1. That the Vancouver Airport Authority be requested to explore the feasibility of publicizing and providing training for Richmond residents in the use of WebTrak to register airport noise complaints per the recommendation of the City's citizen representatives to the YVR ANMC outlined in Attachment 1.
2. That staff be directed to provide a status update on the above recommendation as part of the annual reporting process in 2015.

Victor Wei, P. Eng.  
Director, Transportation  
(604-276-4131)

Att. 3

REPORT CONCURRENCE		
<b>ROUTED TO:</b> Policy Planning	<b>CONCURRENCE</b> <input checked="" type="checkbox"/>	<b>CONCURRENCE OF GENERAL MANAGER</b> 
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

As directed by Council, the City's two citizen appointees to the YVR ANMC provide annual updates directly to the General Purposes Committee on agenda items discussed at the YVR ANMC meetings. This report provides the 2014 update through a status report prepared by the City's appointees to the YVR ANMC (Attachment 1).

### Analysis

The YVR ANMC continues to achieve good participation from all cities and agencies and provides the opportunity for insightful discussions on a wide range of aeronautical noise-related topics as well as continued educational tours to enhance members' understanding of airport operations. The attached status report from the citizen appointees provides a comprehensive summary of the key agenda items discussed at Committee meetings held between December 2013 and October 2014; staff also provide the following supplemental comments on items not mentioned in their summary.

#### Update of 5-Year Noise Management Plan (2014-2018)

The City provided comments on the first draft of the Noise Management Plan (NMP) through a separate report presented at the November 25, 2013 Council meeting. Vancouver Airport Authority (VAA) staff then prepared a second draft of the Plan to address, where possible, comments received from all stakeholders including the City. That version was presented on December 12, 2013 to the VAA Board of Directors, who provided their final approval. The Plan was then submitted to Transport Canada where it is awaiting approval by the Minister of Transport, which is anticipated in early 2015. While the Plan has not yet been publicly released, VAA staff have advised that the City's comments were addressed as summarized in Table 1.

**Table 1: Summary of VAA Responses to City Comments on Draft NMP**

City Comment on Draft NMP	VAA Response
Indicate how the previous 2009-2013 YVR Noise Management Plan has been implemented and any outstanding initiatives	An appendix was added summarizing work on the 2009-2013 YVR Noise Management Plan.
Clarify the purpose, rationale, expected benefits, priority and timing of each proposed Plan initiative over the coming five-year period	Each initiative includes a specific objective statement that speaks to the purpose and rationale. Additional text was added that describes how VAA will meet with key stakeholders to create annual work plans to address the initiatives, and report on the results to the YVR ANMC and in the annual aeronautical noise management report.
Identify the air travel growth scenario used to prepare the proposed Plan	VAA will be reassessing traffic growth forecasts as part of the upcoming Airport Master Plan review. The findings of this work will inform the growth scenario to be used when assessing the applicability of the current 2015 long term planning Noise Exposure Forecast (NEF) Contour.

Upon receiving Ministry approval, VAA will publicly release the document and respond to all written comments provided on the first draft of the Plan.

While the Plan has not yet been formally approved, VAA initiated work in 2014 on some of the actions identified in the NMP as described below.

- *Noise Management Home Buyer & Owner Guide*: A focus area of the draft 2014-2018 NMP is enhancing community awareness of aircraft operations, flight paths, and noise management measures to enable a greater understanding of the implications of aircraft noise and airport operations, and to match public expectations with experience. Within this category, a specific initiative is the development of a brochure to help educate new homebuyers and provide existing homeowners with suggestions on how to sound insulate older homes. While the new brochure is intended for residents of all municipalities in the region impacted by aircraft noise, VAA staff consulted with the City's citizen representatives as well as City staff during the development of the brochure (see Attachment 2 for the final draft). The guide will be posted on YVR's website in early 2015 as an on-line resource for new home buyers and existing home owners.
- *Engagement with Aviation Stakeholders*: A complementary focus area is enhancing industry awareness via engagement with aviation stakeholders to improve noise management activities. To this end, VAA hosted regular meetings throughout 2014 with Transport Canada and other major airports in Canada to exchange information on noise management opportunities, discuss roles and responsibilities, and coordinate response on national issues.

Anticipated initiatives in 2015 include a review of the existing engine run-up procedures and directives with a focus on optimizing noise reduction opportunities at all non-Ground Run-up Enclosure (GRE) locations. VAA staff will work with the YVR ANMC to develop a scope of work for this project.

#### Runway End Safety Area (RESA)

In anticipation of the enactment of a Canadian standard within the next few years, VAA is proactively planning to construct RESAs for its three runways (north, south and crosswind) that will meet existing international safety recommendations. Following these best practices, the length of each RESA (300 m with widened shoulders) will exceed the anticipated Canadian standard of 150 m. Construction will occur on the south and crosswind runways first due to relatively simpler operational, environmental and financial factors. The preferred options do not impact the foreshore and maintain existing runway lengths (i.e., no extension of the takeoff and landing distances).

Modelling results by VAA indicate that there may be a negligible increase in noise levels for some areas of Burkeville, as a limited number of larger aircraft taking off to the west may begin their takeoff roll where the new pavement will be added for the RESA at the eastern end of the south runway, which would bring those aircraft approximately 200 m closer to the Burkeville area. The estimated increase in noise level is three decibels, which is imperceptible to humans, and operational procedures such as the use of reduced thrust will help mitigate noise exposure. This increased noise level would still be lower than what Burkeville residents currently experience for takeoffs to the east; these latter noise levels will not change. On-going noise impacts will be monitored via VAA's network of Noise Monitoring Terminals throughout the community.

Consultation commenced in early September 2014 and included:

- presentations to YVR's Environmental Advisory and Noise Management Committees;
- small meetings with stakeholder groups including City staff, community associations and agricultural, environmental, business, and tourism organizations/committees; and

- an open house and on-line survey for the general public.

Construction is scheduled to occur during the summer months commencing in 2015 for both ends of the crosswind runway and the west end of the south runway. The east end of the south runway will require preload from Winter 2015 to Spring 2016, with construction occurring in Summer 2016 and 2017. Planning for RESAs on the north runway is currently in the early stages and consultation with the public and stakeholders will occur when more information is available.

The above information was also summarized in a staff memorandum to Council dated September 30, 2014 (see Attachment 3).

**2014 Aeronautical Noise Management – Summary Report**

In 2014, YVR received a total 1,695 noise concerns from 278 individuals across Metro Vancouver, which is a 31 per cent increase in concerns but no change in the number of complainants over 2013 (see Chart 1). The increase in concerns is attributed primarily to three individuals (one each in South Surrey, South Delta and Richmond) who together submitted 66 per cent of all noise concerns in 2014 (i.e., 1,122 concerns).

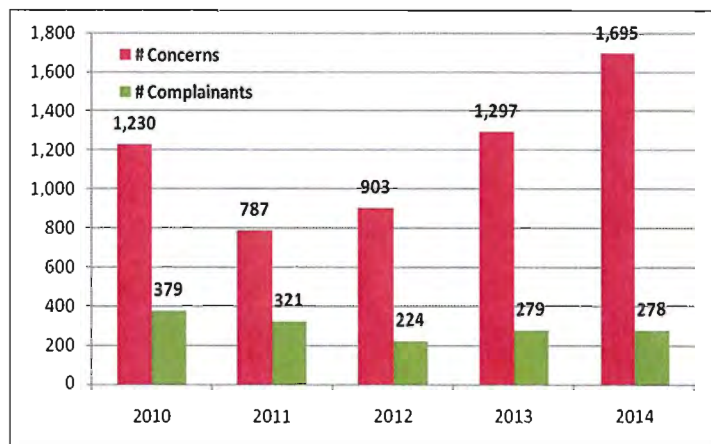


Chart 1: Total Number of Region-wide Noise Concerns and Complainants

The individual in Richmond resides adjacent to the float plane route and registered 130 concerns in 2014 (42 per cent of all Richmond-related concerns), which is a decrease from the 225 concerns registered by the same individual in 2013 (see Chart 2). While the total number of Richmond-related concerns fell from 376 in 2013 to 306 in 2014 (19 per cent decrease), the number of complainants residing in Richmond increased marginally from 87 in 2013 to 92 in 2014 (six per cent increase).

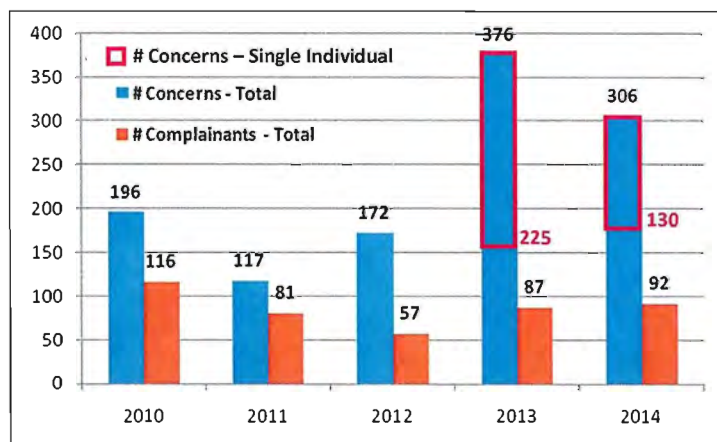


Chart 2: Total Number of Richmond-Related Noise Concerns and Complainants

When the concerns from the single individual are excluded for 2013 and 2014, the remaining number of Richmond-related concerns registered in 2014 is 176, which is a 17 per cent increase from the balance of 151 concerns received in 2013 and in line with the general trend over the past several years. Note that the status report from the City’s appointees to the YVR ANMC summarizes noise concerns received for the first three quarters of 2014 (i.e., January through September).

Based on data up to the end of 2013, there is growing use of WebTrak to register concerns (e.g., in 2013, 63 per cent of concerns were received via WebTrak versus an average of 44 per cent over the 2010-2012 period). WebTrak is a web-based tool on YVR's website that allows the public to view 'real-time' and historical flight and noise data, and allows citizens to register concerns about particular aircraft or aviation in their community. The increase in concerns registered via this medium suggests that residents are becoming more aware of the tool.

Of those concerns received from Richmond residents, the operational concerns identified include float plane operations as noted above followed by take-offs and engine run-ups. The number of concerns related to run-ups has decreased in correlation with the opening of the GRE.

#### Outcome of 2013 Recommendations of the City Appointees to the YVR ANMC

The citizen representatives recommended that the City consider partnering with the VAA on its *Fly Quiet Awards* to show the City's appreciation of the aviation community's commitment to being good neighbours. These awards are presented at the annual YVR Chief Pilot's Meeting to the airlines that are not in violation of noise abatement procedures, have the lowest average noise level and fly regularly at YVR. The awards now feature the City's heron logo so that airline operators are aware that the City recognizes and appreciates their efforts to minimize aeronautical noise impacts on the surrounding community.

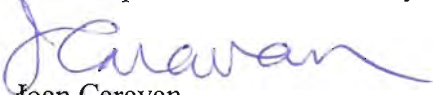
#### **Financial Impact**

None.

#### **Conclusion**

The City's citizen representatives to the YVR ANMC continue to uphold Richmond's profile at the Committee and both contribute positively to discussions. Staff support the recommendation identified in the status report (i.e., publicize and provide training for residents in the use of WebTrak to register airport noise complaints) and recommend that its feasibility be explored with the Vancouver Airport Authority. Staff would provide an update on the status of the initiative as part of the annual report back in 2015.

The YVR ANMC remains a valuable forum for addressing aeronautical noise impacts on Richmond. The provision of input regarding action items to support VAA's new *2014-2018 Noise Management Plan* will be an opportunity for the City and the City's representatives to the YVR ANMC to ensure that the initiatives are consistent with a goal of minimizing aeronautical noise impacts to the community and enhancing residents' quality of life.



Joan Caravan  
Transportation Planner  
(604-276-4035)

- Att. 1: 2014 Status Report: YVR Aeronautical Noise Management Committee
- 2: Noise Management Home Buyer & Owner Guide
- 3: Memorandum to Council re YVR RESAs

**Date:** November 17, 2014

**To:** City of Richmond General Purposes Committee

**From:** Margot Spronk, City of Richmond Citizen YVR ANMC Representative  
Donald Flintoff, City of Richmond Citizen YVR ANMC Representative

## **2014 Status Report: YVR Aeronautical Noise Management Committee**

### **City Appointees**

The 2013/14 term is the third Airport Noise Management Committee (ANMC) appointment for Margot Spronk. Margot was previously NAV CANADA's General Manager for the Vancouver Flight Information Region, and worked as an air traffic controller at the Vancouver Area Control Centre. Margot lives in Steveston.

Donald Flintoff was appointed to the VANMC in January 2013 for a two-year term. Donald brings his experience as a consulting engineer to the table. Currently Donald is the Senior Electrical Engineer for the British Columbia Utilities Commission, has lived in Richmond since 1975, and currently lives in the Thompson area since 1988.

### **Past Year at the YVR Aeronautical Noise Management Committee**

Since our last report, the ANMC met 3 times: December 4, 2013, April 30, 2014 and October 15, 2014.

### **Highlights**

#### **Floatplane Operations**

Don Flintoff raised concerns about YVR floatplane operations at the ANMC meeting in April 2014. He had four questions that were answered by YVR at the October ANMC meeting.

- Q: Could the flight path be changed to minimize noise?  
A: No changes can be accommodated due to proximity of flight paths for the south runway
- Q: Could altitudes be increased to 1500' or above?  
A: No, due to conflicts with aircraft operating on south runway
- Q: Could further noise impact studies be conducted?  
A: The Airport Authority is open to additional monitoring in the area. Monitoring aids in understanding the contribution of aircraft noise, but does not drive compliance, enforcement or changes to routes or procedures.
- Q: Could Wide Area Augmentation System (WAAS) be implemented to eliminate low flying in bad weather?  
A: State of the art radar surveillance is employed at YVR. Floatplanes operate under VFR (Visual Flight Rules) which require aircraft to navigate and avoid obstacles and other aircraft visually and with reference to the ground. As weather degrades, the only option is to fly lower.

The Airport Authority has also provided a letter documenting their responses to the City.

Excerpts from the current Water Aerodrome Supplement related to float plane operations at YVR are shown below.

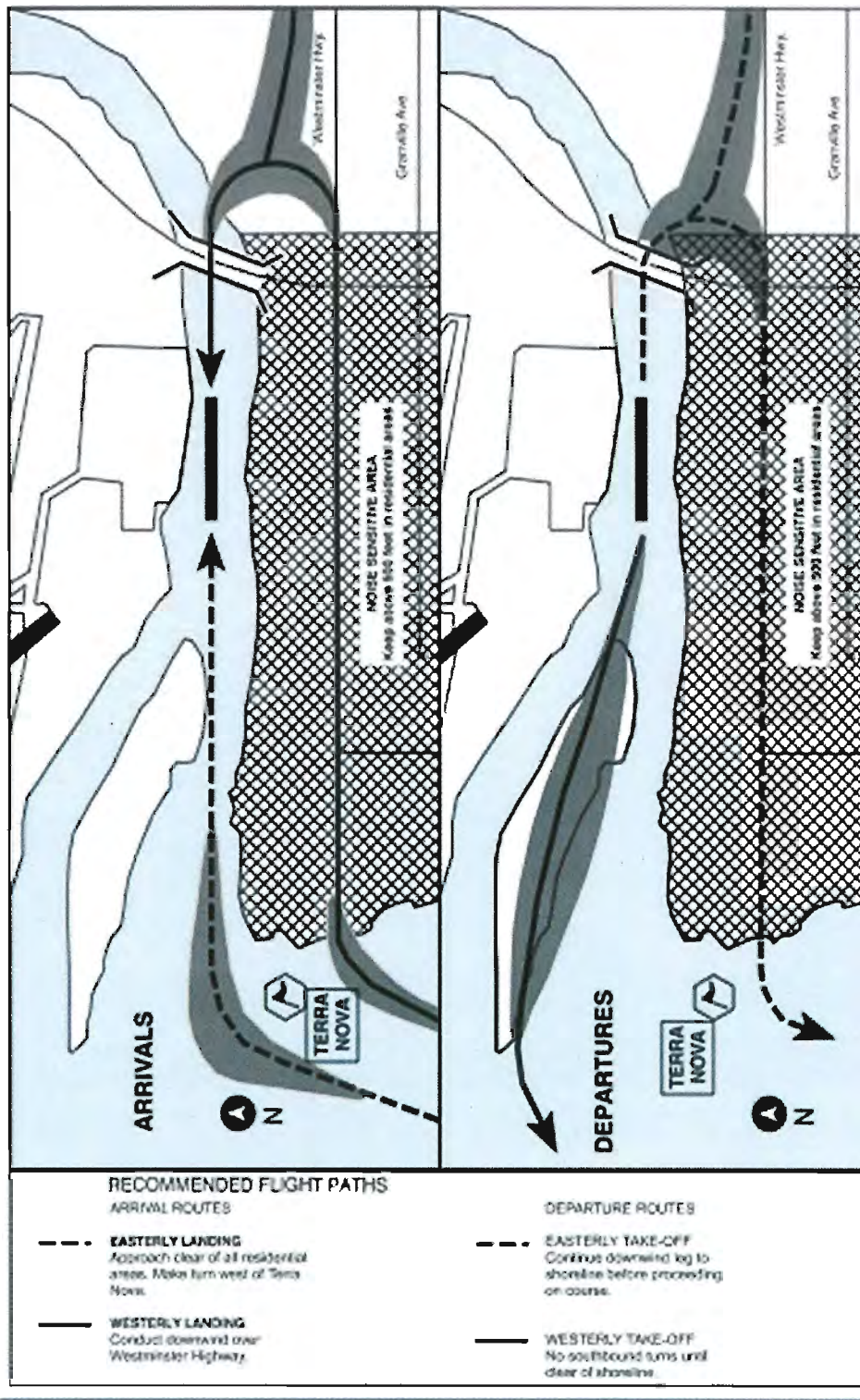


CANADA WATER AERODROME SUPPLEMENT

Effective 0901Z 7 March 2013 to 0901Z 3 April 2014

AERODROME/FACILITY DIRECTORY B237

VANCOUVER INTL CAM9 VFR TERMINAL PROCEDURES CHART



## CANADA WATER AERODROME SUPPLEMENT

Effective 0901Z 7 March 2013 to 0901Z 3 April 2014

AERODROME/FACILITY DIRECTORY B239

## VANCOUVER INTL BC (Cont'd)

CAM9

<b>PRO</b>	<p><b>AIRSPACE:</b> See VTA chart for VFR rtes &amp; pro. Class "C" Airspace &amp; CZ: Transponder rqrd.</p> <p><b>ARR/DEP:</b> See Vancouver Intl CAM9 VTPC. Downwind flt alt not below 500' ASL over populated area to the S. Westbound dep keep clear of S shore noise sensitive area. Dep rstd til 0630 hr lcl O/T PPR from YVR Ops 604-207-7022. At low tide use river slightly N of centre of river.</p> <p><b>NOISE ABATEMENT:</b> Consistent with safe acft ops, the following are recommended operational proc:  <ol style="list-style-type: none"> <li>1. Tkof Westbound and ldg Eastbound are preferred when wind and water conds permit.</li> <li>2. Use low RPM reduced noise tkof when able.</li> <li>3. Avoid dep rte that fly over the City of Richmond, whenever possible.</li> <li>4. Avoid using "reverse thrust" after ldg to slow the acft.</li> <li>5. Maintain 500 ASL when flying the Westminster Hwy downwind rte.</li> <li>6. Join the downwind circuit for the Westbound ldg after passing the TERRA NOVA checkpoint unless directed by ATC.</li> </ol> </p> <p><b>ATS REQUIREMENTS:</b> All VFR acft arriving, departing or transiting the Vancouver or Victoria Tower Class C or D airspace require a transponder code.  - All acft departing Vancouver or Victoria Intl (including Water Aerodrome) call Vancouver ACC at 888-987-2633 (866-WXBRIEF) for code assignment at least 30 minutes prior to flight or file a VFR Flight Plan/ Flight Itinerary.  - All acft arriving Vancouver, Victoria Intl (including Water Aerodrome) or transiting Vancouver or Victoria Control Zones obtain a code from one of the following ATS units; Vancouver Harbour, Nanaimo, Victoria Harbour, Boundary Bay, Langley, Abbotsford or Pitt Meadows, or call Vancouver ACC at 888-987-2633 (866-WXBRIEF)  - All acft arriving Victoria Intl from a non NAV CANADA site call Vancouver ACC at 888-987-2633 (866-WXBRIEF) at for code assignment at least 30 minutes prior to flight or file a VFR Flight Plan/ Flight Itinerary.</p>
<b>CAUTION</b>	Low lvl overflights of heli arr/dep adj land A/D. Rough water associated with strong E or W winds (1-3' swells). Debris in river. Rowers E of No. 2 Rd Bridge. Twr cranes S side of Fraser River adj Olympic Oval.

**Change in Board Chair**

Marion Town, YVR's new Director of Environment assumed chair responsibilities for the ANMC in the spring of 2014. In a recent executive level reorganization within the Airport Authority, the YVR Environment Department (and the noise management group) now report to Michael O'Brien, Corporate Secretary & VP Strategic Planning & Legal Services. Anne Murray, previous chair of the ANMC, is now VP of Communications & Marketing.

**2014 – 2018 Noise Management Plan**

This year should have marked the first year of the 2014-2018 YVR Noise Management Plan, which is still with Transport Canada awaiting approval. A major reason for the delay is a review of the requirement for Ministry approval of Airport Noise Management Plans.

### **RESA (Runway End Safety Area)**

RESA is an area at the end of the runway that is designed to provide an area free of objects to reduce the severity of damage to an aircraft when for example, it over runs the runway on landing. It can also facilitate the movement of emergency vehicles. Pending Transport Canada regulations will require RESA for all runways in Canada.

The Airport Authority has finalized its plans for RESAs on the South and Crosswind Runways. The project will take three years to complete. During construction, residents of Richmond and Vancouver may see some change in airport noise. Once completed, the effect on noise is expected to be negligible. There may be a small increase in single event noise levels for some areas of Burkeville. This increase may not be enough to be clearly audible to residents given the existing high noise levels in the area, but moving the start of take-off roll closer to residents, especially those at the south-west corner of Burkeville, may lead to a perceived increase in noise levels.

A community information session was held at the River Rock Casino in Richmond on September 30, 2014. Approximately 25 individuals attended the session.

Work to assess the options for RESA on the North Runway will begin in 2016.

### **Airspace Change Communications and Consultation Protocol**

A working group of various airports was organized under the Canadian Airports Council to work collaboratively with NAV CANADA and airlines on a protocol to outline when and how communications and consultation will occur during airspace or procedural changes. A final draft was sent to the Minister for review in October 2014. Approval is anticipated late 2014/early 2015. Once approved, details of the protocol will be released and shared with the Committee.

This initiative is most welcome, as it will standardize and formalize communication between all stakeholders, including communities, when airspace or procedural changes to air routes are planned.

### **Sound Insulation Brochure**

The Airport Authority has started a project to develop a Sound Insulation Brochure. The objectives of this project are to provide information on:

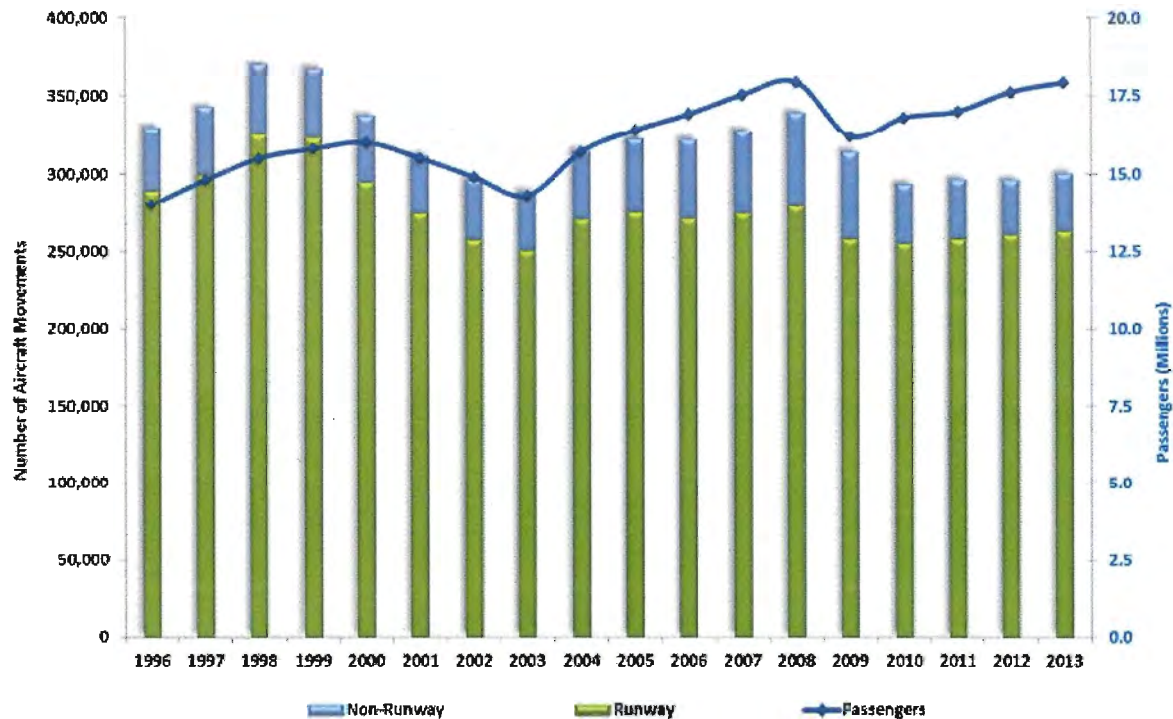
- noise exposure in areas of the City for potential home buyer;
- ways to sound insulate homes of owners of older dwellings located in high noise areas.

Consultants will be hired for the development, design and production of this brochure. Committee members will be asked for review and comment at the next ANMC meeting.

### **Vancouver Airport Statistical Trends**

Vancouver International Airport was named best airport in North America for the fifth year in a row by Skytrax. Runway operations were up 1.3% in 2013, showing traffic has fully rebounded from the 2008/2009 recession. Passenger numbers were up over 2.1%, almost doubling the runway operations increase, showing a continuing shift towards larger aircraft and higher load factors. Larger newer aircraft with higher load factors have a beneficial effect on the overall noise profile of the airport.

Figure 1: YVR Annual Aircraft Movements &amp; Passenger Statistics, 1996-2013



### Noise Characteristics of New Aircraft Design (Courtesy NACC)

- Current aircraft are 30 dB quieter, or a 90% reduction in noise footprint area, compared to original commercial jets.
- Since the 1960s, the aviation industry has cut fuel burn and CO<sub>2</sub> emissions by 70%, NO<sub>x</sub> emissions by 90% and noise by 90%.
- Already one of youngest, quietest and most efficient fleets in the world, airlines in Canada are investing more than \$20 billion over the next thirteen years in newer, more modern and quieter aircraft.
- These new aircraft are not only quieter than the aircraft they are replacing, but they are also larger and carry more passengers.
- New aircraft will be equipped for RNP procedures, meaning that more efficient routes and altitudes can be instituted. However, changing air-routes and the extreme accuracy of RNP flight may cause neighbourhoods to experience noise they hadn't before, even though the overall noise profile is reduced.

### Richmond-Specific Noise Trends

- 10 Noise Monitoring Terminals (NMTs) are located throughout Richmond. These are:

NMT	Name	Location
1	Unidentified	Privacy Issues
2	Airside Burkeville	Templeton St., Richmond
3	Lynas Lane Park	Lynas Lane & Walton Rd., Richmond
4	Tomsett Elementary	Odlin Rd. and No. 4 Rd., Richmond
5	Bath Slough	Bath Rd. & Bath Slough, Richmond
6	Outer Marker	Westminster Hwy & No. 7 Rd., Richmond
11	Bridgeport	No. 4 Rd. & Finlayson Dr., Richmond
12	West Sea Island	Airside YVR, Richmond
13	North Sea Island	Ferguson Rd., Richmond
17	Maple Lane Elementary	Alouette Dr. & Tweedsmuir Ave., Richmond

- As of the end of the third quarter of 2014, 257 noise complaints were made by 66 Richmond residents, a 28% decrease over the same period in 2013. 102 concerns were registered by one Richmond resident, mostly regarding floatplane operations.
- 147 of the 351 complaints concerned floatplane operations
- This is the second year in a row where floatplane operations have been the primary source of noise complaints for Richmond.

#### **Areas for Concentration in 2014-2015**

We will continue to monitor and contribute to the following initiatives:

- Development of a training module for flying training schools to raise awareness of noise within the pilot community.
- Comment and review the Sound Insulation Brochure
- Continue to monitor progress on Noise Task Force Recommendations.
- Provide input to Vancouver Airport Authority and City on aircraft noise mitigation.

#### **Recommendations to the General Purposes Committee**

The Vancouver Airport Authority should publicize and provide training for Richmond residents in the use of WebTrak to register airport noise complaints. Also, as WebTrak is an English only program, the Vancouver Airport Authority, concerning the demographics of the surrounding community, should provide help menus in the other prominent languages spoken in Richmond. Although this may initially increase the complaints, the accuracy of the data should also increase.

#### **Closing**

We are appreciative of the opportunity to work with the City and the Vancouver Airport Authority on the environmental noise portfolio, and look forward to helping make a difference in how airport noise is felt and perceived in Richmond as we complete our 2013/2014 term.

Sincerely,

Margot Spronk  
Donald Flintoff

---

NOISE MANAGEMENT

# HOME BUYER & OWNER GUIDE



## ➤ Introduction

Vancouver International Airport ("YVR") is the second busiest airport in Canada and is open 24-hours a day to support the travel and business demands of the local region and Province. In 2013, YVR accommodated over 17.9 million passengers, and over 300,000 arrivals and take-offs. These numbers are forecasted to grow in the future to meet the community demand for increased air services.

YVR is located on Sea Island, within the City of Richmond, and is in close proximity to major urban residential developments. While YVR undertakes significant effort to mitigate noise from aircraft operations, it is practically impossible to eliminate aircraft noise exposure on residents located in high noise areas under the flight paths.

Purchasing a home is often the largest financial decision a person will make in their life. This material is aimed to help residents identify aircraft noise considerations when looking to buy a new home, and to provide existing owners with information on how to better sound insulate their home.

In 2013, YVR accommodated over

↓

17.9 million  
passengers

↓

300,000  
arrivals and take-offs

Looking for more detailed information?

Visit us online for our more in-depth technical guide

↓

NoiseManagementTechnicalGuide.pdf



## ➤ New Home Buyers

### Airport Operations & Flight Paths – 101

YVR has three runways: the south runway, the north runway, and the crosswind runway. The south runway and the north runway are used most, and the use of the crosswind runway is limited to use during high crosswind conditions, which happens very infrequently.

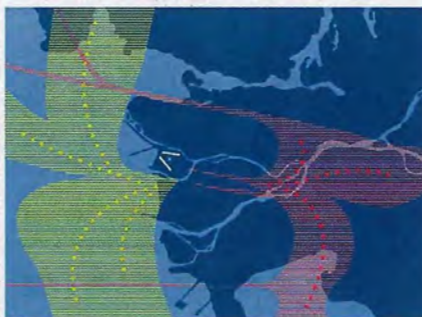
For safety reasons, landings and take-offs must occur into the wind. As such, the traffic patterns over the Lower Mainland will change based on the surface wind conditions at the airport. When the winds are from the west, take-offs will occur over the Strait of Georgia and arrivals will occur over the City. When the winds are from the east, take-offs will occur over the City and arrivals will occur over the Strait of Georgia.

#### GENERALIZED RUNWAY TRAFFIC PATTERNS ASSOCIATED WITH WIND DIRECTION

RUNWAY 08 / WINDS FROM THE EAST



RUNWAY 26 / WINDS FROM THE WEST



■ - ARRIVALS ■ - DEPARTURES

This figure is meant to illustrate how wind direction affects the direction of flights. It should not be used to assess over-flights of an area.

If you have questions about aircraft over-flights of an area you are interested in, please contact us – we are happy to discuss and provide you with custom information specific to the area.

At most airports, including YVR, aircraft often do not follow fixed flight paths. While there is consistency for some aircraft flight tracks, there is also a substantial degree of variation because the air traffic control environment is very dynamic. In many cases, air traffic controllers issue commands to move aircraft around the sky both horizontally and vertically, to ensure adequate separation is provided between aircraft. In other cases, the pilot is responsible for their own navigation using visual reference to the ground. In all cases, managing and moving aircraft in the complex airspace over the Lower Mainland is a significant challenge, and it is not possible to route aircraft away from populated areas.

In addition to aircraft operating from the runways, YVR is also home to a very busy float plane base on the Middle Arm of the Fraser River and helicopters based on the south side of the airport. The flight paths for these aircraft are often less fixed than aircraft using the surface runways and they operate at very low altitudes over communities close to the airport.

#### Home Buying Considerations – Exposure to Aircraft Noise

If you are wondering about aircraft noise when buying a home in a particular area, please consider the following:

- Noise levels in the community will vary on a daily basis, and will depend on a number of factors that influence sound propagation. These factors include: which runways are used; wind direction; air temperature; humidity; cloud cover; and temperature inversions.
- YVR is a 24-hour facility. While trying to take advantage of the Strait of Georgia by having both arrival and take-offs occur over the water during the night-time hours when traffic levels permit, in some cases, aircraft will need to land or take-off over the City due to the wind conditions.
- While all parts of the Lower Mainland are exposed to some level of aircraft over-flights, certain areas will experience a greater number of operations than others. If you are interested in learning about aircraft operations over a specific area, you can contact us and we would be pleased to provide information on the nature and level of aircraft activity.
- You can use our online flight tracking system [[provide link to YVR WebTrak](#)] to obtain a general understanding of air traffic over a particular area.
- Figure out where the home is located in relation to the extended centerline of the runways. In general, when close to the airport, these areas will be exposed to a greater number of over-flights than other areas.
- Aircraft maintenance and engine testing activities are required to keep aircraft air worthy, and these activities are often done at night. Homes located adjacent to the airport will be exposed to noise from these activities. Noise from landed aircraft using thrust reverse to assist braking may also be heard in residential areas adjacent to the airport.



## ➤ Sound Insulating Your Home

Aircraft noise can enter your home through numerous different paths. The significance of an individual path depends on the material, and its sound transmission loss characteristics, and the size of the exposed area. In general, the following graphic shows some of the main paths by which aircraft noise may enter a home.

The following information is intended to provide high level and general guidance only. Home owners should consult with professional contractors and consultants before undertaking work to discuss their specific needs and requirements. Additional and expanded information can be found in this guide.

### Factors to consider when upgrading home sound insulation

As it is often difficult to rank which path is most significant, homeowners often have a challenging decision on where to spend available funds to achieve the greatest overall benefit. Some questions to consider when making this decision include:

#### WHICH INDIVIDUAL ROOMS ARE THE MOST NOISE SENSITIVE?

Most municipalities require that new homes be designed to achieve lowest interior noise levels in bedrooms, with slightly higher levels permitted in living, dining, recreation rooms and dens. Noise levels in kitchens, bathrooms and hallways can be slightly higher still.

#### WHAT IS THE COST-BENEFIT OF ALTERNATIVE NOISE CONTROL MEASURES?

Replacing a large picture window in a living room could be very expensive and if the room is used infrequently, it may be better to replace smaller windows in one or more bedrooms for a similar cost, in an effort to reduce sleep disturbance.

Adding or improving weather-stripping to an exterior door is relatively inexpensive but replacing the door or adding a storm door may only be worthwhile if the door opens directly into a family room as opposed to a hallway.

Insulating an attic could provide a modest reduction in aircraft noise to all rooms in the home for a relatively low cost.

#### WHAT IS THE ORIENTATION OF THE HOUSE RELATIVE TO THE AIRCRAFT FLIGHT PATH?

Homes located almost directly beneath a flight path will have roughly equal noise exposure on all sides, whereas homes that are well off to the side of a flight path or off to the side of the airport will have greater exposure on the near side than on the far side. In this case, priority should be given to the more exposed facades and roof of the house than to the facade that is somewhat shielded from aircraft noise.



### 1 Open Chimney / Open Ventilator

- Entry of aircraft noise into homes via fireplace chimneys can be reduced somewhat by closing the flue, but a more convenient approach is to install airtight glass doors at the fireplace opening.
- Attic vents may or may not be a significant concern depending upon many factors including the type, size and location of the vents, the amount of insulation in the attic and the type of ceiling beneath the attic.
- Large gable vents in attic walls can significantly degrade overall sound insulation, and built in-place baffles could be used on the inside of gable vents to reduce this noise intrusion.
- Range hood vents may provide a significant path for aircraft noise to enter kitchens particularly if the duct work to the exterior is short and without any bends. Duct work for range exhausts cannot be acoustically lined or silencers added due to the presence of grease in the exhaust air. The best option from a noise control perspective would be to install a ductless (recirculating) range hood which filters out grease and odours without ducting exhaust air to the exterior.
- Noise entry via bathroom exhaust vents could be reduced by locating the exterior outlets on the underside of soffits and/or by installing sheet metal duct work with internal acoustic lining.

### 2 Roof

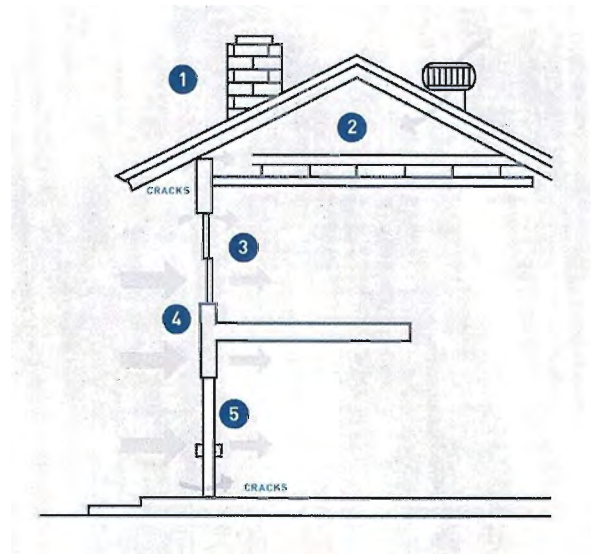
- Provide relatively thick insulation (e.g. R40 which is 240 mm thick) over the entire attic space.
- Roofs that are flat, or post and beam construction (where there is no attic space), could be a very significant path for aircraft noise to enter the home.

### 3 Windows / Sky Lights

- The most important parameters that govern the acoustic rating of windows includes the thickness of the individual panes of glass, the depth of the airspace in double glazed units, and the type of glass.
- In general, increasing the thickness of glass and increasing depth of airspace will help reduce sound through this path.
- In order to substantially increase the acoustic rating for a window, it is generally necessary to provide an exterior or interior storm window and/or reduce the size of the window.
- The use of laminated glass is most beneficial in controlling high frequency sound so it offers only marginal improvement for controlling aircraft noise, which tends to be mostly low to mid frequency in nature.

### 4 Walls

- Exterior walls are unlikely to be a significant sound transmission path relative to windows and doors if the exterior siding is relatively heavy (e.g. stucco, fibre-cement, brick or brick veneer) and if the wall is well insulated with fibreglass, mineral wool or loose fill cellulose insulation.
- Exterior walls with lightweight aluminum or vinyl siding and/or closed-cell rigid insulation are more likely to provide significant transmission paths into the house.



- Upgrading existing walls is not easy and very expensive since it generally requires application of heavier siding or modifications to the interior side of the wall.

- Upgrading the exterior siding has the advantage that it will benefit all rooms in the house but upgrading the interior side of the wall may be more cost-effective if only a few rooms (e.g. bedrooms) require improvement.

### 5 Doors

- Lightweight or poorly aligned exterior doors should be replaced with pre-hung, solid core wood doors equipped with effective weather-stripping, particularly if the door opens directly into a frequently utilized space such as a family room.
- Although steel doors can provide as much sound insulation as solid core wood doors, some steel doors intended for residential use are relatively light weight with inadequately insulated cores and it may be difficult to judge their acoustic effectiveness unless the supplier can provide the acoustic rating.
- If an existing solid core wood door is well aligned in its frame, then it should be possible to upgrade the weather-stripping without replacing the door.
- For sound attenuation, compression seals are better than sweep seals and sponge neoprene or neoprene "bubble" seals are better than felt or other porous materials.
- Any openings in the door, such as mail slots or pet doors should be avoided.
- If there is glazing in, beside or above the door, it will likely be a more significant sound transmission path than the door itself unless the glazing is upgraded.

## 7 Methods for Acoustic Rating of Sound Insulation

The ability of a material to reduce noise is commonly rated in terms of its Sound Transmission Class ("STC"). An open window would have an STC rating of 0 whereas closed windows could have STC ratings in the 25 to 40 range. The STC was originally developed to assess the attenuation of speech through interior walls so it places most importance on speech frequencies.

Exterior noise from transportation sources contain lower frequency sound than speech so a different rating system, called the Outdoor-Indoor Transmission Class ("OITC"), was developed for rating exterior assemblies such as windows. However, while some window manufacturers publish both STC and OITC data, OITC ratings are rarely provided for exterior doors or other building components.

The overall attenuation of aircraft noise from outside to inside a particular room will depend both upon the OITC rating of each building component and the area of each. However, if interior noise is being controlled primarily by one component, for example, a window, then improving the window will provide a directly corresponding reduction in interior noise level.





City of  
Richmond

**Memorandum**  
Planning and Development Department  
Transportation

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**To:** Mayor and Councillors  
**From:** Victor Wei, P. Eng.  
Director, Transportation  
Terry Crowe  
Manager, Policy Planning  
**Date:** September 30, 2014  
**File:** 01-0153-01/2014-Vol 01  
**Re:** **Update: YVR Runway End Safety Areas (RESAs)**

---

The purpose of this memorandum is to provide an update regarding YVR's upcoming Runway End Safety Area (RESA) initiative.

On September 23, 2014, YVR staff and consultants met with cross-divisional City staff to provide information and an update regarding YVR's planned Runway End Safety Area (RESA) construction project. Departments attending included: Transportation, Policy Planning, Emergency Programs, Engineering, and Sustainability. The RESA project is one of YVR's initiatives outlined in its 20-year Master Plan (*YVR: Your Airport 2027*), which was approved by Transport Canada in 2008.

RESA is a pending requirement from Transport Canada that would require an additional area at each end of a runway to enhance aircraft and passenger safety. These areas would reduce the severity of damage to an aircraft should one overrun or undershoot during landing thereby increasing passenger safety, as well as providing an area for better access for emergency response vehicles. There is no change to the operational length of the runway. In anticipation of the enactment of the Canadian standard within the next few years, YVR is proactively planning to construct RESAs for its three runways (north, south and crosswind) that will meet existing international safety recommendations. Following these best practices, the length of each RESA (300 m with widened shoulders) will exceed the anticipated Canadian standard of 150 m.

Option analysis for the south and crosswind runways began in 2011; construction will occur on these runways first due to relatively simpler operational, environmental and financial factors. Potential options were evaluated based on the following criteria: water and land impacts, land use, cost, construction, operational efficiency, and noise. The preferred options do not impact the foreshore, maintain existing runway lengths (i.e., there is no extension of the takeoff and landing distances) and have low noise impacts both during and after construction (see Attachment 1).

Modelling results by YVR indicate that there may be a negligible increase in noise levels for some areas of Burkeville, as a limited number of larger aircraft taking off to the west may begin their takeoff roll where the new pavement will be added for the RESA at the eastern end of the south runway, which would bring those aircraft approximately 200 m closer to the Burkeville area. The estimated increase in noise level is three decibels, which is imperceptible to humans, and operational procedures such as the use of reduced thrust will help mitigate noise exposure. This increased noise level would still be lower than what Burkeville residents currently experience for takeoffs to the east; these latter noise levels will

September 30, 2014

- 2 -

not change. On-going noise impacts will be monitored via YVR's network of Noise Monitoring Terminals throughout the community.


The preferred options being presented for consultation with stakeholder and the general public have already been presented to YVR's Environmental Advisory and Noise Management Committees and have been endorsed by YVR's Board of Directors. Stakeholder consultation commenced in early September 2014. Table 1 summarizes the schedule and identifies the participation or invitation of any City-related committees and organizations. A public information session will be held on September 30, 2014, from 4:00 pm to 8:00 pm, at the River Rock Resort & Hotel, Whistler "C" Ballroom (3<sup>rd</sup> Floor, East Tower, hotel side), 8811 River Road, Richmond, which staff will attend. Notices of this meeting have been placed in the Vancouver Sun, as well as local newspapers. Information is also posted on YVR's website (<http://www.yvr.ca/en/business-at-yvr/construction/projects.aspx>) including a Discussion Guide and on-line survey, which closes on October 31, 2014. A consultation summary report will be prepared and posted on YVR's website. YVR staff have offered to appear before Council to discuss the results of the survey findings. Staff will co-ordinate this meeting at a mutually convenient time.

Table 1: Schedule of RESA Public Consultation Activities		
Date	Group	Attended/Invited
September 9	Agricultural-Goods Movement	<ul style="list-style-type: none"> <li>Richmond Agricultural Advisory Committee: staff liaison attended</li> <li>Richmond Farmers' Institute: invited</li> </ul>
September 18	Environmental Organizations	<ul style="list-style-type: none"> <li>Garden City Conservation Society: member attended</li> <li>Richmond Advisory Committee on the Environment: 2 members attended</li> </ul>
September 23	City of Richmond	<ul style="list-style-type: none"> <li>Staff from Transportation, Policy Planning, Emergency Programs, Engineering, and Sustainability</li> </ul>
September 25	Community Organizations	<ul style="list-style-type: none"> <li>East Richmond Community Association</li> <li>Hamilton Community Association</li> <li>Sea Island Community Association</li> <li>Steveston Community Society</li> <li>Thompson Community Association</li> <li>West Richmond Community Association</li> <li>South Arm Community Association</li> <li>City Centre Community Association</li> </ul>
September 30	Business-Tourism-Recreation	<ul style="list-style-type: none"> <li>Tourism Richmond</li> <li>Richmond Economic Advisory Committee</li> <li>Richmond Nature Park</li> <li>Richmond Chamber of Commerce</li> <li>Steveston 20/20</li> <li>Steveston Merchants Association</li> </ul>
September 30	General Public	<ul style="list-style-type: none"> <li>General public</li> <li>Staff will attend</li> </ul>

Construction is scheduled to occur during the summer months commencing in 2015 for both ends of the crosswind runway and the west end of the south runway. The east end of the south runway will require preload from Winter 2015 to Spring 2016, with construction occurring in Summer 2016 and 2017. Staff will continue to work with YVR to manage the construction impacts on the surrounding community.

Planning for RESAs on the north runway is currently in the early stages and consultation with the public and stakeholders will occur when more information is available.

Please contact either of us, if you have any questions or would like further information.



Victor Wei, P. Eng.  
Director, Transportation



Terry Crowe, RPP, MCIP  
Manager, Policy Planning

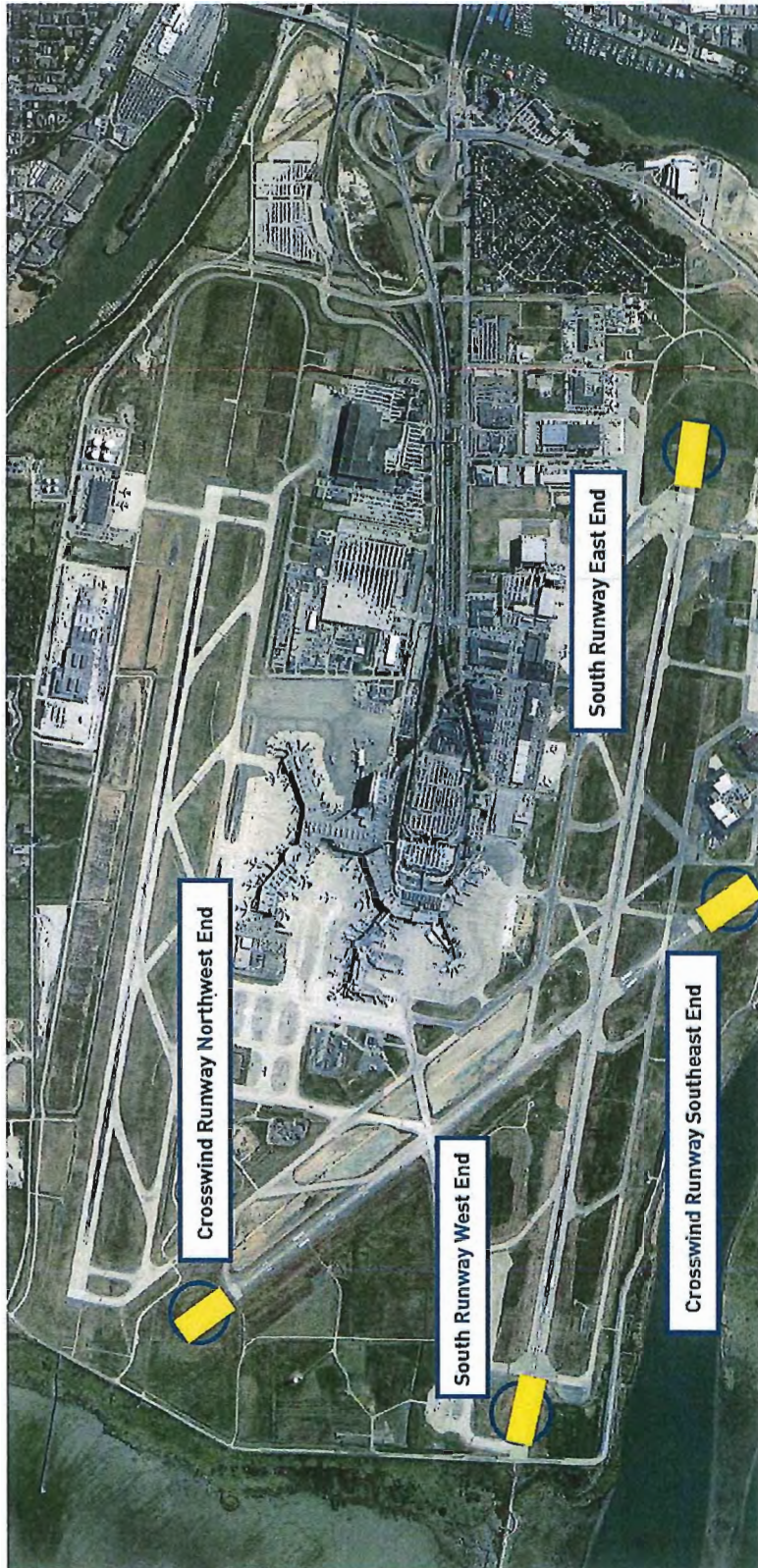
September 30, 2014


- 3 -

Att. 1

VW:dc

- pc:
- SMT
  - Brendan McEwen, Manager, Sustainability
  - John Irving, Director, Engineering
  - Lloyd Bie, Manager, Engineering Planning
  - Tim Wilkinson, Deputy Fire Chief
  - Deborah Procter, Manager, Emergency Programs
  - Ted Townsend, Senior Manager, Corporate Communications



-  RESA = 300 m in length by 120 m in width
- South Runway = 3,500 m in length
- Crosswind Runway = 2,200 in length



# City of Richmond

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

## Memorandum Community Services Division Recreation Services

**To:** Mayor & Councillors  
**From:** Serena Lusk  
Senior Manager, Recreation and Sport  
**Date:** January 8, 2015  
**File:** 11-7000-10-00/Vol 01  
**Re:** **Richmond Sports Wall of Honour Nominating Committee**

This memo is to update you on the working parameters of the Richmond Sports Wall of Honour Committee (the "Committee").

The Committee met informally in December 2014. At that meeting, the Committee proposed modifications to the criteria for selection to the Wall of Honour (Attachment 1). At its first meeting on January 7, 2015 the Committee confirmed its desire to work within these new criteria in selecting nominees for the Wall of Honour.

The proposed changes to the selection criteria are consistent with those approved by Council in October 2014 but provide greater clarity for the Committee and, in some cases, place a higher standard for selection. The changes do not require any adjustments to Council Policy 8711 – Sports Wall of Honour (Attachment 2) that was also approved by Council in October 2014.

Nominations for candidates for the Wall of Honour are currently being sought from the community with a deadline of January 15, 2015. It is expected that a list of recommended honourees will be presented to Council for its consideration in early March 2015.

Should you have any questions or require clarification on any of the above information, please contact me directly at 604-233-3344.

Serena Lusk  
Senior Manager, Recreation and Sport  
(604-233-3344)

Att: 2

pc: SMT

PHOTOCOPIED

JAN 9 2015





## Wall of Honour Selection Criteria

Four main categories for inclusion in the Sports Wall of Honour – athletes, teams, builder and official.

Key criteria to be considered in all of the inductee categories for the Wall of Honour include the following:

1. Residency or strong connection to the community through either training in Richmond, membership in a Richmond sport organization or participation on a Richmond based team. **Preference will be given to individuals who lived in Richmond during their participation in their sport.**
2. Achievement at **community**, provincial, national, international or world championship level.
3. In good standing **at the time of their achievement** with the related provincial, national or international sport **if applicable**.
4. Retired from the sport for which they are nominated for a minimum of **five** ~~three~~ years.<sup>1</sup>
5. Contribution back to the community of Richmond, either in their sport or beyond their specific sport.
6. Higher than average proficiency in more than one sport.
7. Richmond sport organization or school team that is made up of a minimum of **75** ~~60~~ per cent Richmond residents. Team members' names will not be included on the Wall of Honour plaque, but individual names will be included in the accompanying electronic kiosk.
8. Teams that have won a championship or title at the national and or international level in a given year.
9. **Nomination forms to be submitted by December 31<sup>st</sup> of each year. Unsuccessful nomination forms will be returned to the nominator and accompanying supported materials after three years.**
10. Unless directed by the committee, all discussion and decisions of the Wall of Honour Nomination Committee to remain in strict confidence so as to ensure that the committee speaks with one voice and that individuals and groups privacy is respected.

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<sup>1</sup> Special consideration may be given to individuals and teams still competing in their sport related to Olympic medal success, international championships or world records that have been sanctioned by the appropriate international sport federation.



Page 1 of 1

Adopted by Council: October 14, 2014

Policy 8711

File Ref: 7000-10

**Sports Wall of Honour**

**POLICY 8711:**

It is Council policy that:

1. The Richmond Sports Wall of Honour located at the Richmond Olympic Oval will showcase Richmond's sporting history.
2. Inductees to the Wall of Honour may come from any sport. For the purposes of this policy, "Sport" is defined as any competitive, physical activity governed by a specific set of rules.
3. Inductees to the Richmond Sports Wall of Honour will be approved by Council based on recommendations from a Nominating Committee.
4. Inductees must have residency or strong connection to the community either through training in Richmond, membership in a Richmond sport organization or participation on a Richmond based team.
5. Inductees will be nominated in one or more of the following four categories:
  - a. Athlete
  - b. Team
  - c. Builder
  - d. Official
6. Inductees will be invited to a ceremony at the Richmond Olympic Oval as part of an Induction Ceremony to be held a minimum of every three years.




To: Planning Committee  
From: Wayne Craig  
Director of Development

Date: January 12, 2015  
File: RZ 02-208277

Re: Application by Nanaksar Gurdwara Gursikh Temple for Rezoning at  
18691 Westminster Highway from Agriculture (AG1) to Assembly (ASY)


**Staff Recommendation**

1. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9044, for the rezoning of a portion of 18691 Westminster Highway from "Agriculture (AG1)" to "Assembly (ASY)", be introduced and given first reading.
2. That the requirement for a no build/development legal agreement identified in Council's May 14, 2001 resolution in relation to Agricultural Land Reserve non-farm use application (AG 00-175102), be removed.



Wayne Craig  
Director of Development

WC:ke  
Att.

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

## Staff Report

### Origin

Nanaksar Gurdwara Gursikh Temple has applied to the City of Richmond to rezone a 4.6 acre (1.9 ha) portion of 18691 Westminster Highway from the “Agriculture (AG1)” zone to the “Assembly (ASY)” zone. The proposed rezoning is located directly to the north of the existing “Assembly (ASY)” zoned portion of the property containing the existing temple building (Attachment 1). The neighbouring property to the east at 18791 Westminster Highway would be consolidated with 18691 Westminster Highway as a condition of the rezoning. This rezoning proposal is consistent with the previous ALR non-farm use application (AG 00-175102) endorsed by Council on May 14, 2001.

The 2001 ALR non-farm use approvals run with the land and do not expire. Since 2001, the applicant has been addressing various requirements associated with the ALR non-farm use approvals as well as refining their programming and space requirements for temple expansion. Furthermore, the construction of the Nelson Road Interchange impacted the temple properties and the applicant’s ability/timing for bringing the rezoning forward to Council.

This report also responds to a request from the applicant to remove a request to enter into a legal agreement identified by Council on May 14, 2001 as part of a previous Agricultural Land Reserve (ALR) non-farm use application (AG 00-175102). The legal agreement was to be applied to the balance of the consolidated properties (18691 and 18791 Westminster Highway) outside of the proposed “Assembly (ASY)” zoned portion of the site.

### Project Description

The proposed rezoning is to accommodate a new 1,956 sq. m (21,059 sq. ft.) free-standing building directly to the north of the existing temple building. All required off-street parking to accommodate the existing and proposed temple buildings is located on the areas proposed for “Assembly (ASY)” zoning on the site. A site plan of the overall site and proposed addition is provided along with a conceptual landscape plan in Attachment 2.

The temple expansion will include space for a prayer hall, dining hall and supporting kitchen, utility, storage, hallway, office and washroom facilities.

### Description of the Subject Site

The subject site consists of two lots. 18691 Westminster Highway (west property) contains the existing temple and off-street parking on the existing “Assembly (ASY)” zoned portion of the site, a vacant area behind the existing temple for the proposed expansion and farm land (blueberry field) on the remaining areas of the property.

18791 Westminster Highway (east property) contains a single-family dwelling, farm support building and a gravelled area used to stage farm machinery/equipment and also for parking for individuals and workers that are involved with upkeep and maintenance of the farm. These uses

are all contained in the southern half of the property (approximately 5 acres or 2 hectares). The remaining portion of 18791 Westminster Highway is farmland (blueberry field).

### **Surrounding Development**

To the North: Highway 91 and the off-ramp for the Nelson Road Interchange. Farmland with “Agricultural (AG1)” zoning between Highway 91 and edge of the proposed temple expansion.

