



To: Planning Committee
From: Wayne Craig
Director of Development

Date: July 4, 2017
File: SC 17-771962

**Re: Application by Grafton Enterprises Ltd. for a Strata Title Conversion at
12331/12351 Bridgeport Road**

Staff Recommendation

1. That the application for a Strata Title Conversion by Grafton Enterprises Ltd. for the property located at 12331/12351 Bridgeport Road be approved on fulfilment of the following conditions:
 - a. Payment of all City utility charges and property taxes up to and including the current year;
 - b. Registration of an aircraft noise sensitive use covenant (Area 1A) on Title;
 - c. Registration of a flood indemnity covenant on Title identifying a minimum habitable elevation of 2.9 m GSC;
 - d. Submission of appropriate plans and documents for execution by the Approving Officer within 180 days of the date of a Council resolution.
 - e. Submission of a Landscape Security, based on a cost estimate provided by a Registered Landscape Architect for the installation of the proposed landscaping, plus a 10% contingency.

2. That the City, as the Approving Authority, delegate to the Approving Officer the authority to execute the strata conversion plan on behalf of the City, as the Approving Authority, on the basis that the conditions set out in Recommendation 1 have been satisfied.

Wayne Craig
Wayne Craig
Director of Development

WC:jr
Att. 5

REPORT CONCURRENCE
CONCURRENCE OF GENERAL MANAGER
<i>[Signature]</i>

Staff Report

Origin

Grafton Enterprises Ltd. has applied to the City of Richmond for permission to convert two existing industrial buildings at 12331/12351 Bridgeport Road from multi-tenant rental buildings to 18 strata title lots.

Finding of Fact

The subject property is located in an established industrial and commercial corridor in the Bridgeport planning area, and is zoned "Industrial Retail (IR1)" (Attachment 1). The proposed Strata Title Conversion is consistent with the existing zoning and land use designations.

Development immediately surrounding the subject property is as follows:

- To the north, lots zoned "Industrial Retail (IR1)," with vehicle access from Vulcan Way.
- To the east and west, lots zoned "Industrial Retail (IR1)," with vehicle access from Bridgeport Road.
- To the south, across Bridgeport road, lots zoned "Industrial Retail (IR1)," with vehicle access from Bridgeport Road and Vickers Way.

There are two existing buildings on the subject site. Access to the subject property is via a single driveway crossing to Bridgeport Road. Required parking and loading facilities are located between the two buildings. The proposed Strata Title Conversion would create nine strata lots in each building, for a total of 18 strata lots (Attachment 2). No changes are proposed to the existing access, parking, or structures.

The proposal includes significant improvements to the property frontage. Currently, there is no landscaping on-site or in the City-owned boulevard. The applicant proposes to install new landscaping on both the City boulevard and the subject property (Attachment 3). The proposed landscape works include new planted areas on the subject site and boulevard to City standards. Plant species will include a variety of flowering shrubs and groundcovers. No trees are proposed, as there is a Statutory Right-of-Way for municipal utilities along the entire front property line, which would not permit tree planting. As the existing buildings have a zero metre setback at the side and rear, as allowed under the IR1 zone, there is no other location for new on-site landscaping.

The proposed boulevard treatment complies with Richmond Boulevard Maintenance Regulation Bylaw 7174. Maintenance of the proposed planting in the City boulevard will be the responsibility of the property owner.

Prior to approval of the Strata Title Conversion, the applicant must submit a Landscape Security to the City for 100% of the total cost of landscape installation, including a 10% contingency, to ensure the landscaping is installed.

Analysis

City of Richmond Policy 5031 (Strata Title Conversion Applications – Commercial and Industrial) outlines Council's policy in determining how staff process Strata Title Conversion

applications for three or more proposed strata lots (Attachment 4). The applicant has submitted all of the necessary information required by City staff, including a Building Condition Assessment and a Building Code Compliance Report.

- A Strata Title Conversion Report provided by the applicant and reviewed by Weiler Engineering Ltd. dated May 9, 2017, indicated the life expectancy of both buildings is at least 50 to 75 years.
- The author of the Building Condition Assessment expects no increase in maintenance, repair, or replacement costs within the next 10 to 15 years.
- The author of the Building Code Compliance Report confirms that the existing buildings are substantially in compliance with the BC Building Code in force when they were constructed.
- No physical or structural upgrading of the buildings is proposed through this application.
- Improvements to the on-site landscaping are proposed, and detailed in the attached Landscape Plan (Attachment 3).
- There are currently seven tenants operating eight businesses in the buildings. No impact is expected on these tenants. The applicant has provided letters from each tenant, indicating that they are aware of and have no concerns with the application for a Strata Title Conversion (Attachment 5).
- The owner's intention is to retain sole ownership of the Lands and to lease units after the Strata Title Conversion is completed. The existing tenants will continue to occupy the premises with no changes to the terms of the existing leases, other than modifications to reflect the change in Title.
- No changes are proposed to the existing parking facilities. Each strata lot will include a minimum two parking spaces, with the remaining parking spaces on site designated as common property. As part of a business license, each business will need to verify that they have access to the Bylaw-required parking facilities.
- The subject property is located within Aircraft Noise Area 1A. New Aircraft Sensitive Noise Uses (i.e. Residential, School, Day Care, and Hospital) are prohibited in this area. A restrictive covenant must be registered on Title as part of the document registration package, the purpose of which is to address public awareness and ensure aircraft noise mitigation is incorporated into the design and construction of buildings and additions as required. This will apply to all future construction.
- The subject property is located in an area with a Flood Construction Level of 2.9 m GSC. A restrictive covenant must be registered on Title as part of the document registration package, the purpose of which is to address public awareness and identify a minimum habitable elevation of 2.9 m GSC.