To the East: Off-ramp for the Nelson Road Interchange. Directly to the east is a property zoned “Agriculture (AG1)” (18791 Westminster Highway) also owned by the applicant that contains a single-family dwelling and farm support gravelled area.

To the South: Westminster Highway and “Agricultural (AG1)” zoned properties on the south side of the road.

To the West: Property zoned “Agriculture (AG1)” containing an existing nursery operation.

### **Findings of Fact**

A Development Application Data Sheet providing details about the development proposal is contained in Attachment 3.

#### Background Information and Previous ALR Non-Farm Use Application (AG 00-175102)

A timeline of past applications for the subject site is provided in Attachment 4. Richmond City Council endorsed the original ALR non-farm use application to allow a proposed temple expansion on May 14, 2001. The Agricultural Land Commission (ALC) approved the application on August 9, 2001 and issued a revised approval on November 16, 2001 (Attachment 5 – Copy of Council decision and ALC approval letters). Information on Council and ALC conditions associated with the approval of the application in 2001 and how the current rezoning proposal addresses these conditions is provided in Attachment 6.

#### Applicant Request to Remove No Build/Development Restriction Requirement

When Council approved the initial ALR non-farm use application (AG 00-175102) on May 14, 2001, the following two requirements were identified:

1. Requirement for a no build/development covenant over the balance of the consolidated lots (18691/18791 Westminster Highway) outside of the existing and proposed “Assembly (ASY)” zoned area.
2. Requirement for a no parking covenant over 18791 Westminster Highway to prevent this area from being used for temple related parking.

The owner has requested the removal of the no build/development covenant requirement. While the applicant has formerly asked for the removal of the no build/development covenant, the applicant has also indicated that they are also concerned with the no temple related parking restriction on the east site. That portion of the land is currently being used for agricultural staging and parking and on occasion used for special event overflow temple parking. A separate ALR non-farm use application at 18791 Westminster Highway (AG 14-668409) for use of the

southern portion of this site for special event and overflow parking. The ALC has confirmed that the use of this area for special event and overflow parking requires an ALR non-farm use application. This separate ALR non-farm use application will be brought forward for Council consideration in the near future once review and processing is complete.

An examination of the applicant's request to remove the no build/development requirement is provided in the Analysis section of this report.

### **Related Policies & Studies**

#### 2041 Official Community Plan (OCP)

Both 18691 and 18791 Westminster Highway are designated "Agriculture" in the 2041 OCP Land Use Map, which is defined as follows:

*Those areas of the City where the principal use is agricultural and food production, but may include other land uses as permitted under the Agricultural Land Commission Act.*

The previous ALR non-farm use application (AG 00-175102) was approved by Council in 2001 to permit the expansion of a temple building and supporting off-street parking. Agricultural activities (25 acres of blueberry production) remains as a primary use for the majority of the land area over both temple properties. Agricultural activities are not being impacted by the proposed temple expansion. The temple expansion proposed in this rezoning and continued use of a majority of the site for agricultural uses is consistent with the current 2041 OCP policy and intended use for farm land.

#### Flood Plain Designation and Protection Bylaw

The proposed development must meet the requirements of the Flood Plain Designation and Protection Bylaw (8204). Registration of a Flood Plain Covenant on title is required prior to final adoption of the rezoning amendment bylaw.

### **Public Consultation**

Signage has been posted on the site in compliance with rezoning requirements. To date, the City has not received any correspondence, public feedback or comments on the rezoning application.

#### Richmond Agricultural Advisory Committee (AAC)

The rezoning proposal was supported by the AAC on December 13, 2012 (Attachment 7).

#### Agricultural Land Commission (ALC)

City staff consulted with ALC staff on the development plans submitted as part of this rezoning application. ALC staff have confirmed that the proposal is consistent with the previous ALR non-farm use approval.

ALC staff have confirmed that the modification or removal of any conditions previously made by Council would not impact the existing ALC approval granted for this site. The applicant's request to remove the requirement for a no build/development restriction has no impact on the ALC's approval of the ALR non-farm use application.

#### Ministry of Transportation and Infrastructure

Due to the subject site's proximity to Highway 91, approval of the rezoning bylaw is required by the Ministry of Transportation and Infrastructure (MoTI). MoTI has also reviewed the Traffic Impact Assessment (TIA) submitted for this rezoning and concurred with the TIA's findings. MoTI has granted preliminary approval of the rezoning proposal. Final approval of the rezoning from MoTI is required prior to adoption of the zoning bylaw.

### **Analysis**

#### Architectural/Landscape

The proposed new free-standing temple building is located directly north of the existing temple building and is designed to be consistent with the form and character of the existing building, while also implementing the traditional exterior architectural detailing, cladding materials and design features typical to this type of building (Attachment 2).

Perimeter landscape buffering and fencing is required around the edges of the "Assembly (ASY)" zoned area is as follows:

- Along the west edge, there is an existing mature evergreen hedge that provides an established buffer to the neighbouring landscape nursery operation. There are some small gaps in this existing hedge that will be filled in by new plantings.
- Along the north edge and north east corner, a minimum 1.2 m (4 ft.) fence is proposed that will be designed to be consistent with the overall design of the temple site. This fence will demarcate the boundary between the temple area and agricultural area.
- Additional landscaping and plantings will be implemented in the temple off-street parking area.

To ensure implementation of the landscape buffer, fencing and on-site landscaping, the applicant is required to submit a finalized plan prepared by a landscape architect based on the above referenced parameters. A landscape bond in the amount of \$50,000 is also being secured. A legal agreement to ensure that the buffer and fencing cannot be removed or modified and are for the purposes of mitigating typical farm activities is a rezoning consideration for this project.

#### Site Servicing

The proposed development is sufficiently serviced by City water and storm systems. To reduce the overall storm water run-off into the City system, the applicant is proposing storm water source control measures through the implementation of a 4 m wide bioswale proposed between the "Assembly (ASY)" and farmland that will capture storm water generated from the proposed temple building and off-street parking expansion. All necessary site servicing permits and

connections required for water and storm service will be completed through the building permit process for the project.

The existing and proposed expanded temple build is contained in the regional Fraser Sewerage area. The sanitary infrastructure in the surrounding area requires the temple development site at 18691 Westminster Highway to maintain an on-site sanitary system (constructed in 2004) that is designed to discharge into the City's sanitary forcemain along the site's Westminster Highway frontage. Registration of a legal agreement that addresses issues pertaining to the development's on-site sanitary sewer system connection to a sanitary force main will be secured as a rezoning consideration for this project.

The following are frontage works to be completed by the applicant (at the applicant's sole cost, except where noted below):

- Frontage works across 18691 and 18791 Westminster Highway to implement a paved walkway (including street lighting if necessary) north of the existing bike lane and construction of two accessible bus landing pads (north and south side of Westminster Highway).
- Implementation of a painted median along the frontage of 18691 Westminster Highway to facilitate vehicle movements to and from the temple site.
- Installation of a special cross-walk at the location of the bus-stops on Westminster Highway, with the overall costs shared jointly between the City and the applicant.
- These works will be secured through a Servicing Agreement, which must be completed prior final adoption of the zoning bylaw.

#### Traffic, Access and Off-Street Parking

The proponent has provided a Traffic Impact Assessment (TIA) for the proposal. City Transportation staff have reviewed the TIA and concur with the key recommendations of the report. Access provisions to the existing and proposed expanded site will remain as currently configured as the site is serviced by two driveways from Westminster Highway.

The total number of off-street parking stalls proposed is 639 spaces. This will exceed the zoning bylaw requirements for off-street parking, which requires of 535 spaces. The results of the TIA confirmed that the proposed parking is sufficient to accommodate day-to-day parking demand as well as the weekly (Sunday) peak and the monthly (Full Moon) festival peak parking demands as well. The off-street parking areas for the temple activities will be located on the "Assembly (ASY)" zoned portions of the subject site (18691 Westminster Highway).

#### Agricultural Activities – Status

Up until early 2012, an active blueberry farm was in operation on approximately 25 acres of land on the north half of the combined site at 18691 and 18791 Westminster Highway. In 2012, all of the blueberry shrubs within the 25 acres had to be removed and destroyed due to a significant blueberry shrub virus (Scorch Virus) (Attachment 8 – Consulting Agrologist Report).



The temple and the congregation have committed to re-establishing the blueberry farm and are proposing to move forward with implementation of a farm plan primarily undertaken on a volunteer basis from the congregation membership with donated resources and equipment. The temple's plan is to re-establish farm activities as follows:

- 2015/2016 – Undertake seasonal maintenance of the newly planted blueberry shrubs.
- 2017 – First anticipated year where the shrubs will produce a marketable crop.
- The temple proponent has provided an estimated total cost of re-establishing the blueberry farm at \$113,000.

For rezoning proposals involving assembly use and farming, a bond or security deposit is required to ensure implementation of the farm plan. The congregation has proposed that a bond amount of \$30,000 (approximately 25% of total estimated amount) be provided as a security as a guarantee to ensure implementation of the farm plan as proposed.

Staff recommend that the proposed \$30,000 be accepted as a security through the rezoning considerations for the project to ensure implementation of the farm plan as the majority of the capitals works to re-establish the farm has been completed. Prior to releasing this bond amount, the submission of a report from a consulting agrologist is required, to verify completion of the farm plan, resolution of any identified deficiencies and verification that the blueberry shrubs are producing a commercial crop.

#### No Build/Development Agreement

The following is a summary of the applicant's rationale for requesting removal of the no build/development requirement (Applicant letter contained in Attachment 9):

- Existing ALR and City zoning and land use regulations provide the appropriate restrictions to prevent further temple related expansion (building, parking or temple related activities) into the existing agricultural areas and any no build/development restriction secured through a covenant would be redundant.
- The applicant plans are to continue to farm the remaining "Agriculture (AG1)" zoned areas of the site and approximately 25 acres (10 hectares) has been re-planted with blueberry shrubs on both 18691 and 18791 Westminster Highway.

Staff support the request to remove the requirement for the no build/development covenant on the following basis:

- Any proposal involving expansion of temple building or related activities (beyond what was approved in 2001 or through this rezoning application) onto farmland would require a separate ALR non-farm use application and approval from the City and ALC and a rezoning application approved by Council.
- ALC staff have confirmed that removal of the no build/development covenant has no impact on the previous approval granted to the ALR non-farm use application (AG 00-175102).
- "Agriculture (AG1)" zoning on the remainder of the consolidated parcel will only allow farm related buildings and structures.
- The applicant's farm plan and bonding required as a rezoning consideration is intended to ensure the agricultural back portion of the site is actively used to re-establish blueberry production as proposed by the applicant.

Staff recommend that the other Council requirement for a legal agreement to restrict temple related parking on the south portion of 18791 Westminster Highway remains as a rezoning consideration.

#### Rezoning Considerations

A copy of the rezoning considerations that are required to be completed as part of this application is contained in Attachment 10. The developer is aware of and has agreed to these requirements (signed copy on file).

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

None.

#### **Conclusion**

This rezoning proposal is to permit expansion of existing temple facilities on 18691 Westminster Highway and required off-street parking. All conditions associated with the previous 2001 ALR non-farm use application approval have been met or addressed through the rezoning application, with the exception of the no build/development condition identified by Council in 2001, which the applicant has requested be removed. The proposal is consistent with the 2041 OCP.

It is recommended that Zoning Bylaw 8500, Amendment Bylaw 9044 be introduced and given first reading.

  
Kevin Eng  
Planner 2

KE:cas

Attachment 1: Location Map

Attachment 2: Conceptual Development Plans

Attachment 3: Development Application Data Sheet

Attachment 4: Timeline of Temple Site

Attachment 5: Copy of Council Motions and ALC Approval Letters

Attachment 6: ALR Non-Farm Use Application (AG 00-175102) Conditions of Approval

Attachment 7: Excerpt of December 13, 2012 AAC minutes

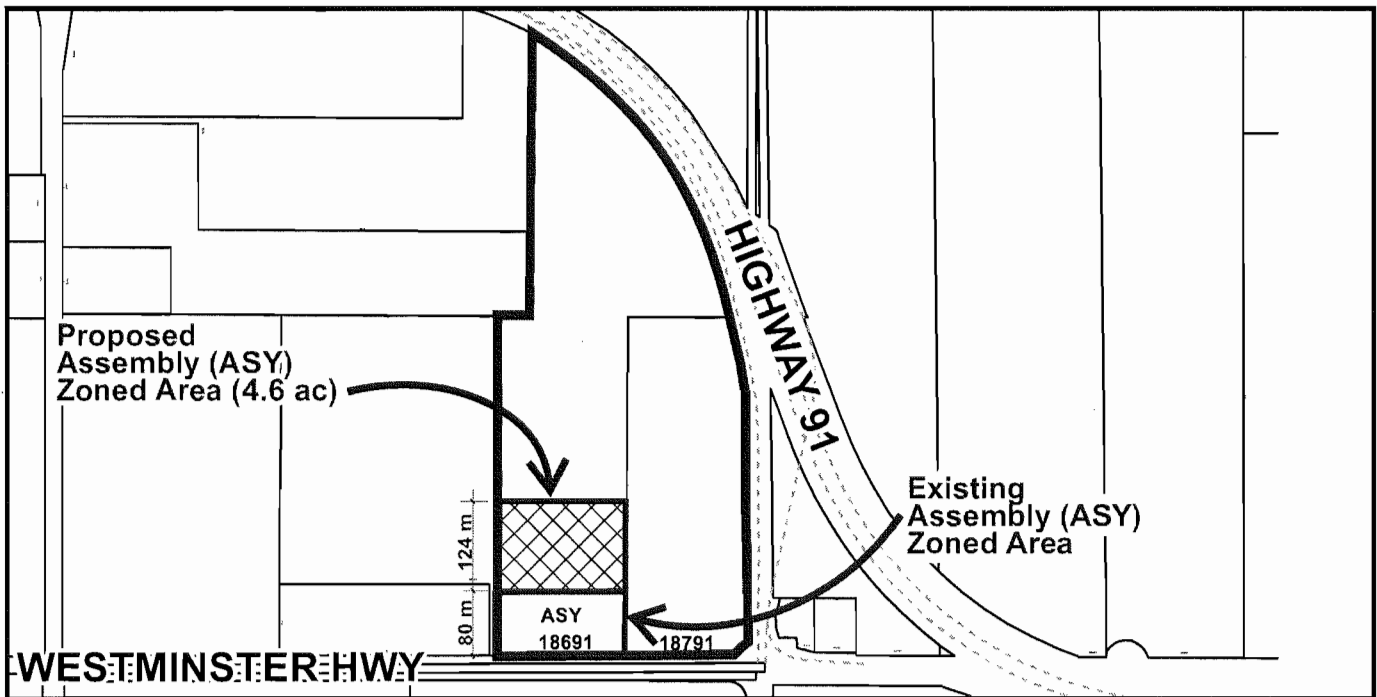
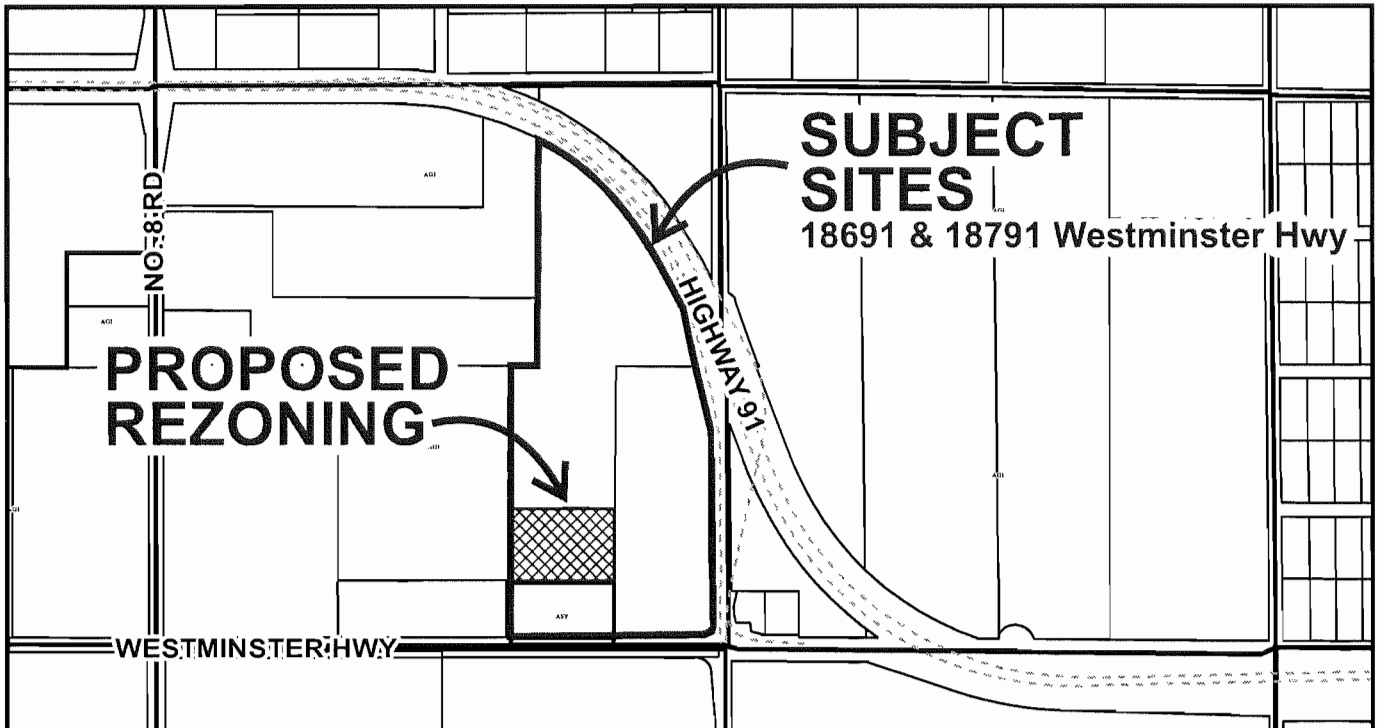
Attachment 8: 2012 Status Update Report from Agrologist

Attachment 9: Letter Requesting Removal of No Build/Development and Parking Restrictions

Attachment 10: Rezoning Considerations



# City of Richmond



## RZ 02-208277

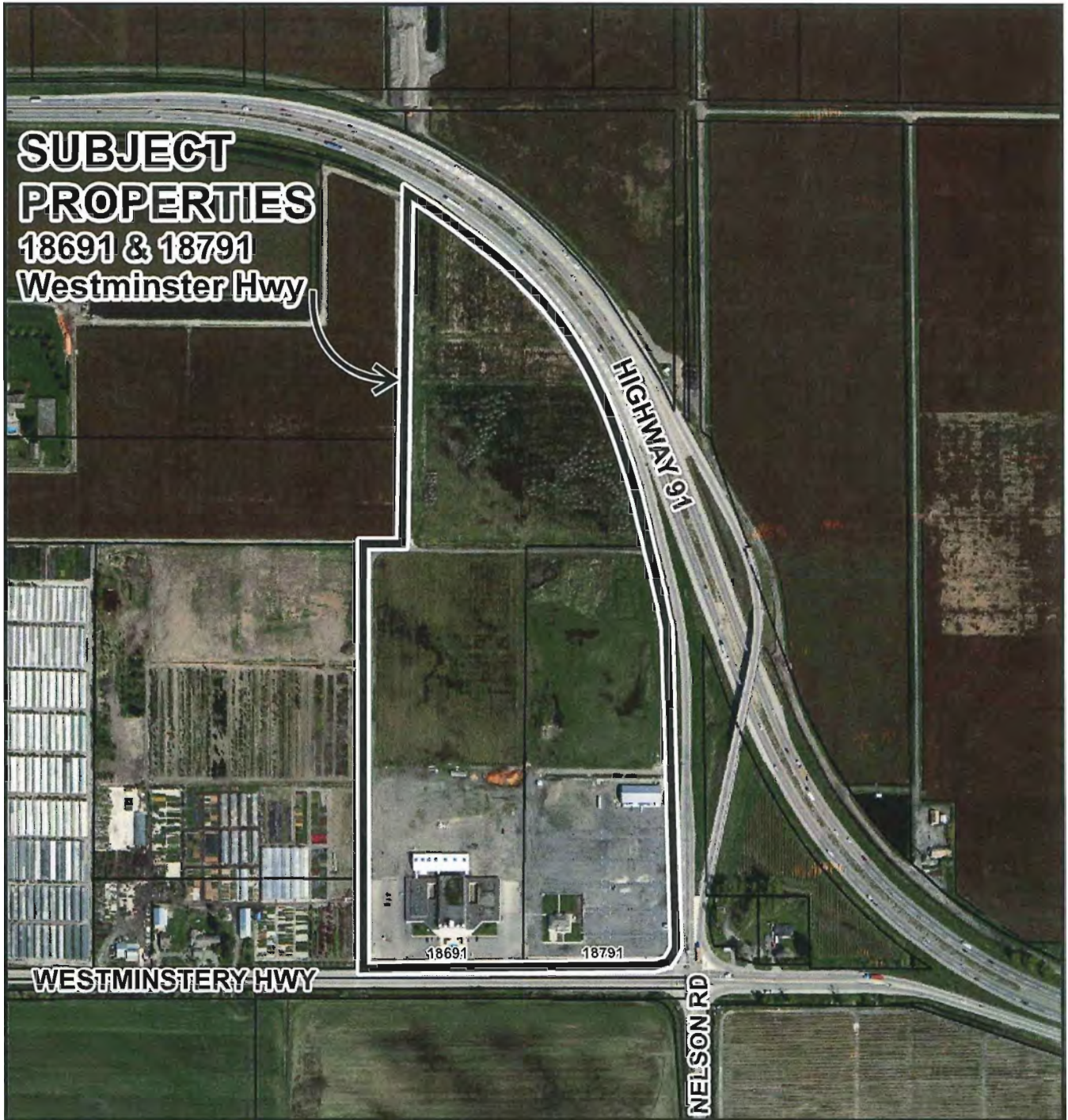
Original Date: 01/09/15

Revision Date: 01/14/15

Note: Dimensions are in METRES



City of  
Richmond



RZ 02-208277

Original Date: 01/09/15

Revision Date

Note: Dimensions are in METRES

CNCL - 268



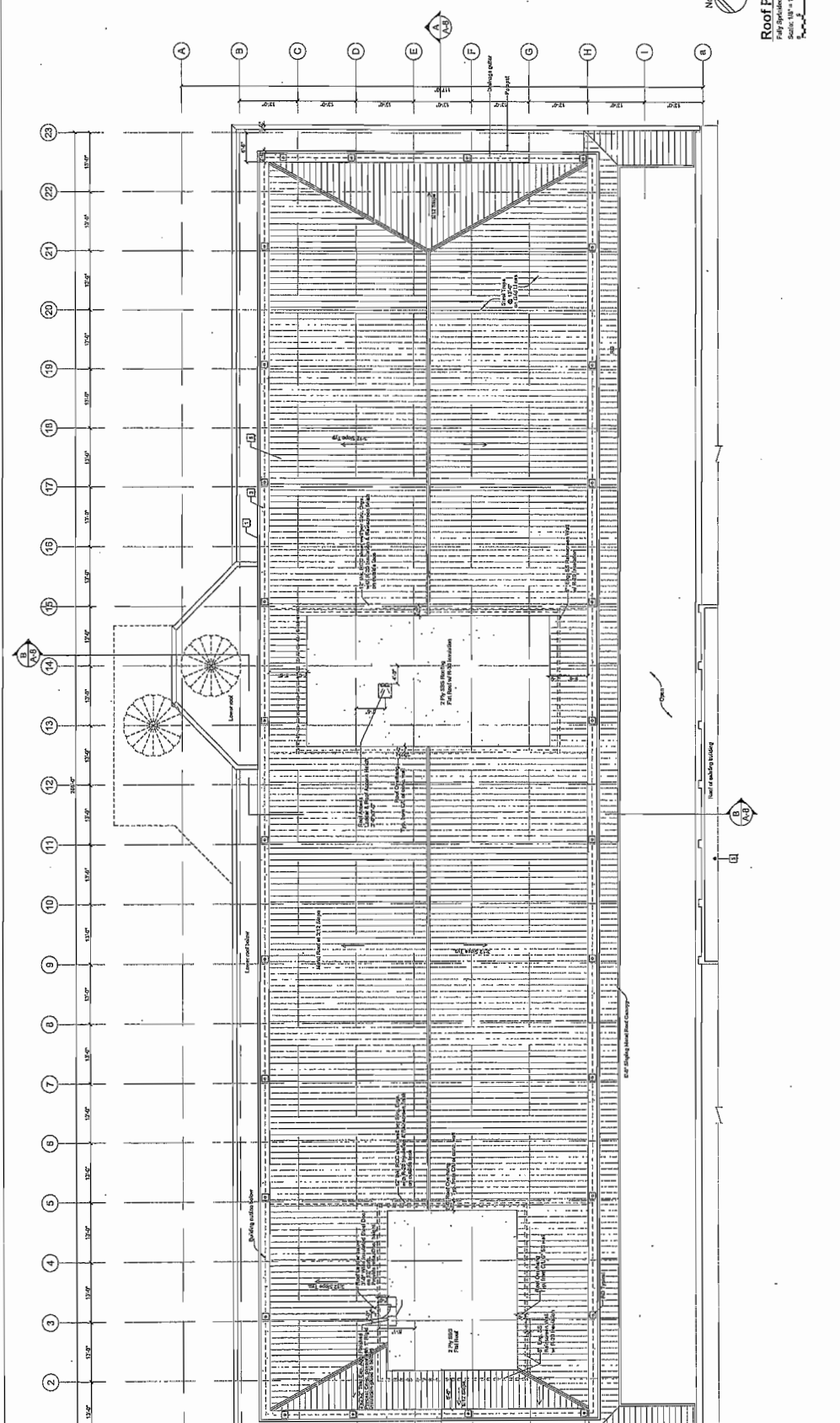








- REVISIONS:**
1. Initial drawing
  2. Add notes for roof structure
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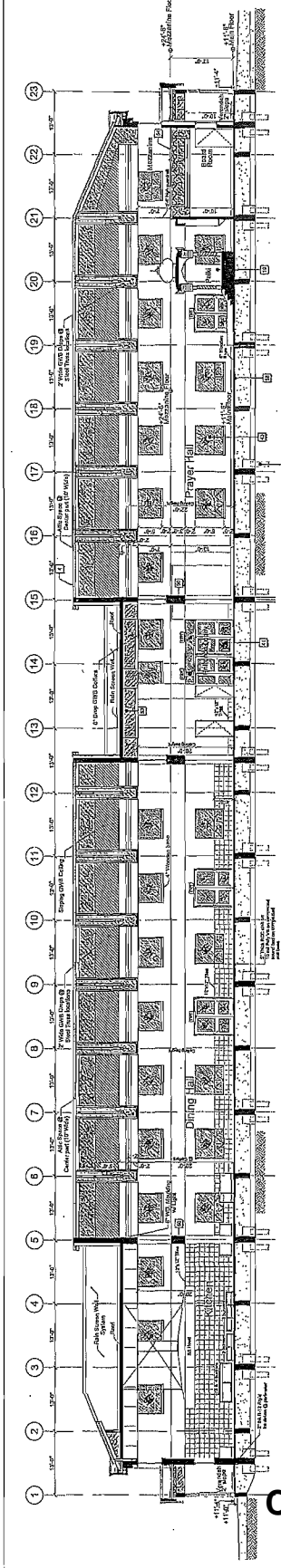
**CNCL - 273**

**Roof Plan**  
 1833 Westwind Highway to NWPA 13  
 Scale: 1/8" = 1'-0"  
 29 Feet



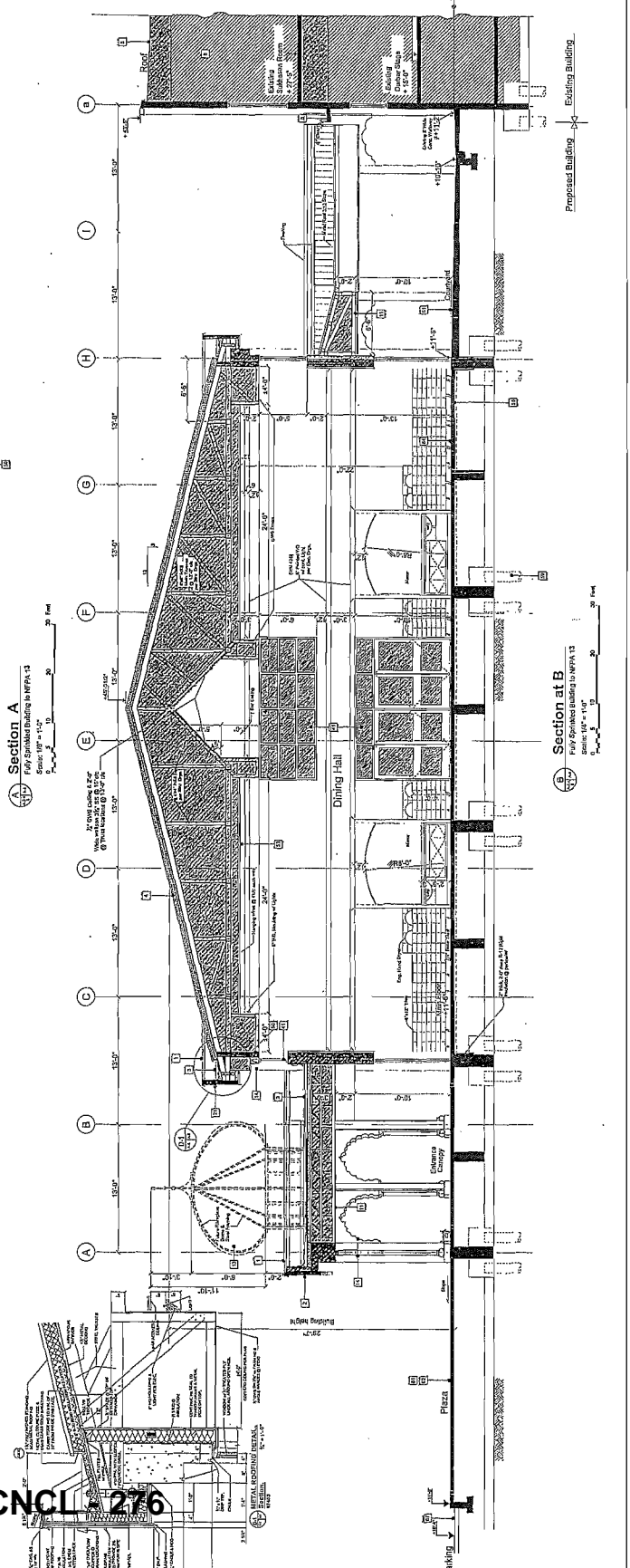


- GENERAL NOTES:**
1. Read all notes and drawings in full. All work shall be done in accordance with the specifications and drawings.
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  50. All work shall be done in accordance with the specifications and drawings.



**Section A**  
 FAITH FIRST BUILDING IN NFPA 13  
 SCALE: 1/8" = 1'-0"

**CNCL 276**



**Section at B**  
 FAITH FIRST BUILDING IN NFPA 13  
 SCALE: 1/8" = 1'-0"

Proposed Building Existing Building





**RZ 02-208277**

**Attachment 3**

Address: 18691 Westminster Highway

Applicant: Nanaksar Gurdwara Gursikh Temple

	<b>Existing</b>	<b>Proposed</b>
<b>Owner:</b>	Nanaksar Gurdwara Gursikh	No change
<b>Site Size (m<sup>2</sup>):</b>	18691 Westminster Highway – 112,474 sq. m (27.8 acres) 18791 Westminster Highway – 54,809 sq. m (13.5 acres)	Consolidated Property – 167,283 sq. m (41.3 acres).
<b>Land Uses:</b>	18691 Westminster Highway – Temple building and supporting off-street parking areas on south portion; Vacant farm land to north. 18791 Westminster Highway – Farm staging/parking areas on south portion with house and farm building; Vacant farm land to north	<ul style="list-style-type: none"> <li>• 7.6 acres – Temple buildings and off-street parking.</li> <li>• 5 acres – Farm staging/parking and decorative gardens; existing house and farm building.</li> <li>• Approximately 25 acres – Land available for Blueberry farm.</li> </ul>
<b>OCP Designation:</b>	Agriculture	Agriculture – No change
<b>Zoning:</b>	18691 Westminster Highway – 3 acres zoned ASY; remaining portions of site zoned AG1. 18791 Westminster Highway – AG1	Consolidated lot – 7.6 acres zoned ASY; remaining portions zoned AG1

<b>On Future Assembly Zoned Lot</b>	<b>Bylaw Requirement</b>	<b>Proposed (Existing and Proposed Addition)</b>	<b>Variance</b>
Floor Area Ratio:	Max. 0.5	0.22 FAR	none permitted
Lot Coverage – Building:	Max. 35%	20%	none
Setback – Front Yard South (m):	Min. 20 m	34 m	none
Setback – Rear Yard North (m):	Min. 7.5 m	86 m	none
Setback – Side Yards West (m):	Min. 7.5 m	41 m	none
Setback – Side Yards East (m):	Min. 7.5 m	22 m	none
Height (m):	12 m	9 m (proposed height of temple addition)	none
Off-street Parking Spaces – Total:	535 stalls	639 stalls	none

Timeline

- 1980 – Provincial Agricultural Land Commission grants approval to the existing temple.
- 1986 – Completion of construction of the existing temple building (35,713 sq. ft.) on a portion of the site zoned for assembly uses (based on the zoning bylaw in place at the time).
- 2001 – Richmond City Council and ALC approval of an Agricultural Land Reserve (ALR) Non-Farm Use application (AG 00-175102) to enable expansion of the temple:
  - May 2001 – Richmond City Council endorses the non-farm use application to proceed to the ALC with conditions.
  - August 2001 – ALC grants approval to the non-farm use application subject to consolidation of 18691 and 18791 Westminster Highway and conversion of the existing temple religious gardens and lawn on the south portion of 18791 Westminster Highway back to blueberry production.
  - October 2001 – At the request of the applicant, Council endorses a request to retain the temple religious gardens and lawn on the south portion of 18791 Westminster Highway, rather than convert this area into blueberry production.
  - November 2001 – ALC amends the previous decision and allows the temple religious gardens and lawn to remain.
- 2002 – Submission of a subsequent rezoning application on 18691 Westminster Highway as a follow-up to the approved ALR non-farm use application. The following were contributing factors to the overall length of review and processing of the rezoning application:
  - The current rezoning proposal is based on the temple proponent undertaking a recent, comprehensive review of their programming and overall space needs in conjunction with available resources, resulting in an overall reduction in proposed building area associated with the temple addition compared to what was initially presented in 2002.
  - Based on information initially requested by City staff, preparation and submission of accompanying plans, information and consultant reports by the applicant to support the rezoning application.
  - A major infrastructure project (Nelson Road Interchange), which impacted the temple properties throughout the design and construction phases from 2009 to project completion in 2011.
  - Throughout this time period, City staff discussed with the applicant about withdrawing the rezoning application and resubmitting a new application once the above noted items were resolved; however, the applicant requested that the 2002 rezoning application be kept active.
- 2004 to 2006 – Construction of a single-family dwelling on 18791 Westminster Highway in accordance with the existing Agriculture (AG1) zoning.
- 2009 to 2011 – Construction of the Nelson Road Interchange infrastructure project that resulted in the relocation of an existing farm building and expansion of gravelled area to serve as a Ministry construction staging area on the 5 acre southern portion of 18791 Westminster Highway.
- Early 2012 – Removal of all blueberry shrubs on the previous farmed portions of temple site due to an outbreak of blueberry scorch virus.
- Late 2012, a comprehensive revised rezoning submission was made to the City and is the basis for the proposal being submitted to Council for consideration.
- July/August 2013 – Works commenced on the agricultural portions to re-grade the site in preparation for final levelling and planting of new blueberry plants.

**Excerpt of Council Meeting Minutes – May 14, 2001**

AGRICULTURAL LAND RESERVE APPEAL APPLICATION BY KABEL ATWALL FOR NON-FARM USE AND SUBDIVISION AT 18691 AND 18791 WESTMINSTER HIGHWAY (NANAKSAR GURDWARA GURSIKH TEMPLE)

It was moved and seconded

That Mr. Kabel Atwall be authorized to apply to the Land Reserve Commission for non-farm use and subdivision at 18691 and 18791 Westminster Highway (Nanaksar Gurdwara Gursikh Temple) subject to the following conditions:

- (a) That the temple only be allowed to expand if and when it is connected to the proposed new Fraser-Richmond sanitary sewer trunk forcemain (i.e. on-site sewage disposal will not be permitted even as an interim measure unless specifically approved by Council following the recommendation of the Planning Committee);
- (b) That the 2.05 ha (5.06 ac.) religious garden and lawns on 18791 Westminster Highway be removed and converted to farming production in order to provide a tangible net benefit to agriculture;
- (c) That all of the staging areas and buildings for the blueberry operation be located on the 0.96 ha (2.35 ac.) gravel area at the front of 18791 Westminster Highway;
- (d) That a permanent fence be erected around the proposed new temple site, so long as it did not impact on the farm operations, and a covenant be registered on 18791 Westminster Highway to prevent it from being used for parking for the temple;
- (e) That sufficient on site parking as determined by the Zoning and Development Bylaw (and a traffic analysis, which would include a draw analysis, at the time of rezoning) be provided on the proposed 3.08 ha (7.6 ac.) site to be used for the expanded temple; and
- (f) That a "no build" covenant be placed on the proposed consolidated lot (18791 Westminister Highway).

CARRIED  
OPPOSED: Cllr. Steves

**Excerpt of Council Meeting Minutes – October 9, 2001**

NANAKSAR GURDWARA GURSIKH TEMPLE 18691/18791 WESTMINSTER HIGHWAY

It was moved and seconded

That the Acting Mayor submit a letter to the Land Reserve Commission requesting that the Nanaksar Gurdwara Gursikh Temple be allowed to retain the 2.05 ha (5.06 acres) religious garden and lawns at 18791 Westminister Highway.

CARRIED UNANIMOUSLY





# Land Reserve Commission

*Working Farms, Working Forests*

August 9, 2001

Reply to the attention of Andrew Upper

Nanaksar Gurdwara - Gursikh Temple  
18691 Westminster Highway  
Richmond, B.C. V6V 1B1

**Re: Application # O-33860**

- 1) Lot 1 Section 6 Block 4 North Range 4 West New Westminster District Plan LMP33029
- 2) Parcel "B" (Reference Plan 1415) of the South Half Section 6 Block 4 North Range 4 West New Westminster District Except: Part on Statutory Right of Way Plan NWP88278

We write to advise that pursuant to section 22(1) of the *Agricultural Land Reserve Act* (the "ALRA"), the Land Reserve Commission (the "Commission") by Resolution #402/2001, has allowed your application to expand the existing temple (including the sewer connections) and add additional parking, subject to 1) the consolidation of the above referenced parcels into one parcel and 2) the planting of the area currently used as a garden, adjacent and east of the temple, into blueberries. This approval is granted provided your development/consolidation is in substantial compliance with the attached plan.

The property remains subject to the provisions of the ALRA, the *Soil Conservation Act* and applicable regulations except as provided by this approval.

The Commission's approval does not relieve you of the responsibility of adhering to any other enactment, legislation or decision of any agency having jurisdiction. Please contact the City of Richmond as other approvals may be needed before your development can proceed.

When the final consolidation plans and/or documents have been prepared, please send two (2) paper prints to this office well in advance of commencing registration. The Commission will then authorize the Registrar of Land Titles to accept the application for deposit of the plans and/or documents.

Please quote your application number in any future correspondence.

Yours truly,

LAND RESERVE COMMISSION

per:

A. Chambers, Chair

cc: City of Richmond (File # AG 00-175102), Attention: Mr. Holger Burke  
BC Assessment, Delta  
Kabel Atwall 140 - 4651 Shell Road Richmond, B.C. V6X 3M3

Enclosure (plan)

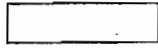
AU/sf

**Land Reserve Commission**

File: O-33860

Resolution # 402/2001

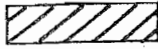
GILLES ROAD



Subject property.



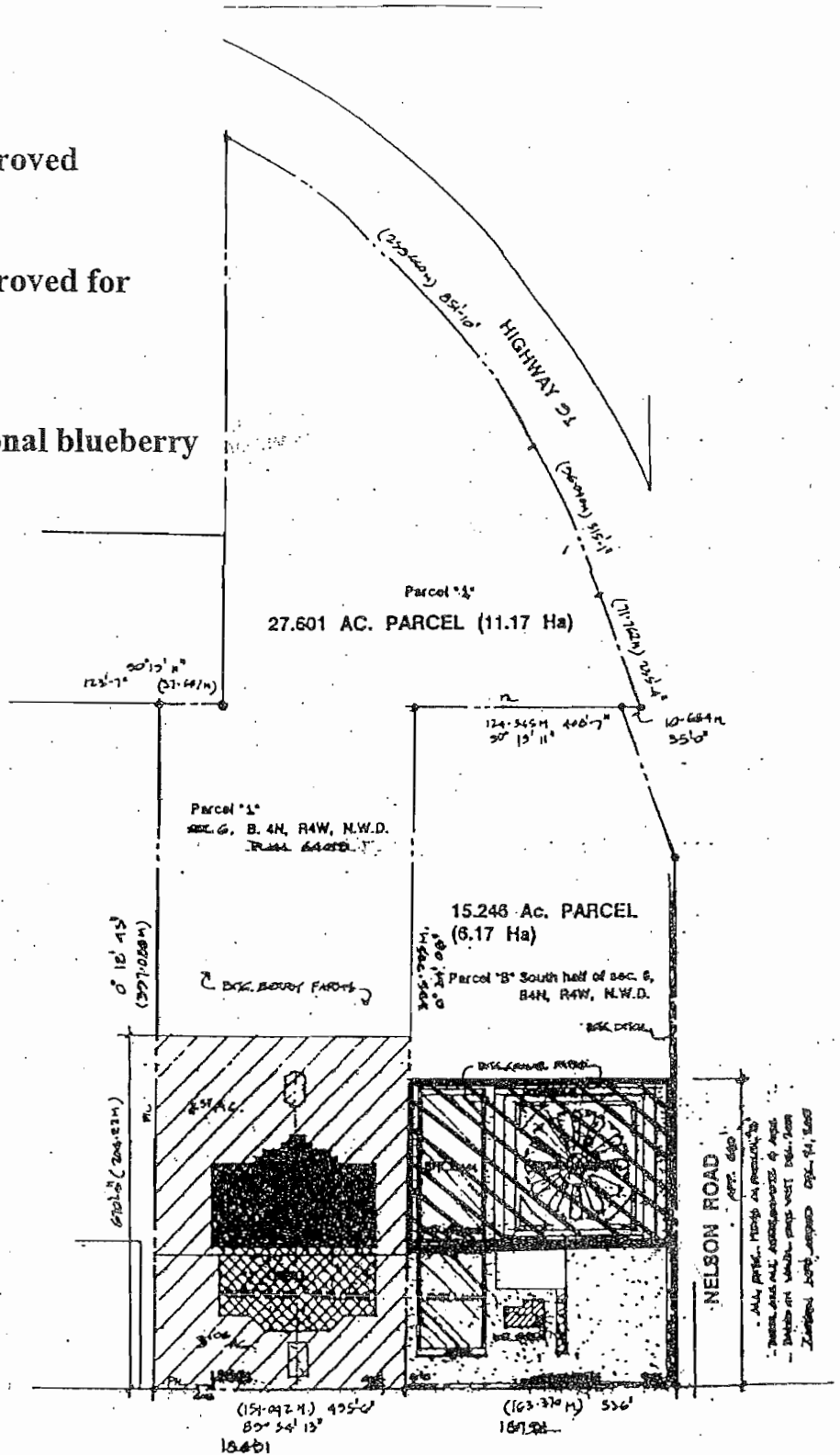
Area of the property approved for addition to temple.



Area of the property approved for additional parking.



Area required for additional blueberry planting.



WESTMINSTER HWY.



**Master Plan**

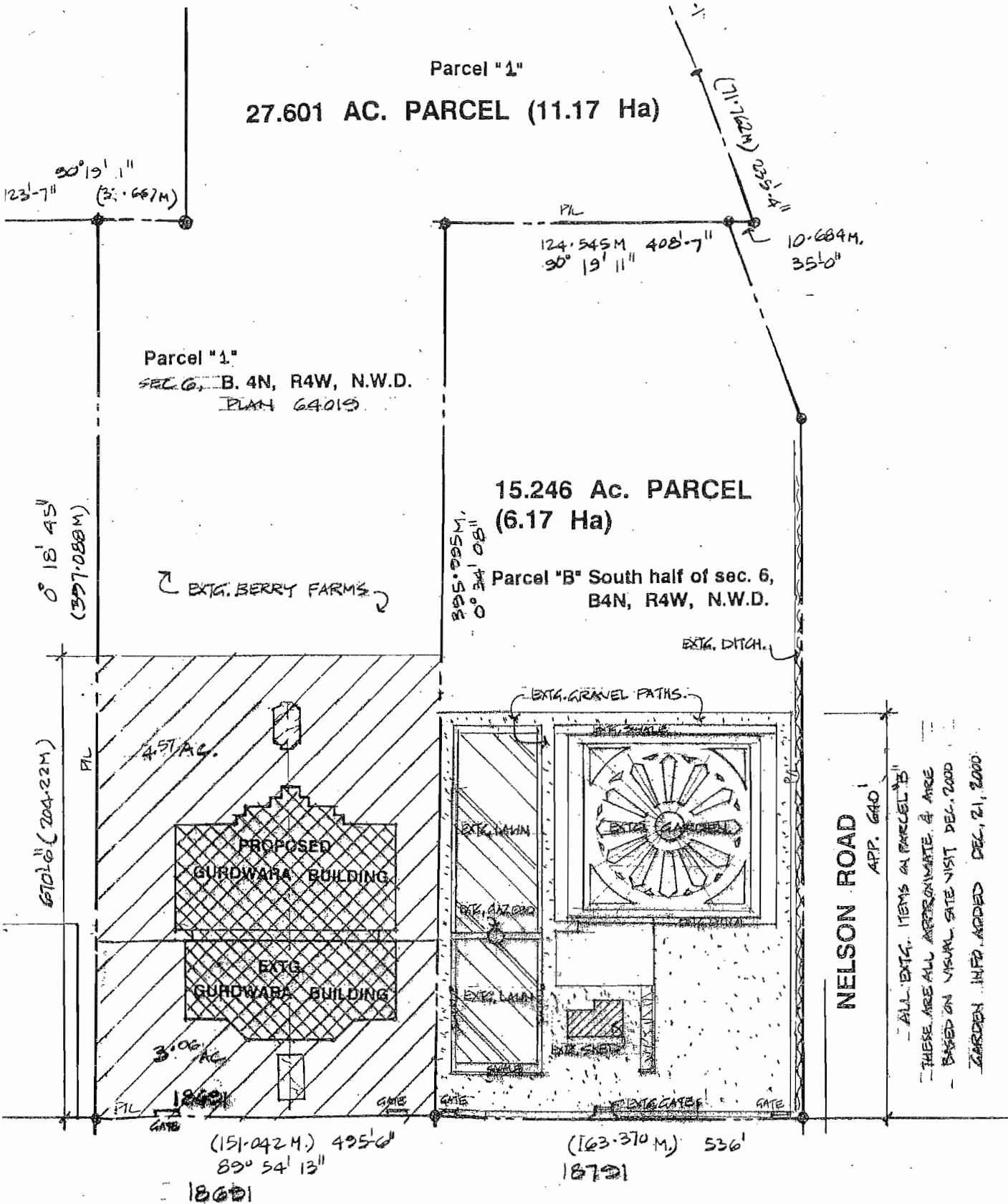
1 : 2000 Metric  
(Reduced)

Parcel "1"  
27.601 AC. PARCEL (11.17 Ha)

Parcel "1"  
SEC. 6, B. 4N, R4W, N.W.D.  
PLAN 64019

15.246 Ac. PARCEL  
(6.17 Ha)

Parcel "B" South half of sec. 6,  
B4N, R4W, N.W.D.



NELSON ROAD  
APP. 640'

ALL EXTG. ITEMS ON PARCEL "B"  
THESE ARE ALL APPROXIMATE & ARE  
BASED ON VISUAL SITE VISIT DEC. 2000  
GARDEN INFO ADDED DEC. 21, 2000

WESTMINSTER HWY.



# Master Plan

1 : 2000 Metric



## Land Reserve Commission

*Working Farms. Working Forests*

November 16, 2001

Reply to the attention of Karen Moores

Nanaksar Gurdwara - Gursikh Temple  
18691 Westminster Highway  
Richmond, B.C. V6V 1B1

**Re: Application # O-33860**

- 1) Lot 1, Section 6, Block 4 North, Range 4, West New Westminster District Plan LMP33029
- 2) Parcel "B" (Reference Plan 1415) of the South Half, Section 6, Block 4 North, Range 4 West, New Westminster District, Except: Part on Statutory Right of Way Plan NWP88278

Further to the letter of October 10, 2001 received from Lyn Greenhill Acting Mayor of the City of Richmond, the Land Reserve Commission (the "Commission"), acting pursuant to section 26 of the *Agricultural Land Reserve Act*, has reconsidered the above noted application.

The letter from the City of Richmond requested that the Land Reserve Commission alter its decision issued under Resolution #402/2001 and allow you, the Nanaksar Gurdwara - Gursikh Temple, to retain the 2.05 ha of religious garden and lawns.

In considering the request, the Commission felt that leaving the gardens as they presently exist would not eliminate the lands ability to be developed for agricultural purposes in future, if this should ever be necessary. Therefore, the Commission, by Resolution #669/2001, amended its earlier decision and agreed to allow your application to expand the existing temple (including the sewer connections) and add additional parking, subject to consolidation of the above referenced parcels into one parcel.

Please continue to refer to the Commission's letter dated August 9, 2001 for details regarding the development approval process.

The land referred to in the application remains subject to the provisions of the *Agricultural Land Reserve Act*, the *Soil Conservation Act* and applicable regulations except as provided by this approval.

Furthermore, the Commission's approval does not relieve you of the responsibility of adhering to any other enactment, legislation or decision of any agency having jurisdiction. Please contact the City of Richmond as other approvals may be needed before your development can proceed.

Please quote your application number in any future correspondence.

Yours truly,

LAND RESERVE COMMISSION

Per:

A. Chambers, Chair

cc: City of Richmond (File # AG 00-175102), Attention: Mr. Holger Burke  
BC Assessment, Delta  
Kabel Atwall 140 - 4651 Shell Road Richmond, B.C. V6X 3M3

SG/lv/Encl.

ALR Non-Farm Use Application (AG 00-175102) – Conditions and Responses

The following is a summary of conditions for the non-farm use application identified by Council and the ALC, including how they are being addressed through the rezoning (identified in ***bold italicized*** text):

- Temple expansion only be permitted when it is connected to the Fraser-Richmond sanitary sewer force main. ***The temple site connected to the sanitary sewer force main in 2004. Through this rezoning application, a legal agreement and information specific to monitoring and regulating operations of the on-site private sanitary sewer system will be secured.***
- That the previous religious lawns and gardens located on 18791 Westminster Highway be removed and converted back to farm production. ***This condition was removed by Council at the request of the applicant on October 2, 2001. The ALC approved this revision on November 16, 2001. A religious garden on a portion of 18791 Westminster Highway is proposed in the rezoning and in compliance with the previous approval granted by Council and the ALC.***
- That all of the staging areas and buildings for the blueberry farm be located on the 2.35 acre (0.96 ha) south portion of the property. ***All farm related staging and buildings will be located on the south portion of 18791 Westminster Highway Modifications have been made to the south portion of 18791 Westminster Highway that has resulted in an increase in the farm staging and support area to 5 acres (2 hectares).***
- That a permanent fence be installed around the proposed temple assembly site to serve as a buffer between agricultural and temple uses. ***A minimum height 1.2 m (4 ft.) fence along the north edge and north east corner of the temple portion of the site will be implemented. There is an existing mature hedge located along the west edge of the site that provides a solid contiguous buffer. A landscape plan, bond and legal agreement will be secured through the rezoning to ensure implementation.***
- A covenant be secured on 18791 Westminster Highway preventing the site from being used for off-street parking associated with the temple. ***A legal agreement will be secured through the rezoning to prevent use of 18791 Westminster Highway for parking for the temple.***
- That sufficient off-street parking for the expanded temple be provided and that a supporting Traffic Impact Assessment (TIA) be provided through the rezoning. ***The proposed Assembly (ASY) zoned portion of the subject site can accommodate the necessary off-street parking in accordance with zoning bylaw requirements. A TIA has also been submitted, reviewed and approved by Transportation and Ministry of Transportation and Infrastructure staff.***
- That a no-build covenant be placed on the property at 18791 Westminster Highway. ***This condition is recommended for removal through the rezoning application at the request of the applicant.***
- Consolidation of 18691 and 18791 Westminster Highway into one lot. ***Consolidation is a requirement of rezoning.***

- In response to questions on future projects, staff noted that as part of the update a cost benefit analysis will be undertaken to ensure that projects are obtaining the best return on investment. The update to the study will also help to ensure future works are still providing an agricultural benefit.
- Engineering staff confirmed that the existing drainage and irrigation model for East Richmond will be analyzed to take into account projects already completed.
- Ministry of Agriculture staff indicated that a Land Use Inventory Study for agriculture lands in Richmond was undertaken in 2010 and the report is in the final stages of review. Once completed, it can be utilized as part of the update to provide updated information on land uses in the study area and estimate potential water demand and drainage needs for each agricultural land use identified in the inventory.
- Members asked about if the study on agricultural drainage and irrigation would look at all farm areas identified. Engineering staff confirmed that for the study, agricultural lands east of Highway 99 are captured in the study update. As a result, members also suggested that drainage and irrigation infrastructure in other agricultural areas (i.e., Gilmore area south of Steveston Highway) be looked at to ensure that these systems are functioning properly to support agriculture. Specific reference was made to the maintenance schedule of two main drainage thoroughfares in the Gilmore Area along Gilbert Road and No. 3 Road.
- In early 2013, Engineering Planning staff plan to host a couple of open houses as well as undertake consultation with some specific stakeholders and farmers in East Richmond. An update will be provided to the AAC around the time of the open houses.

### **3. Development Proposal 18691/18791 Westminster Highway – Rezoning Proposal for Nanaksar Gurdwara Gursikh Temple Expansion**

Staff provided an overview of the proposed Nanaksar Gurdwara Gursikh Temple expansion project that included portions of the temple properties to be utilized for expanded portions of the temple building and supporting off-street parking. Additional information was provided on the history of the previous non-farm use ALR application approved by Richmond City Council and the ALC in 2001, conditions associated with the 2001 approval and the proponent's reasons for moving forward with the expansion now. Staff noted that the proposed building expansion has been significantly scaled back to approximately 21,000 sq. ft. (previous proposal was up to approximately 45,000 sq.ft.) and that all required off-street parking could be provided on the western lot (18691 Westminster Highway), which was previously approved by Richmond City Council and the ALC for non-farm use. Staff also confirmed that the proposed temple expansion was generally in compliance with the previous approvals granted for the ALR non-farm use application in 2001 and that a number of conditions will be secured through this rezoning.

Staff noted that prior to 2010, the back portions of the temple properties were actively farmed (blueberry), but a recent bout of scorch virus impacted all of their blueberry shrubs. The

proponent's engaged a farm consultant who confirmed that the only effective way to eliminate blueberry shrubs infected by the scorch virus was to remove all of the shrubs and replant with specific measures to monitor and spray the new shrubs to ensure the virus does not take hold again.

AAC members, City staff and the proponent made the following comments on the proposed rezoning application:

- Members commented on the previous revenue generated from the blueberry operations on the subject site and that the congregation was correct to remove all blueberry shrubs as this is the only effective way to eliminate the scorch virus and prevent its spread to neighbouring farms.
- Members questioned the need for the large farm staging area on the east temple property (18791 Westminster Highway). Staff and the proponent confirmed that this was a requirement of the 2001 approval and that the area already consisted of compacted gravel. The temple expansion did not involve expanding the gravelled area to the east further into the farm areas as this was a pre-existing condition. Staff and the proponent also confirmed that all of the off-street parking for the temple was contained on the western lot (18691 Westminster Highway) and that no portions of the eastern property (18791 Westminster Highway) would be utilized for temple parking or other uses.
- In response to questions from Committee members, staff confirmed that the two temple properties (18691/18791 Westminster Highway) will be required to consolidate into one lot as this was a requirement of the 2001 approval.
- Members asked how the reinstatement of blueberry operations would be undertaken for the farm portions of the property. The temple proponents noted that blueberry activities would be re-established on the northern portions of the consolidated lot based on the previous farm operations, which involved members of the congregation volunteering time, equipment and resources to the farm. They confirmed that they would be continuing this approach to re-establishing the blueberry shrubs as soon as possible, subject to the available resources of the congregation. Staff noted that additional information can be requested from the proponent's Agrologist consultant to provide more detailed information on a farm implementation and phasing plan.
- Existing drainage and irrigation infrastructure was disturbed with the removal of the previous blueberry bushes, which will be re-established when the farm activities are restored.
- In response to questions from the AAC, staff and the proponent noted that a traffic consultant report and recommendations on access configuration and related road/transportation related upgrades will be undertaken as part of this proposal. This report and related improvements is required to be reviewed and approved by the Ministry of Transportation and Infrastructure.

- In response to questions from the Committee, staff confirmed the legal agreements to be secured as part of this development to ensure that the expansion of the temple is limited to what was granted by the ALC in 2001 and that no further growth of the temple into surrounding farm areas is permitted.

AAC members made the following motion in relation to the rezoning proposal:

*That the rezoning application for the Nanaksar Gurdwara Gursikh temple expansion at 18691/18791 Westminster Highway be supported subject to securing the following conditions:*

- *Consolidation of 18691 and 18791 Westminster Highway and ensure that no further temple related development occur on the eastern portion of the temple site (18791 Westminster Highway).*
- *That only farming and farm support staging areas be permitted on remaining portions of the consolidated temple site.*

*Carried Unanimously*

AAC members requested that this project be added to the Action Items Table so that progress can be monitored and updates be provided to Committee members.

---

#### **4. Development Proposal at 9771/9811 No. 6 Road (Non-farm Use – Subdivision)**

Staff provided background on the proposed subdivision/lot line reconfiguration at 9771/9811 No. 6 Road which facilitates the “flipping” of the existing lots so that a proposed larger north lot (containing the soils operation) would be associated with the house to the north and that a smaller parcel (1 acre) would be maintained on the south. The owners of Kutny’s soil operation also confirmed that rationale for the reconfiguration of lots is to enable the transfer of the soil operation to the son and enable the father to remain in his existing house (proposed southern lot). Staff confirmed that currently, two lots exist and that the proposed lot reconfiguration does not result in the creation of any additional lots.

Information was provided about the ALC approval to allow the soils operation to continue in 2010 and that the approval is specific to the existing operators and cannot be transferred to a different individual or owner. AAC members suggested that options be looked at to place a notification to inform about surrounding agricultural activities. Staff confirmed that if the lot reconfiguration is approved, the proposed two lots could be sold independently as they are two separate lots currently.

AAC members forwarded the following motion:

*That the proposed lot reconfiguration at 9771 and 9811 No. 6 Road be supported subject to a notification to be placed on the lots to inform existing and all future property owners about surrounding agricultural activities.*

*Carried Unanimously*



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November 14, 2012

Nanaksar Gurdwara, Gursikh Temple,  
18691 Westminster Highway,  
Richmond, BC, V6V 1B1

**Nanaksar Gurdwara Gursikh Temple Property – Agricultural Assessment – 2012  
Amendment**

**Introduction**

In 2008 I completed an agricultural assessment of the Nanaksar Gurdwara, Gursikh Temple in Richmond. At that time, the congregation had submitted an application to the City of Richmond to rezone a small (1.8 ha) area from Agricultural District (AG1) to Assembly District (ASY). This plan included an expansion of the existing temple and a conversion of a small part of the existing farm area to allow for increased parking needs. The agricultural assessment or 'farm plan' was requested by the City to conduct their evaluation of the application.

Since that time, a number of changes have occurred:

1. The Nanaksar Gurdwara have modified their plans, which include a new, smaller, one storey New Gurdwara Building at the rear of the existing building.
2. Extensive highway construction on the new Nelson Road Interchange, as well as changes to the traffic lanes on the Westminster Highway; these changes have resulted in the congregation having to move a farm building on their East Lot and install new parking areas. The west lot has been minimally impacted.
3. Established blueberry fields at the time of my 2008 assessment, which consisted of 10.3 ha (25.4 acres) had to be destroyed due to an outbreak of blueberry scorch virus.
4. Blueberry prices have experienced substantial fluctuations since 2007 and overall have decreased since the prices quoted in my 2008 assessment.

### **Plan Modifications**

The updated plans include substantially revamped changes to the developed (non-agricultural) portions of the property, but have had little effect on the area available for farm production. I understand that of a total area of 17.4 ha (42.84 acres), 3.09 ha (7.63 acres) are dedicated to the temple and parking and an additional 2.05 ha (5.06 acres) has been allowed for "Religious Gardens and Lawns". The total will be consolidated leaving 12.3 ha (30.15 acres) available for farming<sup>1</sup>. These areas are approximately the same as those cited in the 2008 assessment.

### **Highway Reconstruction**

Extensive highway reconstruction has not affected the prospective land area for farming on the property. However some of the excavated soil (peat) has been stock-piled for use on the farm or the garden. I understand that no other foreign material will be brought onto the farm area. At the time of this amendment there is a pile of sand, but I understand that will be used for parking area base.

### **Blueberry Scorch Virus Infection**

At the time of my 2008 assessment 10.3 ha (25.4 acres) were under blueberry production. Since that time, these blueberries became infected with blueberry scorch virus, a destructive disease spread by aphids. As there is no effective treatment for infected plants, the congregation decided to destroy the crop, digging up all the plants and disposing them off-site. As this is written, the fields are bare (Photo 1).

Digging up and removing the infected plant material is an appropriate strategy, according to the BC Ministry of Agriculture, which indicates that once infected the plants do not recover.

### **Re-establishment of Blueberry Crop**

I understand that it is the intention of the congregation to replant all available farm area with blueberries. To minimize the risk of a repeated infection with the blueberry scorch virus, the MOA<sup>2</sup> recommends:

- Monitor fields for scorch virus symptoms, especially during bloom
- Sample and test any plants with suspicious symptoms

<sup>1</sup> These data were provided to me by Mr. Nirbai Virdi, Architect under contract to Nanaksar Gurdwara Gursikh Temple.

<sup>2</sup> <http://www.agf.gov.bc.ca/cropprot/blsv.htm>, accessed Nov.7, 2012.

- Remove all infected plants
- Maintain an effective aphid control program
- Only purchase planting stock that has been grown according to an accepted propagation protocol that includes virus testing.

For successful blueberry crop establishment it will be necessary to install drainage and irrigation infrastructure similar to that in place prior to removal of the original blueberry crop. Due to the poor drainage and high winter watertables it would be appropriate to use clean fill to raise the elevation of planting beds. I noted that sawdust has been stockpiled and is ready to reapply to the new crop as a mulch.

In addition to conventional pesticide applications (as recommended in the original 2008 assessment), the operators should include aphicides as indicated above.

In my 2008 assessment I provided estimates of revenue based on 2007 prices of \$1.27 per pound. Prices have fluctuated dramatically since that time, hitting a low of about \$0.60 in 2009. Prices have since recovered and appear to have stabilized near \$0.90 per pound. Based on my original assumption of production levels between 6 to 7 tons per acre, this would yield approximately \$11,000.00 to \$13,000.00 per acre.

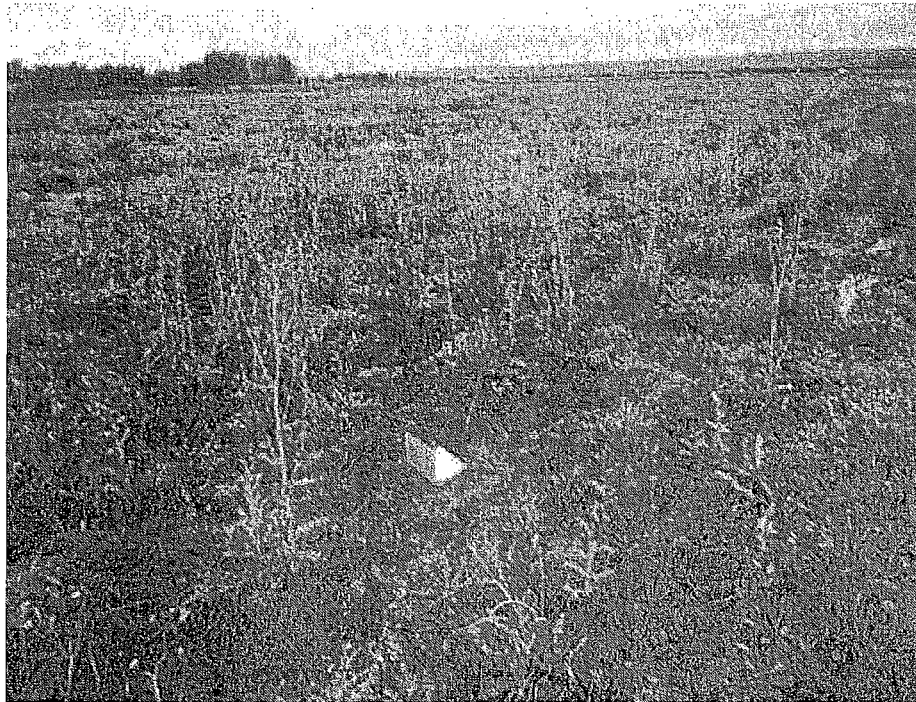
I understand that the congregation continues to include individuals highly experienced in the management of blueberry farms. With the involvement of these individuals it is likely that the farm will be successful, provided the necessary attention is applied to:

- Ensuring proper selection of blueberry crop,
- Preparation of planting beds (ideally raised),
- Suitable drainage and irrigation,
- On-going pruning,
- Timely application of fertilizers;
- Bird control and
- Careful monitoring for nutrient status, health symptoms, bird damage and beehive management.

Sincerely,

*Gordon Butt*  
\*This is a digitally signed official manually signed and sealed document.  
BRITISH COLUMBIA  
Gordon Butt, P.Ag.  
302  
INSTITUTE OF AGRICULTURISTS

Gordon Butt, P.Ag.  
Consultant Agrologist



**Photo 1.** This shows the area formerly under blueberry cultivation. The congregation has correctly dug up the infected plants and has disposed of them.



City of Richmond  
Planning & Development Department  
6911 No. 3 Road  
Richmond, BC  
V6Y 2C1  
Attention: Mr. Kevin Eng

November 25<sup>th</sup>, 2014

**Re: NANAKSAR GURDWARA GURSIKH TEMPLE 18691 & 18791 Westminster Highway, Richmond, BC**

Dear Kevin,

Nanaksar Gurdwara Gursikh Temple (NGGT) made its initial application to expand the Gurdwara facility back in 2001. Through the application process there were many requirements that were included as conditions for the rezoning and the non-farm use approval. Since then and during the past 14 years we have been able to reconcile most of the requirements. However, at this juncture, the NGGT Board is having serious difficulty accepting the requirements to place a no build covenant on 35 of the 43 acres of the consolidated sites and restricting parking on the southern part of 18791 Westminster Hwy.

In order to deal with the parking restriction, we have made a recent application to allow parking for special events on the south side of 18791 Westminster Hwy (see sketch attached). The following points should be considered in the approval of this application:

- NGGT purchased this site (18791 Westminster Hwy) approximately 20 years ago. Since then some portions of the southern parts of the site have always been used for overflow parking and for farm staging.
- According to air photos from 1987, approximately 2.5 acres of the 18791 Westminster Hwy (southern portion) was already gravelled. This condition has existed for the past 27 years, possibly longer.
- Before the purchase of 18791, all overflow parking ended up on Westminster Hwy. The parked vehicles on the north and south shoulders of Westminster Hwy. usually extended east beyond Nelson Rd and west beyond No. 8 Rd. Parking along Westminster Hwy was very unsafe for the congregation and restricted the flow of traffic.

Nanaksar Gurdwara Gursikh Temple  
Application for Non-farm Use  
18791 Westminster Hwy.  
Richmond, BC

- A traffic and transportation study to address this overflow parking has been prepared and submitted to City of Richmond and MOT for review and approval.
- In 2009/10 the City of Richmond, the Province of BC and the Federal Government moved forward with the new Nelson Rd interchange off Highway 91 to provide truck access to the Industrial lands south of Westminster Hwy. The interchange project impacted our site as the road widening and the additional working easements outside the widening extended over our existing flower garden and the farm building (see attached aerial from 2009).
- The flower garden had to be removed and will be restored to a new location. The location of the new flower garden has not been determined. The flowers from this garden are grown for use during the full moon celebrations by the gurdwara. This garden is also used as a meditation space so moving it far enough away from the Nelson Rd traffic noise and pollution will be important.
- The farm building which sat on the south east corner of the property had to be removed as it was impacted by the widening and affected the site lines for traffic headed southbound on Nelson Rd. at Westminster Hwy. The building orientation and location was changed (see attached aerial from 2013).
- The Nelson Rd. interchange project precipitated the change to 18791 Westminster Hwy.
- The proposed application will formalize the existing use of this area of the site. It has been used for farm staging and for overflow parking for the past 20 plus years for the gurdwara congregation when required.
- Historically and in the future this gravelled overflow parking will be used only during large wedding celebrations, New year's celebrations, birth of Khalsa celebrations, birth of Guru Nanak Dev Ji celebrations, birth of Baba ji Meahan Singh (the founder of this society) celebrations and numerous other celebrations which are based on the lunar calendar that drift each year by several days or more.
- This area has always been gravel and our intent is to maintain it as such. The gravel surface will not change or effect the storm water flow to the farming operation. The gravel surface is also easily restorable.
- As you are aware this congregation has always farmed more than 2/3 of the property at all times. The exception was the tenure during the scoarch virus attack and now all of the blueberry has been replanted.
- This new application has been made 14 years after the initial application. A lot has changed since the initial application so we are looking for the City of Richmond to allow the over flow parking on 18791 Westminster Hwy. and remove an old requirement proposed by staff under the initial application of 2001.
- We recommend that the City of Richmond forward a non-conditional application to the ALC to consider formalizing the existing non-farm use to allow overflow parking.

The second point of concern is the placing of a no build restrictive covenant. As noted previously the NGGT Board and congregation cannot accept sterilizing 35 of the 43 acres under a blanket no build covenant.

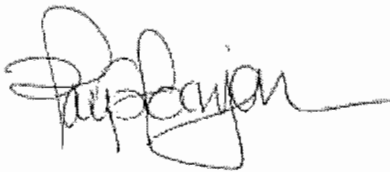
Nanaksar Gurdwara Gursikh Temple  
Application for Non-farm Use  
18791 Westminster Hwy.  
Richmond, BC

- The no build restriction will impact the NGGT abilities for financing provisions and/or to secure capital funds in the ongoing farming operation and for the proposed building expansion and ongoing operations of the gurdwara.
- The provisions within the City of Richmond Zoning bylaw affords the necessary restrictions onsite. The covenant seems unfair and redundant.
- The provisions within the ALR affords the necessary restrictions on the site. The covenant seems unfair and redundant.
- The no build covenant will also restrict allowing the overflow parking on a portion of the site.
- Currently more than 2/3 of the consolidated site is being actively farmed.
- There is precedent in the City of Richmond in allowing many religious facilities to proceed with 2/3 of the site used for agricultural purposes and the remaining 1/3 as non-farm uses.
- The gurudwara is actively farming the site without any requirements placed on the land as is the case with other religious facilities.

On a final note, this application would not be necessary should the City of Richmond decide that the no build covenant, and the removal of gravel parking, be deleted as a requirement of the 2001 application. It would be our preference to proceed with the 2001 rezoning application should these two conditions be removed.

Should you have any questions and/or concerns, do not hesitate to contact the under signed.

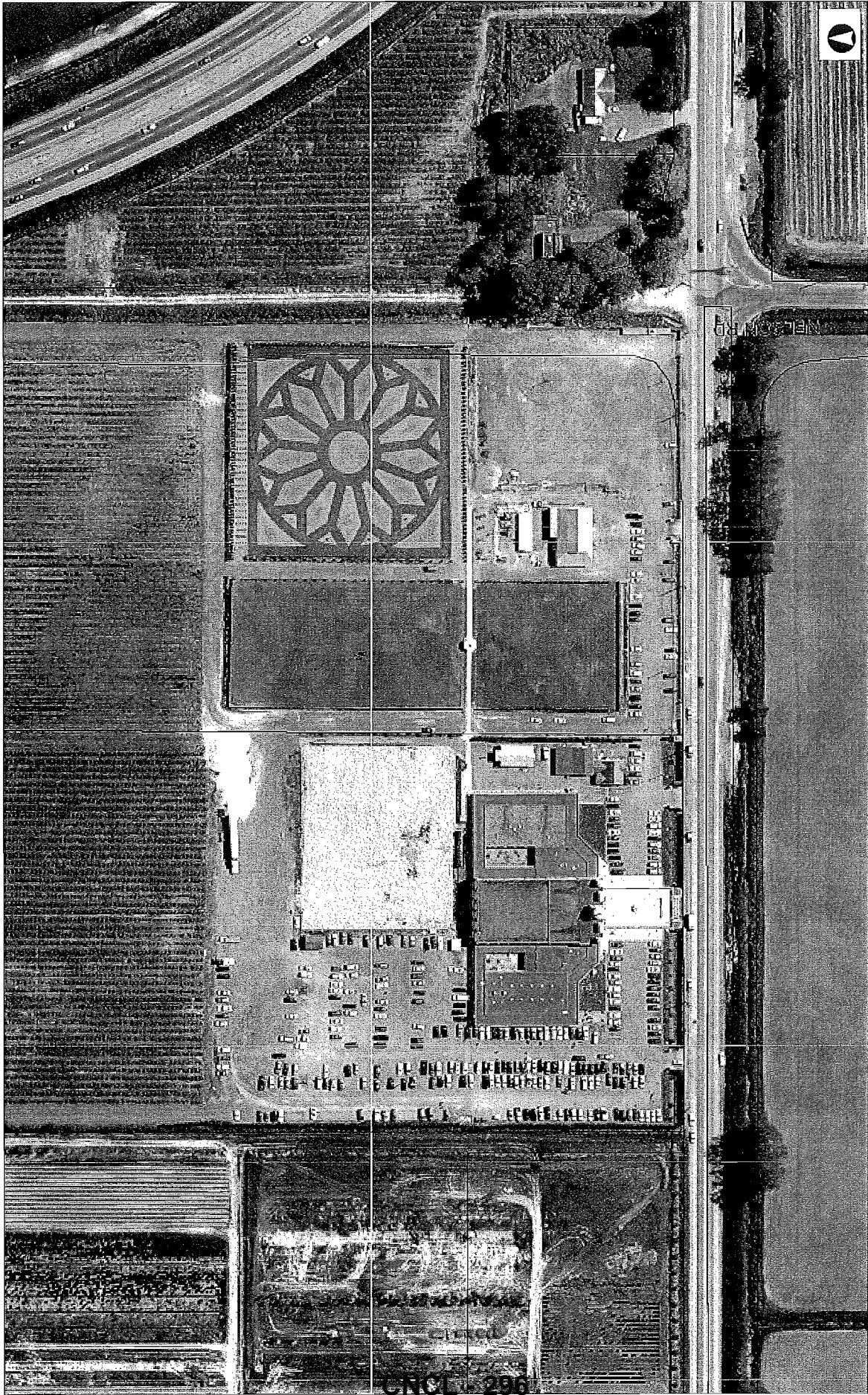
Yours Sincerely,



Harp S. Hoonjan,  
Platinum Projects Ltd.

Cc: Nanaksar Gurdwara Gursikh Temple Board

# City of Richmond Interactive Map 2002



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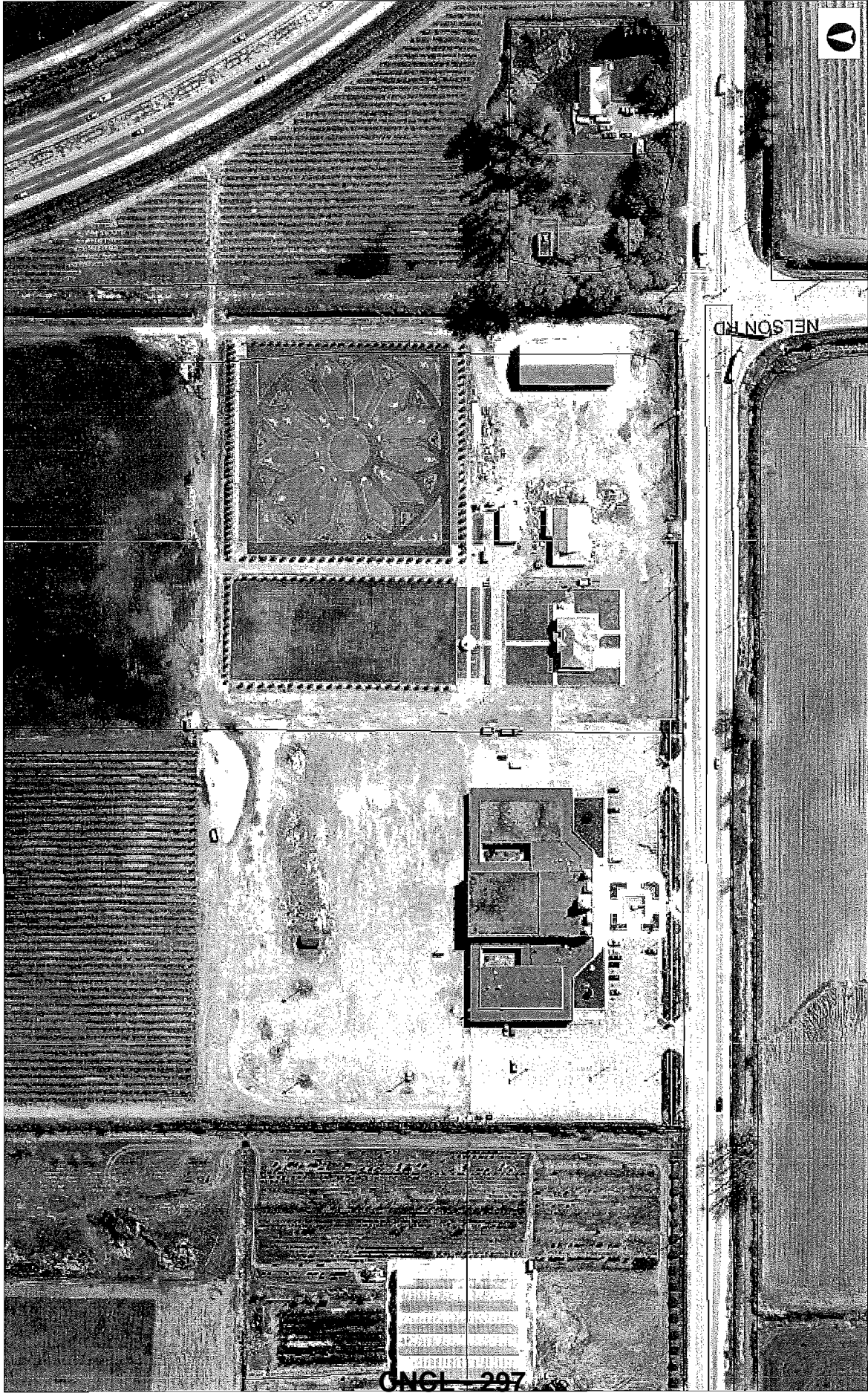
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# City of Richmond Interactive Map 2009



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# City of Richmond Interactive Map 2013



102.4

0

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## Rezoning Considerations

Development Applications Division  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Address:** 18691 Westminster Highway

**File No.:** RZ 02-208277

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9044, the developer is required to complete the following:**

1. Provincial Ministry of Transportation and Infrastructure Approval.
2. Consolidation of 18691 and 18791 Westminster Highway into one lot.
3. Submission of a landscape plan, by the proponent's landscape architect, that includes the following components:
  - a) Minimum 1.2 m height of fencing along the north and north east corner of the proposed "Assembly (ASY)" zoned area.
  - b) Existing evergreen hedge to be maintained along the west portion of the proposed "Assembly (ASY)" zoned land with any existing gaps to be repaired and replaced with new plantings.
  - c) Additional landscaping implemented in the temple off-street parking areas.
4. Submission of an appropriate landscaping bond/letter of credit in the amount of \$50,000 for on-site landscaping and perimeter buffer plantings and fencing.
5. Submission of a farm bond in the amount of \$30,000 for farm related works and plantings proposed for the Agriculture (AG1) zoned portions of the property. The release of this bond back to the applicant is contingent on the submission of a report from a consulting agrologist, to verify completion of the farm plan, resolution of any identified deficiencies and verification that the blueberry shrubs are producing a commercial crop.
6. Registration of a flood plain covenant on title identifying a minimum Flood Construction Level of 3.5 m GSC.
7. Registration of a legal agreement on title of the consolidated lot ensuring that the area (formerly associated with 18791 Westminster Highway) not be permitted to be used for off-street parking for the temple.
8. Registration of a legal agreement on title of the consolidated lot ensuring that perimeter landscape buffer and fencing (along north and north east corner of "Assembly (ASY)" zoned area) to be implemented around the perimeter of the "Assembly (ASY)" zoned portion of the property, as outlined in landscape plan to be submitted and approved by the City, must be maintained and cannot be modified or removed without approval from the City and identify that the buffer is to mitigate against typical impacts of odour, dust and noise associated with surrounding agricultural operations and prevent trespassing into agricultural areas.
9. Enter into a Servicing Agreement\* for the design and construction of works along the entire frontage of the consolidated property (18691 and 18791 Westminster Highway). Works include, but may not be limited to:
  - a) 2 m wide asphalt walkway and street lighting (if necessary) across the frontage of 18691 and 18791 Westminster Highway north of the existing on-street bike lane separated by an extruded curb. The walkway may be narrowed to a width of no less than 1.5 m at locations with constraints (i.e., utility poles, fences, existing City infrastructure). Final design will be determined through the Servicing Agreement design review process.
  - b) Two accessible bus landing pads (3 m wide by 9 m length concrete pads) on both sides of Westminster Highway.
  - c) A painted median in between the west and east accesses for 18691 Westminster Highway, to facilitate a left hand turn bay and east bound merge lane for vehicles turning left out of the west access.
  - d) On Westminster Highway at the existing bus stop location, a special crosswalk, equipped with overhead illuminated signs, downward lighting, LED flashers, Audible Pedestrian Signal features, etc., is to be constructed as part of the development frontage works. The special crosswalk will be cost shared jointly (50/50 split, based on the overall cost) by the City and the applicant. Through the Servicing Agreement process, the applicant will be responsible for producing and submitting detailed design drawings to the City for approval which will outline the works to be completed by the applicant and the City. The applicant and the City will track costs associated with

this installation and once all costs are accounted for, the City or the applicant will be compensated accordingly by the other party.

e) All works will be at the applicant's sole cost, except as noted above for works involving the special crosswalk.

10. Relating to the private sanitary sewer system located on the subject site and connecting to the City sanitary force main at Westminster Highway and Nelson Road, registration of a legal agreement on title of the consolidated lot outlining the following operational and maintenance parameters of the development's private sanitary sewer system. This legal agreement shall include the following provisions:

- (1) Be registered on all properties containing and utilizing the private sanitary sewer system.
- (2) Include a clause to require the property owners to operate and maintain the private sanitary sewer system at their sole cost and expense.
- (3) Include a clause to limit the maximum flow rate into the City-owned sanitary sewer system.
- (4) Include a clause to require the property owners to install and maintain a backflow prevention assembly on-site.
- (5) Include a clause to require the property owners to monitor the on-site pump station discharge to ensure that the peak flow and maximum daily discharge are not exceeded.
- (6) Include a clause to require the property owners to keep monitoring records for the private on-site sanitary pump station and submit appropriate records to the City upon request.
- (7) Include a clause that would prevent the private sanitary sewer system from being removed or modified without written consent of the City.
- (8) Identifies the property owner being responsible for operating and maintaining the on-site sanitary sewer system within the parameters of this agreement and that the property owner will be responsible for resolving/remedying any system operations that do not comply with this agreement
- (9) Contains an indemnity in favour of the City.
- (10) Contains other terms the City may require.

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. 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. Through the upcoming building permit/site servicing permit process, confirmation that the connection to a City storm system for the existing temple building and surrounding areas is adequately sized (confirmed by consulting engineer).
3. The site servicing permit associated with the building permit for the proposed expansion shall also take into account any storm water source control measures to be implemented as part of the temple expansion project.
4. The site servicing permit will also need to confirm that all storm water associated with the proposed temple building and associated off-street parking (existing and proposed temple expansion) is drained to an approved City storm system (and does not drain into any adjacent agricultural properties or areas).
5. Submission and approval of the appropriate building/plumbing permit for any required work to the private on-site sanitary sewer system.
6. The above items are to be addressed by your engineering consultant through the appropriate site servicing/building permit process (required to be resolved prior to issuance of Building Permits).
7. 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 Division 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.

-Signed Copy on File-

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Signed

---

Date



Richmond Zoning Bylaw 8500
Amendment Bylaw 9044 (RZ 02-208277)
18691 Westminster Highway

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 "ASSEMBLY (ASY)".

That area shown cross-hatched on "Schedule A attached to and forming part of Bylaw No. 9044"

- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9044".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL

ADOPTED

Series of horizontal lines for recording dates and signatures for each reading stage.

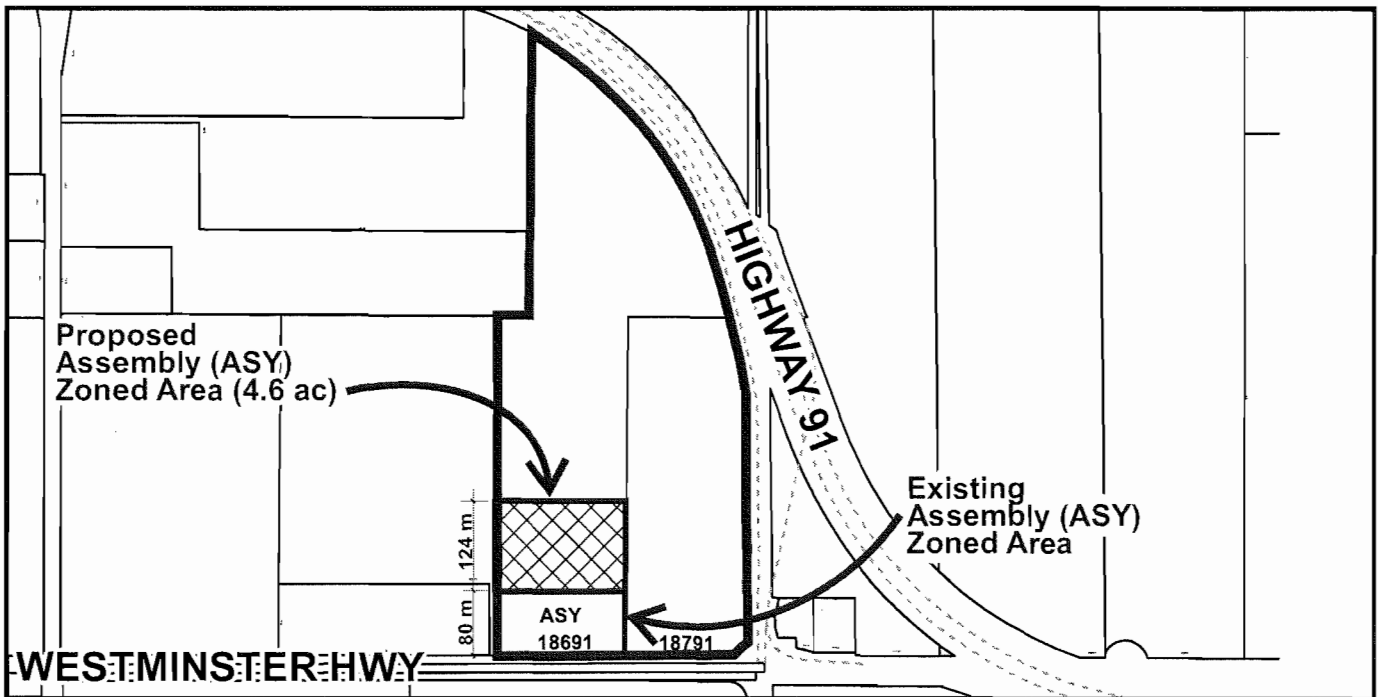
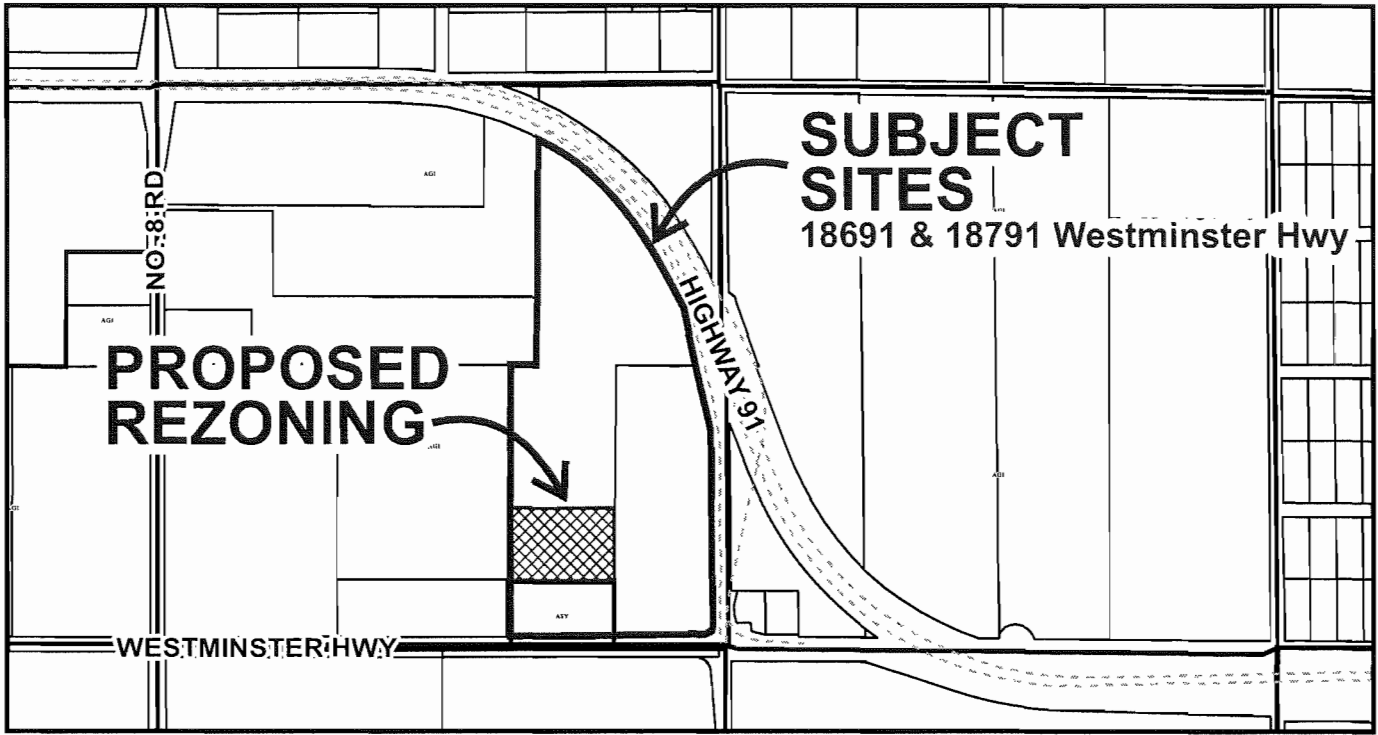
Official approval stamp: CITY OF RICHMOND APPROVED by [Signature] APPROVED by Director or Solicitor [Signature]

MAYOR

CORPORATE OFFICER



# City of Richmond



## RZ 02-208277

Original Date: 01/09/15

Revision Date: 01/14/15

Note: Dimensions are in METRES



# City of Richmond

		INT
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MJ		
JB		

## Memorandum

Planning and Development Department  
Development Applications

**To:** Mayor and Council  
**From:** Wayne Craig  
Director of Development  
**Date:** January 22, 2015  
**File:** RZ 02-208277  
AG 14-668409  
**Re:** **18691 and 18791 Westminster Highway - Nanaksar Gurdwara Gursikh Temple  
Development Applications**

On January 20, 2015, Planning Committee supported an application to rezone a 4.6 acre portion of 18691 Westminster Highway (RZ 02-208277) to facilitate a new building and parking expansion of the Nanaksar Gurdwara Gursikh Temple within this area and remove a previous requirement to require a no build/development agreement over the balance of the consolidated temple properties (18691 and 18791 Westminster Highway) outside of the "Assembly (ASY)" zoned area (Attachment 1 – Location Map).

Planning Committee also supported the following additional resolution to address a separate Agricultural Land Reserve (ALR) non-farm use application (AG 14-668409) submitted by the applicant:

*That the ALR application (AG 14-668409) by the Nanaksar Gurdwara Gursikh Temple for a non-farm use for the 5 acre (2 ha) south portion of 18791 Westminster Highway to allow for the existing agricultural parking and staging area to also be utilized for temple special event and overflow parking be endorsed and forwarded to the Agricultural Land Commission.*

The ALR application proposes to utilize the 5 acre (2 ha) south portion of 18791 Westminster Highway for temple special event and overflow parking (Attachment 1 – Location Map). This area already contains a gravel surface and is primarily used as an agricultural staging and parking area to support the existing blueberry farm owned and operated by the temple. The applicant purchased 18791 Westminster Highway in 1996. Since then, this site has always been used as a farm staging and support area and on occasion, also been utilized as a temple overflow parking lot for special events on the existing temple at 18691 Westminster Highway. Staff make note of the following in relation to the ALR application referenced above:

- No changes or modifications are proposed to the 5 acre (2 ha) area, which is already gravelled. The access configuration for the temple properties also remains unchanged.
- As noted by the applicant, this area has been used on occasion for temple overflow parking during special events and lunar calendar festivals without any adverse traffic impacts.
- Allowing joint use of the area for both farm related staging/parking and temple overflow parking will not impact existing agricultural activities. Furthermore, overflow parking on-site avoids potential safety issues related to vehicles parking along Westminster Highway.





- The AAC reviewed and supported the ALR non-farm use application to utilize the 5 acre (2 ha) south portion of 18791 Westminster Highway for temple special event and overflow parking on October 14, 2014.
- The addition of the ALR non-farm use application (AG 14-668409) at 18791 Westminster Highway by Planning Committee on January 20, 2015 has no impact on Council's consideration of the rezoning application at 18691 Westminster Highway as these are separate land use applications.
- No additional requirements or upgrades are necessary as part of the City's consideration of the temple overflow parking application.

Staff note that if Council supports the Planning Committee recommendations and endorses the ALR non-farm use application for overflow parking, an amendment to the rezoning considerations for 18691 Westminster Highway (RZ 02-208277) is recommended to remove the legal agreement requirement to restrict temple related parking on the south portion of 18791 Westminster Highway. A revised copy of the rezoning considerations for 18691 Westminster Highway is contained in Attachment 2.

  
Wayne Craig  
Director of Development

WC:ke

pc: Joe Erceg, MCIP, General Manager, Planning and Development  
Victor Wei, P. Eng., Director, Transportation  
Kevin Eng, Planner 2



# City of Richmond



18691 &  
18791 Westminster Hwy

Original Date: 01/22/15

Revision Date

Note: Dimensions are in METRES



## Rezoning Considerations

Development Applications Division  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Address:** 18691 Westminster Highway

**File No.:** RZ 02-208277

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9044, the developer is required to complete the following:**

1. Provincial Ministry of Transportation and Infrastructure Approval.
2. Consolidation of 18691 and 18791 Westminster Highway into one lot.
3. Submission of a landscape plan, by the proponent's landscape architect, that includes the following components:
  - a) Minimum 1.2 m height of fencing along the north and north east corner of the proposed "Assembly (ASY)" zoned area.
  - b) Existing evergreen hedge to be maintained along the west portion of the proposed "Assembly (ASY)" zoned land with any existing gaps to be repaired and replaced with new plantings.
  - c) Additional landscaping implemented in the temple off-street parking areas.
4. Submission of an appropriate landscaping bond/letter of credit in the amount of \$50,000 for on-site landscaping and perimeter buffer plantings and fencing.
5. Submission of a farm bond in the amount of \$30,000 for farm related works and plantings proposed for the Agriculture (AG1) zoned portions of the property. The release of this bond back to the applicant is contingent on the submission of a report from a consulting agrologist, to verify completion of the farm plan, resolution of any identified deficiencies and verification that the blueberry shrubs are producing a commercial crop.
6. Registration of a flood plain covenant on title identifying a minimum Flood Construction Level of 3.5 m GSC.
7. Registration of a legal agreement on title of the consolidated lot ensuring that perimeter landscape buffer and fencing (along north and north east corner of "Assembly (ASY)" zoned area) to be implemented around the perimeter of the "Assembly (ASY)" zoned portion of the property, as outlined in landscape plan to be submitted and approved by the City, must be maintained and cannot be modified or removed without approval from the City and identify that the buffer is to mitigate against typical impacts of odour, dust and noise associated with surrounding agricultural operations and prevent trespassing into agricultural areas.
8. Enter into a Servicing Agreement\* for the design and construction of works along the entire frontage of the consolidated property (18691 and 18791 Westminster Highway). Works include, but may not be limited to:
  - a) 2 m wide asphalt walkway and street lighting (if necessary) across the frontage of 18691 and 18791 Westminster Highway north of the existing on-street bike lane separated by an extruded curb. The walkway may be narrowed to a width of no less than 1.5 m at locations with constraints (i.e., utility poles, fences, existing City infrastructure). Final design will be determined through the Servicing Agreement design review process.
  - b) Two accessible bus landing pads (3 m wide by 9 m length concrete pads) on both sides of Westminster Highway.
  - c) A painted median in between the west and east accesses for 18691 Westminster Highway, to facilitate a left hand turn bay and east bound merge lane for vehicles turning left out of the west access.
  - d) On Westminster Highway at the existing bus stop location, a special crosswalk, equipped with overhead illuminated signs, downward lighting, LED flashers, Audible Pedestrian Signal features, etc., is to be constructed as part of the development frontage works. The special crosswalk will be cost shared jointly (50/50 split, based on the overall cost) by the City and the applicant. Through the Servicing Agreement process, the applicant will be responsible for producing and submitting detailed design drawings to the City for approval which will outline the works to be completed by the applicant and the City. The applicant and the City will track costs associated with this installation and once all costs are accounted for, the City or the applicant will be compensated accordingly by the other party.
  - e) All works will be at the applicant's sole cost, except as noted above for works involving the special crosswalk.

CNCL - 307

Initial: \_\_\_\_\_

9. Relating to the private sanitary sewer system located on the subject site and connecting to the City sanitary force main at Westminster Highway and Nelson Road, registration of a legal agreement on title of the consolidated lot outlining the following operational and maintenance parameters of the development's private sanitary sewer system. This legal agreement shall include the following provisions:
- (1) Be registered on all properties containing and utilizing the private sanitary sewer system.
  - (2) Include a clause to require the property owners to operate and maintain the private sanitary sewer system at their sole cost and expense.
  - (3) Include a clause to limit the maximum flow rate into the City-owned sanitary sewer system.
  - (4) Include a clause to require the property owners to install and maintain a backflow prevention assembly on-site.
  - (5) Include a clause to require the property owners to monitor the on-site pump station discharge to ensure that the peak flow and maximum daily discharge are not exceeded.
  - (6) Include a clause to require the property owners to keep monitoring records for the private on-site sanitary pump station and submit appropriate records to the City upon request.
  - (7) Include a clause that would prevent the private sanitary sewer system from being removed or modified without written consent of the City.
  - (8) Identifies the property owner being responsible for operating and maintaining the on-site sanitary sewer system within the parameters of this agreement and that the property owner will be responsible for resolving/remediating any system operations that do not comply with this agreement
  - (9) Contains an indemnity in favour of the City.
  - (10) Contains other terms the City may require.

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. 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. Through the upcoming building permit/site servicing permit process, confirmation that the connection to a City storm system for the existing temple building and surrounding areas is adequately sized (confirmed by consulting engineer).
3. The site servicing permit associated with the building permit for the proposed expansion shall also take into account any storm water source control measures to be implemented as part of the temple expansion project.
4. The site servicing permit will also need to confirm that all storm water associated with the proposed temple building and associated off-street parking (existing and proposed temple expansion) is drained to an approved City storm system (and does not drain into any adjacent agricultural properties or areas).
5. Submission and approval of the appropriate building/plumbing permit for any required work to the private on-site sanitary sewer system.
6. The above items are to be addressed by your engineering consultant through the appropriate site servicing/building permit process (required to be resolved prior to issuance of Building Permits).
7. 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 Division 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.

-Signed Copy on File-

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Signed



# City of Richmond

## Report to Committee Planning and Development Department

**To:** Planning Committee

**Date:** January 5, 2015

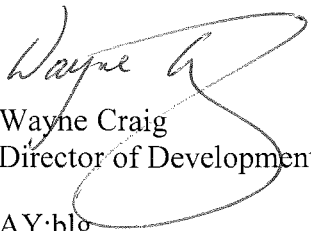
**From:** Wayne Craig  
Director of Development

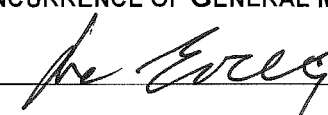
**File:** RZ 14-668270

**Re:** **Application by Peter Yee for Rezoning at 8151/8171 Lundy Road from Two-Unit Dwellings (RD1) to Single Detached (RS2/B)**

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9185, for the rezoning of 8151/8171 Lundy Road from "Two-Unit Dwellings (RD1)" to "Single Detached (RS2/B)", be introduced and given first reading.

  
 Wayne Craig  
 Director of Development  
 AY:blg  
 Att.

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

## Staff Report

### Origin

Peter Yee has applied to the City of Richmond to rezone the properties at 8151/8171 Lundy Road from “Two-Unit Dwellings (RD1)” zone to “Single Detached (RS2/B)” zone to permit subdivision into two (2) lots fronting Lundy Road. An existing duplex situated on the lot will be demolished. A map and aerial photograph showing the location of the subject site is included in Attachment 1. A preliminary subdivision plan is provided in Attachment 2.

### Findings of Fact

A Development Application Data Sheet providing details about the development proposal is included in Attachment 3.

### Surrounding Development

To the north, are single-family residential lots zoned “Single Detached (RS1/E)” fronting Lundy Road and Lucerne Road.

To the east, directly across Lundy Road, is a residential lot zoned “Two-Unit Dwellings (RD1)” and two (2) single-family residential lots zoned “Single Detached (RS2/C).”

To the south, are single-family residential lots zoned “Single Detached (RS1/E)” and “Single Detached (RS2/C).”

To the west, are single-family residential lots zoned “Single Detached (RS1/E)” fronting Luton Road.

### Related Policies & Studies

#### 2041 Official Community Plan (OCP)

The 2041 Official Community Plan (OCP) designation of the subject site is “Neighbourhood Residential (NRES)”. The proposed redevelopment complies with the OCP land use designation.

#### Single-Family Lot Size Policy 5423

The subject site is located within the area governed by Lot Size Policy 5423, which was adopted by Council on November 20, 1989 and subsequently amended on November 17, 2003 and March 15, 2004 (see Attachment 4). The Policy permits duplexes to rezone in accordance with the provisions of the “Single Detached (RS2/B)” or the “Single Detached (RS2/C)” zones.

The proposed redevelopment complies with Lot Size Policy 5423. Several properties surrounding the subject site have undergone redevelopment through rezoning and subdivision in the recent past, in accordance with Lot Size Policy 5423.

### Flood Management

The proposed redevelopment must meet the requirements of Richmond Flood Plain Designation and Protection Bylaw No. 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

### **Public Consultation**

The rezoning information sign has been installed on the subject site. City staff have not been notified of any concerns expressed by the public regarding the proposed redevelopment.

### **Analysis**

#### Existing Legal Encumbrances

An existing covenant is currently registered on Title on the subject properties which restrict the use of the properties to a two-family dwelling (Registration No. RD29391). The applicant is required to discharge this covenant from title of both subject properties prior to final adoption of the rezoning bylaw.

#### Site Servicing and Vehicle Access

There are no servicing concerns with the proposed rezoning. Servicing and frontage upgrades will be required as described in the "Subdivision Stage" Section below.

Vehicle access is to be from Lundy Road.

#### Trees and Landscaping

A Certified Arborist's Report and Tree Retention Plan has been submitted by the applicant. The report identifies two (2) trees located on City property proposed for removal and one (1) tree located on neighbouring property near the southwest corner of the subject site to be retained and protected. A copy of the proposed Tree Retention Plan is included in Attachment 5.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report, conducted an on-site Visual Tree Assessment, and concurs with the Arborist's Report as follows:

- One (1) Norway Maple tree (Tag# 3) at 37 cm DBH located on the neighbouring property is to be protected as per the Arborist's Report recommendations.



Parks Department Staff have authorized the removal of two (2) Purple Leaf Plum trees located on City property near the frontage of the subject site, as both trees are in poor condition and will be significantly impacted by future construction activity. Prior to final adoption of the rezoning bylaw, the applicant is required to submit a contribution in the amount of \$1,300 (\$650/tree) to the City's Tree Compensation Fund.

Tree protection fencing is to be installed to City standard around the drip line of Tree Tag# 3. Tree fencing must be installed to City standard and in accordance with the City's Bulletin TREE-03 prior to demolition of existing buildings and must remain in place until all construction and landscaping works are completed on-site.

Prior to final adoption of the rezoning bylaw, a contract must be entered into between the applicant and a Certified Arborist for the supervision of any works conducted within close proximity to the tree protection zone. The contract must 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 impact assessment to the City for review.

Consistent with Council Policy 5032 – Tree Planting (Universal), the applicant is required to plant four (4) trees on-site (two (2) on each subdivided lot). The trees must be a minimum size of 6 cm deciduous caliper or 3.5 m high conifer. Prior to final adoption of the rezoning bylaw, the applicant must submit a Landscaping Security to the City in the amount of \$2,000 (\$500/tree) to ensure that the four (4) new trees are planted and maintained on-site.

#### Affordable Housing Strategy

For single-family rezoning applications, Richmond's Affordable Housing Strategy requires a secondary suite within a dwelling on 50% of new lots created through rezoning and subdivision, or a cash-in-lieu contribution of \$1.00/ft<sup>2</sup> of total building area towards the City's Affordable Housing Reserve Fund.

The applicant proposes to provide a legal secondary suite in the dwellings on both proposed lots. To ensure that at least one (1) secondary suite is built to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title, stating that no final Building Permit inspection will be granted until the secondary suite is constructed to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw. Registration of the legal agreement is required prior to final adoption of the rezoning bylaw. This agreement will be discharged from Title (at the initiation of the applicant) on the lot where the secondary suite is not required by the Affordable Housing Strategy after the requirements are satisfied.

**Note:** Should the applicant change their mind about the Affordable Housing option selected, a voluntary contribution to the City's Affordable Housing Reserve Fund in-lieu of providing the secondary suite will be accepted. In this case, the voluntary contribution would be required to be submitted prior to final adoption of the rezoning bylaw, and would be based on \$1.00/ft<sup>2</sup> of total buildable area of the single detached dwellings to be constructed (i.e., \$6,126).

#### Subdivision Stage

At Subdivision stage, the developer will be required to pay service connection costs for the required engineering servicing upgrades outlined in Attachment 6. Works will include water upgrades, storm sewer works and sanitary sewer works. The developer will also be required to provide cash-in-lieu for the design and construction costs for future frontage improvements.

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

None.

#### **Conclusion**

This rezoning application to permit the subdivision of the subject site into two (2) smaller lots zoned "Single Detached (RS2/B)" is consistent with the applicable policies and land use designations outlined within the Official Community Plan (OCP), and with Lot Size Policy 5423.

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

On this basis, it is recommended that Zoning Bylaw 8500, Amendment Bylaw 9185 be introduced and given first reading.



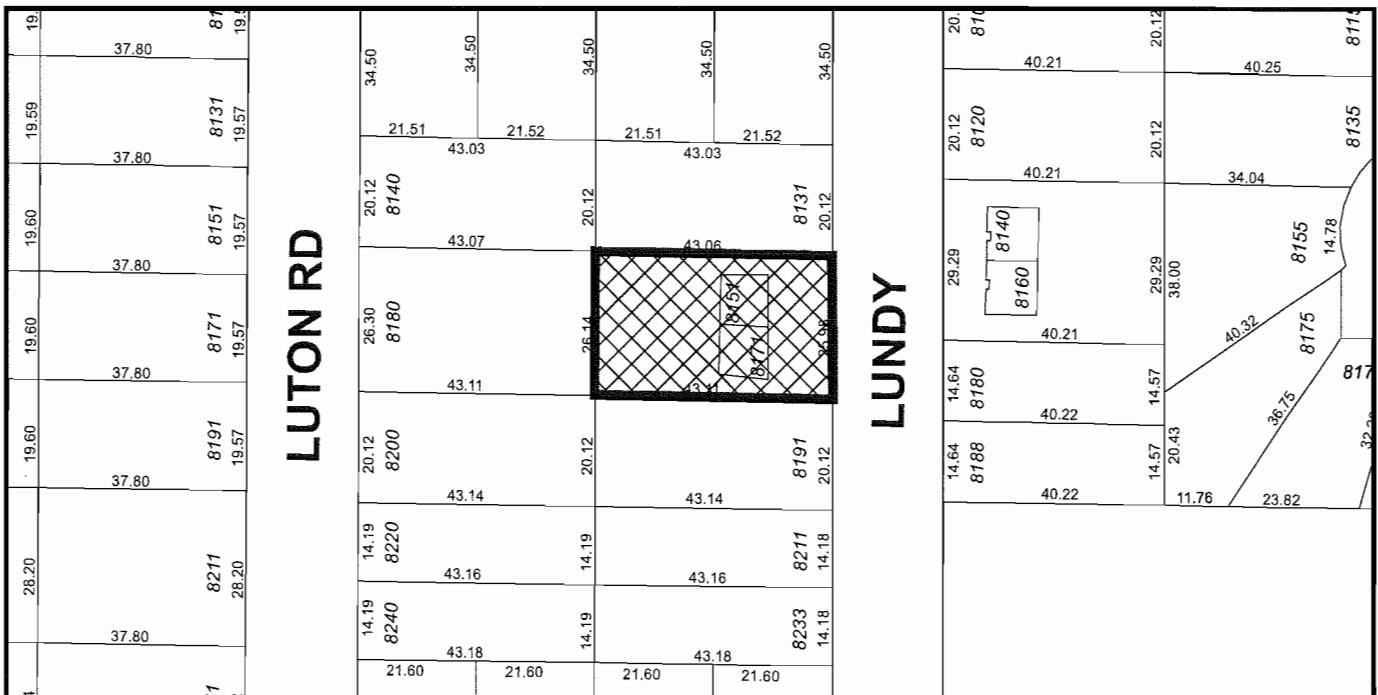
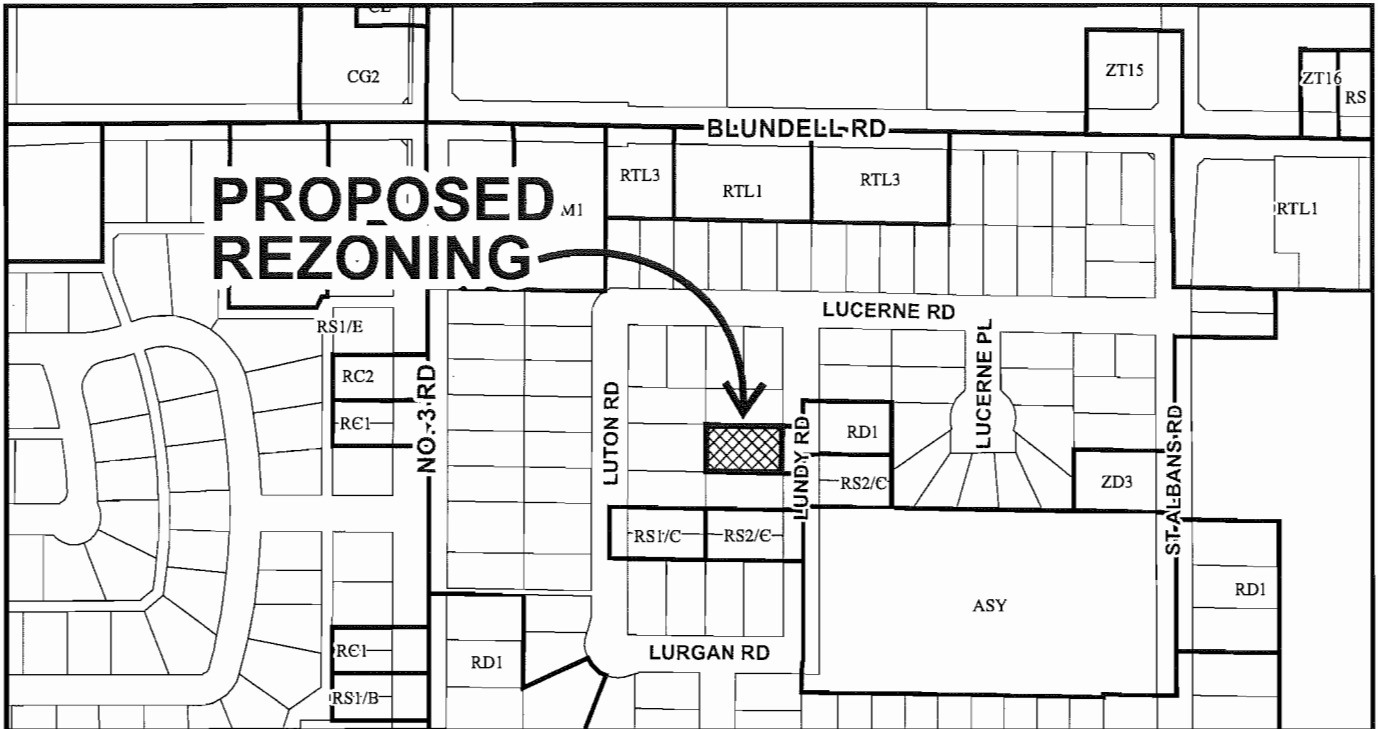
Andrew Yu  
Planning Technician (Temp)  
(604-204-8518)

AY:blg

Attachment 1: Location Map and Aerial Photograph  
Attachment 2: Preliminary Subdivision Plan  
Attachment 3: Development Application Data Sheet  
Attachment 4: Single Family Lot Size Policy 5423  
Attachment 5: Proposed Tree Retention Plan  
Attachment 6: Rezoning Considerations



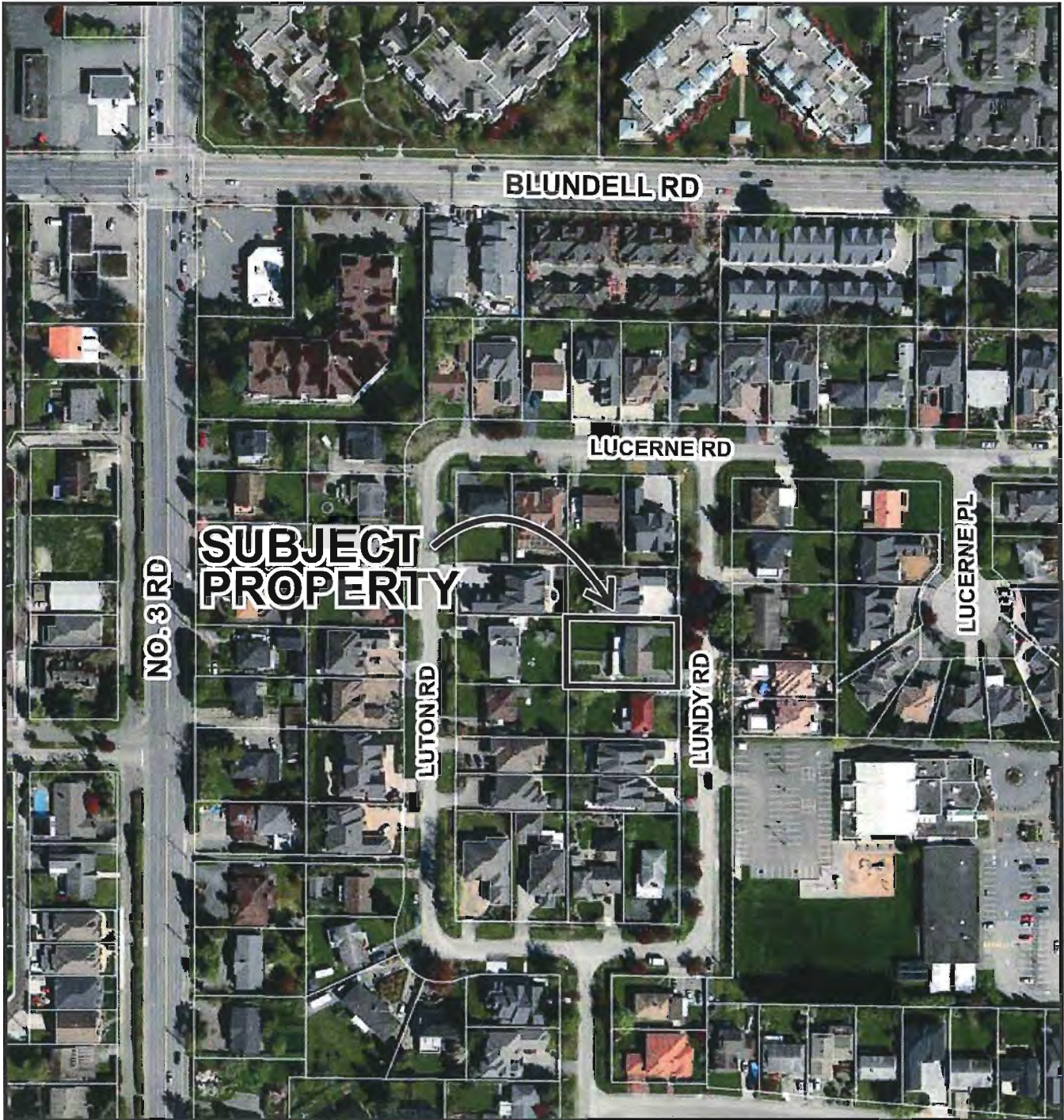
City of  
Richmond



	<h1>RZ 14-668270</h1>	<p>Original Date: 08/08/14 Revision Date: Note: Dimensions are in METRES</p>
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City of  
Richmond



RZ 14-668270

Original Date: 08/08/14

Revision Date:

Note: Dimensions are in METRES

# TOPOGRAPHIC SITE PLAN OF PROPOSED SUBDIVISION OF LOT 1 SECTION 21 BLOCK 4 NORTH RANGE 6 WEST NWD PLAN EPP37943

CIVIC ADDRESS:  
#8151/8171 Lundy Road, Richmond

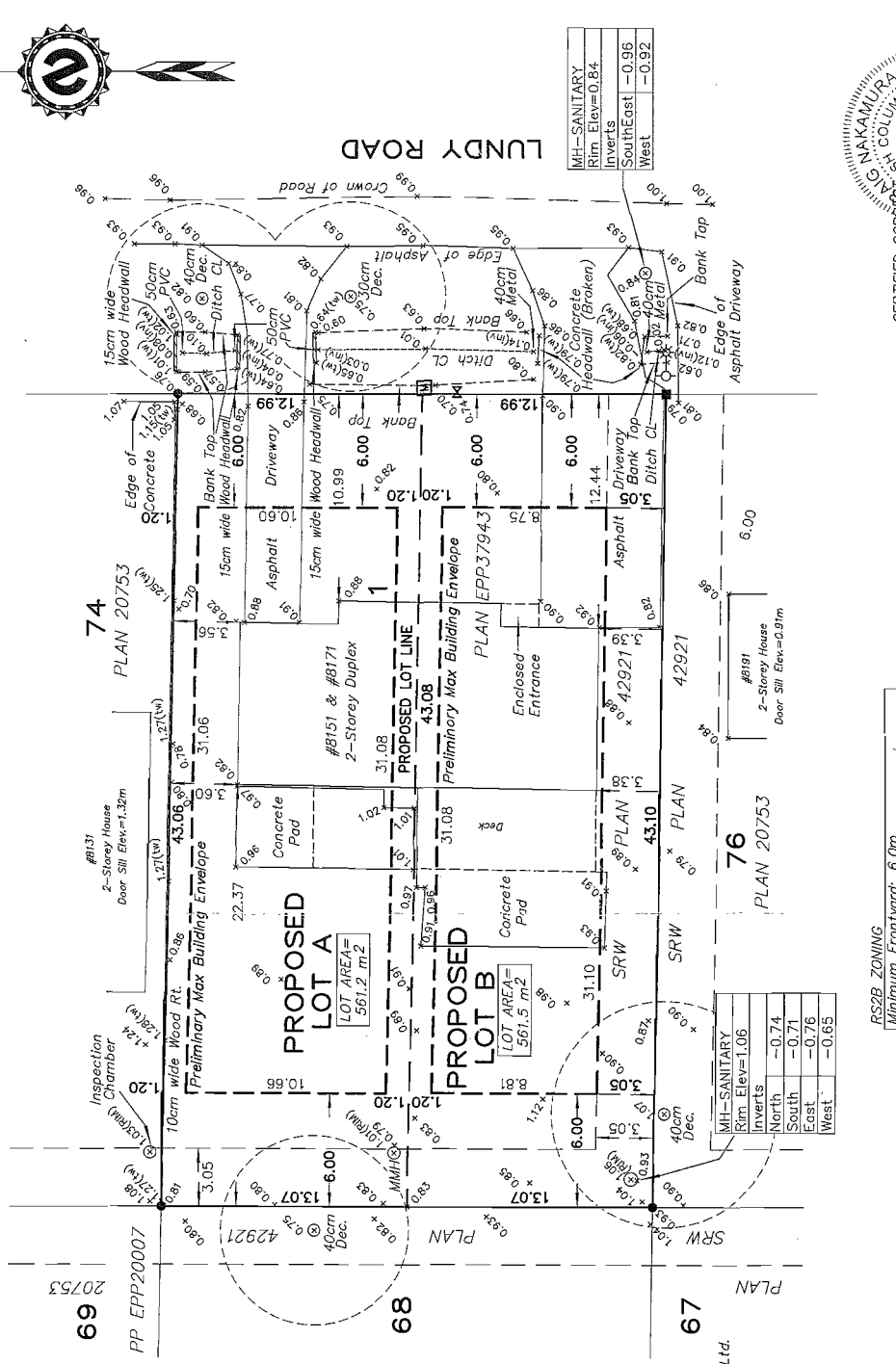
SCALE 1 : 250



The intended plot size of this plan is 432mm in width and 280mm in height (B size) when plotted at a scale of 1:250.

- LEGEND**
- DENOTES LEAD PLUG
  - DENOTES STANDARD IRON POST
  - ⊙ DENOTES POWER POLE WITH LIGHT
  - ⊕ DENOTES WATER VALVE
  - ⊖ DENOTES WATER METER
  - DENOTES SANITARY MANHOLE
  - MMH DENOTES MISCELLANEOUS MANHOLE
  - ⊙ DENOTES TREE AND CANOPY EXTENT
  - ⊗ DENOTES GROUND ELEVATION
  - ⊘ DENOTES DECIDUOUS
  - ⊙ DENOTES RETAINING WALL
  - Rt. DENOTES TOP OF WALL ELEVATION
  - (tw) DENOTES INVERT ELEVATION
  - (inv) DENOTES INVERT ELEVATION

**CNCL 317**



MH-SANITARY	Rim Elev=1.06
Inverts	North -0.74
	South -0.71
	East -0.76
	West -0.65

MH-SANITARY	Rim Elev=0.84
Inverts	SouthEast -0.96
	West -0.92

CERTIFIED CORRECT  
DATED THIS 13<sup>TH</sup> DAY OF MARCH 2014  
Seal of the Professional Engineer  
Craig Nakamura  
Professional Engineer  
No. 5692 S.

**RS2B ZONING**  
Minimum Frontyard: 6.0m  
Minimum Interior Sideyard: 1.2m  
Minimum Rearyard: 6.0m

\*Setbacks are subject to approval by City of Richmond

Elevations are Geodetic (CVD2B GVRD-2005 - IN METERS)  
Derived from HPN Control Monument 02H2415  
located in slab of Bath Slough North pump station  
E of No. 5 Road. Elevation = 3.337m.

**TARGET LAND SURVEYING**  
www.targetlandsurveying.ca  
FILE: N2301-TOPO-PROP-SUB-R3

© TARGET LAND SURVEYING (NW) LTD 2014

THIS DOCUMENT IS NOT VALID UNLESS ORIGINALLY SIGNED AND SEALED  
BUILDING OFFSETS SHOWN ON THIS PLAN ARE NOT TO BE USED TO RE-ESTABLISH PROPERTY LINES OR CORNERS



**RZ 14-668270**

**Attachment 3**

Address: 8151/8171 Lundy Road

Applicant: Peter Yee

Planning Area(s): Broadmoor

	Existing	Proposed
<b>Owner:</b>	Jun Ge	TBD
<b>Site Size (m<sup>2</sup>):</b>	1,123 m <sup>2</sup>	Proposed north lot: 561.2 m <sup>2</sup> Proposed south lot: 561.5 m <sup>2</sup>
<b>Land Uses:</b>	Two-family residential	Single-family residential
<b>OCP Designation:</b>	Neighbourhood Residential	Neighbourhood Residential
<b>702 Policy Designation:</b>	Lot Size Policy 5423	Complies
<b>Zoning:</b>	Two-Unit Dwellings (RD1)	Single Detached (RS2/B)
<b>Number of Lots:</b>	1	2

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55	Max. 0.55	none permitted
Lot Coverage – Building:	Max. 45%	Max. 45%	none
Lot Coverage – Building, structures, non-porous surfaces:	Max. 70 %	Max. 70 %	none
Lot Coverage – Landscaping with live plant material:	Min. 25%	Min. 25%	none
Setbacks – Front & Rear Yards (m):	Min. 6 m	Min. 6 m	none
Setbacks – Interior Side Yards (m):	Min. 1.2 m	Min. 1.2 m	none
Height (m):	Max. 2½ storeys	Max. 2½ storeys	none
Lot Size (m <sup>2</sup> ):	Min. 360 m <sup>2</sup>	Proposed north lot: 561.2 m <sup>2</sup> Proposed south lot: 561.5 m <sup>2</sup>	none
Lot Width (m):	Min. 12 m	Proposed north lot: 13 m Proposed south lot: 13 m	none
Lot Depth (m):	Min. 24 m	Proposed north lot: 43 m Proposed south lot: 43.1 m	none
Lot Frontage (m):	Min. 6 m	Proposed north lot: 13 m Proposed south lot: 13 m	none

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



# City of Richmond

# Policy Manual

Page 1 of 2

Adopted by Council: November 20, 1989  
 Amended by Council: November 17<sup>th</sup>, 2003  
 Amended by Council: March 15<sup>th</sup>, 2004

**POLICY 5423**

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 21-4-6

**POLICY 5423:**

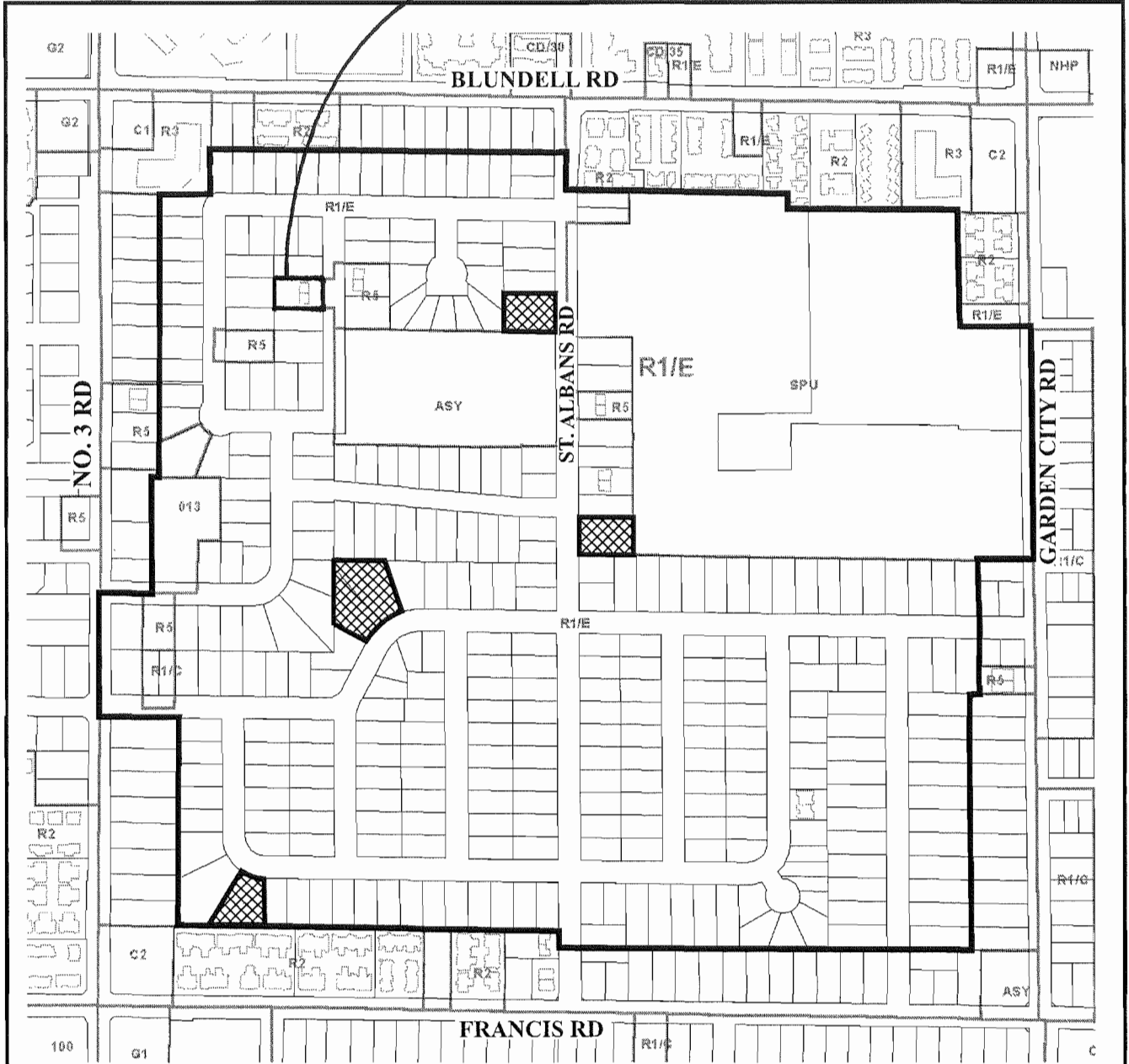
The following policy establishes lot sizes within the area generally bounded by **Blundell Road, No. 3 Road, Francis Road and Garden City Road** (in a portion of Section 21-4-6):



That properties within the area generally bounded by Blundell Road, No. 3 Road, Francis Road and Garden City Road, in a portion of Section 21-4-6, be permitted to subdivide in accordance with the provisions of Single-Family Housing District, Subdivision Area E (R1/E) in Zoning and Development Bylaw 5300, with the exception that:

- a) properties with duplexes be permitted to subdivide into two equal halves, provided that each lot created meets the requirements of the Single-Family Housing District (R1/B) or (R1/C).
- b) five properties highlighted on the map be permitted to subdivide in accordance with the provisions of Single-Family Housing District, Subdivision Area H (R1/H) in Zoning and Development Bylaw 5300.

This policy, as shown on the accompanying plan, is to be used to determine the disposition of future rezoning applications in this area for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw..

SUBJECT SITE



-  Lots which can be subdivided under **R1/E**  
(Existing Policy)
-  Lots which can subdivide under **R1/H**



Policy 5423  
Section 21, 4-6

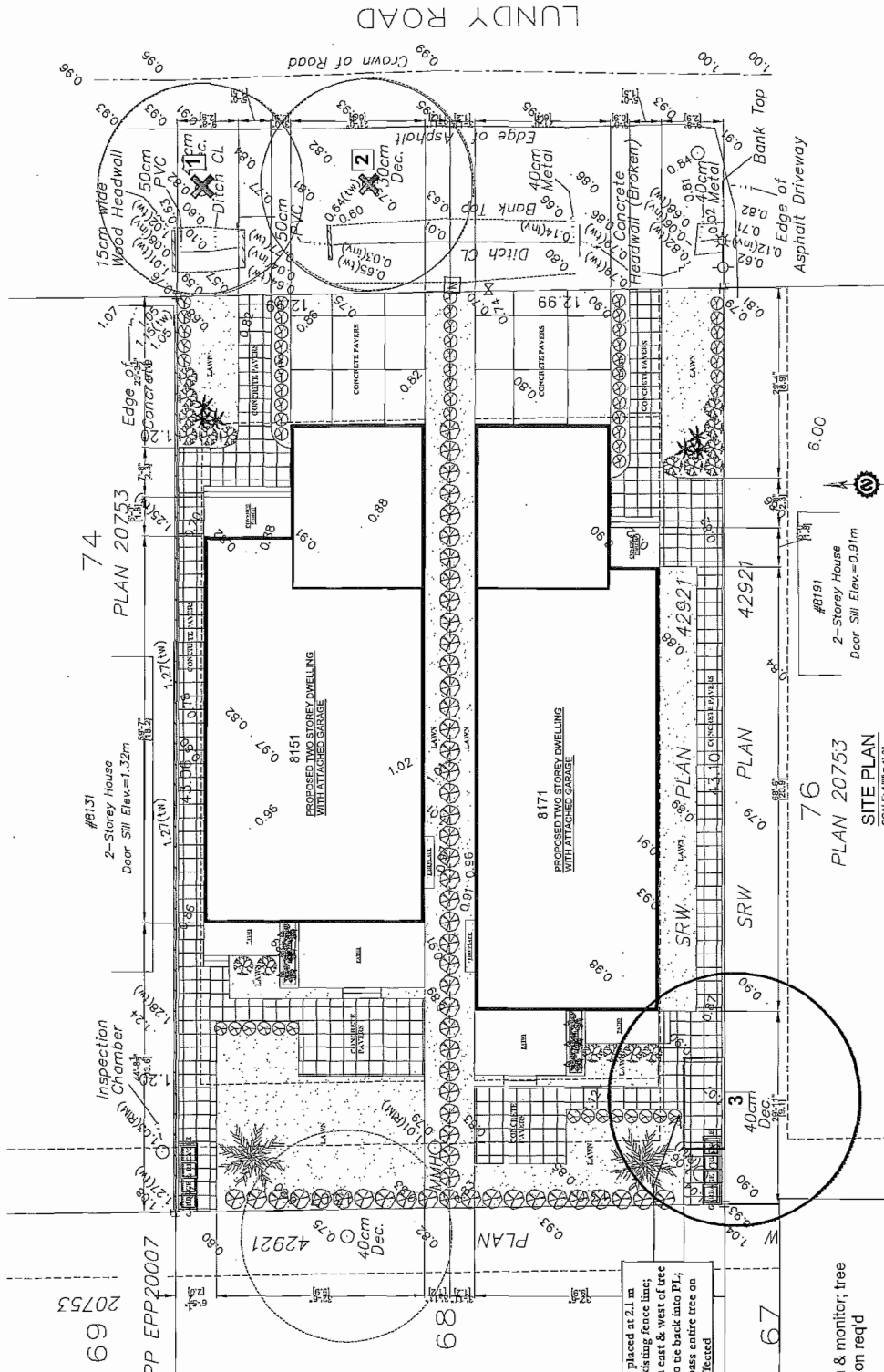
Adopted Date: 11/20/89  
Amended Date: 03/15/04





**REMOVAL, RETENTION and PROTECTION PLAN**  
8151 TO 8171 Lundy Rd, Richmond

Please refer to Recommendations section of report for further info on protection parameters for site trees



Tree #	Species	DBH (cm)	Ht (m)	Canopy Radius (m)	Overall Condition
1	Purpleleaf Plum - <i>Prunus caroliniana</i>	55	7.6	4.0	Poor - located at City Blvd adjacent to northeast PL; open ditch along east side; previously topped at 3.0 m; growing under Hydro lines; decay cavities at top of short trunk & base of main stem; buried root flare; falls within zone of heavy construction & excavation activity at main access to site - removal is recommended
2	Purpleleaf Plum - <i>Prunus caroliniana</i>	36	6.1	4.0	Poor - located at City Blvd adjacent to northeast PL; open ditch along east side; previously topped at 3.0 m; growing under Hydro lines; decay cavity at 1.5 m; buried root flare; falls within zone of heavy construction & excavation activity at main access to site - removal is recommended
3	Norway Maple - <i>Acer platanoides</i>	37	9.1	6.0	Fair - located at northwest corner of neighbouring property of 8191 Lundy Rd, adjacent to PL; phototropic lean to west; pruned for clearance & overhanging at north side; falls outside zone of heavy construction & excavation activity - retain & monitor; tree protection req'd

**LEGEND**

- # = retain & monitor; tree protection req'd
- X = removal is recommended
- = tree protection barriers

TPZ to be placed at 2.1 m north of existing fence line; span 2.1 m east & west of tree location; to tie back into PL; to encompass entire tree on all sides affected

NO:	ISSUE FOR:	DATE
1	REZONING APP.	JULY 11, 14
2		
3		
4		

**P Y & Associates**  
Professional Engineers  
2525-400 Newlands Blvd., Vancouver, B.C.  
Tel: 252-2809 Fax: 252-2848

Project: 8151/8171 LUNDY RD, CITY OF RICHMOND, BC

Drawing Title: SITE PLAN

Scale:	AS SHOWN	Job No.	A0.0
Sheet:	1 OF 2	Sheet:	
Date:	JULY 2013	Date:	



# City of Richmond

## Rezoning Considerations

Development Applications Division  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Address:** 8151/8171 Lundy Road

**File No.:** RZ 14-668270

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9185, the developer is required to complete the following:**

1. City acceptance of the developer's offer to voluntarily contribute \$1,300 (\$650/tree) to the City's Tree Compensation Fund for the planting of replacement trees within the City.
2. Submission of a Landscaping Security in the amount of \$2,000 (\$500/tree) to ensure that a total of four (4) trees are planted and maintained on-site (two (2) per subdivided lot) with a minimum size of 6 cm deciduous caliper or 3.5 m high conifer.
3. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
4. Registration of a flood indemnity covenant on title.
5. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on one (1) of the two (2) future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.  
**Note:** Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the Rezoning Bylaw, the City will accept a voluntary contribution of \$1.00 per buildable square foot of the single-family developments (i.e. \$6,126) to the City's Affordable Housing Reserve Fund in-lieu of registering the legal agreement on Title to secure a secondary suite.
6. Discharge of Restrictive Covenant Registration No. RD29391 from title of both subject properties.

**At Demolition Permit\* Stage, the developer must complete the following requirements:**

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.

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

1. Provide cash-in-lieu for the design and construction costs for future frontage improvements.
2. Pay service connection costs for works including, but not limited to the following:

*Water Works:*

- Using the OCP Model, there is 258 L/s of water available at a 20 psi residual at the Lundy Road frontage. Based on the proposed development, the site requires a minimum fire flow of 95 L/s. Once the applicant has confirmed the building design at the Building Permit stage, the applicant must submit fire flow calculations signed and sealed by a professional engineer based on the Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) to confirm that there is adequate available flow.
- City to install new meters on the two (2) existing 25 mm diameter water connections at the common property line.

*Storm Sewer Works:*

- Site storm runoff drainage must be directed towards the existing ditch along Lundy Road to prevent storm water from ponding on the boulevard, road and driveways.

*Sanitary Sewer Works:*

- City to remove the existing sanitary IC and cut and cap the service connection at the main in the ROW, and install a new IC and two (2) service connections at the common property line.
- The required sanitary sewer works outlined above must be completed prior to the issuance of Building Permit to prevent the developer's building foundation work from jeopardizing the City forces' ability to access the rear yard with heavy equipment.

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

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Signed

---

Date



Richmond Zoning Bylaw 8500
Amendment Bylaw 9185 (RZ 14-668270)
8151/8171 Lundy Road

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

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

P.I.D. 001-436-287

Strata Lot 1 Section 21 Block 4 North Range 6 West New Westminster District Strata Plan NW561 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as shown on Form 1

P.I.D. 001-436-295

Strata Lot 2 Section 21 Block 4 North Range 6 West New Westminster District Strata Plan NW561 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as shown on Form 1

- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9185".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

Horizontal lines for recording readings and conditions.

CITY OF RICHMOND APPROVED by BK APPROVED by Director or Solicitor al

MAYOR

CORPORATE OFFICER



**To:** Public Works and Transportation Committee

**Date:** December 11, 2014

**From:** Victor Wei, P. Eng.  
Director, Transportation

**File:** 01-0100-20-  
RCYC1/2014-Vol 01

**Re:** **Richmond Active Transportation Committee – Proposed 2015 Initiatives**

**Staff Recommendation**

1. That the proposed 2015 initiatives of the Richmond Active Transportation Committee, as described in the report, be endorsed.
2. That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.

Victor Wei, P. Eng.  
Director, Transportation  
(604-276-4131)

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

## Staff Report

### Origin

The Richmond Community Cycling Committee was formed in 1993, to allow City staff to work in partnership with the community to promote commuter and recreational cycling in Richmond. In 2013, Council approved the evolution of the Committee into the Richmond Active Transportation Committee (RATC) to reflect a broader mandate that includes skateboarding, in-line skating and low-speed scooters. The Committee provides input and feedback to the City on infrastructure projects designed for these modes and undertakes various activities in co-operation with the City that encourage, educate and raise awareness of active transportation.

This report reviews the 2014 activities of the RATC and identifies a number of initiatives for 2015 that would support its mandate to provide input and advice to the City on issues in the planning, development, improvement, and promotion of an active transportation network that supports a greater number of trips by cycling, walking and rolling. The Committee's activities would contribute towards the City's sustainability goals regarding greenhouse gas emission reductions and mode share shift as articulated in the Official Community Plan and, in turn, the city's long-term health, liveability and vibrancy.

### Analysis

The RATC undertook and participated in a number of activities in 2014 that contributed to enhanced cycling and rolling opportunities, and increased education and awareness of active transportation in Richmond.

#### Expansion and Improvement of Active Transportation Network in 2014

The City continued to add to the active transportation network in 2014, which now comprises nearly 65 km of on- and off-street bike and rolling routes. The Committee provided feedback on the planning, design, construction, and/or improvement of the following facilities.

- *Railway Avenue Greenway*: Refinement of the intersection treatments and signage for this major north-south pedestrian, cycling and rolling greenway that connects Steveston with the Middle Arm Greenway. Enhancements undertaken in 2014 include the installation of additional stanchions with bike pushbuttons, the construction of two raised crosswalks complete with green surface treatment at Granville Avenue (see Figure 1) and Homma Elementary (on Railway Avenue), and the installation of additional signage for both motorists and greenway users.
- *Parkside Neighbourhood Link*: Construction of a paved and protected multi-use pathway to safely accommodate two-way cycling, rolling and walking along the north side of Granville Avenue between the north end of Ash Street and Garden City Park. The connection forms



Figure 1: Raised Crosswalk at Granville Avenue

part of this second neighbourhood bike route that links the South Arm area (Williams Road at Ash Street) to Garden City Park.

- *Use of Green Surface Treatment in Bike Lanes:* Addition of green-coloured anti-skid surface complete with bike stencils within bike lanes at strategic locations where there is a higher potential for conflicts between cyclists travelling straight through and motorists needing to cross the bike lane in order to make a right turn. The vibrant colour is the approved national standard that is intended to highlight and raise awareness to both cyclists and motorists to watch out for each other and use caution when in the area. The green treatment was added within the bike lane at the following three locations: (1) westbound Granville Avenue approaching Railway Avenue; (2) southbound Minoru Blvd approaching Granville Avenue; and (3) northbound Great Canadian Way at the driveway to Costco north of Bridgeport Road.
- *Westminster Highway Improvements:* Widening of existing shoulder and addition of extruded curb to provide protection from vehicles for roadway sections in the vicinity of Gilley Road and Smith Crescent in the Hamilton area. The improvements included a treatment that allows cyclists to bypass transit buses and passengers at bus stops when the stop is in use (see Figure 2).
- *No. 6 Road Pathway (Westminster Hwy-Commerce Parkway):* Completion of a new two-way off-street multi-use pathway on the west side of No. 6 Road as part of the scope of a road widening project. The project included the use of the green surface treatment at crosswalk locations similar to that along the Railway Greenway.
- *Lansdowne Road Extension (Minoru Blvd-Alderbridge Way):* The Committee provided feedback on the preliminary design for this roadway project that includes the provision of a two-way multi-use pathway on the north side.
- *Identification of Projects & Initiatives:* The Committee identified a preliminary list of projects and programs that support the implementation of active transportation initiatives that align with the mobility and access goals of the Official Community Plan (OCP) as well as the Parks and Open Space Strategy. The next steps will be to rank and prioritize the projects for future implementation through the City's annual capital and operating budget process.



Figure 2: Bike Lane Treatment at Bus Stop on Westminster Hwy

#### Promotion of Active Transportation Network in 2014

The Committee participated in the following activities in 2014 to promote cycling and other active transportation modes in Richmond.

- *Bike to Work Week (May and October 2014):* The Committee worked with organizers of this region-wide annual initiative to continue to successfully stage these events in Richmond. Region-wide, the two events broke records for the number of people registered online (a



combined total of nearly 12,000 cyclists including 2,368 participants who were new to cycle commuting). Within Richmond, two celebration stations for cyclists (located at the Canada Line Bridge and Flight Path Park on Russ Baker Way) also logged record numbers during the Spring event: a total of 452 cyclists (i.e., stopping at the commuter station or passing by) during a 2-hour period (see Figure 3). Notably, the Spring 2014 event recorded more cyclists even though there were fewer celebration stations than Spring 2013 (i.e., two versus four stations, respectively).

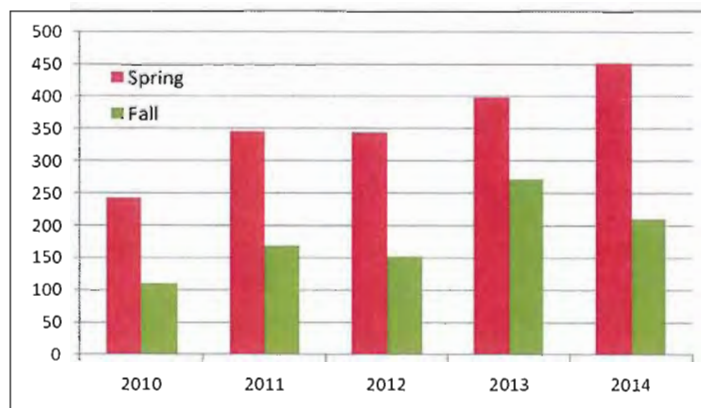


Figure 3: # Cyclists Logged at Commuter Stations during Bike to Work Week

A total of 417 participations in Richmond registered on-line for both events including 114 new riders, and collectively logged 1,886 trips for a total distance of 24, 086 kilometres thereby avoiding the emission of 5.2 tonnes of greenhouse gases.

- *Railway Greenway Opening (June 7, 2014)*: The Committee participated in the event by cycling down the Railway Greenway as part of the community parade to officially open the eco-corridor. Committee members also staffed a booth and provided information to and responded to questions from the public regarding cycling safety and regulations, and existing and forthcoming cycling and rolling routes in Richmond.

- *14<sup>th</sup> Annual "Island City, by Bike" Tour (June 8, 2014)*: Each year in June, as part of regional Bike Month activities and the City's Environment Week events, the Committee and the City jointly stage guided tours for the community of some of the city's cycling routes. The 14<sup>th</sup> annual "Island City, by Bike" tour was based at Thompson Community Centre and offered short (9-km) and long (28-km) rides with escorts provided by volunteer members of the Richmond RCMP bike squad. The loops featured the Railway Greenway plus a recently completed off-street multi-use path parallel to Russ Baker Way on Sea Island built by the Vancouver Airport Authority. Activities included a bike and helmet safety check prior to the ride plus a barbecue lunch and raffle prize draw at the finish. The event attracted over 100 cyclists of all ages and ability (see Figure 4). Attendance at the event has consistently grown over the past several years and now averages 110 participants, up from approximately 75 in each of the first five years of the event.



Figure 4: 2014 Bike Tour Participants

- *Garden City Bike Park Opening (July 23, 2014)*: The Committee hosted a booth at this event and provided information and responses to questions from the public regarding cycling safety, and existing and planned cycling and rolling routes in Richmond.
- *All Aboard! (August 9, 2014)*: The Committee participated in this event held at the Steveston Interurban Tram Building, which celebrated the history of transportation in Richmond. Members provided information on how to get around Richmond in fun, safe and environmentally friendly ways.

Active Transportation Education in 2014

The City provided funding of \$7,260 to *HUB: Your Cycling Connection*, a non-profit organization focused on making cycling better through education and events, to operate the following cycling education courses for local residents with input from the Committee. The City’s support for cycling education generates multiple benefits including increased safety, encouragement of a life-long healthy activity and sustainable mode of travel, and potential to reduce traffic congestion around schools as more students choose to ride a bike, all of which align with the City’s OCP goals. Beginning in 2015, the City will be eligible for a 30 per cent discount off program costs as a result of Council’s endorsement in October 2014 of the City becoming a TravelSmart partner municipality with TransLink.

- *Ride the Road Bicycle Education for Students*: Four classes of 110 Grades 4 and 5 students at General Currie Elementary School (April 2014) and four classes of 120 Grades 6 and 7 students at Spul’u’kwuks Elementary School (July 2014) participated in five-day bike education courses, held in co-operation with Richmond School District. The courses include in-class lessons, on-bike playground cycling safety training for younger students and neighbourhood road ride education for older youth. The courses were well received and enjoyed the enthusiastic participation of all students. Post-program survey responses from Spul’u’kwuks students indicated that over 90 per cent were more likely to ride their bike to school post-course (see Figure 5).

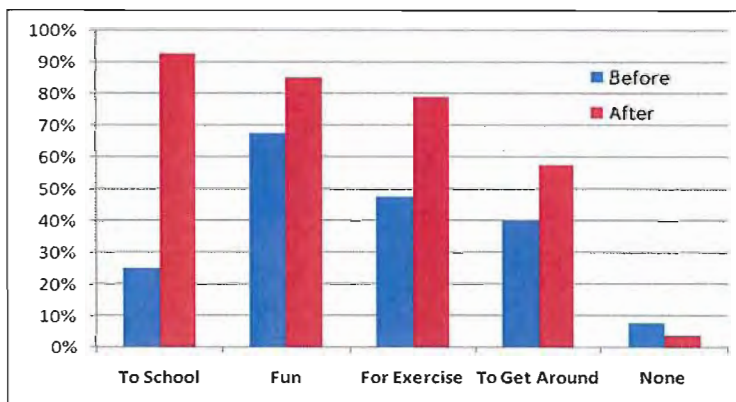


Figure 5: Likelihood to Ride by Purpose for Spul'u'kwuks Grades 6 & 7 Students

- *Learn to Ride*: In June 2014, a beginner’s course targeted to recent immigrants was offered in co-operation with Immigrant Services Society of BC. Twelve new riders of varied immigrant backgrounds, who live in Richmond, took to the classroom, an empty parking lot, and eventually to the road to learn to ride safely and confidently on Richmond streets.

Other Initiatives related to Active Transportation in 2014

The Committee participated in the following initiatives related to active transportation.

- *George Massey Tunnel Replacement*: On March 16, 2014, Committee members along with City staff attended a cycling workshop organized by the Ministry of Transportation and Infrastructure's George Massey Tunnel Replacement Project (GMTR) Team to seek input from the cycling community regarding cycling access on the part of the Highway 99 corridor that pertains to the project including the new bridge and Highway 99 between the U.S. border and Bridgeport Road. In November 2014, the Committee provided further feedback on subsequent conceptual cycling access options for the new bridge prepared by the GMTR Team.
- *Update of Cycling Section on City Website*: The Committee reviewed and provided instructive feedback regarding the format and content of the cycling section of the City's website. The section was updated over the Summer-Fall period and now is easier to navigate plus the content better reflects the City's OCP goals with respect to encouraging active transportation.
- *Field Trip to City of Vancouver*: Committee members organized a cycling tour of recently implemented innovative cycling facilities in the City of Vancouver in July 2014. Featured designs included Hornby Street and Dunsmuir Street cycle tracks, Comox-Helmcken Greenway, bike box and bike traffic signal at Main Street-Union Street (Adanac Bikeway), Burrard Street-2<sup>nd</sup> Avenue intersection redesign, and Point Grey Road.

#### Proposed Active Transportation Network Initiatives in 2015

The Committee will provide input at the earliest conceptual stage on the prioritization, planning, design, and implementation of the following projects that expand and/or improve the network of infrastructure that can be used by active transportation modes.

- *Prioritization of Future Active Transportation Network Projects*: Following development of a preliminary list of potential initiatives, the next steps are to rank and prioritize the projects for future implementation through the City's annual capital and operating budget process.
- *Planned Active Transportation Network Expansion*: Projects include the completion of the Parkside Neighbourhood Link with the upgrade of the special crosswalk on Blundell Road at Ash Street to a pedestrian signal, initiation of the Crosstown Neighbourhood Link and further improvements to the Railway Avenue Greenway (e.g., upgrade of the special crosswalk on Westminster Highway at McCallan Road to a pedestrian signal).
- *Cycling Network Improvement Projects*: Potential project include localized improvements to existing on-street cycling facilities such as improved pavement markings (e.g., green painted bike lanes at potential conflict areas), additional signage and installation of delineators to prevent motorists from encroaching into bike lanes.
- *Planned Park, Road and Development Projects*: The Committee will review additional City and external agency projects that impact existing or would incorporate new active transportation infrastructure as part of the overall project such as the George Massey Tunnel Replacement, Westminster Highway widening (Nelson Road-McMillan Way), interim Lansdowne Road extension (Minoru Blvd-Alderbridge Way) and new civic facilities at Minoru Park.

### Proposed Education and Promotion of Active Transportation in 2015

The Committee will encourage and promote active transportation as sustainable travel modes that also have significant health benefits via the following activities.

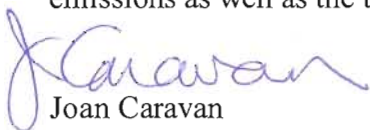
- 15<sup>th</sup> Annual "Island City, by Bike" Tour: Assist in the planning, promotion and staging of the fifteenth annual bike tour of Richmond during Bike Month in June 2015, which is set for Sunday, June 10<sup>th</sup> at South Arm Community Centre. Both the long and short routes will utilize the Parkside Neighbourhood Link to raise community awareness of this amenity that supports walking, cycling and rolling activities.
- Bike to Work & School: Assist in the planning, promotion and staging of this region-wide event during May and November 2015, which includes the provision of celebration stations for cyclists.
- Bicycle Education for Students: In co-operation with HUB and the Richmond School District, expand the delivery of the course to additional elementary schools in Richmond.
- Learn to Ride Courses: Work with HUB and a variety of community agencies to host and expand (in response to demand) the delivery of safe cycling education courses for recent immigrants in Richmond.
- Promotion of Active Transportation Network: Continue to participate in City events related to health and transportation to raise the awareness of new active transportation facilities both locally and regionally. Continue to provide education and awareness notices regarding active transportation in the City Page of the *Richmond Review* and continue to update, revise and enhance related information on the City's website and Facebook site.

### **Financial Impact**

None.

### **Conclusion**

The Richmond Active Transportation Committee continues to build its diversity of users' experience to support its broader mandate that includes other rolling transportation modes and now has the participation of members who have a specific perspective on wheelchair/scooter users and in-line skating. The Committee's proposed 2015 initiatives would continue efforts to further encourage greater and safer use of active transportation modes in Richmond, which in turn will support progress towards meeting the City's target for the reduction of greenhouse gas emissions as well as the travel mode share targets of the City's Official Community Plan.



Joan Caravan  
Transportation Planner  
Staff Liaison to Richmond Active  
Transportation Committee  
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Park Planner  
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# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee      **Date:** December 23, 2014  
**From:** Victor Wei, P. Eng.  
 Director, Transportation      **File:** 01-0100-30-TSAD1-01/2014-Vol 01  
**Re:** **Traffic Safety Advisory Committee – Proposed 2015 Initiatives**

### Staff Recommendation

1. That the proposed 2015 initiatives for the Traffic Safety Advisory Committee, as outlined in the report from the Director, Transportation, be endorsed.
2. That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.

Victor Wei, P. Eng.  
 Director, Transportation  
 (604-276-4131)

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

## Staff Report

### Origin

Council endorsed the establishment of the Traffic Safety Advisory Committee (TSAC) in 1997, in order to create a co-operative partnership between City staff, community groups and other agencies that seek to enhance traffic and pedestrian safety in Richmond. The Committee provides input and feedback on a wide range of traffic safety issues such as school zone concerns, neighbourhood traffic calming requests and traffic-related education initiatives. TSAC currently has representation from the following groups: Insurance Corporation of BC (ICBC), Richmond School District, Richmond RCMP, Richmond Fire-Rescue, and the City's Transportation and Community Bylaws Divisions.<sup>1</sup> This report summarizes the Committee's activities in 2014 and identifies proposed initiatives for 2015.

### Analysis

The Committee's major activities and accomplishments in 2014 are summarized below.

#### Road and School Zone Safety Initiatives in 2014

The Committee provided input on and/or participated in the following measures aimed at improving the safety of Richmond roads for all users, particularly in school zones.

- Maple Lane School – Pilot Traffic Calming Measure on Tweedsmuir Avenue: While a traffic speed study in the school zone on Tweedsmuir Avenue confirmed the need for traffic calming measures, local residents did not support the implementation of speed humps. The Committee investigated alternative measures and received a presentation on street-mounted school zone vehicle speed limit signs or “pedestrian zone markers.” The placement of the device narrows the roadway, thereby modifying driver behaviour and encouraging drivers to slow down (see Figure 1). Compared to speed humps, there is no impact to response times for emergency services and no vibration to adjacent properties. If struck by a vehicle, the marker folds down upon impact then returns to its initial upright position. The device is



Figure 1: Pedestrian Zone Marker on Tweedsmuir Ave

<sup>1</sup> The Committee has been without a representative of the Richmond District Parents Association (RDPA) since July 2009. Staff have made several requests for a new member to Richmond School District staff as well as the Council-School Board Liaison Committee. As staff recognize that a volunteer parent may find it challenging to attend TSAC meetings, staff have advised the RDPA that individual Parent Advisory Committee (PAC) members are welcome to attend TSAC meetings to discuss any school-related traffic safety issues.

designed to resist any impact, even when struck by a vehicle at over 80 km/h. The traffic calming measure has been adopted by several municipalities in Eastern Canada with impressive results.

The devices were installed on Tweedsmuir Avenue in early June 2014 and kept in place until the end of the school year, following which they were removed for the summer break. While the intent was to conduct a traffic study during that time to determine the effectiveness of the measures, typical traffic patterns were disrupted on the street during this time as the school was closed for much of the period due to the labour dispute between the Province of BC and the BC Teachers Federation. The pedestrian zone markers were re-installed on Tweedsmuir Avenue in Fall 2014 and a traffic study will be conducted in early 2015 to determine the before/after impacts. If the post studies show a reduction in vehicle speeding, staff will consider the measure for other locations.

- *Anderson School – Proposed Traffic Calming on Alberta Road:* in response to concerns regarding motorist speeding during school hours as identified by the principal of Anderson Elementary School on Alberta Road, the Committee discussed potential traffic calming measures within the school zone, given that a traffic study along Alberta Road confirmed a speeding issue. Pending the early results of the traffic study to be conducted on Tweedsmuir Avenue, the installation of pedestrian zone markers will be considered for this location.
- *Brighthouse School – Proposed Traffic Calming Measures on Azure Road:* the Committee discussed potential traffic calming measures within the school zone, as a traffic study confirmed a speeding issue. Similar to Alberta Road, the installation of pedestrian zone markers will be considered for this location pending the early results of the traffic study to be conducted on Tweedsmuir Avenue.
- *Traffic Calming in Burkeville:* the Committee discussed potential measures for the Burkeville area in light of residents' concerns regarding motorist speeds and clarity of right-of-way at uncontrolled intersections. As a result, a number of stop signs were installed at T-intersections in 2014 and, as approved by residents via a survey, speed humps are planned on Catalina Drive (fronting the park) and Wellington Crescent (fronting Sea Island School) in 2015.

#### Traffic and Pedestrian Safety Campaigns in 2014

Committee members participated in the following ICBC- and RCMP-led road and pedestrian safety campaigns.

- *Distracted Driving & Speeding:* ICBC in partnership with the Richmond RCMP conducted traffic education and enforcement campaigns in Richmond focusing on distracted drivers (February 6 and 25, 2014) and speeding (May 8, 2014).
- *“Project Swoop”:* a targeted vehicle speed watch and traffic enforcement campaign was held on May 22, 2014 throughout the Lower Mainland involving ICBC and RCMP. The campaign included locations in Richmond.
- *“S.L.O.W.” Flash Mob:* as part of annual pedestrian safety campaigns held each Fall-Winter in the city, a special “flash mob” event was held on October 30, 2014 at the intersection of

No. 3 Road and Saba Road to further heighten awareness regarding pedestrian safety. The co-ordinated event involved staff and members of ICBC, Richmond RCMP, Richmond Fire-Rescue, the City of Richmond, BC Ambulance Service, TransLink Transit Police, and a number of community organizations dancing to the song “Stayin’ Alive” and promoting the message of “Stop, Look, Observe, Walk” (S.L.O.W.). Following the event, participants distributed reflectors to observers and passers-by to further enhance and promote pedestrian safety through education and awareness (see Figures 2 and 3).



**Figure 2: Flash Mob Participants**



**Figure 3: RCMP Distributing Reflectors**

#### Proposed Traffic Safety Activities for 2015

In addition to developing and providing input on corrective measures to address identified traffic safety concerns, the Committee will undertake a number of proactive initiatives to enhance traffic safety in 2015.

- *Traffic Calming*: the assessment, implementation and monitoring of road safety and traffic calming measures where warranted in local neighbourhoods, together with consultation with Richmond RCMP and Richmond Fire-Rescue prior to the implementation of any traffic calming measures.
- *School Zone Traffic Safety*: on-going review and improvement of traffic and pedestrian safety in school zones through improving vehicle parking and circulation layout at schools, supporting the enforcement of school zone traffic violations, and introducing new walkways and crosswalks as well as upgraded crosswalks to improve pedestrian safety.
- *Pedestrian & Traffic Safety Campaigns*: continue to support and participate in on-going multi-agency efforts to increase the level of pedestrian and traffic safety, such as annual campaigns held by ICBC and Richmond RCMP.
- *Discouraging Vehicle Speeding*: the member agencies of the Committee will continue to jointly work on initiatives to curb vehicle speeding in the community, such as the targeted enforcement program of Richmond RCMP.
- *Special Events*: provide comment and input from a traffic safety perspective on the development and implementation of traffic management plans to support special events.



- Richmond Parking Advisory Committee: provide input to this Committee as required, as some items may have traffic safety implications (e.g., changes to on-street parking regulations).

### **Financial Impact**

None. Costs associated with the installation of traffic control devices, walkway construction and other road and traffic safety improvements are normally accommodated in the City's annual capital budget and considered as part of the annual budget review process. Some of these projects are eligible for financial contribution from external agencies (e.g., ICBC and TransLink). If successful, staff will report back on the amount of financial contribution obtained from these external agencies through the annual staff reports on ICBC and TransLink cost-sharing programs respectively.

### **Conclusion**

The Traffic Safety Advisory Committee is one of the few multi-agency forums in the region dedicated to enhancing pedestrian and traffic safety within its home municipality. Since its inception in 1997, the Committee has provided input on and support of various traffic safety improvements and programs and initiated a range of successful measures encompassing engineering, education and enforcement activities.



Joan Caravan  
Transportation Planner  
(604-276-4035)  
(on behalf of the Traffic Safety Advisory Committee)



**To:** Public Works and Transportation Committee

**Date:** December 22, 2014

**From:** John Irving, P.Eng. MPA  
Director, Engineering

**File:** 10-6340-20-  
P.14306/Vol 01

**Re:** **Design Concept - No.2 Road North Drainage Pump Station Upgrade**

**Staff Recommendation**

That the design concept for the No.2 Road North Drainage Pump Station Upgrade be endorsed.

John Irving, P.Eng. MPA  
Director, Engineering  
(604-276-4140)

Att. 3

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Sewerage and Drainage	<input checked="" type="checkbox"/>	
Parks	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

The No.2 Road North Drainage Pump Station was constructed in the mid 1970's. Council approved an upgrade to this drainage pump station as part of the 2014 Capital Program. Staff have advanced the design to the point whereby the general layout and architectural features have been identified.

The purpose of this report is to provide Council information regarding the intended pump station layout, including potential architectural and public art features.

### Analysis

The City's extensive flood protection and drainage system includes 49 kilometres of dikes, a series of ditches/canals, underground pipe and 41 drainage pump stations. The drainage system is designed to prevent the City from flooding during up to a 1:10 year rainfall event.

The existing No.2 Road North Drainage Pump Station services areas adjacent to No.2 Road, roughly bounded by the north dike, Francis Road, Railway Avenue and Gilbert Road. This station was constructed in the mid 1970's and contains old, antiquated equipment and is in need of a pumping capacity increase to adequately meet current flood protection standards.

Design of an upgraded No.2 Road North Drainage Pump Station commenced in Fall 2014 and has advanced to a point whereby the general layout and architectural features have been identified (Attachments 1 and 2).

In general, the pump station has been designed to reflect the location's proximity to the airport as well as highlight the mechanical equipment of the pump station. The roof will be designed in a wing-like form, and the walls will consist primarily of glass to showcase the generator and control panels within the station.

Through the City's public art program, an artist was selected to work closely with the consulting team on developing the conceptual design. As the detailed design progresses, the public art features will continue to be refined and integrated into the overall project.

This station is also incorporated into the highly utilized dike trail system connecting the Middle Arm dike to Terra Nova. Accordingly, the pump station maintenance accesses are visualized to be appealing and complimentary to the existing trails while at the same time providing the necessary means for pump station operations and maintenance activities. It is also proposed that short sections of the adjacent dike be raised to 4.7 metres geodetic, which is consistent with the City's Long Term Flood Management Strategy to address sea level rise. The current elevation of the dike is approximately 3.3 metres geodetic.

Subject to Council's support, a public open house will be held shortly to get feedback on the design.

It is anticipated that design will be completed by Spring 2015, with construction to follow immediately thereafter. It is anticipated that construction will take place over a period of approximately six months.

**Financial Impact**

Funding to complete the No.2 Road North Drainage Pump Station upgrades has been approved by Council as part of the 2014 Capital Program.

**Conclusion**

The No.2 Road North Drainage Pump Station has been approved in the 2014 Capital Program. Design has progressed to the point where the general layout and architectural features/opportunities have been identified. Subject to Council's support, a public open house will be held shortly to gain feedback on the proposed design.



Mile Racic  
Project Manager  
(604-247-4655)

MR: mr

- Att. 1: Street Level View
- 2: Dike View
- 3: Aerial View

Attachment #1: Street Level View



Attachment #2: Dike View



Attachment #3: Aerial View





# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee  
**From:** John Irving, P.Eng. MPA  
 Director, Engineering  
**Re:** **Amendment Bylaws for Water and Sewer**

**Date:** December 18, 2014  
**File:** 10-6060-01/2014-Vol  
 01

### Staff Recommendation

That

- a) Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 9202 be introduced and given first, second, and third readings; and
- b) Drainage, Dyke and Sanitary Sewer Bylaw No. 7551, Amendment Bylaw No. 9203 be introduced and given first, second, and third readings.

John Irving, P.Eng. MPA  
 Director, Engineering  
 (604-276-4140)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Sewerage & Drainage	<input checked="" type="checkbox"/>	
Water Services	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 



## **Staff Report**

### **Origin**

The Waterworks and Water Rates Bylaw No. 5637 (the “Water Bylaw”) and the Drainage, Dyke and Sanitary Sewer Bylaw No. 7551 (the “Sewer Bylaw”) govern the use of and access to the City’s water distribution system and drainage and sewer system respectively. Updates to the bylaws are required periodically to address new or emerging issues.

### **Analysis**

The following is a description of the recommended changes to the Water Bylaw, as proposed with Amendment Bylaw No. 9202 (Attachment 1), and the Sewer Bylaw, as proposed with Amendment Bylaw No. 9203 (Attachment 2).

The current Water and Sewer Bylaws have provisions that allow service connection work to be constructed by City Forces at cost. The property owner pays the estimated cost of connection prior to construction and the City refunds any difference between estimated and actual cost. Where the actual cost exceeds the estimated cost, the property owner is required to pay the difference. This unplanned additional cost can result in financial hardship for the property owner.

While estimates are based on detailed design drawings sealed by an Engineer, there are always unknowns where excavation in City streets is concerned. Typical issues that can result in costs that are higher than the estimated cost include higher than anticipated water table (increased dewatering cost), unknown or poorly documented existing infrastructure that must be altered or worked around, and unexpected weather or traffic conditions. Similarly, conditions can be better than anticipated and costs can be lower than estimated. For large projects, this variability balances out to the estimated cost. Small projects, like individual service connections, are more obviously impacted when each project is reviewed on an individual basis. However, when service connections are aggregated on an annual basis, the variability balances out similar to a large infrastructure project. The proposed bylaw changes take advantage of this statistical attribute and will create cost certainty for property owners without undue financial risk to the City.

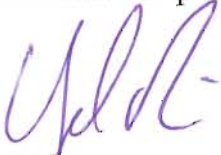
As per the proposed Water Bylaw and Sewer Bylaw amendments, all service connection installations will be completed at firm price. The firm price will be quoted by the City based on the size of the service connections in accordance with revised Schedule “D” for the Water Bylaw and Schedule “A” for the Sewer Bylaw. Custom quotes will be developed for installations that are not typical. This will eliminate the uncertainty in cost for the property owner, while still providing competitive rates and good value.

### **Financial Impact**

None.

## Conclusion

Amendment Bylaw No. 9202 proposes changes to the Waterworks and Water Rates Bylaw No. 5637, and Amendment Bylaw No. 9203 proposes changes to the Drainage, Dyke and Sanitary Sewer Bylaw No. 7551. These amendment bylaws include firm price installation for all service connections and provide certainty in cost for the property owner.



Lloyd Bie, P.Eng.  
Manager, Engineering Planning  
(4075)



Suman Shergill, P.Eng.  
Project Engineer  
(8516)



**Waterworks and Water Rates Bylaw No. 5637  
Amendment Bylaw No. 9202**

The Council of the City of Richmond enacts as follows:

1. The **Waterworks and Water Rates Bylaw No. 5637**, as amended, is further amended:

(a) by deleting section 2(b) and substituting the following:

“(b) Notwithstanding clause (a) of Section 2, where:

- i) the connection charge is not specified in Schedule D;
- ii) the property is not adjacent to **City** property or right-of-way in which the **service pipe** is located; or
- iii) due to utility conflict or any other reason, the connection charge specified in Schedule D does not apply;

the **property owner** must pay to the **City** the amount quoted by the **City** in accordance with Section 38 of this bylaw.”

(b) by deleting sub-section 29(d)(ii) and substituting the following:

“(ii) give notice to the customer to correct the fault within 96 hours, or a specified lesser period, and if the customer fails to comply with such notice, the **General Manager, Engineering & Public Works** shall proceed in accordance with Subsection (i) of this Section. Without prejudicing the aforesaid, the **General Manager, Engineering & Public Works** may allow cross-connection control devices to be installed on the service pipe on **City** property. The device and installation is to be approved by the **General Manager, Engineering & Public Works** and applicable charges paid by the **property owner**.”

(c) by deleting section 38 and substituting the following:

“38. **Quotes for Non-Standard Installations**

- a) In the circumstances specified in section 2(b) of this bylaw, the **City** will provide to the **property owner** a quote on the basis of approved final design drawings.
- b) The **property owner** will make an advance payment equal to the total quoted construction cost, prior to commencement of the construction.
- c) If a design change is required during construction, it will be considered as scope change or extra work. The **property owner** will be responsible for the cost of the extra work, in addition to the amount quoted in accordance with section 38(a) of this bylaw.”

(d) by deleting Schedule “D” and substituting Schedule A attached to and forming part of this Bylaw.

2. This Bylaw is cited as “**Waterworks And Water Rates Bylaw No. 5637, Amendment Bylaw No. 9202**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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CITY OF RICHMOND
APPROVED for content by originating dept.
<i>UB</i>
APPROVED for legality by Solicitor
<i>ly</i>

\_\_\_\_\_  
 MAYOR

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

**SCHEDULE A to AMENDMENT BYLAW No. 9202****SCHEDULE "D" to BYLAW 5637****1. WATER CONNECTION CHARGE**

<b>Single-Family, Multi-Family, Industrial, Commercial Water Connection Size</b>	<b>Connection Charge</b>	
	<b>Tie In Charge</b>	<b>Price Per Metre of Service Pipe</b>
25mm (1") diameter	\$2,550	\$175.00
40mm (1 ½") diameter	\$3,500	\$175.00
50mm (2") diameter	\$3,650	\$175.00
100mm (4") diameter	\$6,900	\$350.00
150mm (6") diameter or larger	in accordance with Section 38	in accordance with Section 38

**2. DESIGN PLAN PREPARED BY CITY**

Design plan prepared by City for one-family dwelling or two-family dwelling \$1,000 each

Design plan for all other buildings \$2,000

**3. WATER METER INSTALLATION FEE**

Install water meter [s. 3A(a)] \$1,000 each



# City of Richmond

## Bylaw 9203

### Drainage, Dyke and Sanitary Sewer Bylaw 7551 Amendment Bylaw No. 9203

The Council of the City of Richmond enacts as follows:

1. The **Drainage, Dyke and Sanitary Sewer Bylaw 7551**, as amended, is further amended:

(a) by deleting sub-section 1.2.2 and substituting the following:

“1.2.2 Notwithstanding the provisions of clause (a) of subsection 1.2.1, the **property owner** must pay to the **City** an amount quoted by the **City** for the cost of construction where:

- (i) the connection charge is not specified in Schedule A; or
- (ii) due to utility conflict or any other reason, the connection charge specified in Schedule A does not apply.

The construction cost will be quoted by the City based on approved final design drawings. The **property owner** will make an advance payment equal to the total quoted construction cost, prior to commencement of the construction. If a design change is required during construction, it will be considered as scope change or extra work. The **property owner** will be responsible for the cost of the extra work, in addition to the quoted construction cost.”

2. This Bylaw is cited as “**Drainage, Dyke and Sanitary Sewer Bylaw 7551, Amendment Bylaw No. 9203**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor


\_\_\_\_\_  
MAYOR

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



# City of Richmond

## Report to Committee

**To:** Public Works and Transportation Committee      **Date:** December 22, 2014  
**From:** John Irving, P.Eng. MPA      **File:** 10-6600-10-01/2014-Vol 01  
                  Director, Engineering  
**Re:**      **Municipal Access Agreement with Lulu Island Energy Company Inc.**

### Staff Recommendation

That the Chief Administrative Officer and the General Manager, Engineering & Public Works be authorized to execute, on behalf of the City, a Municipal Access Agreement (MAA) between the City and Lulu Island Energy Company Inc., a fully owned City corporation, containing the material terms and conditions set out in the staff report titled, "Municipal Access Agreement with Lulu Island Energy Company Inc.," dated December 22, 2014, from the Director, Engineering.

John Irving, P.Eng. MPA  
 Director, Engineering  
 (604-276-4140)

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

## Staff Report

### Origin

In June 2014, the City and Lulu Island Energy Company (LIEC) executed a District Energy Utilities Agreement assigning LIEC the function of establishment and operation of district energy systems and the provision of thermal energy services on behalf of the City. To be able to provide this function, LIEC will need access to dedicated highways, streets, roads, road allowances, lanes and bridges under the City's jurisdiction as well as the City's applicable statutory rights of way on private properties (collectively, the "Statutory Rights of Way") to install, operate and maintain district energy infrastructure and equipment.

At the Closed Council meeting of April 28, 2014, Council endorsed the Material Terms specified in the report titled "River Green District Energy Utility - Business & Infrastructure Terms," dated April 17, 2014, from the Director, Engineering for the purpose of endorsing Lulu Island Energy Company and Corix Utilities Inc. entering into a Concession Agreement.

### Analysis

LIEC is a wholly-owned local government corporation, with the City of Richmond as its sole shareholder. Council appoints a board to administer daily operations of DEUs, and Council approves utility rates, policies, and practices. The corporation was established for the purposes of managing district energy utilities on the City's behalf. LIEC will need to install district energy infrastructure and equipment within the City of Richmond's Statutory Rights of Ways. It must obtain the City's consent to use the Statutory Rights of Way and this is typically accomplished through a MAA.

The proposed MAA protects the City's interests and establishes the roles and responsibilities of both parties, as well as provides a right to LIEC to assign this MAA to Corix Utilities on the same terms and conditions. The proposed MAA will:

- Specify locations where the agreement will be applicable (i.e. the Statutory Rights of Ways);
- Permit LIEC to grant Corix Utilities Inc. a sub-licence to carry out the work in the service corridors on the same terms and conditions as in this MAA;
- Specify required consent for constructing, maintaining, operating, repairing and removing LIEC's equipment, and define the scope of the City's consent;
- Require LIEC to pay causal<sup>1</sup> costs to the City at the City's discretion;
- Define the conditions under which LIEC may carry out work;
- Specify cost allocations for LIEC equipment to be relocated as a result of any municipal and third party projects;
- Minimize the City's liability due to LIEC's work or equipment;
- Identify the term of the MAA to be 30 years;

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<sup>1</sup> Causal costs are costs incurred as a result of additional effort and materials spent working around a private utility installation while maintaining or constructing public infrastructure



- Define and impose fees and charges (eg. lost productivity costs, permit and inspection costs, and pavement degradation) and their annual CPI increase;
- Require LIEC to assume environmental liability for any hazardous substances that they bring to or cause to be brought to the Statutory Rights of Ways;
- Identify the insurance requirements LIEC must maintain; and
- Include indemnity clauses.

### **Financial Impact**

None. Electric light, electric power, telephone, water, gas or closed circuit television utility companies that utilize City property as utility corridors pay an annual 1% tax to the City as per Section 192 of the *Community Charter* and Section 353 of the *Local Government Act*. However, LIEC as a thermal energy utility company would be exempted from this tax.

### **Conclusion**

A Municipal Access Agreement between the City and LIEC will allow the LIEC to install district energy infrastructure and equipment within the City of Richmond's Statutory Rights of Ways in order to perform its function – establishment and operation of district energy systems and the provision of thermal energy services on behalf of the City.



Alen Postolka, P.Eng., CP, CEM  
District Energy Manager  
(604-276-4283)

AP:ap



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**To:** Public Works and Transportation Committee      **Date:** January 6, 2015  
**From:** Tom Stewart, ASCT.  
Director, Public Works      **File:** 10-6370-10-05/2015-  
Vol 01  
**Re:** **Multi-Family Food Scraps/Organics Recycling and Optional Solid Waste  
Collection Services**

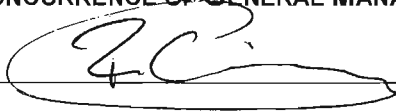


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### Staff Recommendation

1. That a food scraps/organics recycling collection service program be implemented for all multi-family dwellings as outlined in the staff report dated January 6, 2015 from the Director, Public Works.
2. That solid waste collection services including garbage with large item collection, and cardboard collection be implemented for all multi-family dwellings on an opt-in basis as outlined in the staff report dated January 6, 2015 from the Director, Public Works.
3. That the Chief Administrative Office and General Manager, Engineering & Public Works be authorized to negotiate and execute an amendment to Contract T.2988, Residential Solid Waste & Recycling Collection Services to implement, service, acquire, store, assemble, label, deliver, replace and undertake related tasks for the carts, kitchen containers and related items associated with the services outlined in Items 1 and 2, above.
4. That an amendment to the City's Five Year Financial Plan (2015 – 2019) to include:
  - a. capital costs of \$700,000 (funded from the City's general solid waste and recycling provision); and
  - b. operating costs of \$1,212,500 in 2015 with amounts not recovered via rates in 2015 funded from the City's general solid waste and recycling provision,be approved.
5. That Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 9204, be introduced and given first, second and third readings.



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

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

## Staff Report

### Origin

Metro Vancouver has introduced a food scraps disposal ban effective January 1, 2015, with a six-month grace period provided before surcharges will be applied at regional disposal facilities – surcharges commence July 1, 2015. In preparation, at their December 17, 2014 meeting, Council considered a report on “Multi-Family Organics Recycling” and directed as follows:

1. That staff report back in the first quarter of 2015 on Option 2 for City-provided centralized organics and optional centralized garbage collection service for those multi-family residents currently not serviced by the City, as outlined in the staff report from the Director, Public Works dated November 28, 2014, regarding:
  - a) The program implementation timeline;
  - b) The contractual amendments necessary to Contract T.2988, Residential Solid Waste and Recycling Collection Services; and
  - c) The bylaw amendments necessary to Bylaw 6803 – Solid Waste and Recycling Regulation.
2. That the current pilot program for food scraps and organics collection services for multi-family dwellings and commercial businesses be continued pending a determination concerning implementation of a full-scale program.

This report responds to the above and seeks program implementation approval.

This report supports Council’s Term Goal #8 Sustainability:

*To demonstrate leadership in sustainability through continued implementation of the City’s Sustainability Framework.*

*8.1. Continued implementation and significant progress towards achieving the City’s Sustainability Framework, and associated targets.*

### Analysis

The City currently provides Green Cart recycling services, including food scraps collection, to 56% of total residences (single-family and many multi-family townhome residences). In order to ensure all residents have access to food scraps/organics recycling services to comply with the disposal ban, this report presents a service provision for all remaining residents, i.e. those in multi-level multi-family buildings.

To address frequent requests for access to other City services for a broader suite of waste management collection services, this report also presents an optional service provision for garbage with large item collection, as well as cardboard collection services.

A more detailed description of the proposed services, implementation approach and related contract and bylaw amendments necessary to enact these services is outlined in more detail below.

1. Multi-Family Food Scraps/Organics Recycling Program

Key aspects of this program are outlined below.

***A. Service Description:***

- i. Food scraps/organics collection service is provided to all multi-family residences (those currently not serviced by the City under existing programs). The strata corporation may apply for exemption from City service, provided a food waste diversion plan that is acceptable to the City, is provided.
- ii. The City provides collection carts, i.e. Green Carts, in a central collection area and in a sufficient number to meet each individual building requirement (including volume generation, space availability, container access, etc.).
- iii. Green Carts are lined by the City only with an approved compostable liner and are cleaned by the City on a monthly basis.
- iv. Green Carts are serviced by the City either weekly or twice per week. The service frequency is established in consultation with the property management company/strata.
- v. The City provides in-unit kitchen containers for each unit, as well as all educational material and signage. This includes regular program updates provided through various means, including direct mail to individual residents.
- vi. Residents use kitchen containers for temporary storage of their food scraps, and may use paper liners (same as current Green Cart program). Residents empty the contents of their kitchen containers into the Green Carts at the central collection area at their convenience. Residents are responsible for maintenance/cleaning their kitchen containers.
- vii. City representatives will work with the property/building manager to address any service issues or concerns, including material contamination, service frequency adjustments, etc.
- viii. The City manages processing of the food scraps/organics (i.e. at composting facility).

***B. Implementation Approach:***

- i. The City will meet with each individual building representative to arrange the delivery and set up of the Green Carts at the central collection area as well as establish service frequency.
- ii. The City will arrange for lobby display sessions to be held, at which information about the program will be provided to residents who attend the session. Kitchen containers can/may also be distributed as part of the lobby display sessions. Any remaining kitchen

containers will be provided to the building management representative for distribution to residents.

- iii. Items i) and ii) will be conducted concurrently to ensure a smooth transition, i.e. carts delivered in conjunction with the lobby information display session so residents may start using the service immediately.
- iv. Collection service will commence the week following the set up of the Green Carts/the lobby display sessions.

The implementation steps noted will commence upon Council approval of the program, with initial building implementations expected to commence in April. Due to the process involved in coordinating the cart/service set up and lobby display/education sessions, it is estimated that service implementation for all multi-family complexes will take a number of months. The target will be to have all services set up by July 1, 2015, when the surcharge for food scraps disposed at regional waste disposal facilities is imposed.

## 2. Optional Garbage with Large Item Collection Service

Key aspects of this program are outlined below.

### ***A. Service Description:***

- i. Garbage collection service is provided to multi-family residences on application to the City, and where service can be provided/is approved by the City (i.e. space and access issues are satisfied, etc.).
- ii. The City provides collection carts only, i.e. Garbage Carts (no dumpster service), in a central collection area and in a sufficient number to meet each individual building requirement (including volume generation, space availability, container access, etc.).
- iii. Garbage Carts are cleaned by the City on a monthly basis.
- iv. Garbage Carts are serviced by the City either weekly or twice per week. The service frequency is established in consultation with the building management representative.
- v. The City provides all educational material and signage. This includes regular program updates provided through various means, including direct mail to individual residents.
- vi. Residents deposit garbage into the Garbage Carts at the central collection area at their convenience. In situations where there are periodic excess bags of garbage which do not fit into the Garbage Carts, these will be collected provided they bear an excess garbage tag (similar to single-family homes).
- vii. City representatives will work with the building management representative to address any service issues or concerns, including material contamination, service frequency adjustments, etc.

- viii. Multi-family complexes which have Garbage Cart service provided by the City will also be eligible for Large Item Collection Service, i.e. each unit in the multi-family building may place out up to four large items for collection each year. Large item collection must be pre-arranged with the City's service provider and only those items with a confirmation number will be collected. Large item service requests would be arranged by contacting the City's service provider directly.
- ix. Service is in effect to coincide with the City's annual billing cycle and may be discontinued for the subsequent year where 90 days' advance notice is provided.

***B. Implementation Approach:***

- i. The City will provide information to property management companies/strata corporations about the availability of the garbage/large item collection service and the application process.
- ii. On receipt of application, the City will arrange a site meeting to determine feasibility of service set up, desired collection frequency, etc. and establish if the application can be approved/City service established.
- iii. The City will arrange to meet with each individual strata corporation representative to establish desired servicing arrangements, i.e. location for Garbage Carts at the central collection area as well as service frequency, etc.

Collection service will commence when operationally feasible to provide, i.e. recognizing the priority need to focus City efforts on implementing food scraps collection to meet the regional disposal ban requirement; allow notification periods for building management representatives to address pre-existing contract arrangements; and organization of servicing arrangements.

**3. Optional Cardboard Container Recycling Service**

Key aspects of this program are outlined below.

***A. Service Description:***

- i. Cardboard collection service is provided to multi-family residences on application to the City, and where service can be provided/is approved by the City (i.e. space and access issues are satisfied, etc.).
- ii. The City provides collection container (front load bin) in a central collection area and in a sufficient size to meet each individual building requirement (including volume generation, space availability, container access, etc.).
- iii. Cardboard bins are serviced by the City every second week.

- iv. The City provides all educational material and signage. This includes regular program updates provided through various means, including direct mail to individual residents.
- v. Residents deposit cardboard into the Cardboard bin at the central collection area at their convenience.
- vi. City representatives will work with the strata corporation/building management to address any service issues or concerns, including material contamination, service frequency adjustments, etc.
- vii. Service is in effect to coincide with the City's annual billing cycle and may be discontinued for the subsequent year where 90 days' advance notice is provided.

***B. Implementation:***

Implementation will be handled in a similar manner to that described for "Garbage with Large Item Collection Service".

**4. Contract T.2988 – Contractual Amendments**

In order to meet the implementation timelines outlined, it is proposed that the City's existing service provider, Sierra Waste Services, be engaged under existing Contract T.2988 to provide implementation and collection services for all aspects of the program. This includes acquiring and delivering carts and kitchen containers, coordinating site meetings and informational lobby displays, providing collection services and related project management services. The key business terms are detailed in Attachment 1.

**5. Solid Waste and Recycling Regulation Bylaw No. 6803 Required Amendments**

In order to enact the appropriate authority to enable the City to provide the services as outlined in this report, a number of amendments are required to existing Solid Waste and Recycling Regulation Bylaw No. 6803. In addition, changes are proposed to reflect the regional food scraps disposal ban as well as changes to some aspects of the recycling portion of the bylaw to address program enhancements resulting from the City's participation in the Multi-Material BC program.

The proposed amendments, which are outlined in the accompanying Amendment Bylaw No. 9204, include:

- 1. The addition of food scraps/organics recycling collection services for multi-level multi-family residences, including opt out requirements.
- 2. The option for garbage/large item and cardboard collection service as outlined in this report.



- 3. Updated list of materials the City will NOT collect to reflect current stewardship programs (i.e. antifreeze and pharmaceuticals, etc.) and food scraps (to correspond with regional food scraps ban).
- 4. Expanded definitions of recycling materials to include the new items added under the Multi-Material BC program.

In addition, as a housekeeping amendment, maximum fines under the bylaw are being increased from \$2,000 to \$10,000 as permitted under the Community Charter (for consistency with other bylaws).

As part of this report, it is recommended that the Amendment Bylaw No. 9204 be introduced and given first, second and third readings.

**Financial Impact**

**1. Capital Costs**

Start-up/implementation costs are estimated at \$700,000 inclusive of:

<u>Contract Costs</u> (excluding taxes):		
Cart/Container Acquisition:	\$246,500	
Delivery/Set-up/Lobby Sessions:	<u>\$232,000</u>	
Total Contractor		\$478,500
 <u>City Costs:</u>		
Educational/Promotion Materials	\$126,500	
System Configuration (Service Tracking)	\$ 70,000	
Temporary Finance Resource Support	<u>\$ 25,000</u>	
Total City		<u>\$221,500</u>
 Total estimated implementation cost:		 \$700,000

It is proposed that these costs be funded from the City’s general solid waste and recycling provision. This is consistent with the funding methodology used for start up costs with other similar City programs.

**2. Operating Costs**

a) Food Scraps Organics Program

Annual operating costs for this program are estimated at \$1.05 million, inclusive of contract costs and City costs which include estimated organics processing costs, administration (including a new position to coordinate/maintain the program) and related on-going education/cart replacement and miscellaneous costs. Costs in 2015 are projected not to exceed \$787,500 due to pro-rated start up activities commencing April 1, 2015.

The total annual cost to each individual unit in a multi-family building is estimated at \$30.00 net per unit based on weekly service and \$55.00 net per unit based on twice weekly service.

In recognition that 2015 is a start up year, and service is not expected to be implemented for all units until July 1<sup>st</sup>, it is recommended that the 2015 rate be set at \$15.00 net per unit. This will not result in full cost recovery in 2015 in light of the operational start up period costs, but is considered equitable given that all residents will not have service until July, 2015. The cost variance in 2015 (estimated at \$307,500) is proposed to be funded from the general solid waste and recycling provision. This recommended approach allows the \$15.00 net per unit charge to be included in the 2015 utility rates billing to avoid the need to issue a separate City billing for the service. Rates in 2016 and future years will be set to represent full cost recovery for the full year, and be based on the level of service for each multi-level multi-family building.

b) Optional Garbage with Large Item Collection

Costs and resource requirements for this program are more difficult to project due to the opt-in nature of the program. Estimates are based on projected 40% participation resulting in an estimated annual cost of \$800,000. Costs in 2015 are not expected to exceed one-half (or \$400,000) of this amount due to it being a start up year.

The total annual cost to each individual unit in a multi-family building is estimated at \$55.00 net per unit based on weekly service and \$95.00 net per unit based on twice weekly service. It is recommended that pro-rated fees be charged as service is implemented at each multi-level multi-family building (will require that partial billings be issued) to achieve full cost recovery.

Cost and resource requirements will need to be continually evaluated due to the fluid nature of this program to ensure the service delivery model by the City remains feasible over the longer term.

c) Optional Cardboard Collection

Costs for this program are difficult to project due to the opt-in nature of the program, but are not expected to exceed \$25,000 annually. Rates will be set to achieve full cost recovery, i.e. estimated at \$45.00-\$50.00/month/container.

Based on the above, the total estimated operating cost in 2015 is not expected to exceed \$1,212,500, inclusive of all services:

2015 food scraps organics program anticipated costs:	\$ 787,500
2015 optional garbage with large item anticipated costs:	\$ 400,000
2015 cardboard collection anticipated costs:	<u>\$ 25,000</u>
Total estimated costs in 2015 (partial year)	\$1,212,500

The projected recovery from rates in 2015 is estimated at \$905,000, resulting in an estimated balance of \$307,500 to be funded from the general solid waste and recycling provision. Rates in 2016 and future years will be set to achieve full cost recovery.

### **Conclusion**

This report presents a service delivery program for multi-level multi-family developments to be serviced by the City for food scraps/organics collection based on centralized Green Cart service. By introducing this program, the City will provide the opportunity for residents in these developments to comply with the regional food scraps disposal ban, which commences in 2015. In addition, the City will be providing a consistent level of service for residents in multi-family developments (similar to existing Green Cart service for residents in single-family and townhomes). With the introduction of this program, the City will provide Green Cart recycling service to 100% of residential units in Richmond.

To provide the opportunity for a broader suite of waste management service availability, this report also outlines optional services for garbage/large item and cardboard collection service. This provides residents with the choice of access to this service by the City, or to retain commercial service providers, as best meets their needs and requirements.



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

- Att. 1: Contract T.2988 – Key Agreement Terms  
2: Solid Waste and Recycling Regulation Bylaw No. 6803, Amendment Bylaw 9204

**ATTACHMENT 1**

**Contract T.2988 – Residential Solid Waste and Recycling Services:  
Key Agreement Terms for Multi-Family/Commercial Food Scraps Recycling Pilot Project**

Item	Key Agreement Terms	Unit Cost	Estimated Units	Estimated Cost	Estimated Total
<b>Contractor Start up/Implementation Costs</b>					
<b>1.</b>	<b>Project start up and customer service support to assist with final scope definition and program implementation tasks, including the following items:</b>				
a)	Acquisition of collection carts, kitchen containers, disposal containers and cart liners as directed by the City				
	o 80 litre	o Range from \$40-\$80/cart	o 200		
	o 120 litre				
	o 240 litre				
	o 360 litre				
	o Paper Bag Liners	o At Cost	o Allowance	o \$ 65,000.00	
	o Kitchen containers and decal application	o \$5.50/container	o 33,000 units	o \$181,500.00	
	Total (exclusive of taxes)				\$ 246,500.00
b)	i) Assembly and delivery of carts kitchen containers to central site location	i) \$1.50/each	i) 32,000 units	i) \$ 47,000.00	
	ii) Lobby Display Information Sessions	ii) At Cost	ii) Allowance	ii) \$150,000.00	
	iii) Site Meetings / implementation / monitoring	iii) \$7,000.00 / month	iii) 5 months	iii) \$ 35,000.00	
	Total (exclusive of taxes)				\$232,000.00
	<b>TOTAL AGREEMENT RELATED START UP COSTS (exclusive of applicable taxes)</b>				<b>\$478,500.00</b>

Item	Key Agreement Terms	Unit Cost	Estimated Units	Estimated Cost	Estimated Total
<b>On-Going Annual Operating Costs</b>					
<b>2.</b>	<b>Collection of Organics/ Food Scraps from Multi Family Dwellings with Central Collection</b>				
a)	i) Provision of equipment and staffing for collection of materials, transportation of materials to designated disposal facility.	\$44,583.33/month	12 months	\$535,000.00	
	Costing to be prorated from a per unit rate based on unit counts from implementation and start of each Multi Family Complex and the deployment of equipment as required.				
	ii) Additional pick up Service (twice Per week)	\$7.00 per cart	11,000 carts	\$ 77,000.00	
b)	Statistics tracking and reporting	Included	N/A		
c)	Cart cleaning services	\$8.00 per cart	16,875 carts	\$135,000.00	
d)	Route management and scheduling	Included	N/A		
e)	Provide and replace bag liners	\$66.00 per case	1,400 Cases	\$ 92,400.00	
f)	Cart Exchanges /Adjustments	\$10.30 per cart	500 carts	\$ 5,150.00	
	<b>TOTAL AGREEMENT RELATED ANNUAL OPERATING COSTS (exclusive of applicable taxes)</b>				<b>\$844,550.00</b>

Item	Key Agreement Terms	Unit Cost	Estimated Units	Estimated Cost	Estimated Total
<b>3.</b>	<b>Opt In Collection of Garbage from Multi Family Dwellings with Central Collection</b>				
a)	i) Provision of equipment and staffing for collection of materials, transportation of materials to designated recycling facility.  based on 42% participation with 15% requiring twice per week pick up  Costing to be prorated from a per unit rate based on unit counts from implementation and start of each Multi Family Complex and the deployment of equipment as required.	\$22,161.43/month	12 months	\$265,937.16	
	ii) Additional pick up Service (twice Per week)	\$5.00 per cart			
b)	Large Item pick up	\$6.18 per cart	12,800 units	\$ 79,104.00	
c)	Statistics tracking and reporting	Included	N/A		
d)	Cart cleaning services	\$8.00 per cart	2,400 carts	\$ 19,200.00	
e)	Route management and scheduling	Included	N/A		
f)	Cart Exchanges /Adjustments	\$10.30 per cart	500 carts	\$ 5,150.00	
	TOTAL AGREEMENT RELATED ANNUAL OPERATING COSTS (exclusive of applicable taxes)				\$369,391.16

Item	Key Agreement Terms	Unit Cost	Estimated Units	Estimated Cost	Estimated Total
<b>4.</b>	<b>Opt In Collection of Cardboard from Multi Family Dwellings with Central Collection</b>				
a)	i) Provision of equipment and staffing for collection of materials, transportation of materials to designated recycling facility.  Costing to be prorated on the based on Bi-weekly collection  Additional Service on demand	\$45.00/month	42 sites	\$22,680.00	
		\$50.00 per additional pick up			
c)	Statistics tracking and reporting	Included	N/A		
e)	Route management and scheduling	Included	N/A		
	TOTAL AGREEMENT RELATED ANNUAL OPERATING COSTS (exclusive of applicable taxes)				\$ 22,680.00

Item	Key Agreement Terms	Unit Cost	Estimated Units	Estimated Cost	Estimated Total
<b>5.</b>	<b>General agreement terms:</b>				
a)	Term from April 1, 2015 – December 31, 2017				
b)	Otherwise comply with all other terms and conditions of Contract T.2988, as amended				



**Solid Waste and Recycling Regulation Bylaw No. 6803,  
Amendment Bylaw 9204**

The Council of the City of Richmond enacts as follows:

1. The Solid Waste and Recycling Regulation Bylaw No. 6803, as amended, is further amended:
  - (a) by adding section 1.1.1(c) as follows:
    - “(c) from a **multi-family dwelling** upon prior application to and approval by the **General Manager of Engineering & Public Works**; and”
  - (b) by adding the following at the end of section 1.1.1:
 

“In order to cancel a service provided to a **multi-family dwelling** pursuant to subsection 1.1.1(c) above, the strata corporation for the **multi-family dwelling** must provide a written cancellation notice to the **City** by September 30 of the preceding year and such cancellation will be effective January 1 of the next calendar year.”
  - (c) by deleting sections 1.3.1 to 1.3.2 and substituting the following:
    - “1.3.1 Subject to subsection 1.3.3, the **occupier** every **single-family dwelling**, **duplex dwelling**, and **townhouse development** which receives City **garbage** collection may place for collection, no more than two **garbage containers** per week.
    - 1.3.2 The **City** will provide, to the strata corporation of a **multi-family dwelling** approved for **City** collection and disposal of **garbage** pursuant to subsection 1.1.1(c) of this bylaw, sufficient **garbage carts** to accommodate the estimated **garbage** volume requirements for collection on a weekly or twice per week basis, as applicable. Subject to subsection 1.3.3, the strata corporation shall not place, or permit to be placed, additional **garbage carts** or **garbage containers** for collection, other than the **garbage carts** provided by the City.
    - 1.3.3 Notwithstanding the provisions of subsections 1.3.1 and 1.3.2, an **occupier** or the strata corporation may place additional **garbage containers** for collection, if such **occupier** or strata corporation:

- (a) purchases an excess **garbage container** tag from the City upon payment of the fee specified in Schedule A, and
- (b) attaches one such tag to each additional **garbage container** placed out for collection.”
- (d) by deleting the opening paragraph of section 1.4.1 and substituting the following:

“1.4.1 Subject to 1.4.2, an **occupier** of **residential property** to which **garbage** collection service is provided, must place **garbage** intended for collection in either:”
- (e) by adding section 1.4.2 as follows:

“1.4.2 Except for additional **garbage containers** for which a **multi-family dwelling** has purchased a tag pursuant to section 1.3.3 of this bylaw, the occupier of **multi-family dwellings** to which City **garbage** collection service is provided must place **garbage** intended for collection by the **City** in **garbage carts.**”
- (f) by deleting section 1.5.1(d) and substituting the following:

“(d) place in, as applicable, a **garbage cart** or a **garbage container** which meets the requirements of clause (b) of subsection 1.4.1, and mark and identify for the **collector**, all glassware, bottles, sharp pieces of wood, metal, glass or other material which could cause injury.”
- (g) by deleting section 1.6.1(i) and substituting the following:

“(i) waste oil or petroleum by-products and antifreeze;”
- (h) by deleting section 1.6.1(s) and substituting the following:

“(s) **yard and garden trimmings** and **food waste**”
- (i) by adding the following as section 1.6.1(x):

“(x) medication and other pharmaceutical products.”
- (j) by deleting section 1.8.1(b) and substituting the following:

“(b) a unit in a **townhouse development** or **multi-family dwelling** that receives **City garbage** or **City blue box recycling service,**”
- (k) by deleting sections 1.8.2 and 1.8.3 and substituting the following:

“1.8.2 The **large item** pick-up service established pursuant to subsection 1.8.1 shall be only for **large items** that were used at the **residential property** where the **large item** is placed for pick-up and collection will only be provided for the

**large item** specified by the **occupier** in the request made pursuant to subsection 1.8.4(a) of this bylaw.

1.8.3 The maximum of four (4) **large items** per calendar year per eligible **single-family dwelling** and unit in a **duplex dwelling, townhouse development** and **multi-family dwelling** may be disposed of at the same time or on different occasions. If in any calendar year, an eligible dwelling unit does not dispose of four (4) **large items**, that eligible dwelling unit may not carry forward the collection of the remaining item or items into a future calendar year.”

(l) by deleting the opening paragraph of section 1.8.4 and substituting the following:

“1.8.4 **Large items** will be picked up from an eligible **residential property** on the **collection day** for that **residential property**, provided:”

(m) by deleting section 1.8.4(a) and substituting the following:

“(a) the **occupier** contacts, by 5:00pm on the Thursday prior to the **collection day**, the person designated by the **City** to administer the **large item** pick-up service and identifies the specific **large item(s)** to be picked up;”

(n) by deleting section 1.8.5 and substituting the following:

“1.8.5 By no later than 9:00 p.m. on **collection day** and at his, her or its sole expense, an **occupier** or the strata corporation, as applicable, must remove from public view a **large item** placed out for pick-up if the **large item** is:

- (a) tagged as being inappropriate or unacceptable, in the sole discretion of the **City**; or
- (b) placed for pick-up without the **occupier** contacting, by 5:00pm on the Thursday prior to the **collection day**, the person designated by the **City** to administer the **large item** pick-up service; or
- (c) not a **large item** specified in the request made pursuant to subsection 1.8.4(a) of this bylaw; or
- (d) missed for any reason.”

(o) by deleting section 2.1.1(b) and substituting the following:

“(b) subject to subsections 2.2.2 and 2.2.3, arrange for the collection and disposal of **yard and garden trimmings** and **food waste** from all **residential properties** in the **City**;”

(p) by deleting the title of section 2.2 and substituting it with “**2.2 Exemptions from City Service**”;



- (q) by adding sections 2.2.2 and 2.2.3 as follows:

“2.2.2 Upon written application by the strata corporation of a **multiple family dwelling** to the **City**, the **General Manager of Engineering & Public Works** may exempt a **multi-family dwelling** from **City** collection of **yard and garden trimmings** and **food waste**, and the payment of the fee for that service, if the strata corporation develops and implements a **yard and garden trimmings** and **food waste** diversion plan satisfactory to the **General Manager of Engineering & Public Works**.

2.2.3 If subsection 2.2.2 applies to a **multi-family dwelling**:

- (a) the **occupiers** and strata corporation of the **multi-family dwelling** must not dispose of **yard and garden trimmings** and **food waste** except in accordance with the diversion plan;
- (a) any changes to the diversion plan must be approved in advance by the **General Manager of Engineering & Public Works**;
- (b) upon request by the **City**, the strata corporation must provide to the **City** details of the implementation of and compliance with the diversion plan at the **multi-family dwelling**;
- (c) the **City** may, at any time, enter the **multi-family dwelling** to conduct inspections and determine compliance with the diversion plan; and
- (d) if the **City** is, at any time, not satisfied with the diversion plan or the level of compliance with the diversion plan, the **General Manager of Engineering & Public Works** may revoke or cancel any exemption provided pursuant to subsection 2.2.2.”

- (r) by deleting section 2.5.2 and substituting the following:

“2.5.2 The strata corporation of a **multi-family dwelling** may place for collection on **collection day**:

- (a) **yard and garden trimmings**, provided such materials are contained entirely within a **compostable paper bag** which meets the criteria set-out in paragraphs 2.5.1(b)(ii)(E), (F), (G) and (H); and
- (b) **yard and garden trimmings** together with **food waste**, provided such materials are placed entirely within a **yard/food waste cart**.”

- (s) by deleting sections 2.5.3 to 2.5.6 and substituting the following:

“2.5.3 A person must not place or permit to be placed plastic bags, including biodegradable plastic bags, or bags which contain plastic, including paper bags lined or commingled with plastic in a **yard/food waste container**.

2.5.4 The **City** will provide:

- (a) one (1) **yard/food waste cart** to each **single-family dwelling** and each unit in a **duplex dwelling** to which **garbage** collection service is provided, and each unit in a **townhouse development** to which **City garbage** or **City** blue box recycling service is provided; and
- (b) **yard/food waste cart(s)** to **multi-family dwellings** that are not exempted from **City yard and garden trimmings** and **food waste** collection service pursuant to subsection 2.2.2 of this bylaw, in quantities that the **General Manager of Engineering & Public Works** determines, in his or her discretion, are sufficient for the estimated volume of **yard and garden trimmings** and **food waste** generated by the **multi-family dwelling**.

2.5.5 Every **occupier** of a dwelling unit and every strata corporation of a **multi-family dwelling** requesting a replacement **yard/food waste cart** must pay the **yard/food waste cart** replacement fee specified in Schedule B, which is attached to and forms a part of this bylaw.

2.5.6 All **yard/food waste carts** provided to a dwelling unit or **multi-family dwelling** remain the sole property of the **City** and the **City** may, at any time, collect or request the return of a **yard/food waste cart**.”

(t) by deleting section 4.1 and substituting the following:

“4.1 It is a condition of the **City** providing **garbage**, recycling and/or **yard and garden trimmings** and **food waste** collection service to a **townhouse development** or **multi-family dwelling**, that:

- (a) all common property access points and routes for the collection service must be kept clear and any access gates to the building or development must remain open on **collection day**, or alternative means of access (such as keys, codes or fobs) are arranged in advance with the **collector**; and
- (b) the **City** will not repair or be responsible for any damage to the common property, or surrounding property, which may result from use by the collection vehicles.”

(u) by deleting section 5.1 and substituting the following:

**“5.1 Obligations of Occupier/Strata Corporation of Residential Property**

5.1.1 Every **occupier** of a dwelling unit and every strata corporation of a **multi-family dwelling** to which City **garbage**, recycling and/or **yard and garden trimmings** and **food waste** collection service is provided must maintain all **garbage containers**, **recycling receptacles** and **yard/food waste containers** and any enclosures for them in a clean and sanitary condition, and in good order and repair. Where materials not permitted by this bylaw are placed in a **garbage container**, **recycling receptacle** or **yard/food waste container**, the **occupier** of the dwelling unit or the strata corporation of the **multi-family dwelling**, as applicable, is responsible for removing such materials at his, her or its cost and expense.”

(v) by deleting section 8.1 and substituting the following:

**“8.1 Obligations of Occupiers and Strata Corporations**

8.1.1 Subject to section 8.1.2, the **occupier** or strata corporation of a **residential property** to which City **garbage**, recycling and/or **yard and garden trimmings** and **food waste** collection service is provided must:

- (a) store all **garbage containers**, **yard/food waste containers** and **recycling receptacles** on the property to which they belong, and ensure that they do not encroach from such property, or project over any street, lane or other public place; and
- (b) place all **garbage containers**, **garbage carts**, **yard/food waste containers** and **recycling receptacles** which are intended for collection, at either the back lane, front street or central collection location, whichever may be specified by the **General Manager of Engineering & Public Works**, and in accordance with the following:
  - (i) if applicable, be placed adjacent to, but not on the travelled portion of the roadway on **collection day**, and so that they do not endanger vehicle or pedestrian traffic or interfere with City street cleaning or other equipment;
  - (ii) be placed for collection no earlier than 8:00 p.m. of the day before **collection day** and no later than 7:30 a.m. on **collection day**, and they must be returned to

their storage location no later than 9:00 p.m. the same day; and

- (iii) be placed so that they are easily seen by collection staff, readily accessible by unobstructed access, and can be conveniently handled from ground level, so that collection staff are not required to open gates, climb or descend stairs, lift containers or receptacles over fences, or be otherwise unnecessary inconvenienced.

8.1.2 The strata corporation of every **townhouse development** and **multi-family dwelling** to which City **garbage**, recycling and/or **yard and garden trimmings** and **food waste** collection service is provided must ensure that **garbage containers**, **yard/food waste containers** and **recycling receptacles** for such **townhouse development** or **multi-family dwelling** are located in the place identified for such containers in any development permit or development variance permit applicable to such property, or as directed by the **General Manager of Engineering & Public Works.**”

- (w) at section 13.1 by deleting that part after (e) and substituting the following:

“is deemed to have committed an infraction of, or an offence against, this bylaw and is liable on summary conviction to a fine not to exceed \$10,000, and each day that such violation is caused, or allowed to continue, constitutes a separate offence.”

- (x) by adding the following definition to section 15.1, in alphabetical order:

“**GARBAGE CART** means a wheeled cart provided by the **City** for the disposal and collection of **garbage**.

- (y) at section 15.1, by deleting the definitions of “**GARBAGE CONTAINER**”, “**RECYCLABLE MATERIALS**” and substituting the following, in alphabetical order:

“**GARBAGE CONTAINER** means either:

- (i) a plastic bag; or
- (ii) a container for holding **garbage** which meets the requirements of clause (b) of subsection 1.4.1; or
- (ii) a **garbage cart**.

**RECYCLABLE MATERIALS** means the following:

- (a) newspapers or other papers printed on newsprint;
  - (b) paper products, including magazines, catalogues, telephone books, paperbacks, paper egg cartons, third class mail, corrugated cardboard, cereal and paper boxes, office paper, glossy paper, paper pet food bags, paper cups, and any fiber made entirely of paper, but does not include wax paper;
  - (c) glass bottles, including all food and beverage containers, but excluding drinking glasses, ceramics, Pyrex, window glass, light bulbs or containers with food;
  - (d) metal containers and packaging, including all aerosol cans, spiral wound cans, tin and aluminum foil and containers, but excluding paint cans and cans with food or other residue;
  - (e) plastic containers, including plastic jugs with screw tops, plastic bottles and caps, plastic jars and lids, plastic clamshells, plastic trays and tops, plastic tubs and lids, plastic cold drink cups and lids, plastic garden pots and trays, plastic pails, and microwavable bowls and cups;
  - (f) milk cartons, juice boxes, frozen dessert containers, aseptic boxes or cartons and gable-top cartons; and
  - (g) other products determined by the **General Manager of Engineering & Public Works** to be acceptable for recycling.”
- (z) by deleting Schedule A and Schedule B and substituting the schedules attached to and forming part of this bylaw.

- 2. This Bylaw comes into force and effect on April 1, 2015.
- 3. This Bylaw is cited as **“Solid Waste and Recycling Regulation Bylaw No. 6803, Amendment Bylaw 9204”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



\_\_\_\_\_  
MAYOR

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

## Schedule A to Bylaw 9204

## SCHEDULE A to BYLAW NO. 6803

FEES FOR CITY GARBAGE COLLECTION SERVICE	
Annual City garbage collection service fee for each single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development	\$ 121.67
Annual City garbage collection service fee for each unit in a multi-family dwelling*	
- weekly service	\$ 53.50
- twice per week service	\$ 97.75
Fee for each excess garbage container tag	\$ 2.00
Large item pick up fee*	\$ 8.33

\* To be prorated in 2015 where service commences after January 1, 2015.

## SCHEDULE B to BYLAW NO. 6803

FEES FOR CITY RECYCLING SERVICE	
Annual City recycling service fee:	
(a) for residential properties, which receive blue box service (per unit)	\$ 50.00
(b) for multi-family dwellings or townhouse developments which receive centralized collection service (per unit)	\$ 34.44
Annual recycling service fee:	
(a) for yard and garden trimmings and food waste from single-family dwellings and from each unit in a duplex dwelling (per unit)	\$ 100.00
(b) for yard and garden trimmings and food waste from townhome dwellings that receive City garbage or blue box service (per unit)	\$ 50.00
(c) for yard and garden trimmings and food waste from multi-family dwellings*	
- weekly service	\$ 33.50
- twice per week service	\$ 61.15
Cardboard bin recycling service for multi-family dwellings, collected once every 2 weeks	\$ 50.00/bin/month
Fee for yard/food waste cart replacement (per cart)	\$ 25.00
Annual City Recycling Depot service fee for non-residential properties	\$ 2.44
City recycling service fee for the Recycling Depot:	
	\$20.00 per cubic yard for the second and each subsequent cubic yard
(a) (i) for yard and garden trimmings from residential properties	
(ii) for recyclable material from residential properties	\$0
(b) for yard and garden trimmings from non-residential properties	\$20.00 per cubic yard
(c) for recycling materials from non-residential properties	\$0

\* In 2015, fee will be \$16.75 for both weekly and twice per week service for period from July 1 to December 1, 2015.



**To:** Planning Committee

**Date:** January 9, 2015

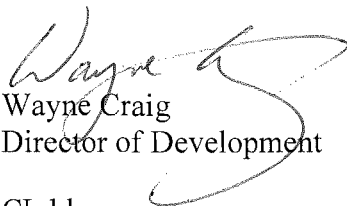
**From:** Wayne Craig  
Director of Development

**File:** RZ 10-545413

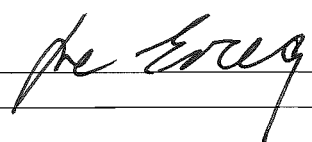
**Re:** Application by Hi-Aim Builders Ltd. for Rezoning at 7100 No. 2 Road from Single Detached (RS1/E) to Compact Single Detached (RC2)

**Staff Recommendation**

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9208, for the rezoning of 7100 No. 2 Road from “Single Detached (RS1/E)” to “Compact Single Detached (RC2)”, be introduced and given first reading.

  
Wayne Craig  
Director of Development

CL:blg  
Att.

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



## Staff Report

### Origin

Hi-Aim Builders Ltd. has applied to the City of Richmond for permission to rezone the property at 7100 No. 2 Road from the “Single Detached (RS1/E)” zone to the “Compact Single Detached (RC2)” zone, to permit the property to be subdivided to create two (2) lots with vehicle access to a rear lane (Attachment 1). A survey of the subject site is included in Attachment 2.

This application has been revised since it was originally submitted in 2010. At that time, the proposal was to rezone the subject site to the “Coach Houses (RCH)” zone to permit a subdivision to create two (2) lots, each with a principal dwelling and coach house above a detached garage, with vehicle access to a rear lane.

### Findings of Fact

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

### Surrounding Development

Existing development immediately surrounding the subject site is as follows:

- To the north, is a single-family dwelling on a lot zoned “Single Detached (RS1/E)”.
- To the east, are single-family dwellings on lots zoned “Single Detached (RS1/D and RS1/E)” that front Livingstone Place.
- To the south, are three (3) newer dwellings on lots fronting No. 2 Road that are zoned “Compact Single Detached (RC1)”, as well as a dwelling on a lot fronting Comstock Road that is zoned “Single Detached (RS1/E)”.
- To the west, immediately across No. 2 Road, is the Richmond Presbyterian Church on a lot zoned “Assembly (ASY)”.

### Related Policies & Studies

#### Official Community Plan (OCP) Designation

The Official Community Plan (OCP) land use designation for the subject site is “Neighbourhood Residential”. This redevelopment proposal is consistent with this designation.

#### Arterial Road Policy

The Arterial Road Policy supports densification along arterial roads. The Arterial Road Policy allows the proposed rezoning and subdivision of the subject property subject to the applicant dedicating and constructing a fully operational rear lane. The pattern of compact lots with lane access on this block was established with Council approval of the rezoning to create three (3) lots at the corner of No. 2 Road and Comstock Road in 2003 (7108, 7120 No. 2 Road, and 6011 Comstock Road). With that development, a rear lane off Comstock Road was dedicated,

designed and constructed, and the rear lane was intended to provide vehicle access for future redevelopment on the rest of the block to the north through a curve in the lane to the east. This development application is consistent with the Arterial Road Policy and the envisioned pattern of redevelopment for this block as it is a proposal to create two (2) compact lots involving land dedication to extend the existing rear lane northbound.

### Flood Management

The proposed development must meet the requirements of Flood Plain Designation & Protection Bylaw No. 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

### **Public Consultation**

A rezoning sign that reflected the initial coach house proposal was installed on the subject property in February, 2011. In response to the installation of the sign, staff received eight (8) pieces of written correspondence from the public, which expressed concerns about the coach house proposal (Attachment 4). To summarize, the nature of the concerns was:

- The potential for increased traffic in the rear lane off Comstock Road and the required lane extension to service the proposed lots.
- Safety and security concerns associated with the design of the rear lane extension.
- The preference for vehicle access to the proposed lots to be to No. 2 Road, rather than a rear lane.
- The potential increase in the amount of on-street visitor parking on Comstock Road.

With the change in the proposed rezoning to the “Compact Single Detached (RC2)” zone with a secondary suite on one (1) of the two (2) lots proposed, Transportation and Community Bylaws department staff have provided the following information in response to the neighbourhood’s initial concerns:

- The current proposal meets the Zoning Bylaw requirements of two (2) on-site vehicle parking spaces on each lot, plus one (1) additional on-site vehicle parking space on the lot which is to contain the secondary suite.
- The proposed two (2) single-family lots will result in a manageable increase in traffic over the existing one (1) single-family lot and the resulting increase is expected to have minimal impact on the surrounding road system.
- The current proposal provides for a functional rear lane design that meets the City’s standard lane cross-section, and which serves to decrease the potential for vehicle conflicts along No. 2 Road by relocating vehicle access to the lane, consistent with the OCP objectives along arterial roads.
- The City’s Traffic Bylaw No. 5870 allows on-street parking overnight, a maximum of 3 hours during the day, and a maximum of 48 hours at any one place in front a person’s own residence or property. On-street parking is monitored on a regular daily basis and on a request-basis by the City’s Community Bylaws department during business hours and by the Richmond RCMP after hours.

A revised rezoning sign has been installed on the property, which reflects the amended proposal.

## **Analysis**

### Conceptual Development Plans & Lane Design

Preliminary site plans for the proposed lots are included in Attachment 5, which illustrate how the north and south lots are proposed to be developed. Preliminary floor plans for the proposed south lot are also included in Attachment 5, which demonstrate how the permitted floor area will be achieved on the site.

Staff is supportive of the applicant's proposed subdivision plan which involves the lane bisecting the east portion of the proposed south lot as this will create a functional rear lane (see the preliminary lane design in Attachment 6). The area of land to the east of the lane forms part of the proposed south lot and will be landscaped and maintained by the property owner.

### Frontage Improvements & Vehicle Access

Prior to final adoption of the rezoning bylaw, the applicant is required to:

- Dedicate land to achieve the preliminary functional lane design as shown in Attachment 6 (to be finalized as part of the Servicing Agreement design review process).
- Dedicate 2.0 m of land along the entire width of the No. 2 Road frontage for future road improvements.
- Enter into a Servicing Agreement for the design and construction of the rear lane from the north property line at 7108 No. 2 Road to the north property line of the subject site. Details of the required works are to be finalized as part of the Servicing Agreement design review process (note: the design is to include water, storm, and sanitary connections for both lots).

In accordance with Residential Lot (Vehicular) Access Regulation – Bylaw 7222, vehicle access to the proposed lots is not permitted from No. 2 Road. The existing driveway crossing on No. 2 Road is to be removed and vehicle access to the proposed lots is to be from a northbound extension to the existing north-south rear lane from Comstock Road.

### Trees and Landscaping

A Tree Survey and Certified Arborist's Report have been submitted by the applicant, which identify tree species, assess the condition of the trees, and provide recommendations on tree retention and removal relative to the development proposal. The survey and report identify the following with respect to trees:

- One (1) Pear tree on-site (Tree # 2) in the southeast corner of the property; which has been previously topped, is within the proposed extension to the rear lane, and is below the required lane grade.
- An immature Cedar hedge on the neighbouring property to the east at 7091 Livingstone Place (Tree # 3); which is in good condition, and has been planted at a higher grade than the subject site.

- 12 Spruce trees on-site (Trees # 4-15); which have been planted in a row along the north property line, and present poor structure due to previous topping, co-dominant stems, poor trunk taper and minor dieback throughout the canopy, as well as conflict with proposed development on the site.

The Arborist's Report recommends that:

- All on-site trees (Trees # 2, and 4 to 15) be removed due to poor condition and structure, and are significantly below the proposed lot grade (e.g. 0.9 m below the grade of No. 2 Road).
- The existing perimeter fencing at 7091 Livingstone Place may act as the required tree protection fencing for the hedge, as it is very unlikely that roots of the off-site Cedar hedge (Tree # 3) encroach into the subject site.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report recommendations, conducted on-site tree assessment, and concurs with the recommendations based on tree condition and structure.

The proposed Tree Retention and Removal Plan is shown in Attachment 7.

Consistent with the OCP tree replacement ratio of 2:1, a total of 26 replacement trees are required on the proposed lots. Due to the limited space available in the yards of the proposed lots, the applicant proposes to plant and maintain a total of six (6) replacement trees [three (3) per lot, sizes to be determined], and to submit a contribution in the amount of \$10,000 (\$500/tree) to the City's Tree Compensation Fund prior to final adoption of the rezoning bylaw for the balance of required replacement trees not planted on-site.

The applicant is required to submit a Landscape Plan, Cost Estimate and Landscaping Security prior to final adoption of the rezoning bylaw to ensure that: the replacement trees are planted and maintained, the front yards of the proposed lots are enhanced, and the area on the proposed south lot east of the lane dedication is treated with low-maintenance soft landscaping. The Landscape Plan must be prepared by a Registered Landscape Architect in accordance with the guidelines identified in the Arterial Road Policy, to the satisfaction of the Director of Development, and the Landscaping Security must be based on 100% of the cost estimate provided by the Landscape Architect (including proposed on-site trees, fencing, hard surfaces, and installation costs).

#### Affordable Housing Strategy

For single-family development proposals, Richmond's Affordable Housing Strategy requires a secondary suite within a dwelling on 50% of new lots created through rezoning and subdivision, or a cash-in-lieu contribution of \$1.00/ft<sup>2</sup> of total buildable area towards the City's Affordable Housing Reserve Fund.

The applicant proposes to provide a legal secondary suite on one (1) of the two (2) lots proposed at the subject site. To ensure that the secondary suite is built to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title, stating that no final Building Permit inspection will be

granted until the secondary suite is constructed to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw. Registration of this legal agreement is required prior to final adoption of the rezoning bylaw. This agreement will be discharged from Title (at the initiation of the applicant) on the lot where the secondary suite is not required by the Affordable Housing Strategy after the requirements are satisfied.

Should the applicant change their mind prior to rezoning adoption about the affordable housing option selected, a voluntary contribution to the City's Affordable Housing Reserve Fund in-lieu of providing the secondary suite will be accepted. In this case, the voluntary contribution would be required to be submitted prior to final adoption of the rezoning bylaw, and would be based on \$1.00/ft<sup>2</sup> of total building area of the single detached dwellings to be constructed (e.g., approximately \$4,977).

#### Subdivision & Future Development Stage

At subdivision and future development stage, the applicant will be required to pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charges, and Address Assignment Fees.

The applicant will also be required to complete the required water, drainage, and sanitary connection works to service the proposed lots. The details of the required works will be finalized as part of the Servicing Agreement design review process.

The list of rezoning considerations associated with this application is included in Attachment 8, which has been agreed to by the applicant (signed concurrence on file).

#### **Financial Impact**

None.

#### **Conclusion**

The purpose of this rezoning application is to rezone the property at 7100 No. 2 Road from the "Single Detached (RS1/E)" zone to the "Compact Single Detached (RC2)" zone, to permit the property to be subdivided to create two (2) lots with vehicle access to a rear lane.

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

On this basis, it is recommended that Zoning Bylaw 8500, Amendment Bylaw 9208 be introduced and given first reading.



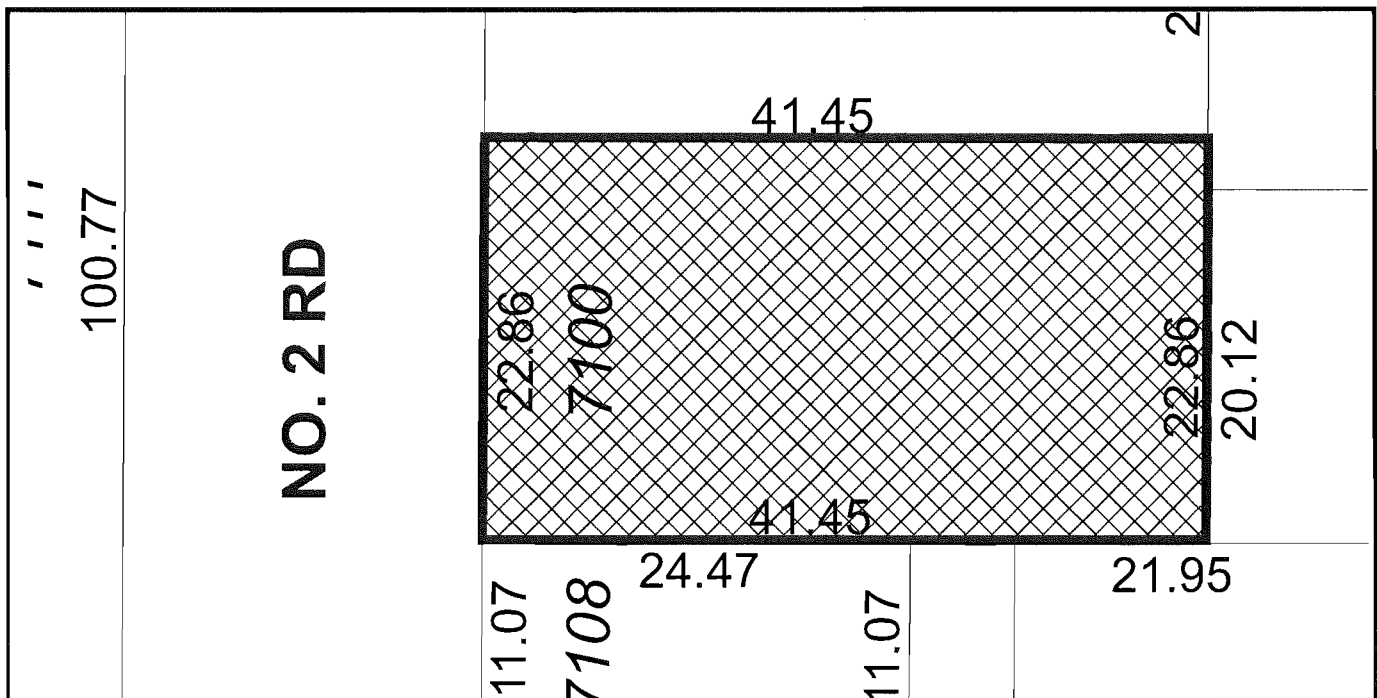
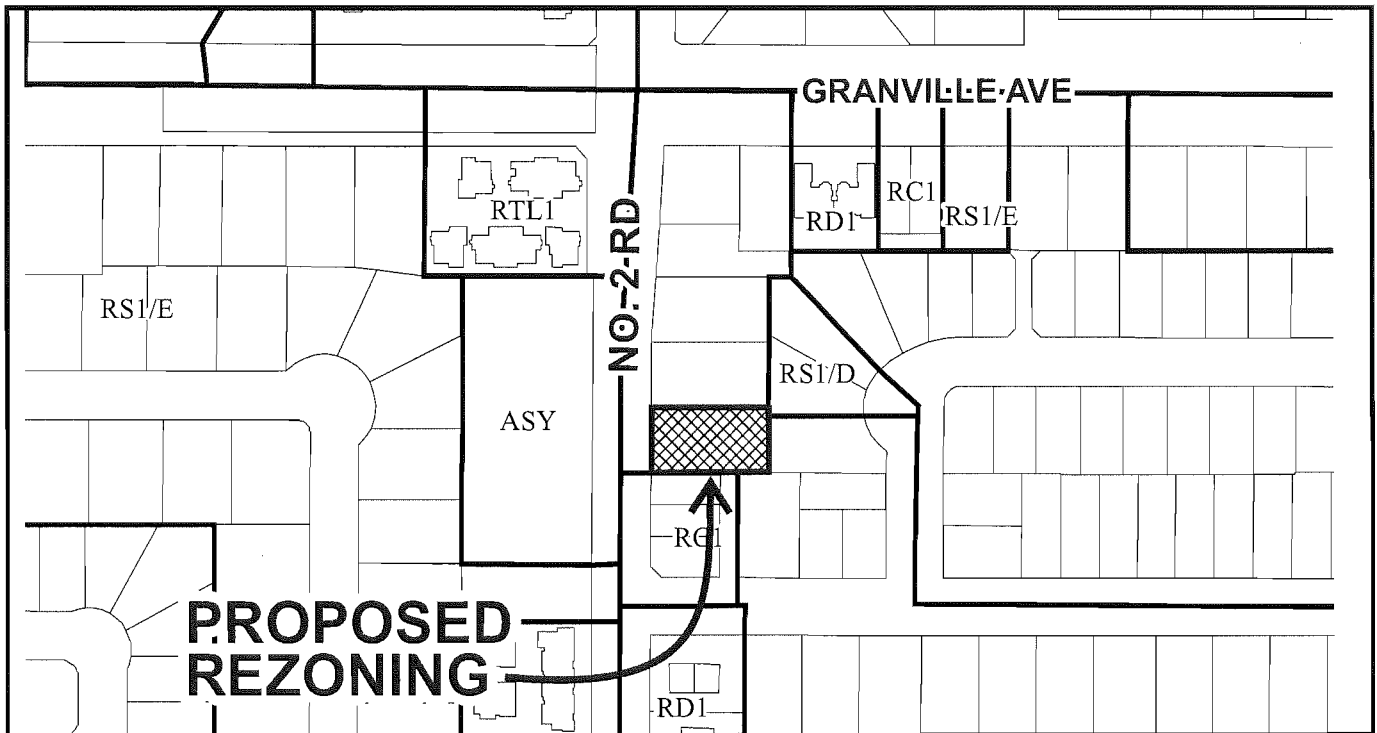
Cynthia Lussier  
Planning Technician- Design  
(604-276-4108)  
CL:blg

Attachments:

- Attachment 1: Location Map/Aerial Photo
- Attachment 2: Site survey showing the proposed subdivision plan
- Attachment 3: Development Application Data Sheet
- Attachment 4: Copies of written correspondence from the public
- Attachment 5: Conceptual Development Plans
- Attachment 6: Preliminary rear lane design
- Attachment 7: Tree Retention and Removal Plan
- Attachment 8: Rezoning Considerations



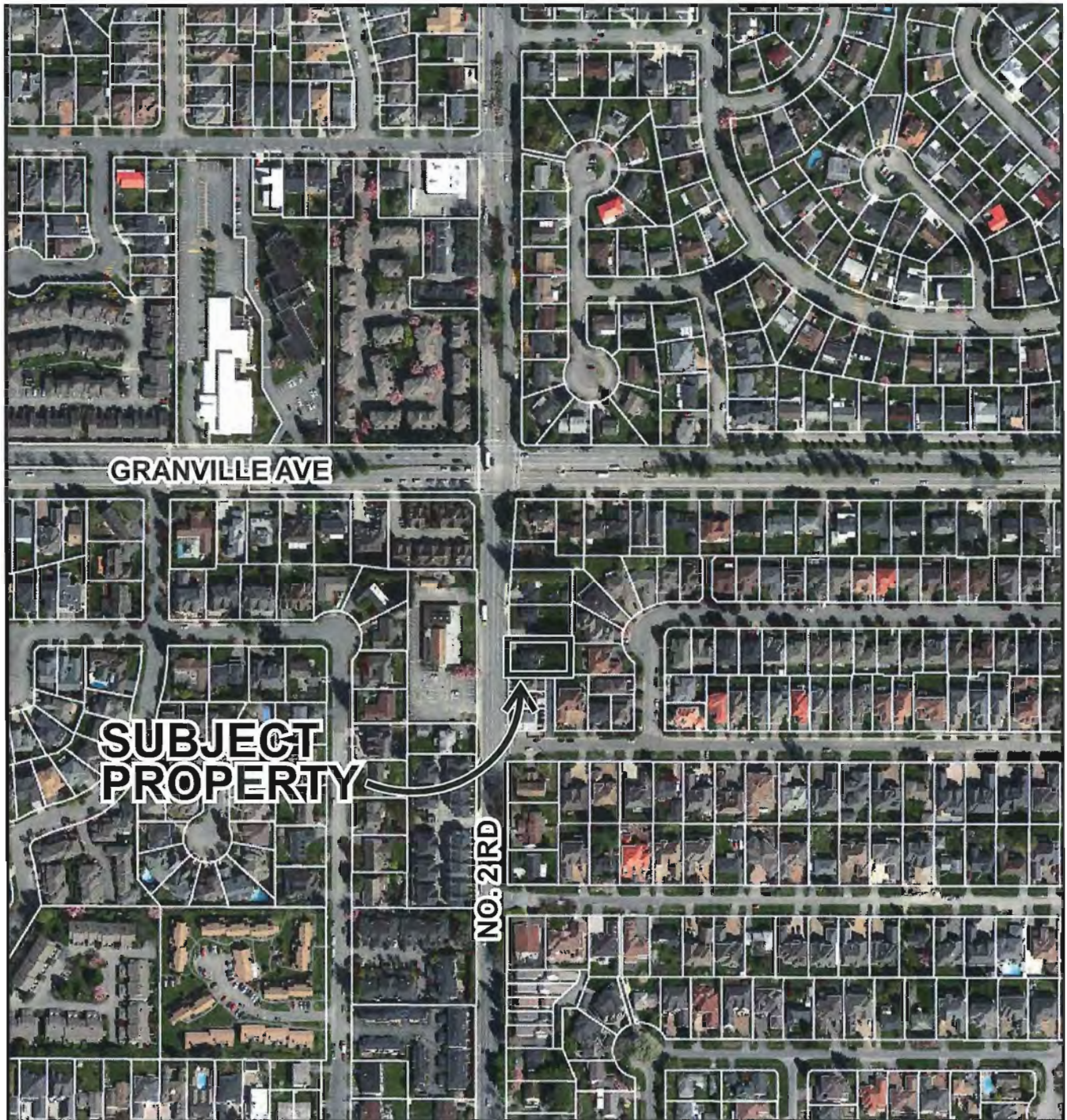
# City of Richmond



	<h2>RZ 10-545413</h2>	<p>Original Date: 01/08/15 Revision Date: Note: Dimensions are in METRES</p>
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City of  
Richmond



RZ 10-545413

Original Date: 01/08/14

Revision Date

Note: Dimensions are in METRES



NTS

**TOPOGRAPHIC SURVEY OF LOT 64 SECTION 18 BLOCK 4 NORTH RANGE 6 WEST  
NEW WESTMINSTER DISTRICT PLAN 17641**

#7100 NO. 2 ROAD,  
RICHMOND, B.C.  
P.I.D 004-126-416

**NOTE:**  
Elevations shown are based on City of  
Richmond HPN Benchmark network.  
Benchmark: HPN #202,  
Control Monument 77H4623  
Located at CL S bound L turn lane  
@ No.3 Rd & Bennett Rd  
Elevation = 1.452 metres

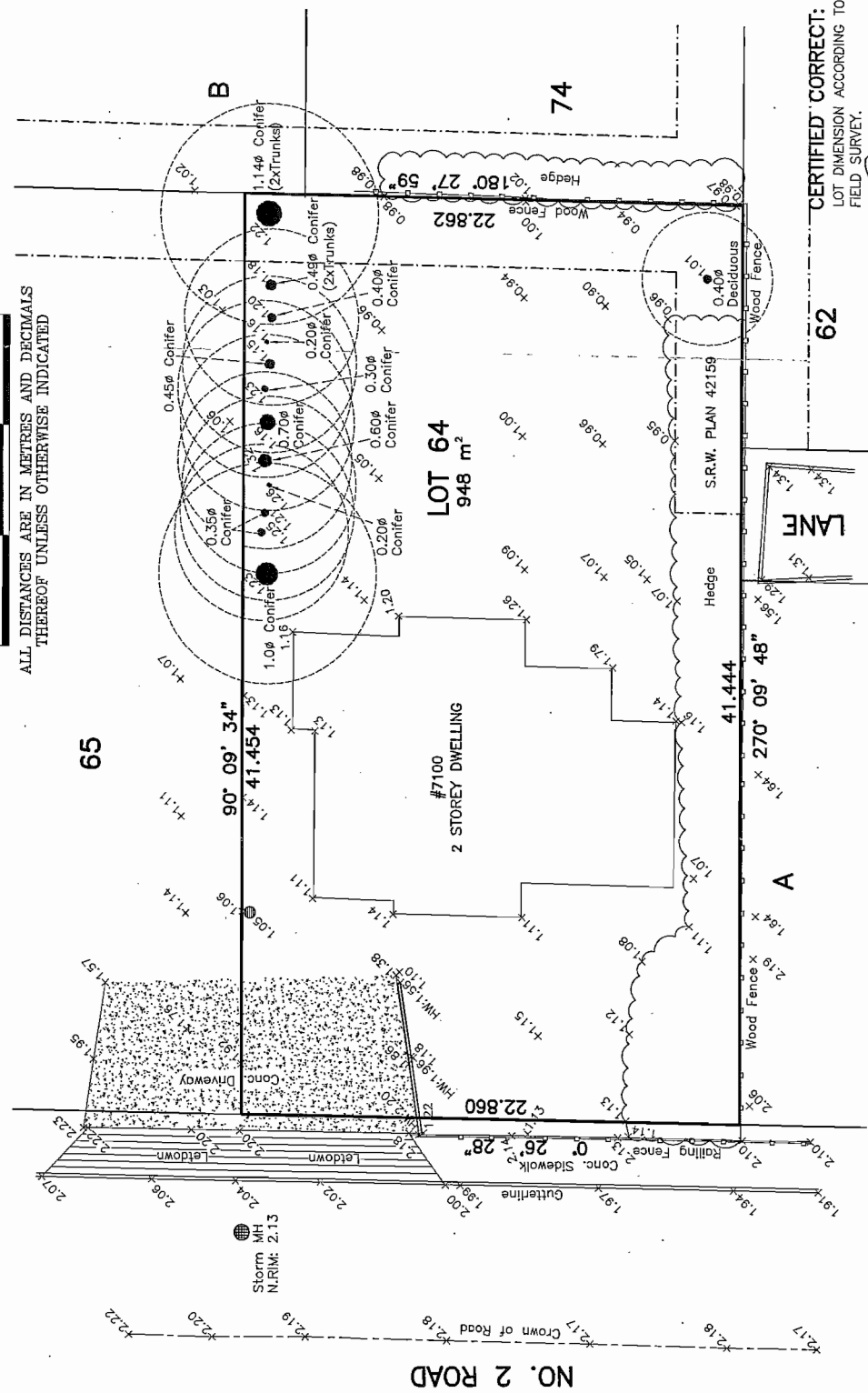
**CNCL - 385**



SCALE: 1:200



ALL DISTANCES ARE IN METRES AND DECIMALS  
THEREOF UNLESS OTHERWISE INDICATED



- LEGEND:**
- denotes tree
  - ⊙ denotes round catch basin
  - ⊕ denotes manhole
  - HW denotes conc. head wall

© copyright  
J. C. Tam and Associates  
Canada and B.C. Land Surveyor  
115 - 8833 Odlin Crescent  
Richmond, B.C. V6X 3Z7  
Telephone: 214-8928  
Fax: 214-8929  
E-mail: office@jctam.com  
Website: www.jctam.com  
Job No. 4033  
FB-156 P93-97  
Drawn By: TH

**CERTIFIED CORRECT:**  
LOT DIMENSION ACCORDING TO  
FIELD SURVEY.

*[Signature]*  
JOHNSON C. TAM, B.C.L.S.  
MAY 27th, 2010

**DWG No. 4033-TOP0**



**RZ 10-545413**

**Attachment 3**

Address: 7100 No. 2 Road

Applicant: Hi-Aim Builders Ltd.

Planning Area(s): Blundell

	Existing	Proposed	
<b>Owner:</b>	Hi-Aim Builders Ltd.	To be determined	
<b>Site Size (m<sup>2</sup>):</b>	948 m <sup>2</sup>	After lane dedication and 2.0 road dedication: South lot – Approx. 375 m <sup>2</sup> North lot – Approx. 395 m <sup>2</sup>	
<b>Land Uses:</b>	Single-family	No change	
<b>OCP Designation:</b>	Neighbourhood Residential	No change	
<b>Zoning:</b>	Single Detached (RS1/E)	Compact Single Detached (RC2)	
<b>Number of Units:</b>	1	2	
<b>Other Designations:</b>	The Arterial Road Policy supports rezoning and subdivision to compact lots with vehicle access to a rear lane.	No change	
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.60	Max. 0.60	none permitted
Lot Coverage – Buildings:	Max. 50%	Max. 50%	none
Lot Coverage – Buildings, Structures and Non-porous Surfaces	Max. 70%	Max. 70%	none
Lot Coverage – Live Plant Material	Min. 20%	Min. 20%	none
Lot Size (min. dimensions):	270 m <sup>2</sup>	South lot – Approx. 375 m <sup>2</sup> North lot – Approx 395 m <sup>2</sup>	none
Setback – Front Yard (m):	Min. 6.0 m	Min. 6.0 m	none
Setback – Side Yard (m):	Min. 1.2 m	Min. 1.2 m	none
Principal Building Setback – Rear Yard (m):	Min. 6.0 m	Min. 6.0 m	none
Accessory Building Setback – Rear Yard (m):	Min. 1.2 m	Min. 1.2 m	none
Height (m):	2 ½ storeys	South Lot – 2 ½ storeys North lot – 2 storeys	none

Other: Tree replacement compensation required for loss of bylaw-sized trees.

March 28, 2011

Planning Committee  
Mr. Brian J. Jackson  
Director of Development  
Development and Application Division  
City of Richmond  
6911 Number 3 Road  
Richmond, BC V6Y 2C1

Re: Proposed rezoning of 7100 Number 2 Road

Dear Mr. Jackson,

The purpose of this letter is to express my opposition to the proposed extension of the existing lane to the proposed rezoning of the property at 7100 Number 2 Road:

1.- Opposed to having the lane extended, it will make the value of my property decrease as with the extra traffic it will make it less desirable, which will be aggravated if properties to the North of 7100 Number 2 Road are developed in the future. The increase of noise and traffic will be unbearable; 3 bedrooms in my house are facing the lane for the same reason: noise.

The skyrocketing cost of property makes it impossible for me to move somewhere else.

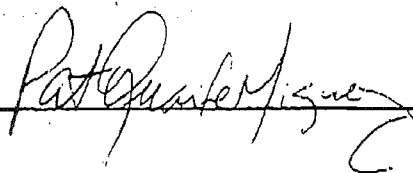
2.- The proposed "L shape" configuration of the lane will create a blind corner where someone could hide and try to break-in to any of the properties surrounding including mine.

If you are to grant a rezoning allow access to it from Number 2 Road, I don't want any more traffic and parking issues in our neighborhood as there is no parking permitted on Number 2 Road. We already have parking problems on Comstock Road as people from the existing properties on Number 2 Road are parking on Comstock Road.

Properties facing Number 2 Road should be accessed from Number 2 Road, we are not to be burdened with parking and extra traffic.

Thank you.

Patricia Quaife Miguez



7120 Number 2 Road  
Richmond, BC

CNCL - 387

March 28, 2011

Planning Committee  
Mr. Brian J. Jackson  
Director of Development  
Development and Application Division  
City of Richmond  
6911 Number 3 Road  
Richmond, BC V6Y 2C1

Re: Proposed rezoning of 7100 Number 2 Road

Dear Mr. Jackson,

The purpose of this letter is to express our opposition to the proposed extension of the existing lane to the proposed rezoning of the property at 7100 Number 2 Road:


1.- Opposed to having the lane extended, it will make our property more insecure for our children with the extra traffic which will be aggravated if properties to the North of 7100 Number 2 Road are developed in the future. It will also bring the value of our property down.

2.- The proposed "L shape" configuration of the lane will create a blind corner where someone could hide and try to break-in to any of the properties surrounding including ours.

If you are to grant a rezoning allow access to it from Number 2 Road, we don't want any more traffic and parking issues in our neighbourhood as there is no parking permitted on Number 2 Road. We already have parking problems on Comstock Road as people from the existing properties on Number 2 Road are parking on Comstock Road.

Properties facing Number 2 Road should be accessed from Number 2 Road, we are not to be burdened with parking and extra traffic.

Thank you.



Ka Kit Ho

7108 Number 2 Road  
Richmond, BC

CNCL - 388

March 28, 2011

Planning Committee  
Mr. Brian J. Jackson  
Director of Development  
Development and Application Division  
City of Richmond  
6911 Number 3 Road  
Richmond, BC V6Y 2C1

Re: Proposed rezoning of 7100 Number 2 Road

Dear Mr. Jackson,

The purpose of this letter is to express our opposition to the proposed extension of the existing lane to the proposed rezoning of the property at 7100 Number 2 Road:

- 1.- Opposed to having a lane running at the rear of our property, we feel it will make our property more vulnerable to break-ins as someone could jump over the fence and try to break into our house.
- 2.- The proposed "L shape" configuration of the lane will create a blind corner where someone could hide and try to break-in to any of the properties surrounding including ours.

If you are to grant a rezoning allow access to it from Number 2 Road, we don't want any more traffic and parking issues in our neighbourhood. Properties facing Number 2 Road should be accessed from Number 2 Road, we at Livingstone and Comstock Roads are not to be burdened with parking and extra traffic.

Thank you.

Meiyi Cai 蔡美艺

7091 Livingstone  
Richmond, BC

CNCL - 389

March 28, 2011

Planning Committee  
Mr. Brian J. Jackson  
Director of Development  
Development and Application Division  
City of Richmond  
6911 Number 3 Road  
Richmond, BC V6Y 2C1

Re: Proposed rezoning of 7100 Number 2 Road

Dear Mr. Jackson,

The purpose of this letter is to express our opposition to the proposed extension of the existing lane to the proposed rezoning of the property at 7100 Number 2 Road:

The access to the properties from the existing lane will create extra traffic and parking problems on Comstock Road, problems that will be further aggravated if properties to the North of 7100 Number 2 Road are developed at a later date.

If you are to grant a rezoning allow access to it from Number 2 Road, we don't want any more traffic and parking issues in our neighbourhood. Properties facing Number 2 Road should be accessed from Number 2 Road, we at Comstock Road are not to be burdened with parking and extra traffic.

Thank you.

周桂茹 GUIRU ZHOU

6040 Comstock Road  
Richmond, BC

CNCL - 390

March 28, 2011

Planning Committee  
Mr. Brian J. Jackson  
Director of Development  
Development and Application Division  
City of Richmond  
6911 Number 3 Road  
Richmond, BC V6Y 2C1

Re: Proposed rezoning of 7100 Number 2 Road

Dear Mr. Jackson,

The purpose of this letter is to express my opposition to the proposed extension of the existing lane to the proposed rezoning of the property at 7100 Number 2 Road:

1.- Opposed to having the lane extended, it will make the value of my property decrease as with the extra traffic it will make it less desirable, which will be aggravated if properties to the North of 7100 Number 2 Road are developed in the future. The increase of noise and traffic will be unbearable; my house is facing Number 2 Road, Comstock Road and the lane, I don't want extra traffic servicing properties that face Number 2 Road.

2.- The proposed "L shape" configuration of the lane will create a blind corner where someone could hide and try to break-in to any of the properties surrounding including mine.

If you are to grant a rezoning, please allow access to it from Number 2 Road, I don't want any more traffic and parking issues in our neighborhood as there is no parking permitted on Number 2 Road. We already have parking problems on Comstock Road as people from the existing properties on Number 2 Road are parking on Comstock Road. I see that everyday from my house. Properties facing Number 2 Road should be accessed from Number 2 Road, we are not to be burdened with parking and extra traffic servicing properties that not belong to our road. The arterial road policy must be revised searching for solutions to accommodate accesses to new developments without burdening properties on streets leading to them.

Thank you.

Juan Miguez

6011 Comstock Road  
Richmond, BC

CNCL - 391

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March 29, 2011

Planning Committee  
Mr. Brian J. Jackson  
Director of Development  
Development and Application Division  
City of Richmond  
6911 Number 3 Road  
Richmond, BC V6Y 2C1

Re: Proposed rezoning of 7100 Number 2 Road

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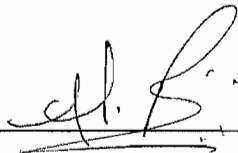
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- 1.- Opposed to having a lane running at the rear of our property, we feel it will make our property more vulnerable to break-ins as someone could jump over the fence and try to break into our house.
- 2.- The proposed "L shape" configuration of the lane will create a blind corner where someone could hide and try to break-in to any of the properties surrounding including ours.

If you are to grant a rezoning, please allow access to it from Number 2 Road, we don't want any more traffic and parking issues in our neighborhood. Properties facing Number 2 Road should be accessed from Number 2 Road, we at Livingstone Place and Comstock Roads are not to be burdened with parking and extra traffic.

Thank you.

Ali Ramji



---

7071 Livingstone Place  
Richmond, BC  
V7C 4A5



March 29, 2011

Planning Committee  
Mr. Brian J. Jackson  
Director of Development  
Development and Application Division  
City of Richmond  
6911 Number 3 Road  
Richmond, BC V6Y 2C1

Re: Proposed rezoning of 7100 Number 2 Road

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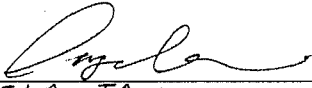
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2.- The proposed "L shape" configuration of the lane will create a blind corner where someone could hide and try to break-in to any of the properties surrounding including ours.

If you are to grant a rezoning allow access to it from Number 2 Road, we don't want any more traffic and parking issues in our neighbourhood. Properties facing Number 2 Road should be accessed from Number 2 Road, we at Livingstone and Comstock Roads are not to be burdened with parking and extra traffic.

Thank you.

  
\_\_\_\_\_  
ANGELA FAN  
7051 Livingstone  
Richmond, BC

March 30, 2011

Planning Committee  
Mr. Brian J. Jackson  
Director of Development  
Development and Application Division  
City of Richmond  
6911 Number 3 Road  
Richmond, BC V6Y 2C1

Re: Proposed rezoning of 7100 Number 2 Road

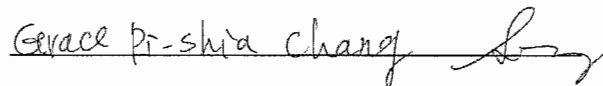
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If you are to grant a rezoning allow access to it from Number 2 Road, we don't want any more traffic and parking issues in our neighbourhood. Properties facing Number 2 Road should be accessed from Number 2 Road, we at Comstock Road are not to be burdened with parking and extra traffic.

Thank you.



6091 Comstock Road  
Richmond, BC

**Lussier, Cynthia**

---

**From:** Juan Miguez [juancgmiguez@hotmail.com]  
**Sent:** June 13, 2011 10:16 AM  
**To:** Lussier, Cynthia  
**Subject:** 7100 Nuber 2 Road Rezoning  
**Attachments:** SAM\_2571.JPG; SAM\_2572.JPG; SAM\_2573.JPG; SAM\_2574.JPG; SAM\_2575.JPG;  
SAM\_2576.JPG; SAM\_2578.JPG

**Dear Cynthia Lussier,**

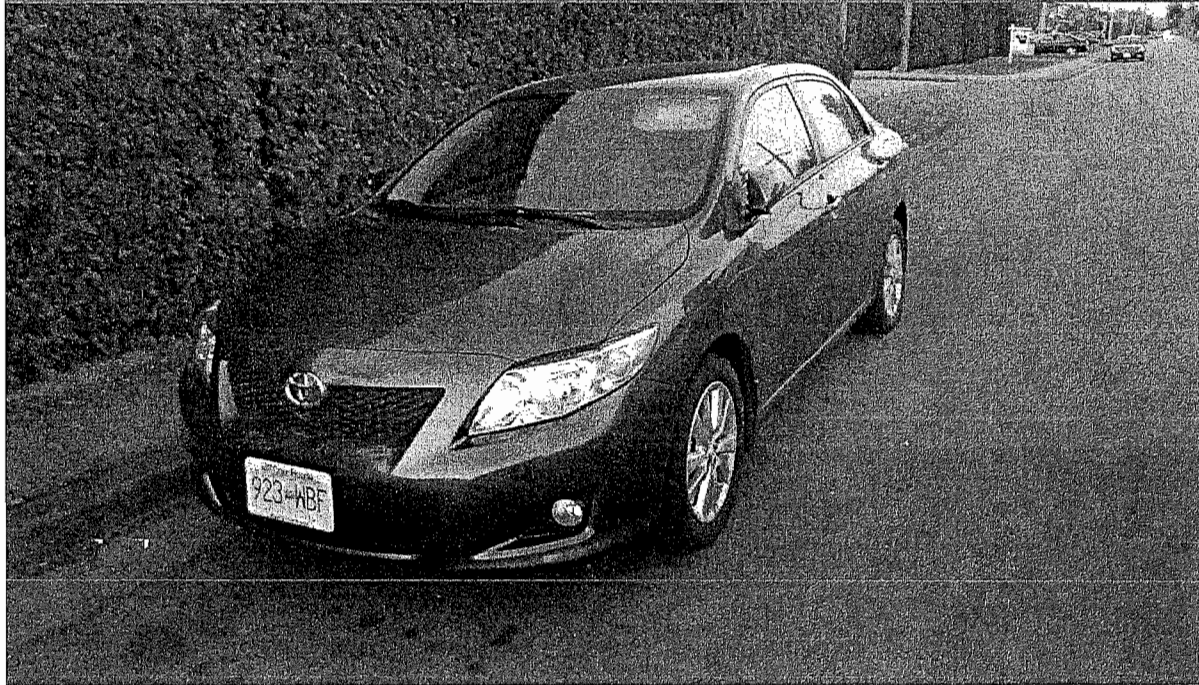
would like to know what's the status of the current application.

**Please find enclosed pictures of cars whose owners live on Orchid Lane Townhouses 7231 Number 2 Road and park every day on Comstock Road. I urge City Hall to stop any further development on Number 2 Road which will create a heavy burden to the side streets in regards to parking and traffic, or provide access and sufficient parking facilities off Number 2 Road to serve any development.**

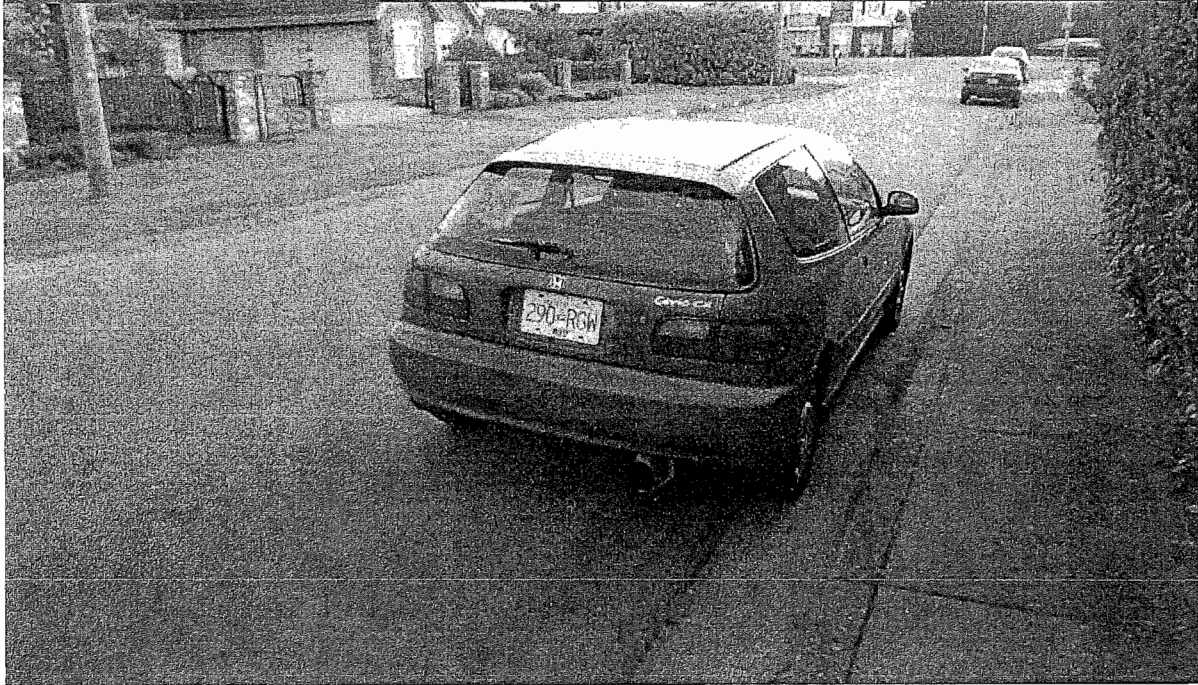
**Juan Miguez  
6011 Comstock Road**



CNCL - 396



CNCL - 397



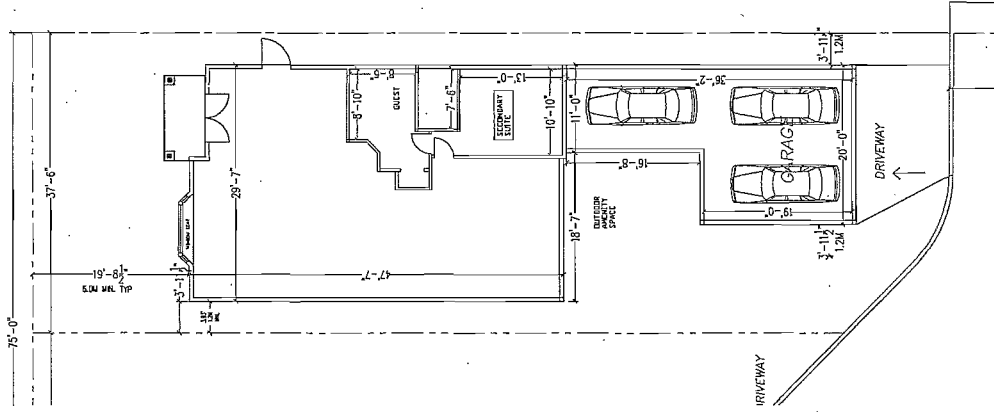
CNCL - 398



CNCL - 399

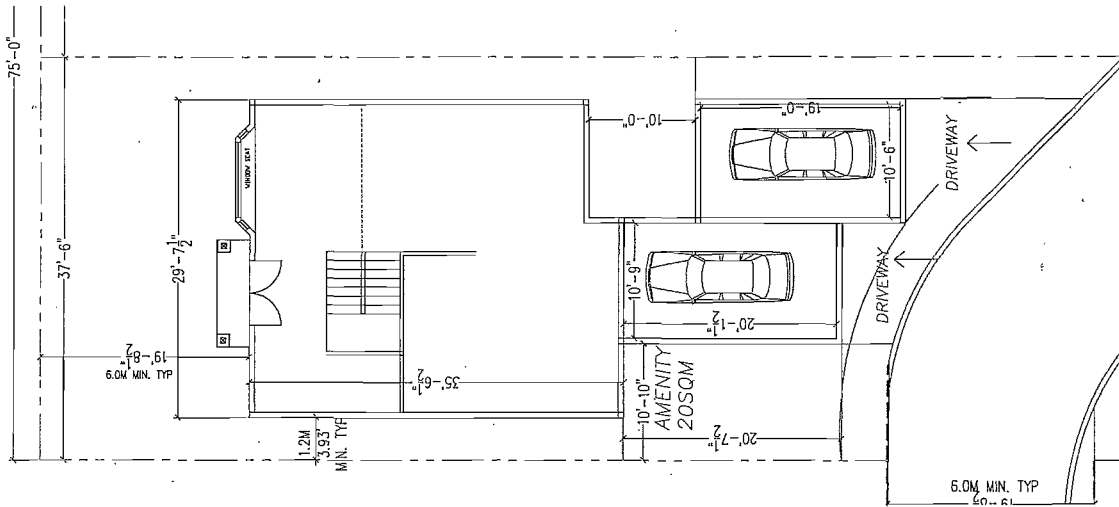
NORTH LOT

MAIN FLOOR



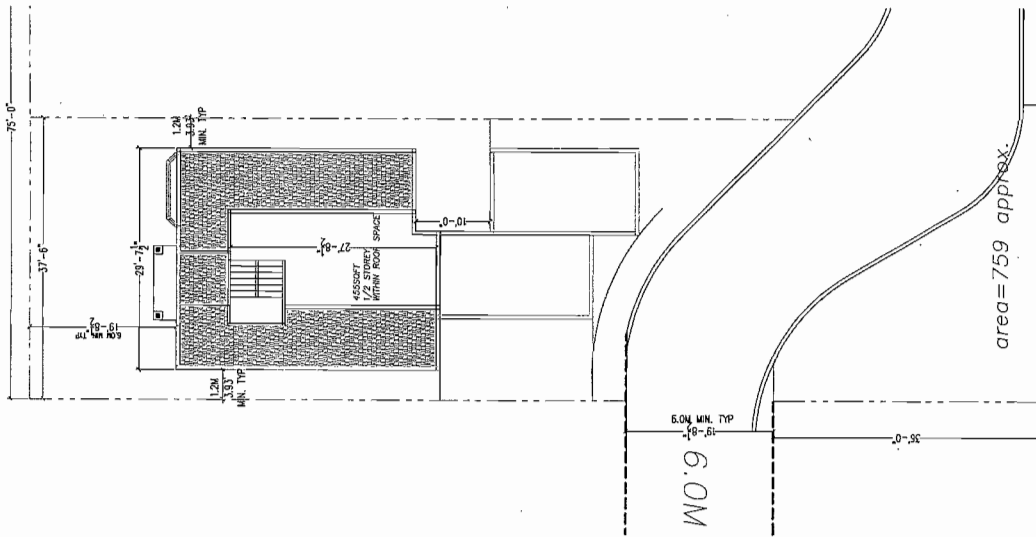
SOUTH LOT

MAIN FLOOR

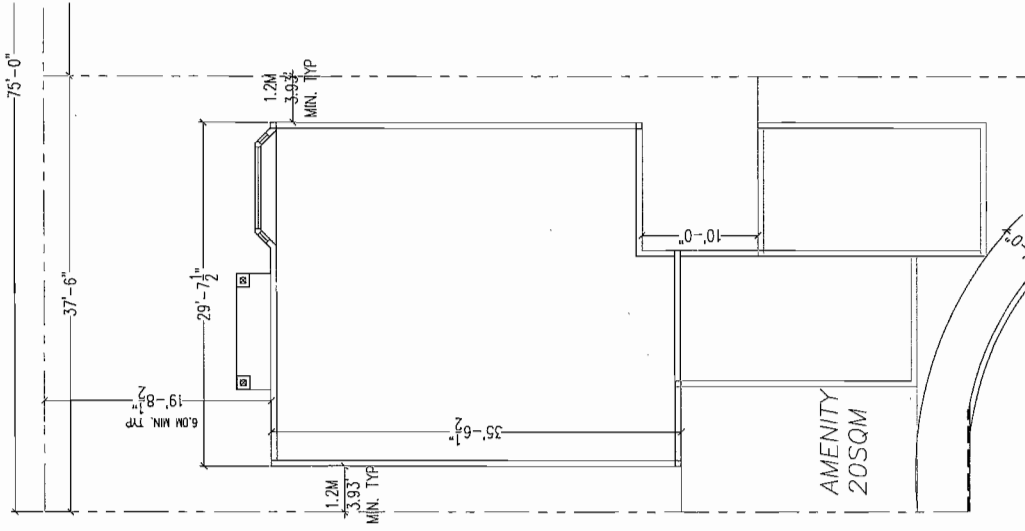




SOUTH LOT  
1/2 STOREY

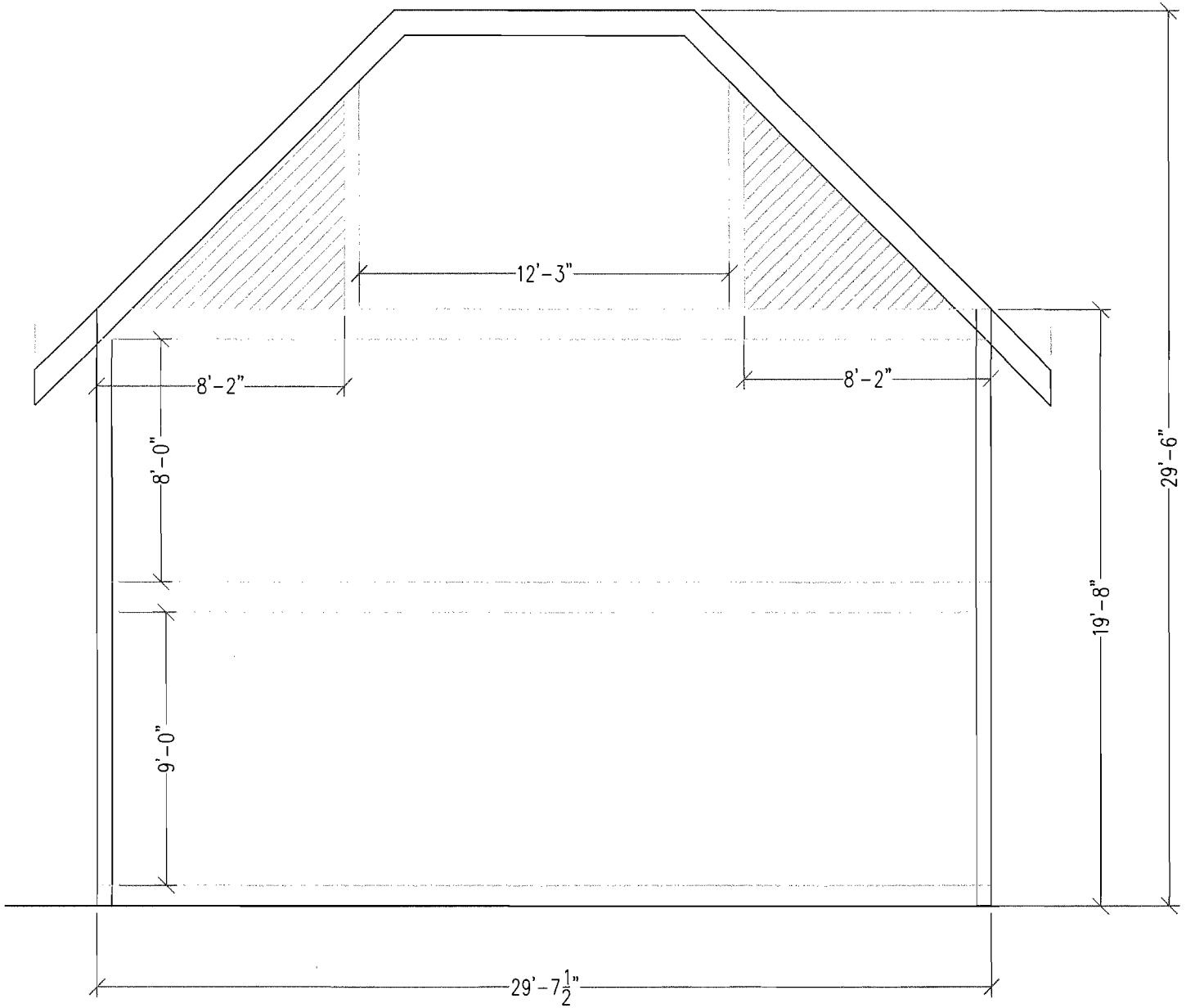


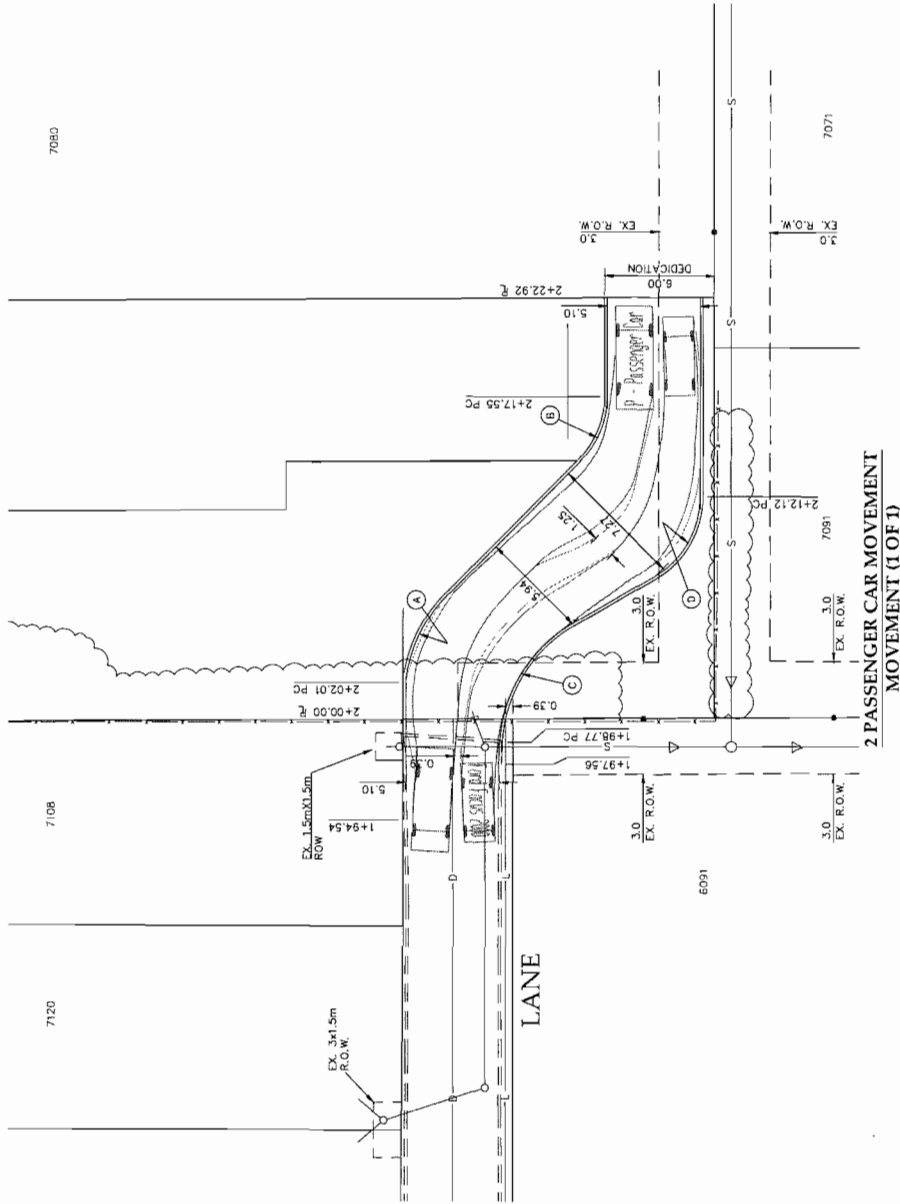
SOUTH LOT  
SECOND FLOOR



SOUTH LOT  
SECTION

flat part of  
sloped roof





**City of Richmond**  
 TITLE: TURNING MOVEMENT PLAN  
 2-PASSENGER CAR MOVEMENT  
 CITY FILE: 82-10-54543

DESIGN: CA	DATE: JAN 2011
DRAWN: CA	SCALE: 1:1200
CHECKED: HF	EX. No.: 18-2-2
QUANTITY: BF	DATE: JAN 2011

NOT FOR CONSTRUCTION

REV	DATE	BY	CHK	DESCRIPTION
1	23 JUN 2011	AL	BF	FOR RESOLUTION PURPOSES
2	08 SEP 2011	MS	BF	FOR RESOLUTION PURPOSES
3				REVISED

**City Concept CONSULTING LTD.**  
 #230-2833 Vidor Way Richmond, BC V6V 3R7  
 www.cityconceptconsulting.com

**HI AIM BUILDERS**  
 Core Concept Consulting Project No. 10068  
 DWG. 1 OF 1

**NOTES:**  
 ALL DIMENSIONS ARE TO CENTER UNLESS OTHERWISE SPECIFIED.  
 EXISTING AND PROPOSED DIMENSIONS ARE SHOWN IN FULL. DIMENSIONS INDICATED IN THIS PLAN SHALL BE USED FOR CONSTRUCTION UNLESS OTHERWISE NOTED.  
 ALL MATERIALS AND CONSTRUCTION TO BE IN ACCORDANCE WITH THE CURRENTLY APPLICABLE SPECIFICATIONS OF THE BRITISH COLUMBIA ROAD DESIGN HANDBOOK, UNLESS OTHERWISE NOTED.

**DESIGNER'S NOTES:**  
 THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION OF ALL UTILITIES AND STRUCTURES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS PRIOR TO CONSTRUCTION.  
 IF THE CONTRACTOR HAS ANY QUESTIONS REGARDING THIS PLAN, THEY SHOULD CONTACT THE DESIGNER PRIOR TO THE COMMENCEMENT OF ANY WORK.

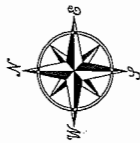
NTS

# TREE RETENTION & REMOVAL PLAN

**TOPOGRAPHIC SURVEY OF LOT 64 SECTION 18 BLOCK 4 NORTH RANGE 6 WEST  
NEW WESTMINSTER DISTRICT PLAN 17641**

#7100 NO. 2 ROAD,  
RICHMOND, B.C.  
P.I.D 004-126-416

**NOTE:**  
Elevations shown are based on City of  
Richmond HPN Benchmark network.  
Benchmark: HPN #202,  
Control Monument 77H4623  
Located at CL S bound L turn lane  
© No.3 Rd & Bennett Rd  
Elevation = 1.452 metres



**CNCL 404**

**LEGEND:**  
 denotes tree  
 denotes round catch basin  
 denotes manhole  
 denotes conc. head wall

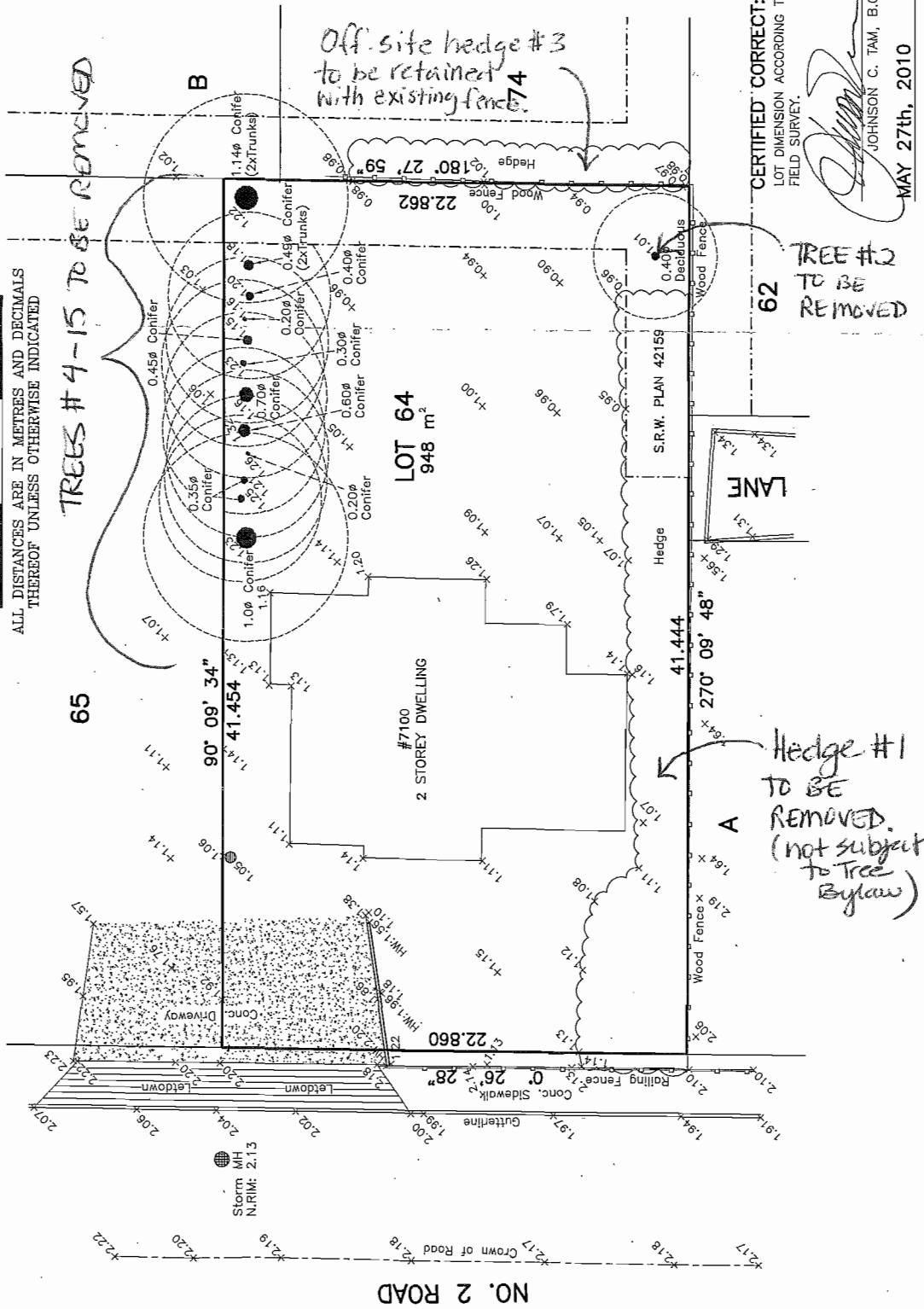
© copyright  
J. C. Tam and Associates  
Canada and B.C. Land Surveyor  
115 - 8833 Odlin Crescent  
Richmond, B.C. V6X 3Z7  
Telephone: 214-8928  
Fax: 214-8929  
E-mail: office@jctam.com  
Website: www.jctam.com  
Job No. 4033  
FB-156 P53-97  
Drawn By: TH

**DWG No. 4033-TOPO**

SCALE: 1:200



ALL DISTANCES ARE IN METRES AND DECIMALS  
THEREOF UNLESS OTHERWISE INDICATED



**CERTIFIED CORRECT:**  
LOT DIMENSION ACCORDING TO  
FIELD SURVEY.  
*[Signature]*  
JOHNSON C. TAM, B.C.L  
MAY 27th, 2010

**TREE #2  
TO BE  
REMOVED**

**Hedge #1  
TO BE  
REMOVED.  
(not subject  
to Tree  
Bylaw)**



**Address:** 7100 No. 2 Road

**File No.:** RZ 10-545413

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9208, the following items must be completed:**

1. Lane dedication along the entire east property line to achieve a functional lane design. The extent of lane dedication will be determined as part of the Servicing Agreement design review.
2. 2.0 m road dedication along the entire No. 2 Road frontage for future road improvements.
3. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
  - Comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line.
  - Include a mix of coniferous and deciduous trees.
  - Include suitable low-maintenance soft landscaping on the area of the proposed south lot east of the lane dedication.
  - Include six (6) replacement trees [three (3) per future lot]. Tree sizes and species are to be determined during the review of the Landscape Plan.

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

4. City acceptance of the developer's offer to voluntarily contribute \$10,000 (\$500/tree) to the City's Tree Compensation Fund for the balance of replacement not planted on-site, which will be used for the planting of replacement trees within the City.
5. Registration of a flood indemnity covenant on Title.
6. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on one (1) of the two (2) future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

**Note:** Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the Rezoning Bylaw, the City will accept a voluntary contribution of \$1.00 per buildable square foot of the single-family developments (e.g. approximately \$4,977.00) to the City's Affordable Housing Reserve Fund in-lieu of registering the legal agreement on Title to secure a secondary suite.
7. Enter into a Servicing Agreement\* for the design and construction of the rear lane from the north property line at 7108 No. 2 Road to the north property line of the subject site. Works are to include, but are not limited to: rollover curb and gutter on both sides of the lane, asphalt pavement, lane lighting, and storm sewer. The design is to include water, storm, and sanitary connections for both lots. Details of the required works are to be finalized as part of the Servicing Agreement design review process.

**At Subdivision\* stage, the applicant must complete, but is not limited to, the following requirements:**

- Pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charges, and Address Assignment Fees.
- Complete the required water, drainage, and sanitary connection works to service the proposed lots. The details of the required works will be finalized as part of the Servicing Agreement design review process.

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

- Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. The 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.
- 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 Division 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



Richmond Zoning Bylaw 8500
Amendment Bylaw 9208 (RZ 10-545413)
7100 No. 2 Road

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

- 1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "COMPACT SINGLE DETACHED (RC2)".

P.I.D. 004-126-416
Lot 64 Section 18 Block 4 North Range 6 West New Westminster District Plan 17641

- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9208".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

Horizontal lines for recording dates and details for each reading stage.

CITY OF RICHMOND
APPROVED by [Signature]
APPROVED by Director or Solicitor [Signature]

MAYOR

CORPORATE OFFICER



# City of Richmond

## Report to Committee Planning and Development Department

**To:** Planning Committee

**Date:** December 19, 2014

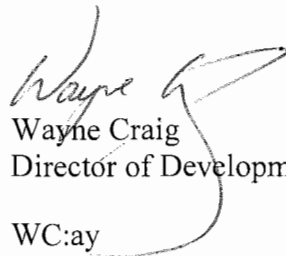
**From:** Wayne Craig  
Director of Development

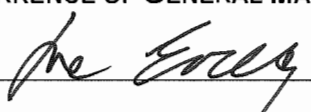
**File:** RZ 14-669571

**Re:** Application by Evernu Developments Inc. for Rezoning at 9751 Steveston Highway and 10831 Southridge Road from Single Detached (RS1/E) and Single Detached (RS1/B) to Compact Single Detached (RC2)

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9187, for the rezoning of 9751 Steveston Highway and 10831 Southridge Road from “Single Detached (RS1/E)” and “Single Detached (RS1/B)” to “Compact Single Detached (RC2)”, be introduced and given first reading.

  
Wayne Craig  
Director of Development  
WC:ay

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



## Staff Report

### Origin

Evernu Developments Inc. has applied to the City of Richmond for permission to rezone the properties at 9751 Steveston Highway, currently zoned “Single Detached (RS1/E)”, and 10831 Southridge Road, currently zoned “Single Detached (RS1/B)”, to “Compact Single Detached (RC2)” zone to permit subdivision into five (5) smaller lots with rear lane access along the north property line, from Southridge Road to Southdale Road. Two (2) existing dwellings will be demolished. A map and aerial photograph showing the location of the subject sites is included in Attachment 1. A proposed subdivision plan is provided in Attachment 2.

### Findings of Fact

A Development Application Data Sheet providing details about the development proposal is included in Attachment 3.

### Surrounding Development

To the north, are single-family residential lots zoned “Single Detached (RS1/E)”.

To the east, directly across Southridge Road, are single-family residential lots zoned “Single Detached (RS1/E)”.

To the south, directly across Steveston Highway, is an agricultural lot included in the Agricultural Land Reserve (ALR), zoned “Agriculture and Golf Zones (AG1)” and “Roadside Stand (CR).”

To the west, are two (2) single-family residential lots zoned “Compact Single Detached (RC1)”. Vehicle access to both lots is from a rear lane which connects to Southdale Road. The applicant proposes to extend this lane eastward to connect to Southridge Road.

### Related Policies & Studies

#### 2041 Official Community Plan (OCP)

The Official Community Plan (OCP) designation of the proposed sites is “Neighbourhood Residential (NRES)”. The proposed redevelopment is consistent with the OCP land use designation.

#### Arterial Road Policy

The Arterial Road Policy supports densification along arterial roads. The Arterial Road Policy allows the proposed rezoning and subdivision of the subject properties subject to the applicant dedicating and constructing a fully operational rear lane. The pattern of compact lots with lane access on this block was established with Council approval of the rezoning to create two (2) lots at the corner of Steveston Highway and Southdale Road in 2007 (File # RZ 06-329870). With that development, a rear lane off Southdale Road was dedicated, designed and constructed, and

the rear lane was intended to provide vehicle access for future redevelopment on the rest of the block through the extension of the lane to the east. This development application is consistent with the Arterial Road Policy and the envisioned pattern of redevelopment for this block as it is a proposal to create five (5) compact lots involving land dedication to extend the existing rear lane eastbound.

### Flood Management

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw No. 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

### Agricultural Land Reserve (ALR) Buffer Zone

The Official Community Plan (OCP) proposes specific land use considerations to protect the City's agricultural land base in the Agricultural Land Reserve (ALR). These include guidelines for providing landscaped setbacks on non-agricultural sites (including single-family residential sites) located in close proximity to ALR lands. The objective of the landscaped setback is to establish a buffer which identifies the urban/rural interface. The proposed redevelopment will provide a 4 m-wide landscaped buffer along the south property line of the five (5) proposed lots. Prior to final adoption of the rezoning bylaw, the applicant is required to register a legal agreement on title to ensure that the ALR landscaping buffer planted along Steveston Highway is maintained and will not be abandoned or removed. The legal agreement would also indicate that the property is located adjacent to active agricultural operations and may be subject to potential agricultural impacts including noise, dust and odour.

### **Public Consultation**

In response to the installation of the rezoning information sign on the subject site, Staff received one (1) phone call from a neighbourhood resident who expressed the following concerns in relation to the proposed redevelopment:

- Impacts of future construction activities and drainage on neighbouring properties.
- Increased traffic and parking congestion.
- Visual impact of the proposed new dwellings on neighbouring properties.
- The proposed removal of trees from the subject sites.

The following information is provided in response to the concerns stated above:

- The applicant has been advised to take necessary precautions at future development stage to mitigate impacts of construction activity on neighbouring properties, including measures outlined within the City's "Good Neighbour Program". Perimeter drainage is required to be installed on all sites undergoing new dwelling construction as part of the Building Permit application review and inspection process.

- Staff have reviewed the proposed redevelopment and have determined that the potential increase in traffic can be accommodated by the existing road network. All persons must comply with vehicle traffic and parking regulations outlined within the City's Traffic Bylaw No. 5870 on all municipal streets, roadways and lanes.
- Conditions for tree preservation and removal are reviewed through the rezoning process. The City's Tree Protection Bylaw No. 8057 ensures that trees on public and private property are not unnecessarily removed or damaged, and that replacement trees are sufficiently provided on-site or compensated for prior to completion of redevelopment. Further information on the proposed tree preservation, removal and landscaping for this application is provided below (see "Trees and Landscaping" Section).
- Staff met with the resident to discuss these concerns. Staff also notified the resident of future stages in the rezoning process in which opportunities for further public input would be provided.

## **Analysis**

### Preliminary Architectural and Landscape Plans

To address the treatment of the proposed corner lot interface, the applicant has submitted preliminary architectural plans for proposed building elevations on the future corner lot (see Attachment 5). Prior to final adoption of the rezoning bylaw, the applicant is required to register a legal agreement on title to ensure that the final building design for the proposed corner lot is generally consistent with the attached plans. Future Building Permit plans must also comply with City regulations and Staff will ensure that plans are generally consistent with the registered legal agreement for building design.

The applicant has submitted a preliminary landscape plan for the proposed corner lot (see Attachment 6) to address the following:

- The treatment of the proposed corner lot interface.
- The treatment of the arterial road interface of all five (5) proposed lots along the Steveston Highway frontage.
- The provision of an Agricultural Land Reserve (ALR) buffer along the south property line of all five (5) proposed lots.

Prior to final adoption of the rezoning bylaw, the applicant is required to complete the following items:

- Submission of a Final Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, along with a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect (including all replacement trees planted on-site, fencing, hard surfaces, landscaping materials and installation costs).

### Existing Legal Encumbrances

Two (2) existing covenants are currently registered on title on the east subject site, one (1) which restricts the use of the property to a two-family dwelling (Registration No. BE36861) and one (1) which restricts servicing and vehicle access to the property from Southridge Road (Registration No. BM130344). Prior to final adoption of the rezoning bylaw, the applicant is required to discharge both covenants from title.

### Site Servicing and Vehicle Access

There are no site servicing concerns related to the proposed rezoning.

Prior to final adoption of the rezoning bylaw, the applicant is required to dedicate a 6 m-wide laneway along the entire north property line of the subject sites in order to implement the design and construction of the proposed rear lane at Servicing Agreement stage. Vehicle access to all five (5) proposed lots is to be from the proposed rear lane in accordance with Residential Lot (Vehicular) Access Regulation Bylaw No.7222. A restrictive covenant is to be registered on Title for the future corner lot prior to final adoption of the rezoning bylaw to ensure that vehicle access to the future corner lot will be from the rear lane only.

### Existing Bus Stop

A Coast Mountain Bus Company (CMBC) bus stop identification pole currently exists along the north side of Steveston Highway near the common property line of the subject sites. Prior to subdivision approval, the applicant is required to provide a 3 m x 9 m accessible concrete bus pad along Steveston Highway as part of the frontage upgrade requirements. The exact location of the bus pad is to be determined by CMBC at Servicing Agreement stage.

### Trees and Landscaping

A Certified Arborist's Report and proposed Tree Retention Plan were submitted by the applicant. The report identifies eleven (11) bylaw-sized trees on-site and two (2) bylaw-sized trees on neighbouring property recommended for removal. The proposed Tree Retention Plan is included in Attachment 4.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report, conducted an on-site Visual Tree Assessment, and concurs with the Arborist's report as follows:

- Ten (10) trees located on-site should be removed and replaced as they are in poor condition and exhibit significant structural defects.
- One (1) Norway maple tree located near the north property line of the west subject site (Tag# 367) is in good condition but should be removed and replaced as it will conflict with future lane construction.
- Two (2) trees (Tree ID's A and B) located on the neighbouring property north of the west subject site are in good condition and may be protected, but may suffer significant root loss through the construction of the proposed lane.

The applicant has obtained written confirmation from the neighbouring owners’ representative indicating that the owners do not have any objections to the removal of the two trees (Tree ID’s A and B) located on neighbouring property. If Staff determine at Servicing Agreement stage that the rear lane construction will significantly impact these trees, the applicant must obtain written permission from the owners and assume sole responsibility for all tree removal, tree replacement and compensation costs to remove the two (2) trees. If approval to remove the trees is not granted by the neighbouring owners, the trees must be protected in accordance with the City’s Bulletin TREE-03.

Consistent with the 2:1 tree replacement ratio specified in the OCP, a total of twenty (22) replacement trees are required to be planted. The applicant has agreed to plant fifteen (15) replacement trees on-site (three (3) on each subdivided lot) at the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
10	6 - 11 cm		3.5 - 6 m
4	8 - 11 cm		4 - 6 m
1	11 cm		6 m

The costs for the fifteen (15) replacement trees to be planted and maintained on-site are to be included as part of the cost estimate of the Landscaping Security, which must be submitted with the Final Landscape Plan prior to final adoption of the rezoning bylaw. To compensate for the seven (7) required replacement trees that cannot be accommodated on-site, the applicant is required to provide a cash-in-lieu contribution in the amount of \$3,500 (\$500/tree) to the City’s Tree Compensation Fund for off-site planting, prior to final adoption of the rezoning bylaw.

Affordable Housing Strategy

For single-family rezoning applications, Richmond’s Affordable Housing Strategy requires a secondary suite within a dwelling on 50% of new lots created through rezoning and subdivision, or a cash-in-lieu contribution of \$1.00/ft<sup>2</sup> of total building area towards the City’s Affordable Housing Reserve Fund.

The applicant proposes to provide a legal secondary suite in the dwelling on four (4) of the five (5) lots proposed at the subject sites. To ensure that a secondary suite is built on at least three (3) lots, to the satisfaction of the City in accordance with the City’s Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title, stating that no final Building Permit inspection will be granted until the secondary suites are constructed to the satisfaction of the City in accordance with the BC Building Code and the City’s Zoning Bylaw. Registration of the legal agreement is required prior to final adoption of the rezoning bylaw. This agreement will be discharged from Title (at the initiation of the applicant) on the lots where the secondary suite is not required by the Affordable Housing Strategy after the requirements are satisfied.

**Note:** Should the applicant change their mind about the Affordable Housing option selected, a voluntary contribution to the City’s Affordable Housing Reserve Fund in-lieu of providing the secondary suite will be accepted. In this case, the voluntary contribution would be required to be

submitted prior to final adoption of the rezoning bylaw, and would be based on \$1.00/ft<sup>2</sup> of total building area of the single detached dwellings to be constructed (i.e., \$9,632).

### Subdivision

At Subdivision stage, the applicant is required to pay servicing costs and enter into a standard Servicing Agreement for the design and construction of engineering infrastructure and frontage upgrades along Steveston Highway, Southridge Road and the proposed rear lane, as outlined in Attachment 7. Works will include water service upgrades, storm sewer works, sanitary sewer works and frontage improvements. The developer will also be required to negotiate and install private utilities.

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

None.

### **Conclusion**

This rezoning application to subdivide two (2) lots into five (5) lots zoned “Compact Single Detached (RC2)” is consistent with the applicable policies and land use designations outlined within the Official Community Plan (OCP).

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

On this basis, it is recommended that Zoning Bylaw 8500, Amendment Bylaw 9187 be introduced and given first reading.



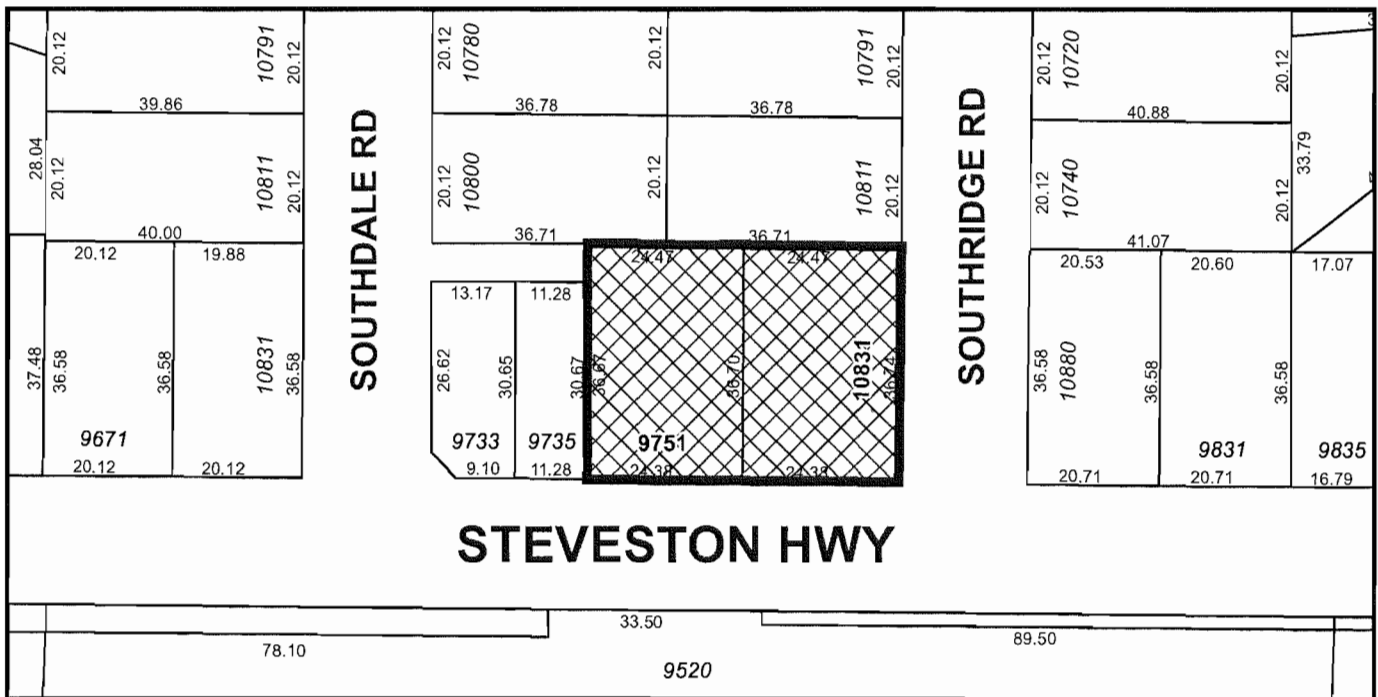
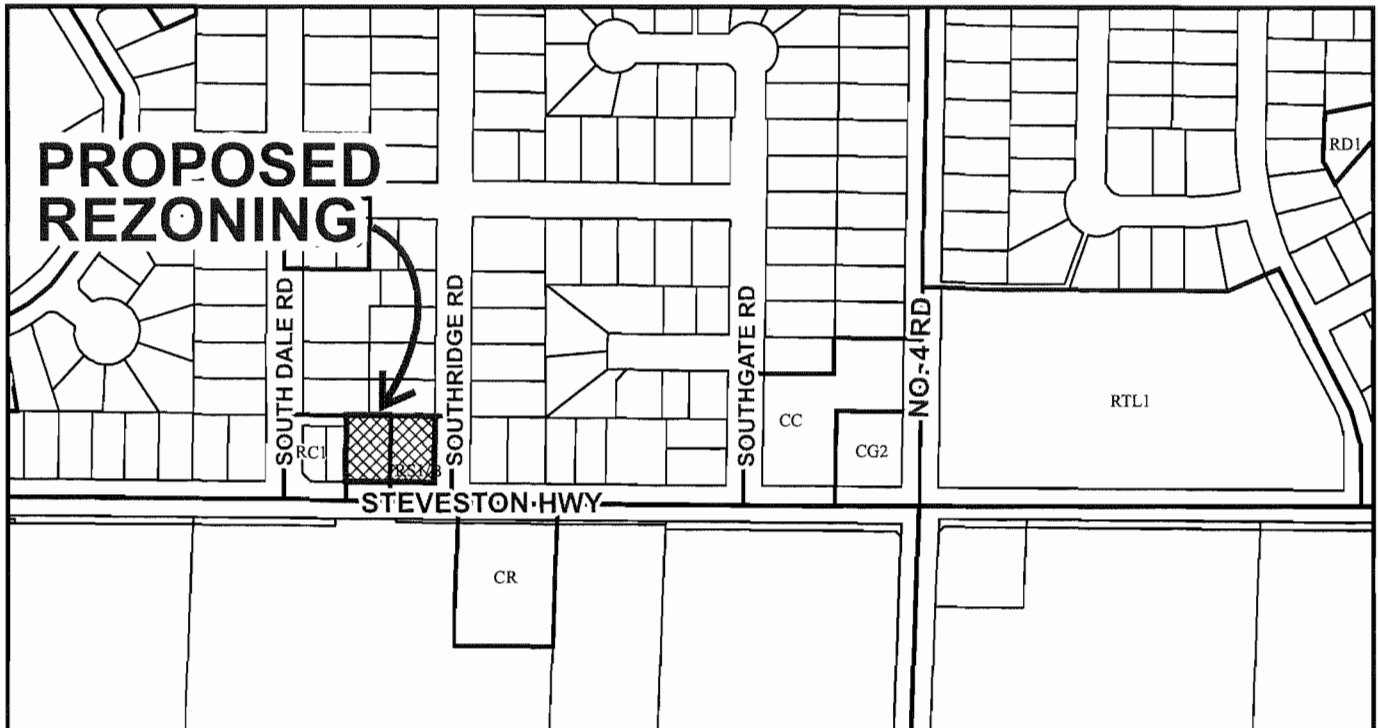
Andrew Yu  
Planning Technician (Temp)

AY:rg

- Attachment 1: Location Map and Aerial Photograph
- Attachment 2: Preliminary Subdivision Plan
- Attachment 3: Development Application Data Sheet
- Attachment 4: Proposed Tree Retention Plan
- Attachment 5: Preliminary Architectural Elevation Plan
- Attachment 6: Preliminary Landscape Plan
- Attachment 7: Rezoning Considerations



City of  
Richmond

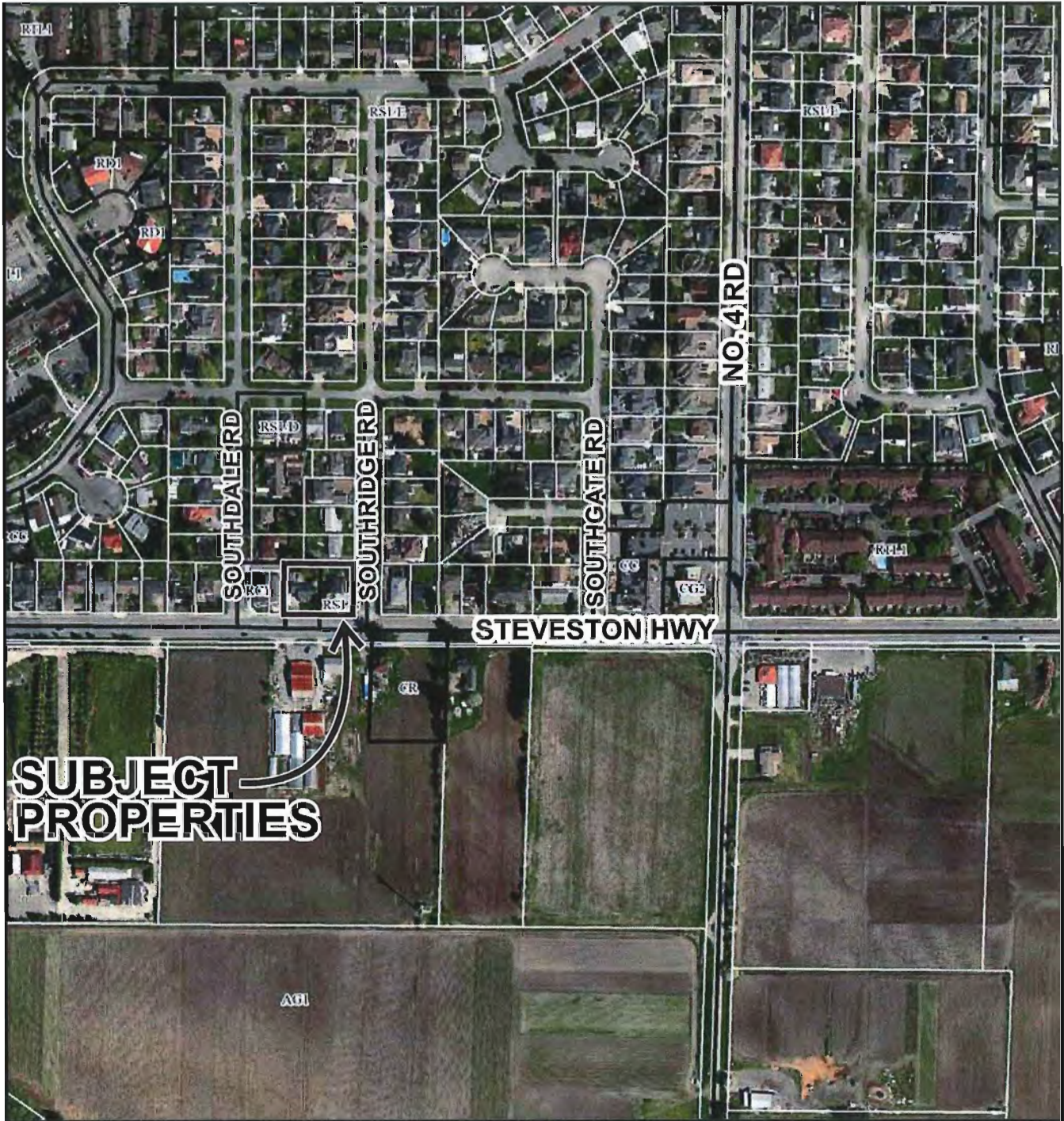


	<h1>RZ 14-669571</h1>	<p>Original Date: 08/27/14</p> <p>Revision Date: 01/08/15</p> <p>Note: Dimensions are in METRES</p>
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City of  
Richmond



RZ 14-669517

Original Date: 08/27/14

Revision Date:

Note: Dimensions are in METRES

**NOTES:**

- Lot dimensions are derived from field survey.
- Elevations are based on the HPN Datum and are derived from HPN #204 (02H2452) situated at the intersection of No. 3 Road and Steveston Highway. Elevation = 1.56 metres.
- Building envelope shown is just an approximate interpretation of City Zoning Bylaws. Consult Planning Department for final building envelope prior to design.
- All trees and stumps have been plotted as required by Richmond Tree Protection Bylaw No. 8051.
- All elevations along curb lines are gutter levels.
- All dimensions are to exterior faces unless otherwise noted.
- Symbols plotted are for illustrative purposes and are not representative of their true size.

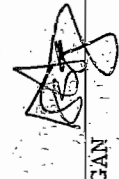
- ⊕ denotes hydro pole.
- ⊙ denotes lamp standard.
- tw denotes top of wall.
- bw denotes bottom of wall.
- ⊖ denotes catch basin
- ⊙ denotes manhole
- ⊙ denotes sanitary manhole
- ⊙ denotes storm manhole
- ⊙ denotes gas valve
- ⊙ denotes water valve
- ⊙ denotes water meter
- ⊙ denotes hydrant
- ⊙ denotes sign post
- ⊙ denotes anchor
- ⊙ denotes tree stump.
- ⊙ height (centimetres)
- ⊙ diameter (centimetres)
- ⊙ denotes tree.
- ⊙ drip line radius (metres)
- C=coniferous
- D=deciduous
- ⊙ diameter (centimetres)

**Attachment 2**

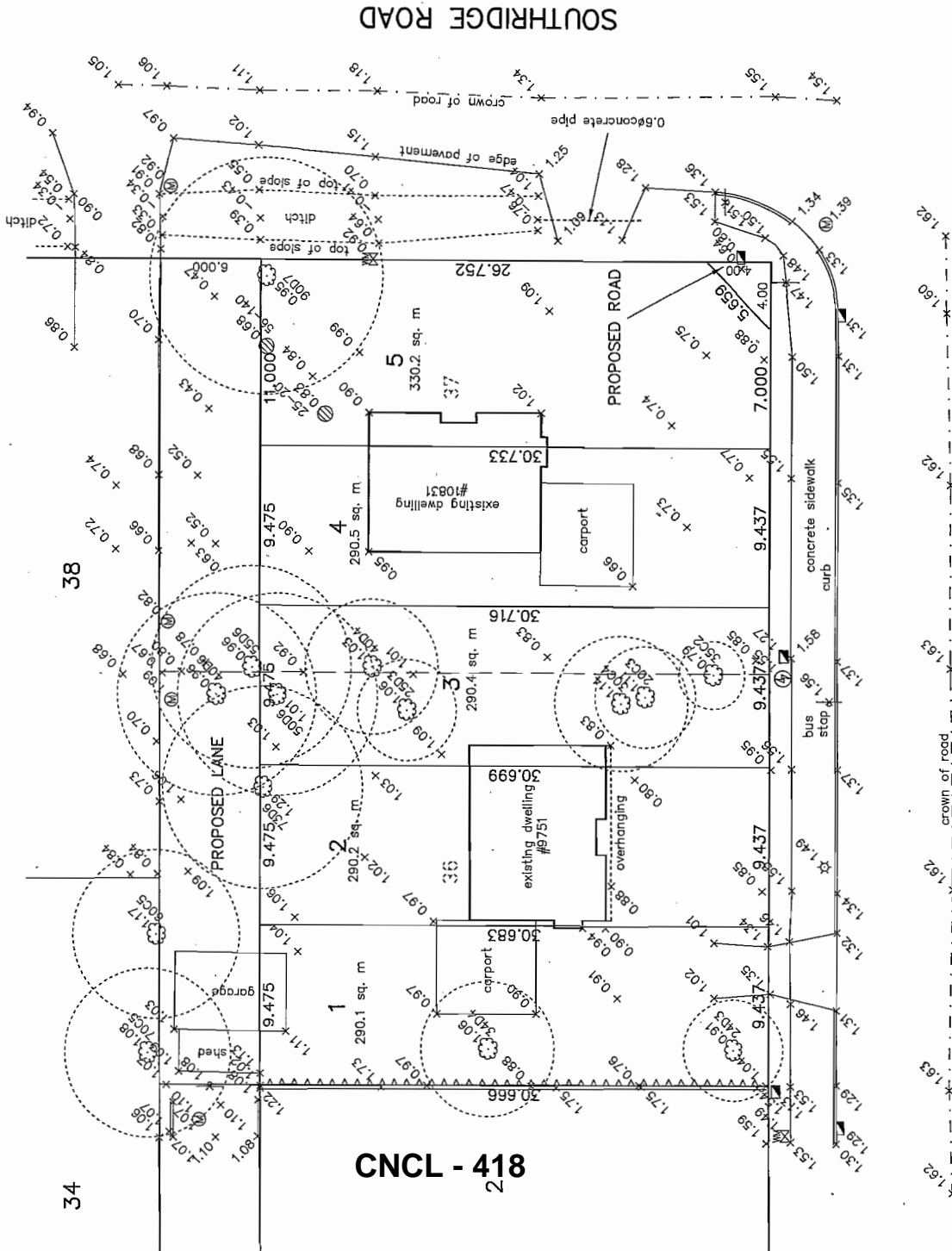
**CIVIC ADDRESS**  
 9751 STEVESTON HIGHWAY  
 10831 SOUTHRIDGE ROAD  
 RICHMOND, B.C.

**ZONING:** RC2

**CERTIFIED CORRECT.**  
 DATED THIS 14TH DAY OF JULY, 2014



**LOUIS NGAN** B.C.L.S.





**RZ 14-669571**

**Attachment 3**

Address: 9751 Steveston Highway and 10831 Southridge Road

Applicant: Evernu Developments Inc.

Planning Area(s): Broadmoor

	Existing	Proposed
<b>Owner:</b>	Evernu Developments Inc.	TBD
<b>Site Size (m<sup>2</sup>):</b>	Existing west lot: 896 m <sup>2</sup> Existing east lot: 897 m <sup>2</sup>	Proposed lot 1: 290.1 m <sup>2</sup> Proposed lot 2: 290.2 m <sup>2</sup> Proposed lot 3: 290.4 m <sup>2</sup> Proposed lot 4: 290.5 m <sup>2</sup> Proposed lot 5: 330.2 m <sup>2</sup>
<b>Land Uses:</b>	Single family residential	No change
<b>OCP Designation:</b>	Neighbourhood Residential	No change
<b>Zoning:</b>	Single Detached (RS1/E) Single Detached (RS1/B)	Compact Single Detached (RC2)
<b>Number of Lots:</b>	2	5

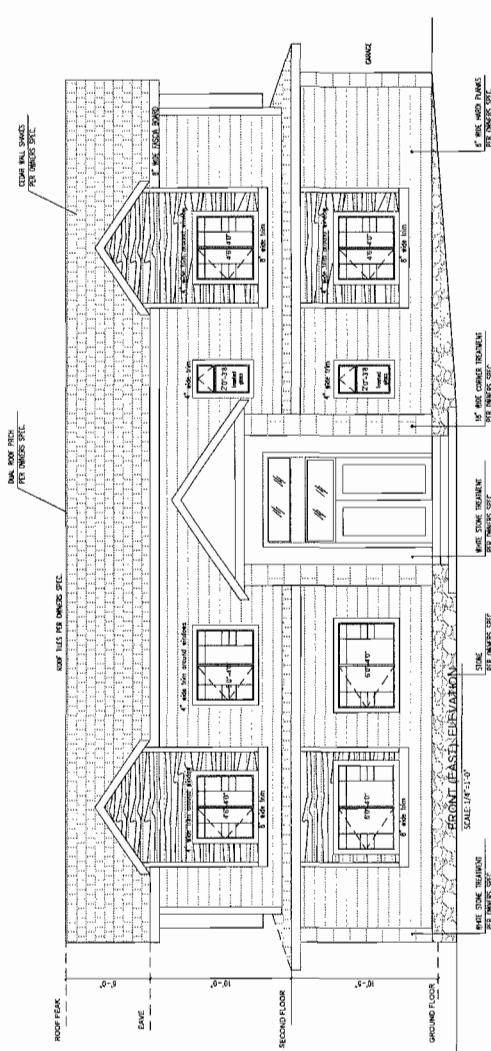
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.60	Max. 0.60	none permitted
Lot Coverage – Building:	Max. 50%	Max. 50%	none
Lot Coverage – Building, Structures, Non-porous surfaces:	Max. 70%	Max. 70%	none
Lot Coverage – Landscaping with live plant material:	Min. 20%	Min. 20%	none
Setbacks – Front and Rear Yards (m):	Min. 6 m	Min. 6 m	none
Setbacks – Interior Side Yard (m)	Min. 1.2 m	Min. 1.2m	none
Setbacks – Exterior Side Yard (m)	Min. 3 m	Min. 3 m	none
Height:	Max. 2½ storeys	Max. 2½ storeys	none
Lot Size (m <sup>2</sup> )	Min. 270 m <sup>2</sup>	Proposed lot 1: 290.1 m <sup>2</sup> Proposed lot 2: 290.2 m <sup>2</sup> Proposed lot 3: 290.4 m <sup>2</sup> Proposed lot 4: 290.5 m <sup>2</sup> Proposed lot 5: 330.2 m <sup>2</sup>	none
Lot Width (m)	Min. 9.0 m	Proposed lot 1: 9.5 m Proposed lot 2: 9.5 m Proposed lot 3: 9.5 m Proposed lot 4: 9.5 m Proposed lot 5: 11.8 m	none

<b>On Future Subdivided Lots</b>	<b>Bylaw Requirement</b>	<b>Proposed</b>	<b>Variance</b>
Lot Depth (m)	Min. 24 m	Proposed lot 1: 30.7 m Proposed lot 2: 30.7 m Proposed lot 3: 30.7 m Proposed lot 4: 30.7 m Proposed lot 5: 28.7 m	none
Lot Frontage (m)	Min. 9.0 m	Proposed lot 1: 9.4 m Proposed lot 2: 9.4 m Proposed lot 3: 9.4 m Proposed lot 4: 9.4 m Proposed lot 5: 12.7 m	none

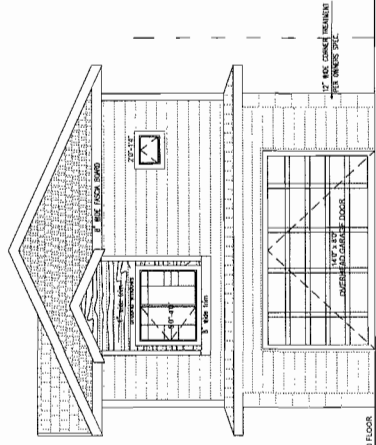
Other: Tree replacement compensation required for loss of significant trees.



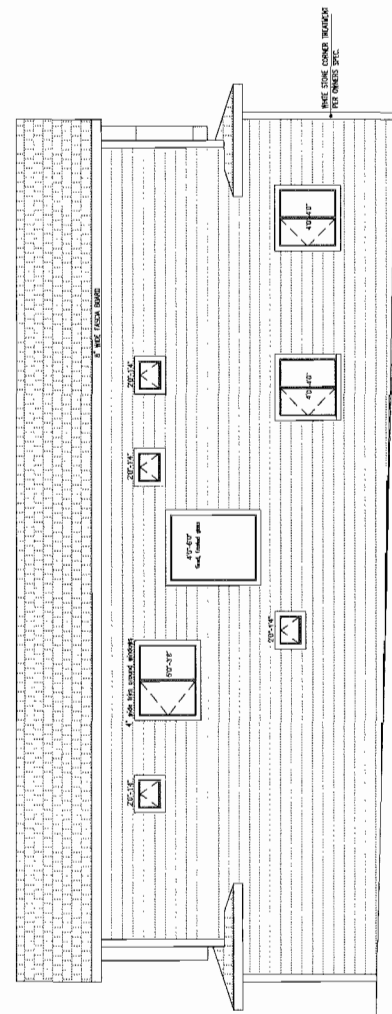
NOTE: PRELIMINARY



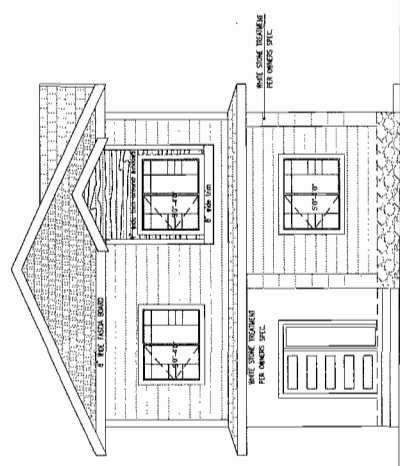
CNCL - 422



RIGHT SIDE ELEVATION  
SCALE 1/4" = 1'-0"



REAR (WEST) ELEVATION  
SCALE 1/4" = 1'-0"



LEFT SIDE ELEVATION  
SCALE 1/4" = 1'-0"

NOTE:  
- PRELIMINARY ELEVATIONS ONLY.  
- PRELIMINARY ELEVATIONS SHALL COMPLY WITH  
- WITH ALL CITY REGULATIONS AT BUILDING  
- PERMIT STAGE.

The architect shall retain full copyright  
ownership and shall not be held  
responsible for the propriety of  
use of the drawings for any purpose  
other than that intended by the architect.  
Design shall not be liable.

NO. REVISIONS

DATE

Olga Efimov  
604-722-5480  
olefimov@telus.net

CLIENT  
EVERNU DEVELOPMENTS INC.  
10031 SOUTHBRIDGE ROAD  
RICHMOND, B.C.

DRAWING TITLE  
PRELIMINARY  
ELEVATIONS

DRAWN BY: OLGA  
SCALE: 1/4" = 1'-0"  
DATE: NOV 2014  
DRAWING NUMBER  
1

Copyright reserved. The drawing and design title, content and drawings are the property of M2 and shall not be reproduced or used for other projects without the permission.

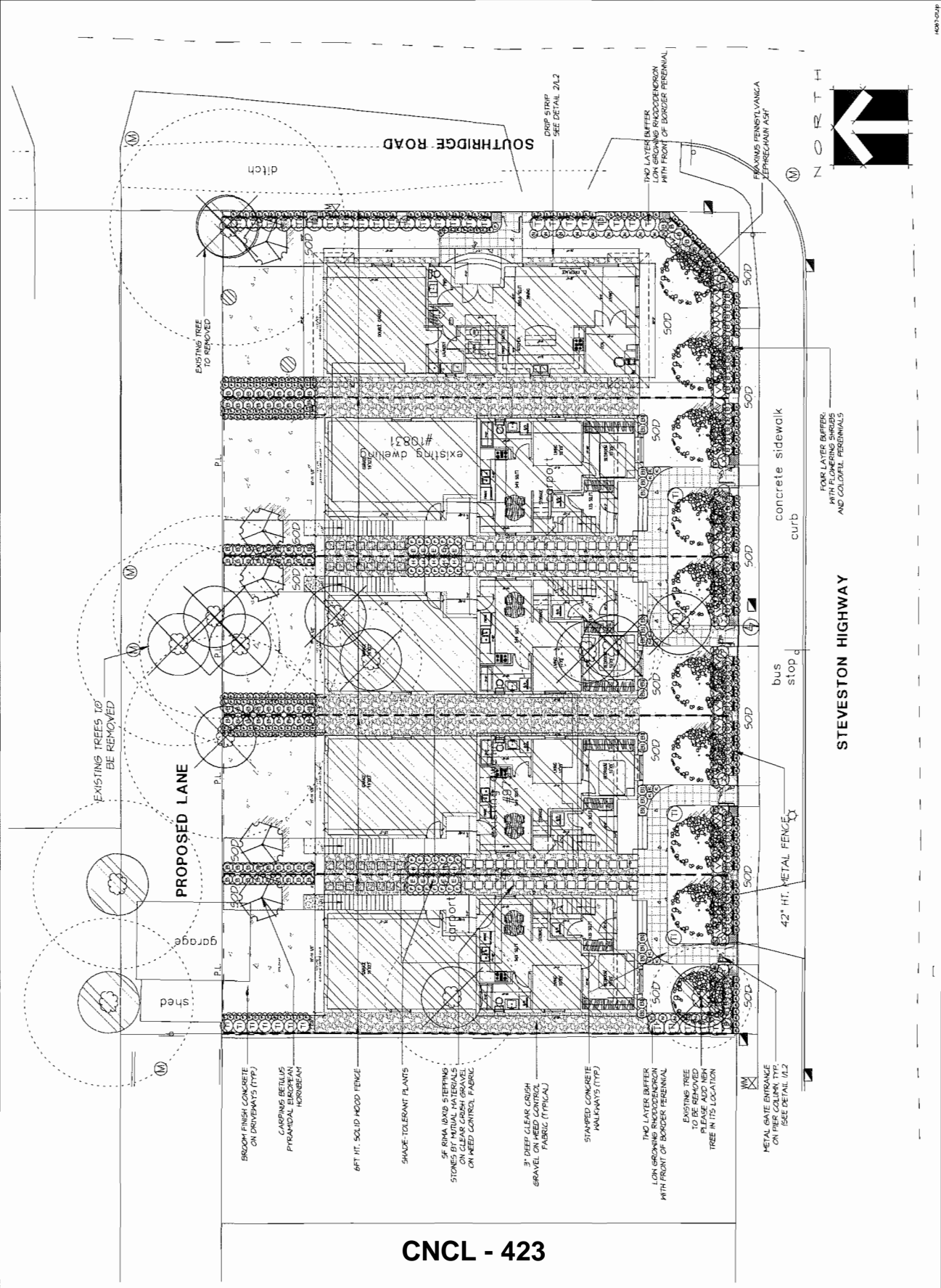


**M2 LANDSCAPE ARCHITECTURE**  
#230 - 26 Lorne Mews  
New Westminster, British Columbia  
Tel: 604.553.0044  
Fax: 604.553.0045  
Email: office@m2la.com

NO.	DATE	REVISION / DESCRIPTION	BY	CHK.
1	2013.02.28	PER CITY COMMENTS	SK	SK
2	2013.03.28	PER CITY COMMENTS	SK	SK
3	2013.04.15	PER CITY COMMENTS	SK	SK
4	2013.04.15	PER CITY COMMENTS	SK	SK
5	2013.04.15	PER CITY COMMENTS	SK	SK

**PROJECT:**  
5-UNIT RESIDENTIAL DEVELOPMENT  
1801 Steveston Road, Richmond BC

DRAWING TITLE		LANDSCAPE PLAN	
DATE:	2013.04.15	DRAWING NUMBER:	L1
SCALE:	1/8"=1'-0"	DRAWN BY:	MELP
DESIGN:	MELP	CHECKED BY:	SK
DATE:	2013.04.15	SCALE:	1/8"=1'-0"



CNCL - 423

NOTE: PRELIMINARY







# City of Richmond

## Rezoning Considerations

Development Applications Division  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Address:** 9751 Steveston Highway and 10831 Southridge Road

**File No.:** RZ 14-669571

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9187, the developer is required to complete the following:**

1. Six (6) m wide rear lane dedication along the entire north property line of the development properties to match the existing lane to the west.
2. 4 m x 4 m corner cut dedication at the northwest corner of the intersection between Steveston Highway and Southridge Road.
3. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
  - comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line;
  - include a mix of coniferous and deciduous trees;
  - include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report; and
  - address the corner lot interface
  - comply with the OCP's guidelines for providing an Agricultural Land Reserve (ALR) landscaped buffer along the south property line of the subdivided lots
  - include the fifteen (15) required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
10	6 - 11 cm		3.5 - 6 m
4	8 - 11 cm		4 - 6 m
1	11 cm		6 m

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

4. City acceptance of the developer's offer to voluntarily contribute \$3,500 (\$500/tree) to the City's Tree Compensation Fund for the planting of replacement trees within the City.
5. Registration of a flood indemnity covenant on title.
6. Registration of a legal agreement on title ensuring that the only means of vehicle access to the proposed corner lot is from the proposed rear lane.
7. Registration of a legal agreement on title to ensure that the Agricultural Land Reserve (ALR) landscaped buffer planted along the Steveston Highway (south) frontage on all five (5) proposed lots is maintained and will not be abandoned or removed. The legal agreement would also indicate that the property is located adjacent to active agricultural operations and may be subject to potential agricultural impacts including noise, dust and odour.
8. Registration of a legal agreement on Title to ensure that the final building design on the proposed corner lot is generally consistent with the submitted preliminary architectural plans.
9. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on three (3) of the five (5) future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

**CNCL - 425**

Initial: \_\_\_\_\_

**Note:** Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the Rezoning Bylaw, the City will accept a voluntary contribution of \$1.00 per buildable square foot of the single-family developments (i.e. \$9,632) to the City's Affordable Housing Reserve Fund in-lieu of registering the legal agreement on Title to secure a secondary suite.

10. Discharge of Covenant Registration No. BE36861 from title of the property at 10831 Southridge Road.
11. Discharge of Covenant Registration No. BM130344 from title of the property at 10831 Southridge Road.

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

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.

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

1. Enter into a Servicing Agreement\* for the design and construction of engineering infrastructure improvements. Works include, but may not be limited to the following: .

*Water Works:*

- Using the OCP Model, there is 777 L/s of water available at a 20 psi residual at the Steveston Highway frontage, and 393 L/s of water available at a 20 psi residual at the Southridge Road frontage. Based on the proposed development, the site requires a minimum fire flow of 95 L/s. Once the applicant has confirmed the building design at the Building Permit stage, the applicant must submit fire flow calculations signed and sealed by a professional engineer based on the Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) to confirm that there is adequate available flow.
- Reuse the existing 25 mm diameter water connection from Southridge Road for servicing the eastern-most lot after the subdivide, and install four new 25 mm diameter connections complete with meter boxes at the new property lines from Steveston Highway.

*Storm Sewer Works:*

- Upgrade to the frontage storm system is required to the scope outlined below. Details to be finalized in the Servicing Agreement designs:
  - Upgrade the existing 525 mm diameter storm sewer on Steveston Highway from manhole to manhole to 750 mm diameter, including upsizing the manholes at both ends to 1350 mm diameter.
  - Upgrade the frontage ditch/culvert along Southridge Road to 600 mm diameter storm sewer, including a new manhole at the new lane dedication.
  - Extend the existing centre lane drainage sewer from the west to Southridge Road, and install new ICs/CBs as necessary.
  - Reuse the existing storm connection at the southwest corner to service the western-most lot after the subdivision.
  - Remove all other existing storm connections and ICs fronting Southridge Road and Steveston Highway. Install two new storm ICs and connections at the common property lines between the subdivided lots for service.

*Sanitary Sewer Works:*

- Upgrade to the rear yard sanitary system is required to the scope outlined below. Details to be finalized in the Servicing Agreement designs:
  - Remove the existing sanitary sewer, manhole, IC and connections in the existing ROW, then discharge the ROW.
  - Relocate SMH2242 south to align with the existing sanitary sewer behind 9733-9735 Steveston Highway, and install new 200 mm sanitary sewer in the new lane dedication complete with a new manhole and two ICs and service connections.

- The westerly lot can be serviced with a new IC and connection tie-in directly to the existing manhole SMH54479 in the lane way behind 9735 Steveston Highway.

*Frontage Improvements – Steveston Highway:*

- Maintain the existing curb on the north side of Steveston Highway.
- Provide a minimum 1.5 m wide treed boulevard (back of curb).
- Provide a 1.5 m wide sidewalk.
- Construction of a 3 m x 9 m accessible concrete bus pad on Steveston Highway. Location to be determined by CMBC during Servicing Agreement stage. A 0.5 m x 9 m SROW on the Steveston Highway frontage will be required for the future bus shelter concrete pad.

*Frontage Improvements – Southridge Road:*

- Half Road pavement widening to 5.6 m is required.
- Construct a new curb and gutter.
- Provide a minimum 1.5 m wide treed boulevard.
- Provide a 1.5 m wide sidewalk at the east property line.

*Other Frontage/Rear Lane Improvements:*

- Dedication of a 6 m wide strip of land is required along the north property line of the subject sites for the new lane, which must match the existing lane to the west and connect through to Southridge Road. The new lane must be built up to current City standard and match the configuration of the existing lane to the west.
- A 4 m x 4 m corner cut is required at the northwest corner of the intersection between Steveston Highway and Southridge Road.

*Private Utilities:*

- Developer is responsible for under-grounding of the property's Hydro and Telus service along Steveston Highway. The developer shall provide private utility companies with the required rights-of-ways for their equipment (e.g. Vista, PMT, LPT, SAC Pad, kiosks, etc.) and/or to accommodate the future under-grounding of the overhead lines. These equipments must be located on private property and not within the City's ROWs or Public Rights of Passage and not impact public amenities such as sidewalks, boulevards and bike paths. The developer is responsible for coordination with private utility companies.
- Sidewalk restoration may be required due to the undergrounding of electrical and/or telecommunication services.

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

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Signed

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Date



Richmond Zoning Bylaw 8500
Amendment Bylaw 9187 (RZ 14-669571)
9751 Steveston Highway & 10831 Southridge Road

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

- 1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "COMPACT SINGLE DETACHED (RC2)".

P.I.D. 004-311-515

Lot 36 Section 34 Block 4 North Range 6 West New Westminster District Plan 15745

P.I.D. 004-036-816

Lot 37 Section 34 Block 4 North Range 6 West New Westminster District Plan 15745

- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9187".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

Series of horizontal lines for recording readings and conditions.

CITY OF RICHMOND APPROVED by BK APPROVED by Director or Solicitor al

MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 8942 (RZ 10-540839)  
9980 Gilbert Road, 7011 and 7031 Williams Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **LOW DENSITY TOWNHOUSES (RTL4)**.

P.I.D. 001-806-131

Strata Lot 1 Section 29 Block 4 North Range 6 West New Westminster District Strata Plan NW1471 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as Shown on Form 1

P.I.D. 001-806-301

Strata Lot 2 Section 29 Block 4 North Range 6 West New Westminster District Strata Plan NW1471 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as Shown on Form 1

P.I.D. 005-350-760

Lot 2 Section 29 Block 4 North Range 6 West New Westminster District Plan 15612

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 8942”**.

FIRST READING

SEP 24 2012

A PUBLIC HEARING WAS HELD ON

OCT 15 2012

SECOND READING

OCT 15 2012

THIRD READING

OCT 15 2012

DEVELOPMENT REQUIREMENTS SATISFIED

JAN 20 2015

ADOPTED

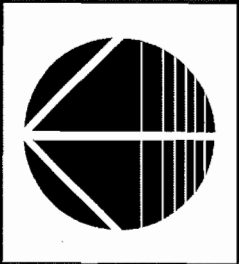
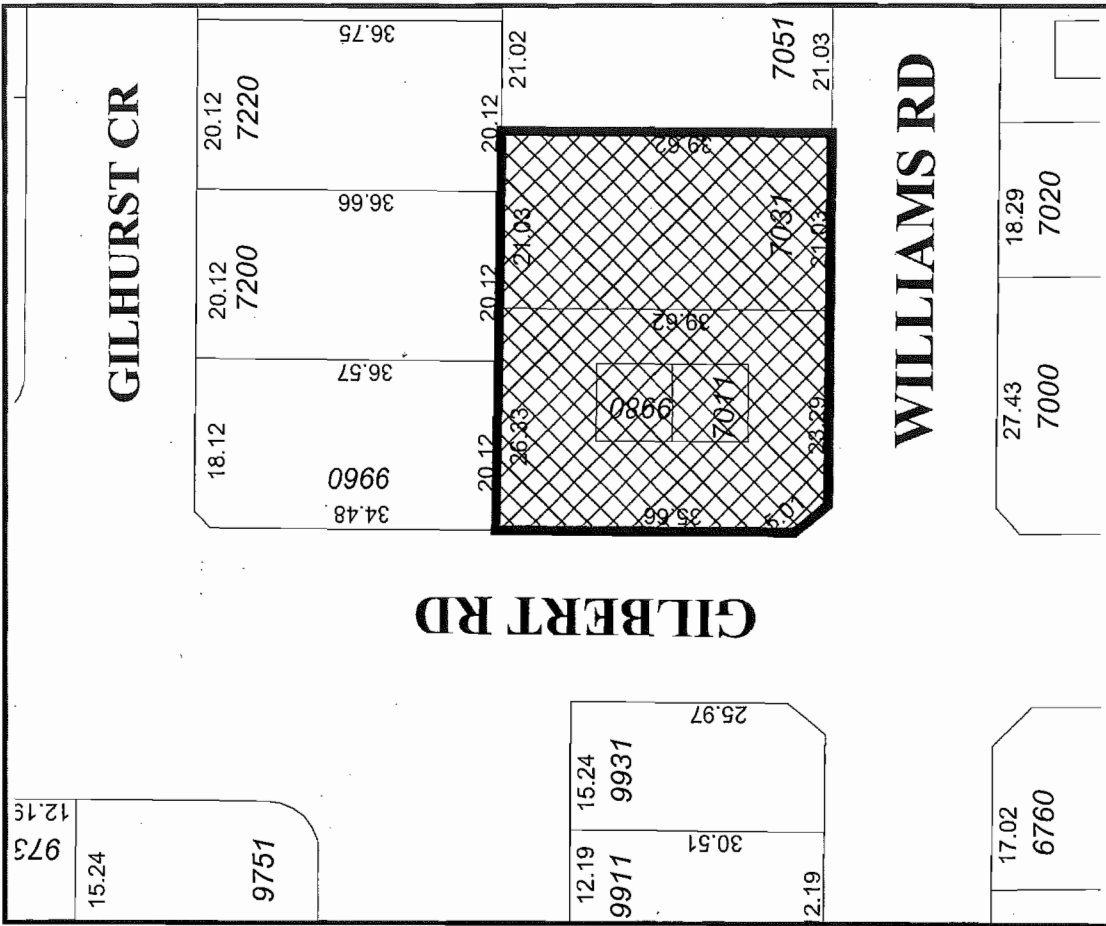
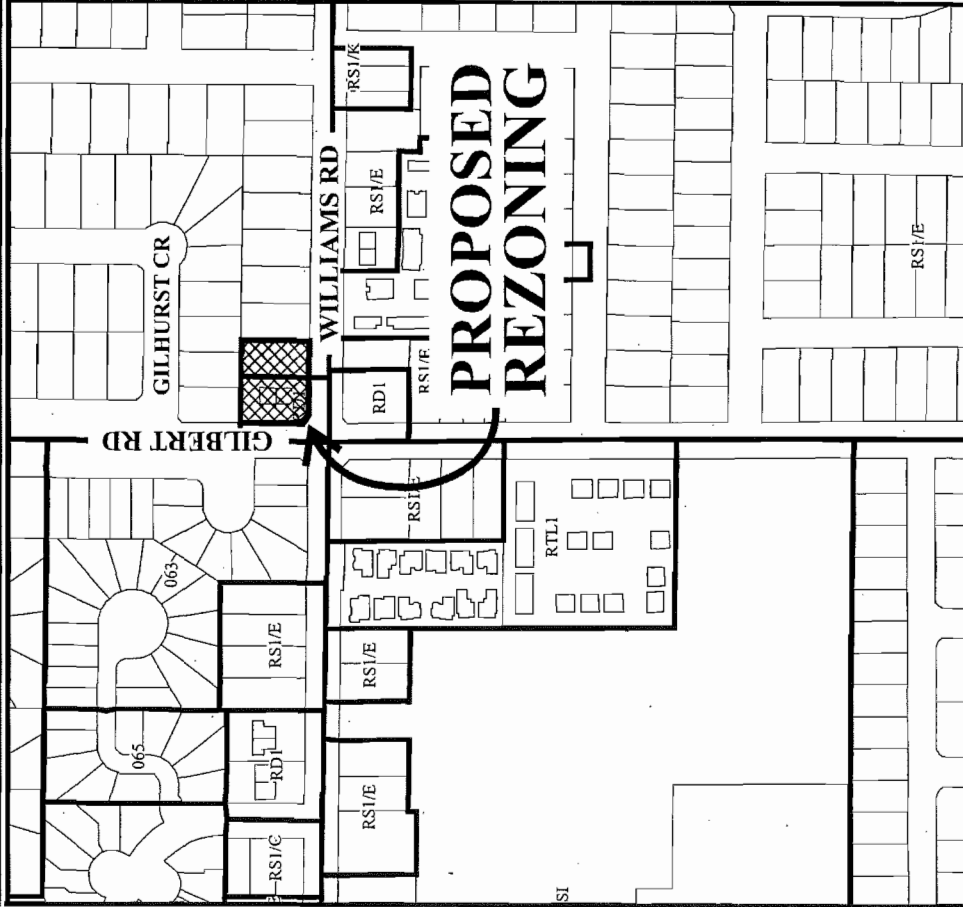


\_\_\_\_\_  
MAYOR

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



# City of Richmond



## RZ 10-540839

Original Date: 08/19/10

Revision Date: 09/04/12

Note: Dimensions are in METRES



Richmond Zoning Bylaw 8500
Amendment Bylaw 9111 (RZ 13-643346)
8400 General Currie Road and 7411/7431 St. Albans 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 "HIGH DENSITY TOWNHOUSES (RTH2)".

P.I.D. 003-909-786

The Northerly 70 Feet Lot 3 Section 16 Block 4 North Range 6 West New Westminster District Plan 15926

P.I.D. 001-792-130

Strata Lot 2 Section 16 Block 4 North Range 6 West New Westminster District Strata Plan NW1401 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as Shown on Form 1

P.I.D. 001-792-121

Strata Lot 1 Section 16 Block 4 North Range 6 West New Westminster District Strata Plan NW1401 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as Shown on Form 1

- 2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9111".

FIRST READING

MAR 10 2014

A PUBLIC HEARING WAS HELD ON

APR 22 2014

SECOND READING

APR 22 2014

THIRD READING

APR 22 2014

OTHER CONDITIONS SATISFIED

JAN 20 2015

ADOPTED



MAYOR

CORPORATE OFFICER







**Development Permit Panel  
Wednesday, January 14, 2015**

Time: 3:30 p.m.  
Place: Council Chambers  
Richmond City Hall  
Present: Joe Erceg, Chair  
Robert Gonzalez, General Manager, Engineering and Public Works  
John Irving, Director, Engineering

The meeting was called to order at 3:30 p.m.

The Chair advised that the order of the agenda would be varied to consider Item No. 2 first.

**Minutes**

It was moved and seconded

*That the minutes of the meeting of the Development Permit Panel held on Wednesday, December 10, 2014, be adopted.*

**CARRIED**

**2. Development Permit 14-672823**  
(File Ref. No.: DP 14-672823, Xr: HA 14-672825) (REDMS No. 4473123)

APPLICANT: Steveston Flats Development Corp.

PROPERTY LOCATION: 3471 Chatham Street

INTENT OF PERMIT:

1. Permit the construction of a three-storey mixed-use building at 3471 Chatham Street on a site zoned "Commercial Mixed Use (ZMU26) – Steveston Village" including 10 apartment housing units in the upper floors and approximately 319 m<sup>2</sup> (3,438 ft<sup>2</sup>) commercial space on the ground floor; and

## Development Permit Panel

### Wednesday, January 14, 2015

---

2. Vary the provisions of Richmond Zoning Bylaw 8500 to increase the maximum permitted building height from 12.0 m to 14.75 m to allow elevator access to the roof deck level.

#### **Applicant's Comments**

Rob Whetter, ZGF Cotter Architects Inc., with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 1) gave a brief overview of the proposed development with regard to (i) alternative options for rooftop accessibility, (ii) measures incorporated into the proposed development to address potential privacy overlook concerns from west facing balconies, (iii) long term options for the laneway network adjacent to the site, and (iv) the options to enhance the site's landscaping to improve pedestrian flow.

Mr. Whetter commented on alternatives to elevator access to the rooftop of the proposed development, noting that other options such as incline and vertical lifts are less convenient and are usually restricted to single occupant use. Also, he noted that the installation of incline or vertical lifts would potentially require the redesign of the upper floors. He added that he was of the opinion that an elevator installation is the best option for universal access to the rooftop.

Mr. Whetter then spoke of the proposed elevator access and noted that a different elevator design will lower the overrun by two feet compared to the original design. As a result, the proposed height variance will be reduced to 2.75 metres. Also, he noted that the overrun will have a better design integration with the building.

Discussion ensued regarding the overlook and setback associated with the proposed development. Mr. Whetter advised that in order to address privacy concerns, no cantilever balconies will be installed. Instead, balconies will be set into the building.

Mr. Whetter commented on the proposed development's west-facing balconies and noted that (i) three out of four corners of the building will have identical design treatment with a standardized kitchen and living and dining areas are flanked by an eight-foot deep patio, (ii) the west-facing balcony will be setback seven feet from the property line and adjacent living spaces will be pushed approximately 15 feet from the property line, (iii) the closest distance between the building's balconies and a neighbouring balcony will be 100 feet, (iv) evergreen trees along the property line and an upstand wall on the patios will restrict views to the neighbouring property.

Mr. Whetter noted that the proposed development will include recessed bays, which break up the building into house sized elements, reducing apparent mass and shadowing effects.

Discussion ensued with regard to enhancing landscaping to improve pedestrian flow throughout the site. Mr. Whetter noted that the rear lane adjacent to the proposed development is a dead-end lane with little traffic, making it friendly for pedestrians. He added that the removal of curbs is proposed for the rear lane parking area. Also, he noted that greenery will be maintained and bollards and wheel stops installed in the rear lane parking area.

## **Development Permit Panel**

### **Wednesday, January 14, 2015**

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Mr. Whetter noted that he believes that the proposed development is the only market housing in the area with all universal design suites.

#### **Panel Discussion**

Discussion ensued with regard to alternative elevator designs. In reply to queries from the Panel, Mr. Whetter advised that the applicant worked with Richmond Elevator and consulted with other elevator companies on options for the lowest elevator profile possible. He noted that to achieve a lower profile, the elevator design used overhead hooks instead of a hoist beam.

In reply to queries from the Panel, Mr. Whetter noted that the applicant examined other elevator options available such as an in-ground elevator, but found it was unsuitable for the site. He added that elevator alternatives such as stair lifts would require a redesign of the upper floors and are not universally accessible.

Discussion ensued with respect to privacy concerns associated with the proposed development and changes to balcony design during the phases of the approval process. Mr. Whetter commented on the orientation of the balconies and the reduction of the number of balconies from the original design. He noted that currently three balconies face west and that the living spaces are significantly setback to provide a breakdown in the building massing.

#### **Staff Comments**

Wayne Craig, Director, Development, commented on the adjacent lane, west of the proposed development, noting that there is significant City infrastructure under the lane. He advised that staff recommends that no changes be made to the lane and that the lane remain as City property.

#### **Correspondence**

None.

#### **Gallery Comments**

Ralph Turner, 3411 Chatham Street, made an inquiry with regard to the adjacent laneway and the proposed development's elevator.

Vince Miele, Richmond Centre for Disability, spoke in favour of the proposed development and its accessible features. He was of the opinion that there is insufficient universally designed structures in the Lower Mainland and that an elevator is the best option for access throughout the proposed development.

In reply to queries from the Panel, Mr. Miele noted that he has used other lift systems and was of the opinion that the alternatives to the elevator, such as stair lift systems, were less efficient and convenient.

## Development Permit Panel

### Wednesday, January 14, 2015

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Charmis Deboer, 10351 Springhill Crescent, commented on the challenges of access for paraplegic individuals and spoke in favour of the proposed development's accessible design. Also, she spoke of the various challenges associated with other lift systems.

Tony Beatty, 8311 Saunders Road, spoke in favour of using an elevator for rooftop access. He commented on the inefficiencies of switching between two lift systems when accessing the roof, especially during emergency situations.

Tom Parker, 8520 Granville Avenue, spoke in favour of the proposed development and supports the use of an elevator design for rooftop access.

#### Panel Discussion

Discussion ensued with regard to (i) design changes to address rooftop access and privacy concerns, (ii) universal access, (iii) design changes to balcony design, and (iv) the lowest elevator technology available.

Staff were then directed to confirm that the proposed elevator access for the proposed development uses the lowest elevator technology possible before the proposed application is presented to Council.

#### Panel Decision

It was moved and seconded

1. *That a Development Permit be issued which would:*
  - (a) *permit the construction of a three-storey mixed-use building at 3471 Chatham Street on a site zoned "Commercial Mixed Use (ZMU26) – Steveston Village" including 10 apartment housing units in the upper floors and approximately 319 m<sup>2</sup> (3,438 ft<sup>2</sup>) commercial space on the ground floor; and*
  - (b) *vary the provisions of Richmond Zoning Bylaw 8500 to increase the maximum permitted building height from 12.0 m to 14.75 m to allow elevator access to the roof deck level; and*
2. *That a Heritage Alteration Permit be issued for the site at 3471 Chatham Street in accordance with Development Permit 14-672823.*

**CARRIED**

1. **Development Permit 14-657872**  
(File Ref. No.: DP 14-657872) (REDMS No. 4423108)

APPLICANT: Yamamoto Architecture Inc.

PROPERTY LOCATION: 9051 and 9055 Dayton Avenue

4.

## Development Permit Panel

### Wednesday, January 14, 2015

---

#### INTENT OF PERMIT:

Permit the construction of 23 two-storey townhouse units and a two-storey amenity building at 9051 and 9055 Dayton Avenue on a site zoned “Low Density Townhouses (RTL2).”

#### Applicant’s Comments

Taizo Yamamoto, Yamamoto Architecture, gave a brief overview of the proposed development regarding (i) urban design, (ii) conditions of adjacency, (iii) architectural form and character, and (iv) vehicle access to the site.

Mr. Yamamoto advised that the applicant is proposing the removal and replacement of the remaining portions of the perimeter hedging due to overgrowth pruning requirements and site pre-loading impacts. He noted that the applicant has spoken with adjacent neighbours regarding options for the replacement of the perimeter hedges.

Denitsa Dimitrova, PMG Landscape Architects, gave a brief overview of the landscape and open space design, noting the following:

- the applicant is proposing to remove and replace the remaining portions of the existing perimeter hedging;
- two types of fencing options were offered to adjacent neighbours;
- each unit will have a patio;
- the amenity space will have programming for adults and children;
- the play areas will include playground equipment and natural play elements to provide different play opportunities; and
- permeable pavers will be used on the driveway.

#### Panel Discussion

In reply to queries from the Panel, Mr. Yamamoto advised that the amenity space will be a clubhouse-type of building.

Discussion ensued with regard to the commitment made by the applicant to retain portions of the perimeter hedges during the rezoning process.

In reply to queries from the Panel, Mr. Yamamoto advised that portions of the perimeter hedging would have to be removed for maintenance and servicing upgrade purposes, noting that if portions of the perimeter hedging are trimmed, the hedge would become asymmetrical. He added that a different species of hedges are proposed to replace the original hedges. The proposed new hedges would use less space on-site and be easier to maintain.

## Development Permit Panel

### Wednesday, January 14, 2015

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Discussion then ensued with respect to (i) presenting the proposal to replace the current perimeter hedges after the rezoning process, (ii) the support received for the proposed replacement of the perimeter hedging and installation of fencing from the adjacent properties, and (iii) justification for the removal of the perimeter hedging.

#### **Staff Comments**

Mr. Craig advised that public correspondence received is included in the staff report and that no additional public correspondence have since been received.

Mr. Craig noted that the proposed development will be built to EnerGuide 82 standards and will include an indoor amenity building.

#### **Gallery Comments**

Wilson Leung, 9111 Dayton Avenue, expressed concern with regard to potential flooding on his property as a result of pre-loading the subject site. In reply to Mr. Lam, the Chair advised that City regulations require that storm water is managed on-site and that perimeter drainage is designed to capture runoff.

#### **Panel Discussion**

Discussion ensued with regard to the effect of the proposed hedge removal and replacement on the adjacent properties.

In reply to queries from the Panel, Mr. Yamamoto noted that sections of the existing hedges have been removed and sections have been pruned. The Chair cautioned the applicant on making significant alterations to the existing hedges prior to City approval.

Jackson Lee, Jacken Homes, advised that the trimming of the hedges were done by landscape professionals and were completed without damaging the hedges.

Discussion ensued regarding the consultation done with respect to the proposed hedge removal and replacement.

Mr. Lee advised that door-to-door consulting of adjacent properties was done to propose the replacement of the perimeter hedging and installation of perimeter fencing. Mr. Lee added that the proposed perimeter hedging and fence installation is intended to retain the privacy of the adjacent properties.

In reply to queries from the Panel, Eric Sze, Jacken Homes, advised perimeter drainage is required because of the grade changes to the site.

With regard to the neighbourhood consultation done, Mr. Lee noted that neighbouring properties were provided with letters and landscape plans detailing the proposed replacement of the existing hedges. He added that approximately 14 properties are potentially affected by the proposal.

## Development Permit Panel

### Wednesday, January 14, 2015

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Mr. Sze advised that the applicant received no expressed opposition to the proposed removal of the existing hedges on the condition that replacement hedges and fencing are installed. He added that the replacement hedges will be approximately eight to ten feet high.

In reply to queries from the Panel, Mr. Sze noted that existing hedges were not uniformly planted, and in some areas were planted too far in from the property line. The Chair stated that the hedges were planted in the same location during the rezoning process when the applicant committed to retain them. In response, Mr. Sze advised that the applicant underestimated the effect of the existing hedges on the proposed development.

Mr. Lee noted that the species of the replacement hedging will be tall and narrow and will be specifically for perimeter hedging.

#### **Correspondence**

Mr. Craig highlighted correspondence received from Kathy Stephens and Raymond Luetzen, which expressed concern regarding the proposed removal of sections of the perimeter hedging. He added that the townhouse properties adjacent to the proposed development have consented to the installation of new fencing and replacement of the perimeter hedging.

In reply to queries from the Panel, Sara Badyal, Planner 2, noted that there are letters from four adjacent property owners who are opposed to the proposed removal of the existing perimeter hedging.

#### **Panel Discussion**

Discussion ensued with regard to (i) presenting the proposal to replace the existing hedges after the rezoning process, (ii) the consultation done with adjacent neighbours, (iii) the opposition expressed by adjacent neighbours, (iv) the installation of new fencing, and (v) the architectural form and character of the proposed development.

The Chair expressed concern with regard to the lack of information associated with the proposed replacement of perimeter hedging and installation of new fencing.

#### **Panel Decision**

It was moved and seconded

*That the staff report titled Application by Yamamoto Architecture Inc. for a Development Permit at 9051 and 9055 Dayton Avenue, dated December 8, 2014, from the Director, Development, be referred back to staff to examine the proposal to replace existing perimeter hedging and install fencing along the property line and report back.*

**CARRIED**



**Development Permit Panel**  
**Wednesday, January 14, 2015**

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**3. New Business**

It was moved and seconded

*That the Wednesday, January 28, 2015 Development Permit Panel meeting be cancelled.*

**CARRIED**

**4. Date of Next Meeting: Wednesday, February 11, 2015**

**5. Adjournment**

It was moved and seconded

*That the meeting be adjourned at 4:52 p.m.*

**CARRIED**

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, January 14, 2015.

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Joe Erceg  
Chair

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Evangel Biason  
Auxiliary Committee Clerk

Schedule 1 to the Minutes of the Development Permit Panel meeting held on Wednesday, January 14, 2015.



CNCL - 442

**ZGF**  
**COTTER**  
ARCHITECTS

**REZONING APPLICATION**

3471 Chatham St. | DP Panel | January 14, 2014

Application referred back to staff to examine:

1. Alternative options for wheelchair access to the rooftop;
2. Measures incorporated into the proposed development to address potential privacy overlook concerns from west facing balconies;
3. Long term options for the laneway network adjacent to the site; and
4. Options to enhance the landscaping to improve the pedestrian flow throughout the site

**CNCL - 443**

Application referred back to staff to examine:

1. Alternative options for wheelchair access to the rooftop;
2. Measures incorporated into the proposed development to address potential privacy overlook concerns from west facing balconies;
3. Long term options for the laneway network adjacent to the site; and
4. Options to enhance the landscaping to improve the pedestrian flow throughout the site

CNCL - 444



VERTICAL LIFT

CNCL - 445



INCLINED  
WHEELCHAIR



INCLINED SEAT

ZGF  
COTTER

ACCESS OPTIONS

3471 Chatham St. | DP Panel | January 14, 2014

# UNIVERSAL DESIGN



Making design accessible to everyone in society

**4.4 MILLION**  
Canadians  
with disabilities  
in 2006

**13.5 %**  
People  
with disabilities  
in Ontario  
in 2001



**7.2%**  
Seniors  
in Canada  
in 1946

**13.2%**  
Seniors  
in Canada  
in 2006

## 7 PRINCIPLES OF UNIVERSAL DESIGN:

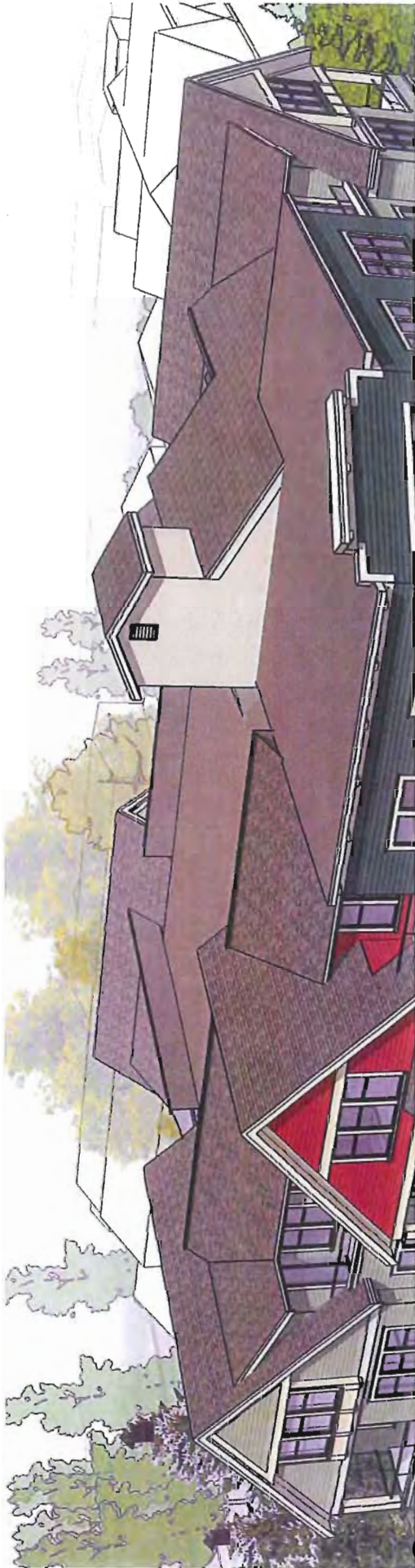
- Equitable
- Flexibility
- Simple & Intuitive
- Perception information
- Tolerance for error
- Low physical effort
- Size & space



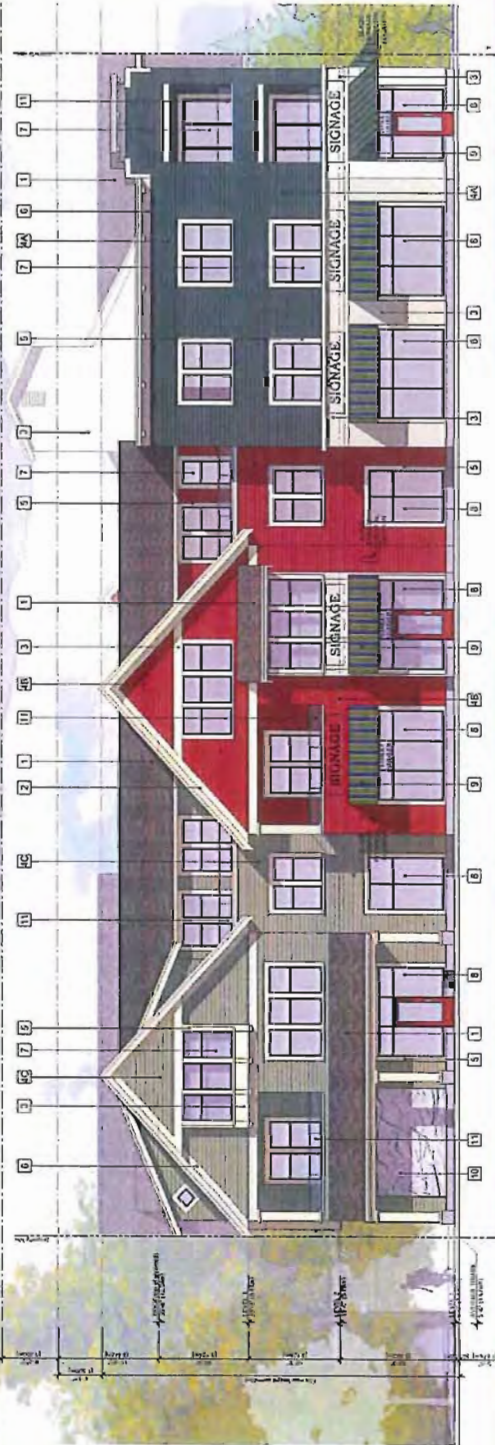
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UNIVERSAL DESIGN

3471 Chatham St. | DP Panel | January 14, 2014



PREVIOUS DESIGN



CNCL - 447



CNCL - 448

REVISED DESIGN

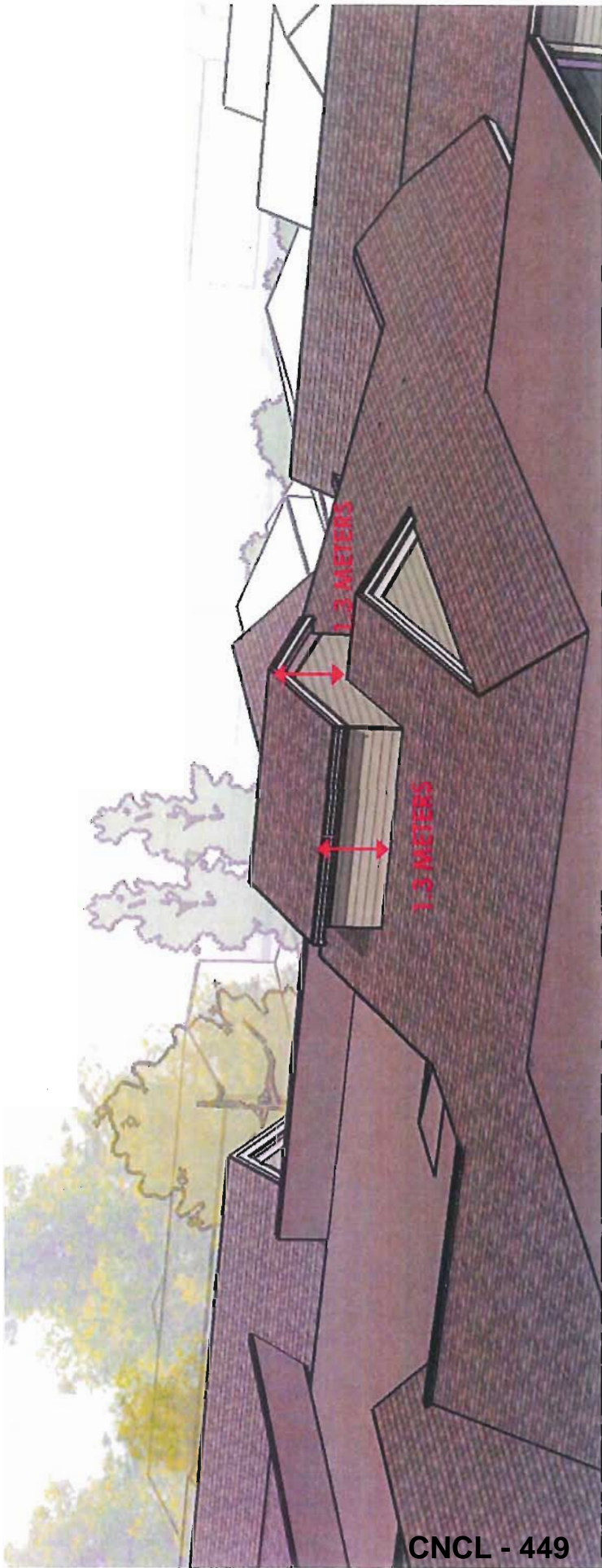


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COTTER  
ARCHITECTS

OVERRUN REDESIGN

3471 Chatham St. | DP Panel | January 14, 2014





CNCL - 449



# OVERRUN REDESIGN

3471 Chatham St. | DP Panel | January 14, 2014

ZGF  
COTTER  
an equal opportunity firm



PREVIOUS  
DESIGN



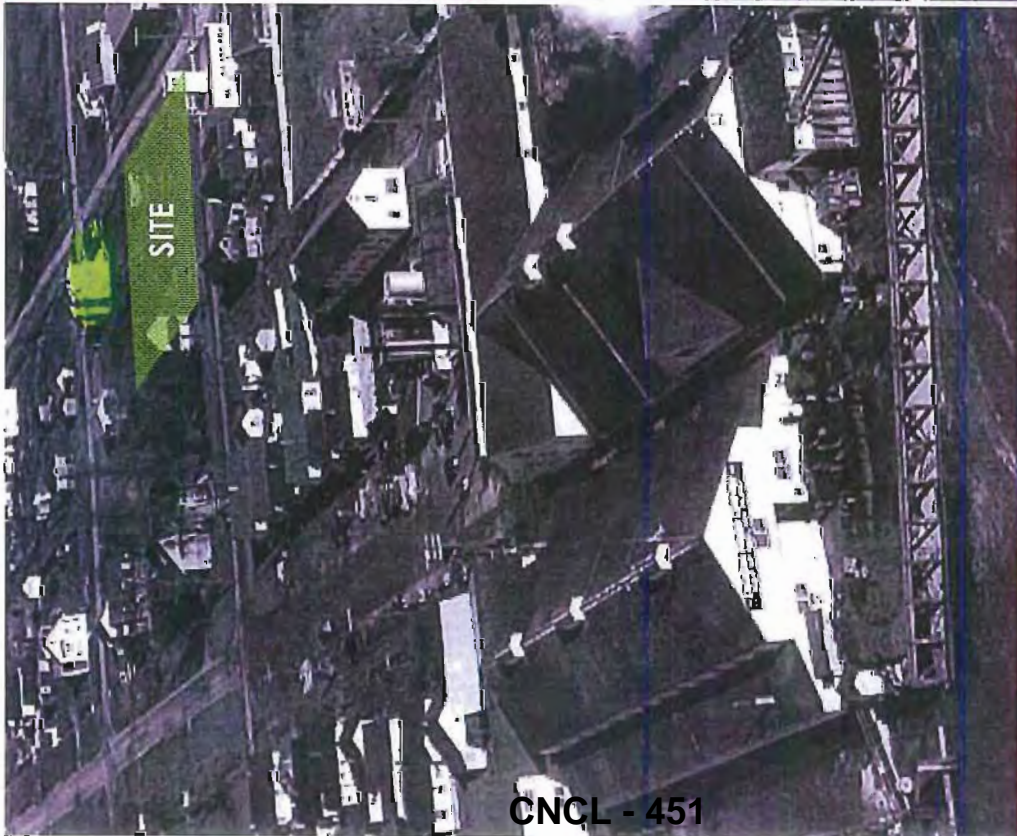
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CNCL - 450

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ARCHITECTS

BEFORE & AFTER ELEVATIONS

3471 Chatham St. | DP Panel | January 14, 2014



CNCL - 451



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COTTER  
an equal opportunity firm

PRECEDENT

3471 Chatham St. | DP Panel | January 14, 2014

Application referred back to staff to examine:

1. Alternative options for wheelchair access to the rooftop;
2. Measures incorporated into the proposed development to address potential privacy overlook concerns from west facing balconies;
3. Long term options for the laneway network adjacent to the site; and
4. Options to enhance the landscaping to improve the pedestrian flow throughout the site

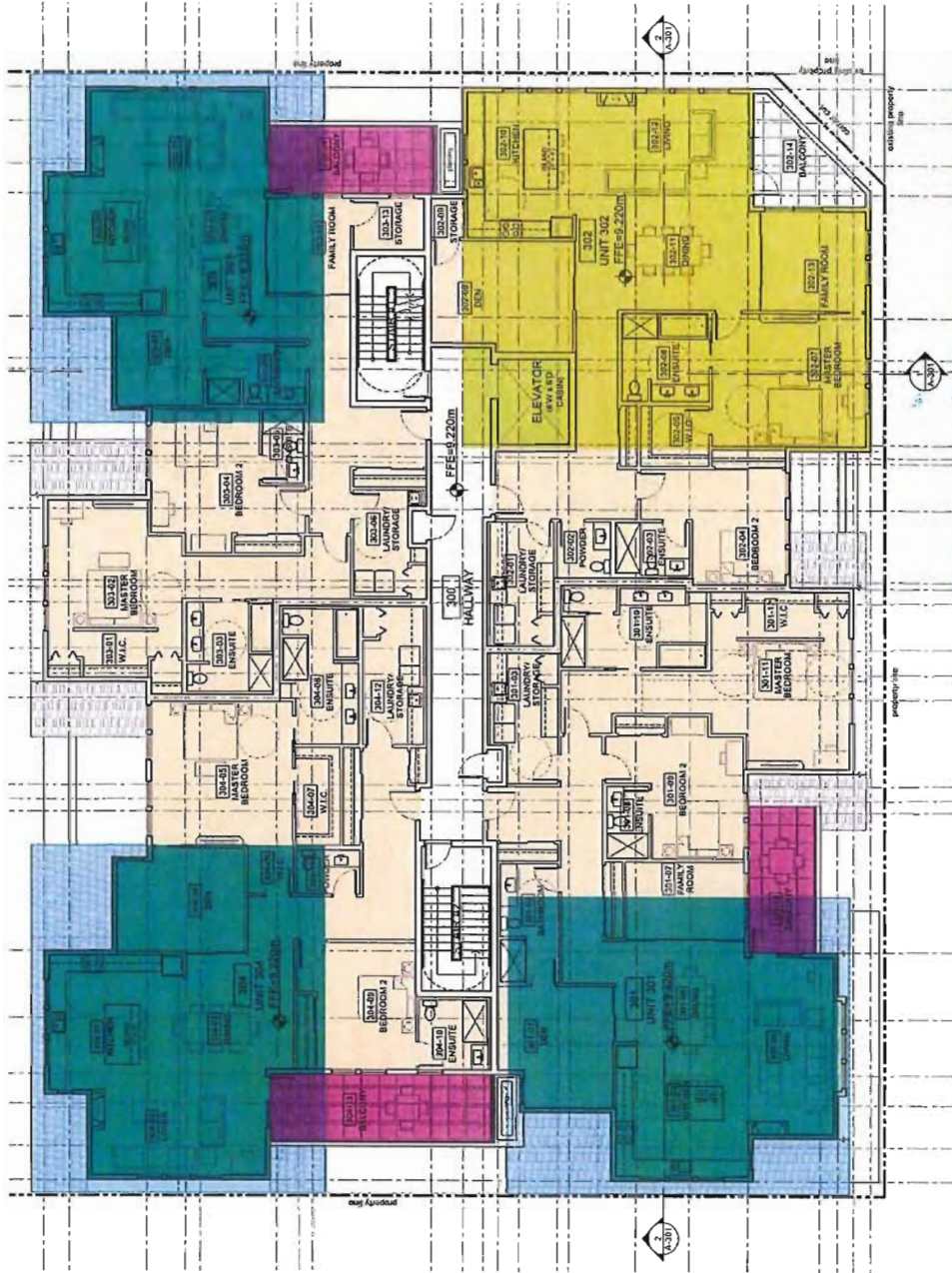


CNCL - 453

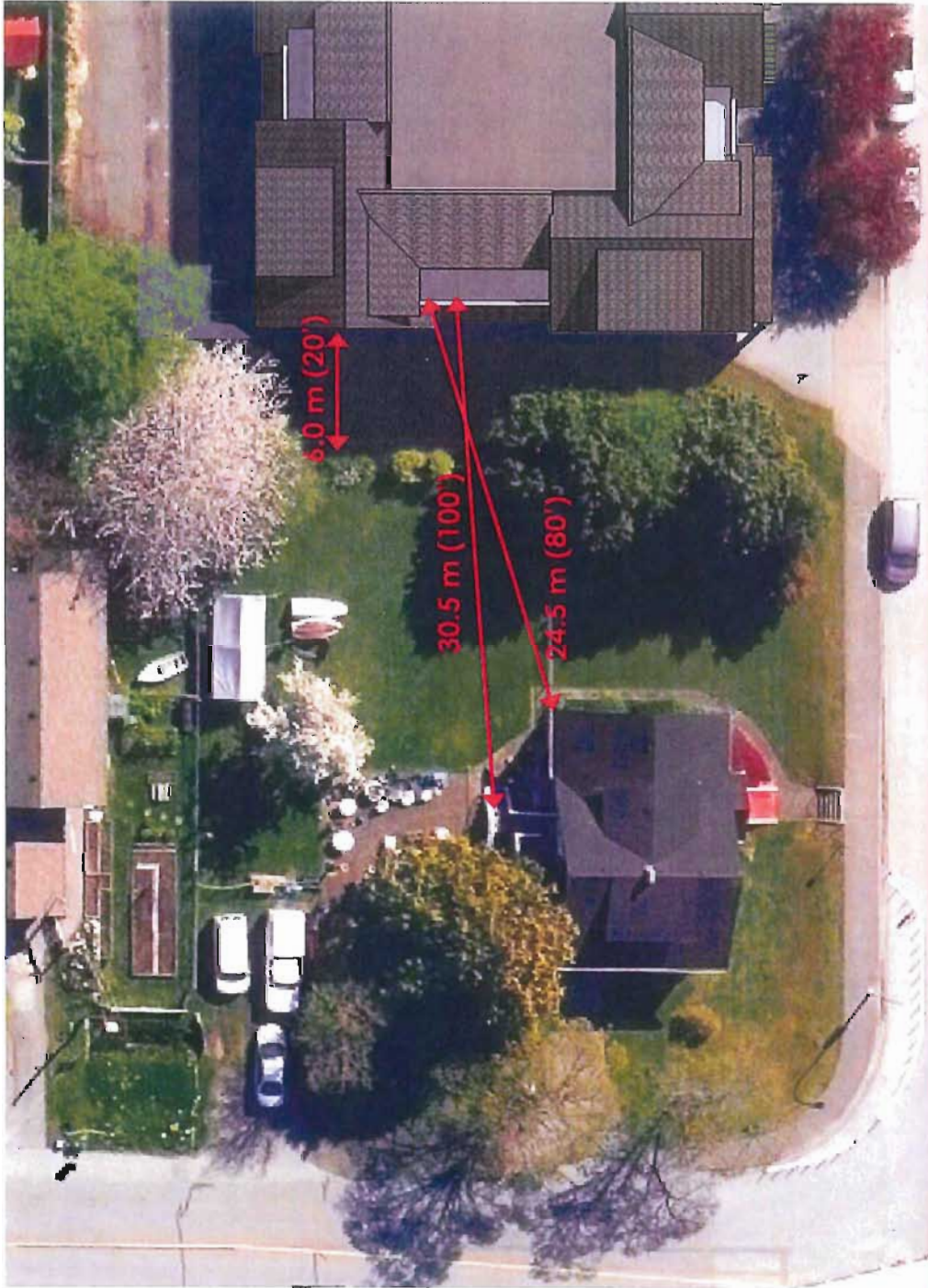
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ARCHITECTS

BALCONY DESIGN

3471 Chatham St. | DP Panel | January 14, 2014



CNCL - 454



CNCL - 455

ZGF  
COTTER  
an equal opportunity employer

PRIVACY & OVERLOOK

3471 Chatham St. | DP Panel | January 14, 2014



CNCL - 456

**STREETSCAPE ELEVATION**



**ZGF**  
**COTTER**  
ARCHITECTS

**PRIVACY & OVERLOOK**

3471 Chatham St. | DP Panel | January 14, 2014



Application referred back to staff to examine:

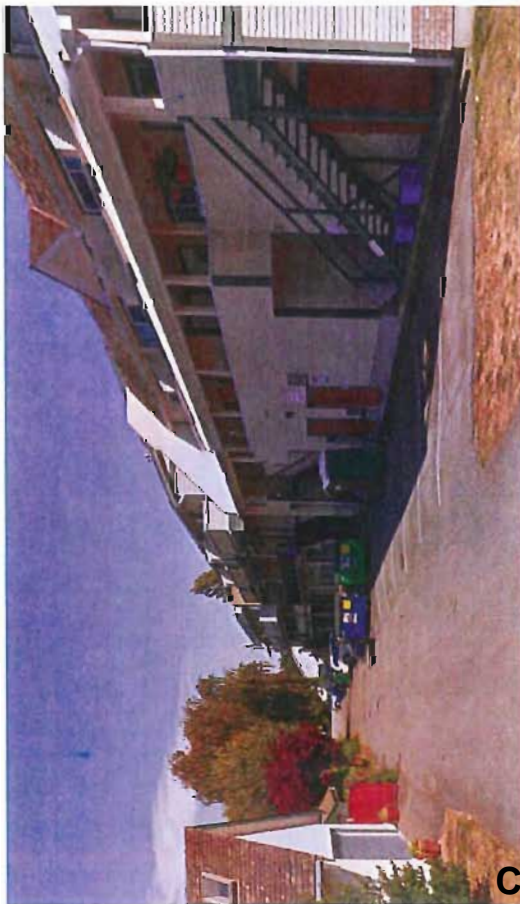
1. Alternative options for wheelchair access to the rooftop;
2. Measures incorporated into the proposed development to address potential privacy overlook concerns from west facing balconies;
3. Long term options for the laneway network adjacent to the site; and
4. Options to enhance the landscaping to improve the pedestrian flow throughout the site

CNCL - 457

Application referred back to staff to examine:

1. Alternative options for wheelchair access to the rooftop;
2. Measures incorporated into the proposed development to address potential privacy overlook concerns from west facing balconies;
3. Long term options for the laneway network adjacent to the site; and
4. Options to enhance the landscaping to improve the pedestrian flow throughout the site

CNCL - 458



CNCL - 459

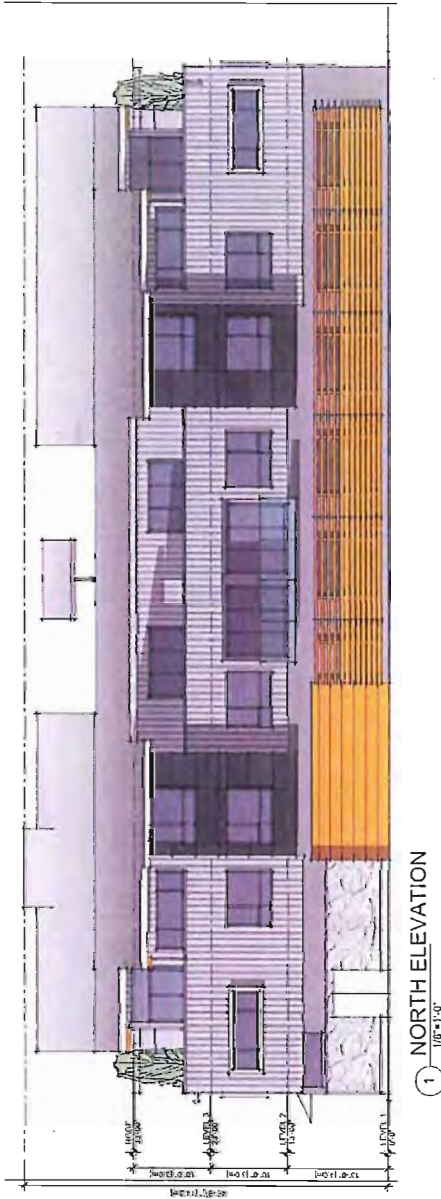
# STEVESTON LANE PATTERNS

3471 Chatham St. | DP Panel | January 14, 2014

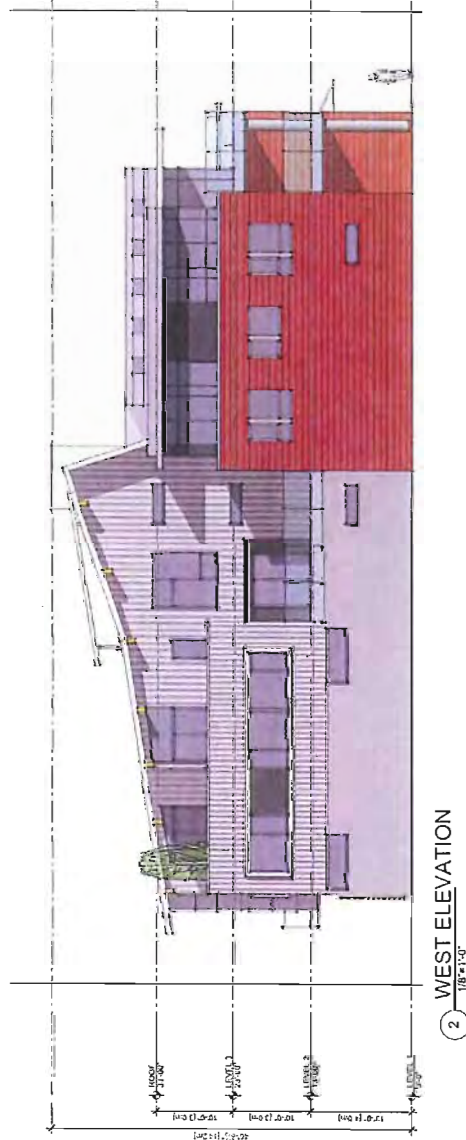
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an architecture firm







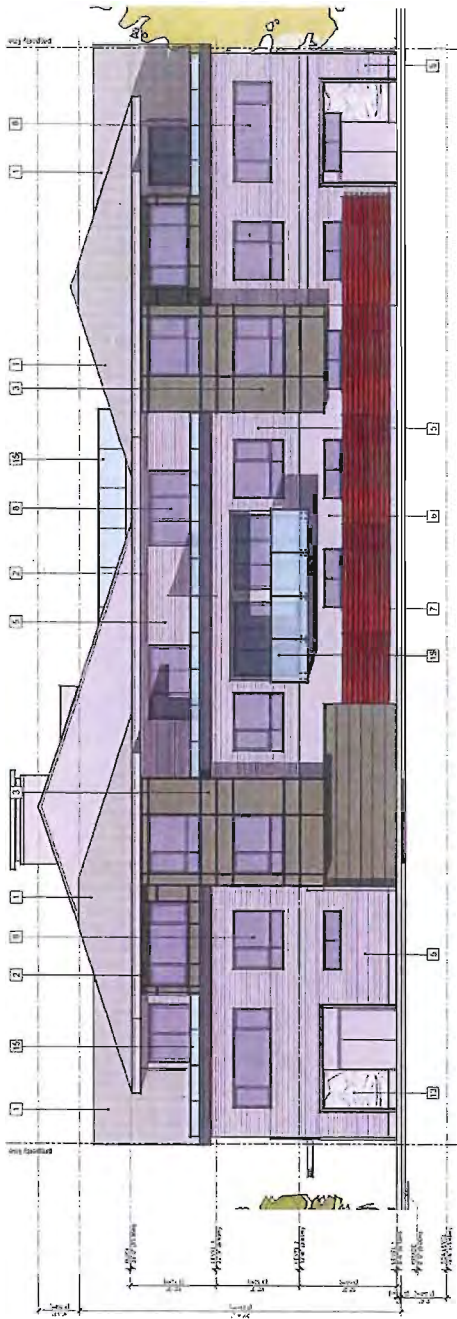
CNCL - 462



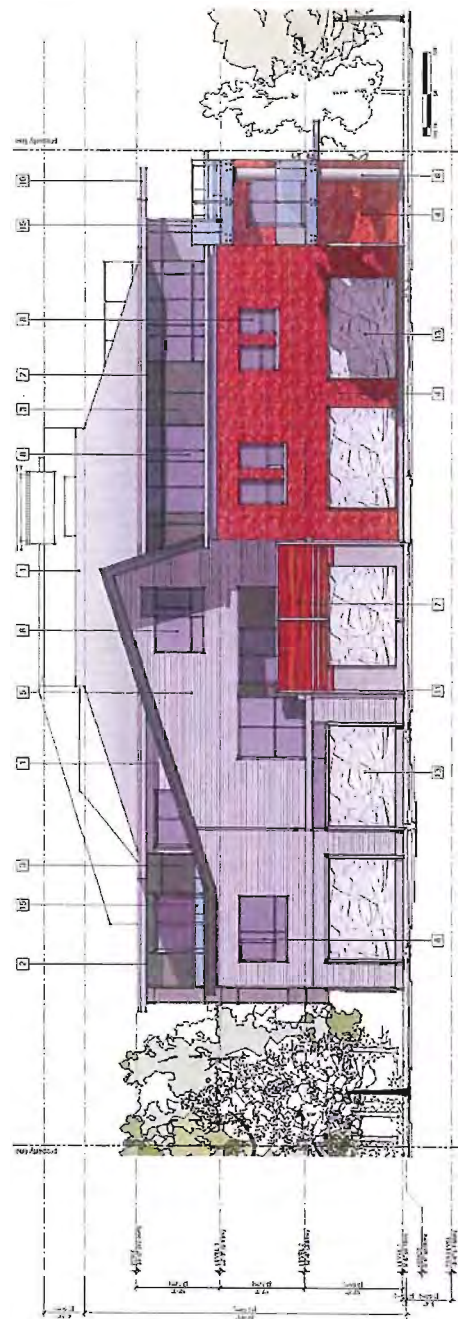
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DESIGN EVOLUTION

3471 Chatham St. | DP Panel | January 14, 2014



1 - NORTH ELEVATION



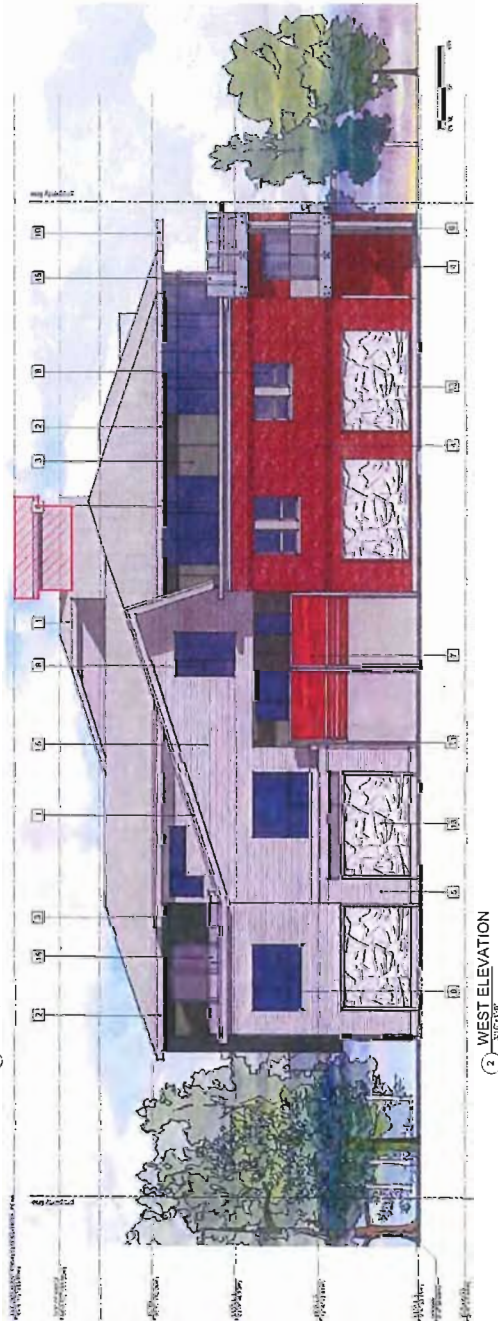
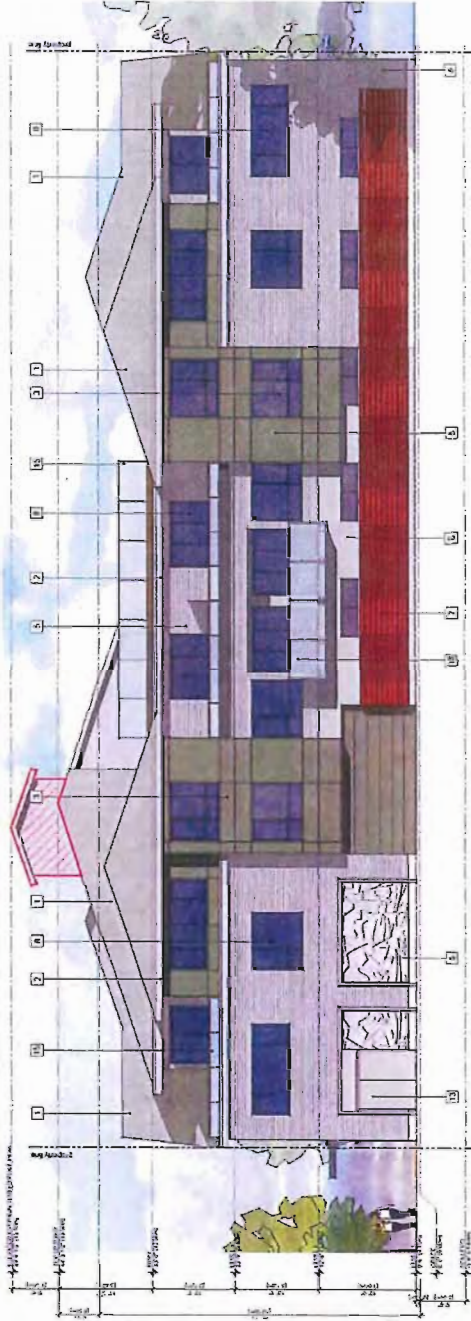
2 - WEST ELEVATION

CNCL - 463

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DESIGN EVOLUTION

3471 Chatham St. | DP Panel | January 14, 2014



CNCL - 464

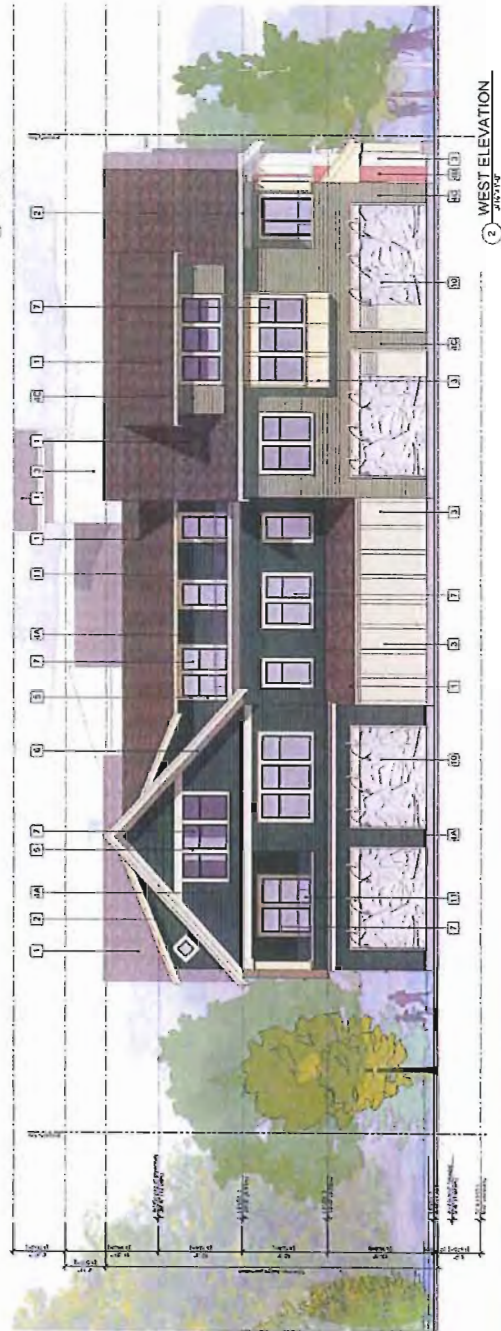
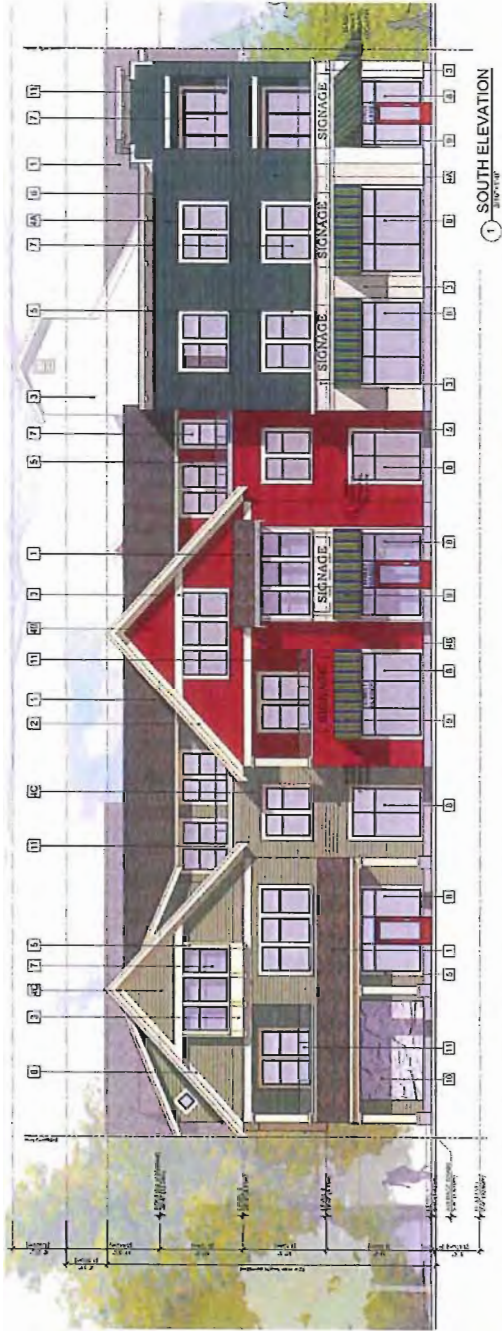
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DESIGN EVOLUTION

3471 Chatham St. | DP Panel | January 14, 2014





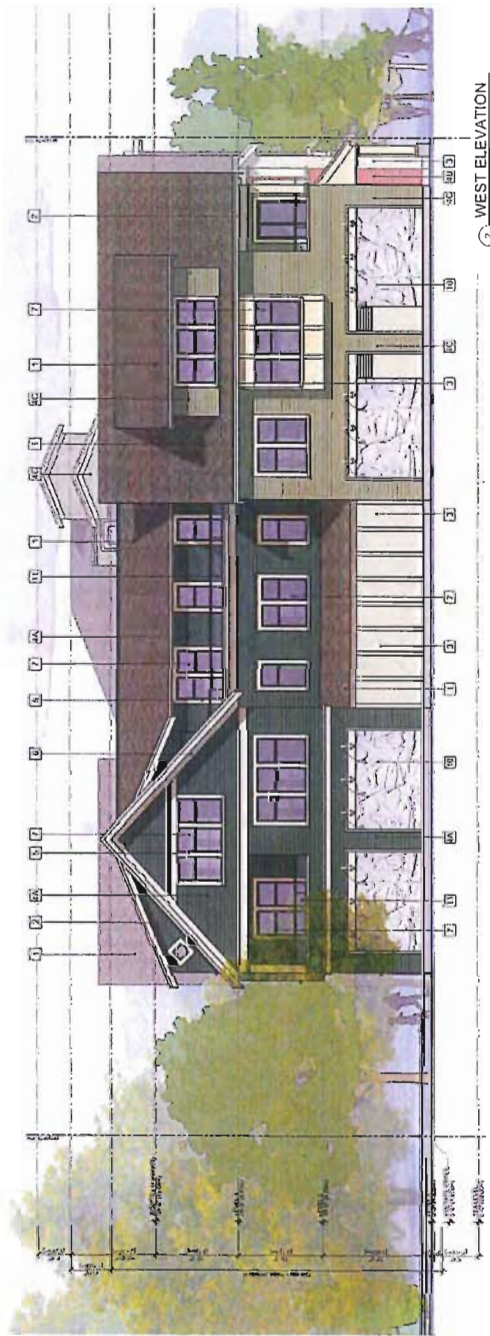
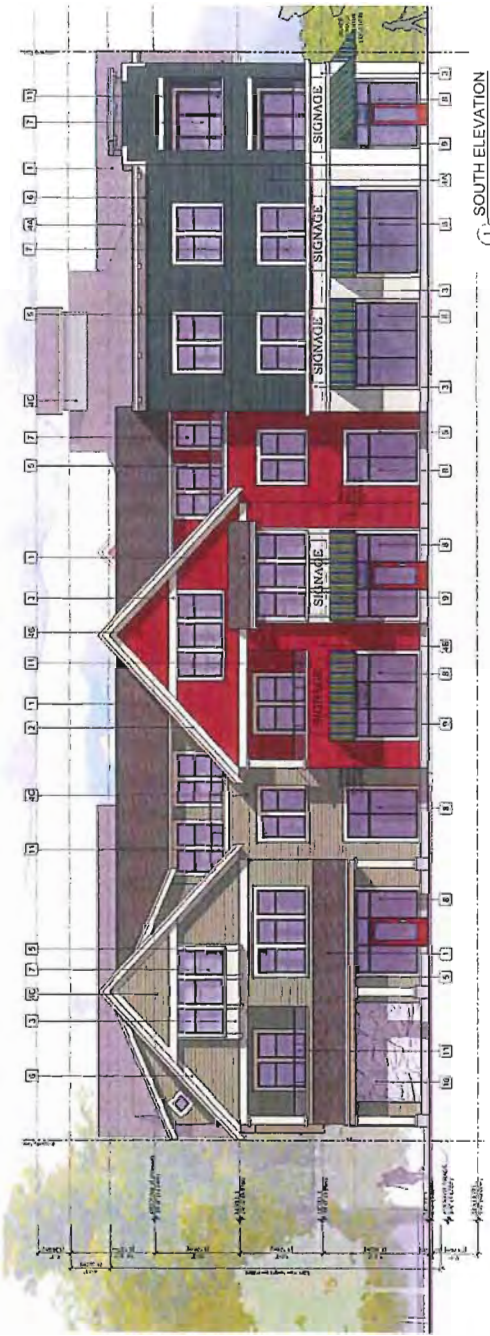


CNCL - 466

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DESIGN EVOLUTION

3471 Chatham St. | DP Panel | January 14, 2014



CNCL - 467

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DESIGN EVOLUTION

3471 Chatham St. | DP Panel | January 14, 2014



CNCL - 468



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PERSPECTIVES

3471 Chatham St. | DP Panel | January 14, 2014

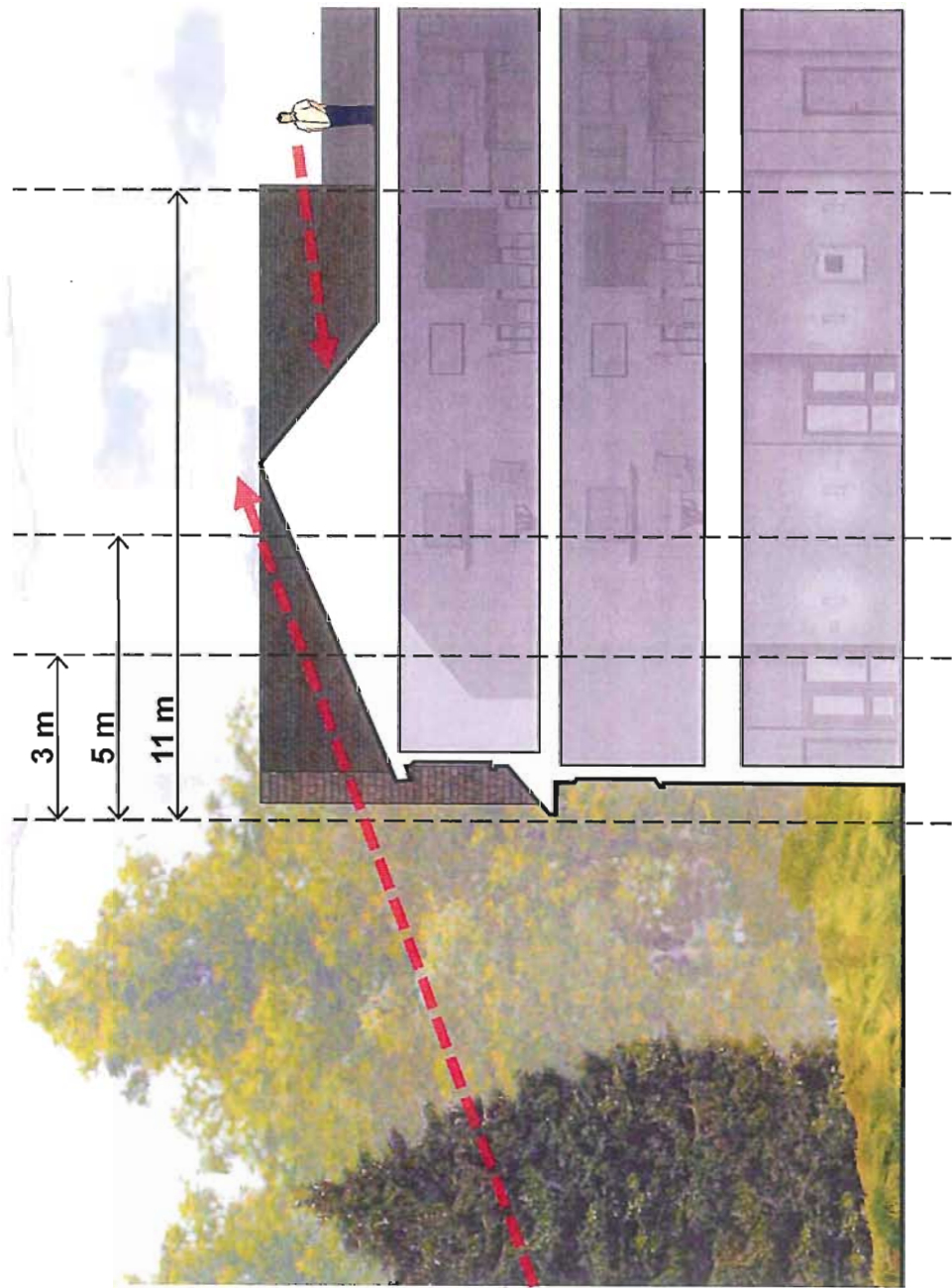


CNCL - 469

BEFORE & AFTER ELEVATIONS

3471 Chatham St. | DP Panel | January 14, 2014

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COTTER  
ARCHITECTS



CNCL - 470



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**To:** Richmond City Council  
**From:** Joe Erceg  
Chair, Development Permit Panel  
**Date:** January 21, 2015  
**File:** 01-0100-20-DPER1-  
01/2015-Vol 01  
**Re:** **Development Permit Panel Meeting Held on February 27, 2013**

---

**Staff Recommendation**

That the recommendation of the Panel to authorize the issuance of:

1. A Development Permit (DP 11-584817) for the property at 7011 Williams Road (Formerly 9980 Gilbert Road, 7011 and 7031 Williams Road) be endorsed, and the Permit so issued.

A handwritten signature in black ink, appearing to read 'Joe Erceg', written over the printed name and title.

Joe Erceg  
Chair, Development Permit Panel

SB:blg

### Panel Report

The Development Permit Panel considered the following item at its meeting held on February 27, 2013.

DP 11-584817 – YAMAMOTO ARCHITECTURE INC. – 7011 WILLIAMS ROAD  
(FORMERLY 9980 GILBERT ROAD, 7011 AND 7031 WILLIAMS ROAD)  
(February 27, 2013)

The Panel considered a Development Permit application to permit the construction of nine (9) townhouse units on a site zoned “Low Density Townhouses (RTL4)”. Variances are included in the proposal to reduce setbacks to Gilbert Road and Williams Road and also to reduce the minimum lot width on major arterial roads (Gilbert Road).

The application previously included a request for a variance to allow four (4) tandem parking spaces in two (2) townhouse units. After the Staff Report was written, the City’s Zoning Bylaw was amended to permitted 50% tandem parking and therefore, a variance is no longer required for this application.

The Architect, Taizo Yamamoto, of Yamamoto Architecture Inc., and Landscape Architect, Keith Ross, of K.R. Ross & Associates, provided a brief overview of the proposal, including the following information:

- The development design was partly driven by the large trees on the site and to locate the driveway access as far as possible from the intersection of Williams Road and Gilbert Road.
- To mitigate development impact and maintain privacy for the existing single-family residences, two-storey duplex units are proposed to the rear of the site and the driveway and amenity area are located on the east property line.
- The five (5) unit building fronting Williams Road was designed with a variety of roof forms; with each end unit stepping down from three (3) storeys; to appear more like two (2) storeys at the building ends to address massing.
- There are two (2) convertible units proposed in the rear buildings; all units will have aging in place features such as lever handles, and blocking for grab bars in the washrooms.
- In terms of sustainability, the lot coverage will be below the allowable 40%; with the introduction of large areas of permeable pavers and a lush landscaping approach.
- Each front yard facing the street will have gated open metal fencing; with stone masonry pillars.
- The outdoor amenity space has an arbour entry; with a small play element, bench and plant screening.
- The planting is a mixture of 22 trees, shrubs, native and edible plants, and flowers.
- The tree retention plan includes retaining and protecting six (6) larger Evergreens on the adjacent properties, a hedge adjacent to the east property line, and three (3) mature trees: a Maple and two (2) Cedars, on the site.



In response to Panel queries, it was noted that the outdoor amenity area includes an arbour with small fence, additional permeable paving, mailboxes, a bike rack, a seating area, a wood chip area under the retention Maple tree, and a small play equipment element. In addition, a six (6) ft. fence and lower plantings are proposed parallel to the eastern property line and adjacent mature hedge.

Staff supported the proposed Development Permit application and the proposed variances. Staff advised that the variances associated with the project were identified through the rezoning process. The setback reductions were a result of a required road dedication. The lot width variance is a technical issue related to frontages on the corner site. There is a small number of tandem parking spaces. He commended the applicant on their efforts to retain trees and hedging both on the site and the neighbouring properties.

No correspondence was submitted to the Panel regarding the Development Permit application.

The Panel recommends that the Permit be issued.



# City of Richmond

## Report to Council

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**To:** Richmond City Council  
**From:** Robert Gonzalez  
Chair, Development Permit Panel  
**Date:** January 21, 2015  
**File:** 01-0100-20-DPER1-  
01/2015-Vol 01  
**Re:** **Development Permit Panel Meetings Held on November 12, 2014 and  
November 26, 2014**

---

### Staff Recommendation

That the recommendation of the Panel to authorize the issuance of:

1. A Development Permit (DP 13-652010) for the property at 8400 General Currie Road and 7411/7431 St. Albans Road be endorsed, and the Permit so issued.

A handwritten signature in blue ink, appearing to be 'RG', followed by a long horizontal line.

Robert Gonzalez  
Chair, Development Permit Panel

SB:rg

### Panel Report

The Development Permit Panel considered the following item at its meetings held on November 12, 2014 and November 26, 2014.

DP 13-652010– ZHAO XD ARCHITECT LTD. – 8400 GENERAL CURRIE ROAD AND 7411/7431 ST. ALBANS ROAD

(November 12, 2014 and November 26, 2014)

The Panel considered a Development Permit application to permit the construction of 12 three-storey townhouse units on a site zoned “High Density Townhouses (RTH2)”. Variances are included in the proposal to increase the rate of tandem parking spaces from 50% to 67% to allow a total of 16 tandem parking spaces in eight (8) three-storey townhouse units.

The application was considered at both the November 12, 2014 and November 26, 2014 Development Permit Panel meetings.

At the November 12, 2014 Panel meeting, Architect, Xuedong Zhao, of Zhao XD Architect Ltd., provided a brief overview of the proposed application regarding: (i) urban design, (ii) the location of the driveway, (iii) landscape design, and (iv) architectural form and character.

In reply to queries from the Panel, Mr. Zhou noted that the landscape architect was not in attendance.

Mr. Zhao spoke of the conditions of adjacency and advised that the architectural form and character of the proposed development is consistent with other properties in the neighbourhood and that the adjacent townhouse properties are two-storeys.

In reply to queries from the Panel, staff advised that: (i) the proposed development will require a Servicing Agreement for frontage improvements, (ii) a development variance is proposed to increase the number of tandem parking garages from 6 to 8, allowing every townhouse unit to have 2 resident parking spaces, which exceeds the bylaw requirement of 1.4 resident parking spaces per unit, (iii) the application of the proposed variance enables the site to provide 27 parking spaces in total which exceeds the bylaw requirement of 20 parking spaces for the site, (iv) the proposed development is anticipated to achieve an EnerGuide rating of 82, and (v) there will be one (1) convertible unit.

In response to Panel queries, Mr. Zhou advised that landscaping in the amenity area will include bushes and, that benches will be located outside of the landscaped perimeter to maximize the amenity area. He added that the landscaping will consist of low vegetation to maximize visibility of the play area.

No correspondence was submitted to the Panel regarding the Development Permit application.

Discussion ensued with respect to the applicant’s presentation and it was noted that the presentation was not comprehensive; therefore the Panel was not provided with sufficient information to consider the proposed recommendation.

Discussion then ensued regarding the conditions of adjacency and the Panel requested that the applicant provide more information regarding the adjacent properties and the potential impact of the proposed development in the area.

The Panel referred the application to the November 26, 2014 Development Permit Panel meeting.

At the November 26, 2014 Panel meeting, Architect, Xuedong Zhao, of Zhao XD Architect Ltd., and Landscape Architect, Denitsa Dimitrova, of PMG Landscape Architects, provided an overview of the proposed application regarding: (i) conditions of adjacency, (ii) urban design, (iii) landscape and open space design, and (iv) architectural form and character.

Mr. Zhao spoke of the proposed development's sustainability features and noted that the proposed development is anticipated to meet EnerGuide 82 standards.

Ms. Dimitrova spoke of the landscape design and noted that: (i) units will have private yards, (ii) Cedar hedges and fencing will provide privacy from the adjacent properties, (iii) the development will have a children's play area, (iv) there will be a trail and pedestrian entrance, (v) permeable pavers will be used on the internal driveways, and (vi) a bike rack will be installed.

Staff supported the proposed Development Permit application and the proposed variance to increase the total number of tandem parking spaces. The variance enables the site to increase the number of parking spaces provided, which will exceed zoning bylaw requirements.

Discussion then ensued with regard to installing a traditional playground and the applicants were directed to discuss with staff options to enhance the children's play area with natural play elements.

Discussion then ensued with regard to the proposed development's sustainability features and architectural form and character.

No correspondence was submitted to the Panel regarding the Development Permit application.

Subsequent to the Panel meeting, the applicant reviewed the outdoor amenity landscaping design and was not able to incorporate additional natural play elements due to the clearance requirements for the traditional play equipment. If natural play elements are incorporated into the outdoor amenity area, the scale of the traditional play equipment would be reduced, which is considered to be undesirable. After careful consideration, the applicant proposes to retain the larger, multi-functional traditional play equipment.

The Panel recommends that the Permit be issued.