In light of this, staff support the proposed Strata Title Conversion subject to:

1. Payment of all City utility charges and property taxes up to and including the current year.
2. Registration of an aircraft noise sensitive use covenant for Area 1A on Title.
3. Registration of a flood indemnity covenant on Title identifying a minimum habitable elevation of 2.9 m GSC.

4. Submission of appropriate plans and documents (i.e. Strata Plan Surveyor's Certificate, Application to Deposit, Form T, etc.) for execution by the Approving Officer within 180 days of the date of a Council resolution.
5. Submission of a Landscape Security, based on a cost estimate provided by a Registered Landscape Architect for the installation of the proposed landscaping, plus a 10% contingency.

Financial Impact

None.

Conclusion

Grafton Enterprises Ltd. has applied to convert two existing industrial buildings at 12331/12351 Bridgeport Road into 18 strata lots. The proposal is straightforward. Staff have no objection to this application and recommend approval of the Strata Title Conversion.



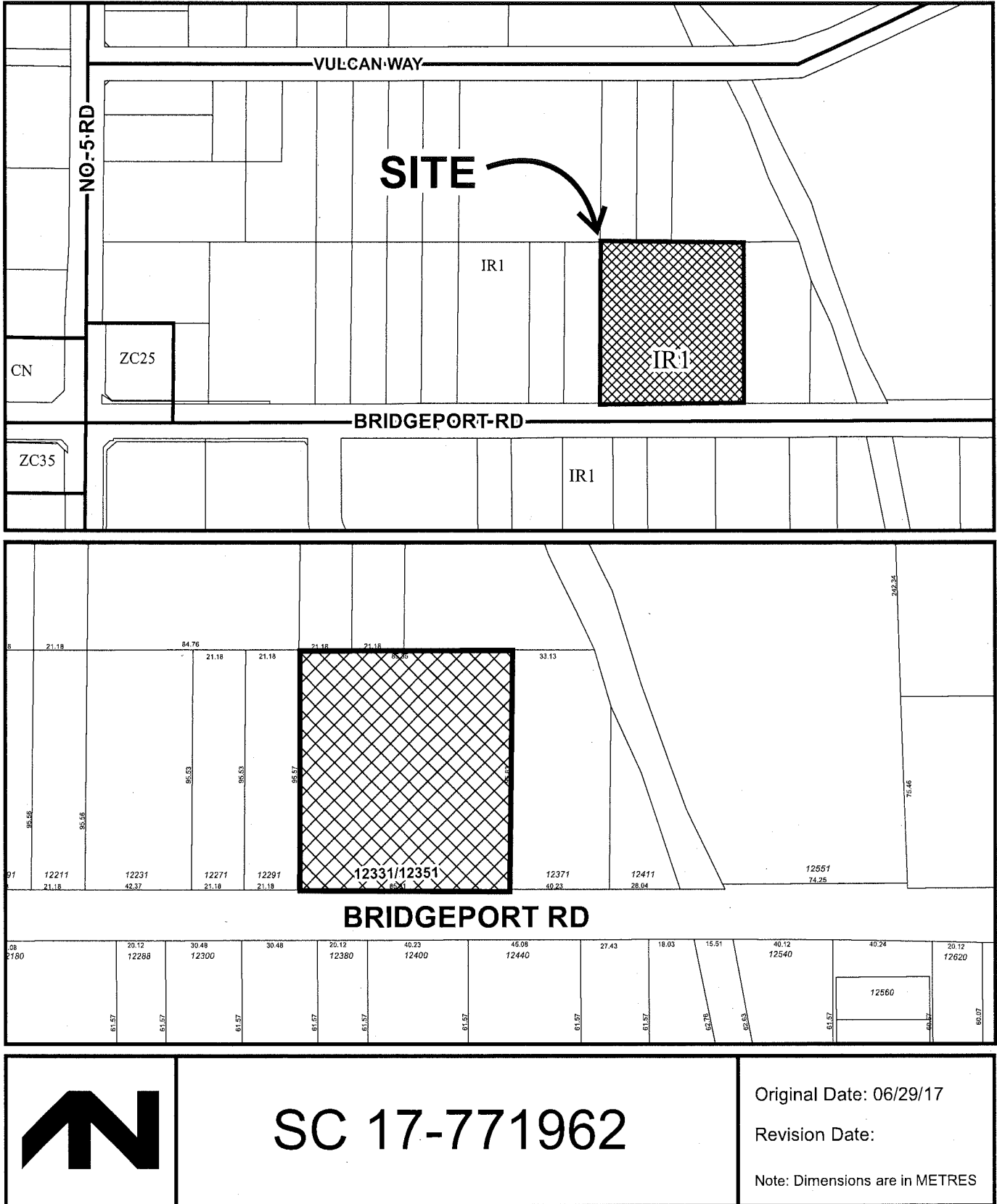
Jordan Rockerbie
Planning Technician
(604-276-4092)

JR:rg

- Attachment 1: Location Map and Aerial Photo
- Attachment 2: Proposed Strata Plan
- Attachment 3: Proposed Landscape Plan
- Attachment 4: Policy 5031: Strata Title Conversion Applications – Commercial and Industrial
- Attachment 5: Letters from existing tenants (7)



City of Richmond





City of
Richmond



**SUBJECT
PROPERTY**

12331/12351



SC 17-771962

Original Date: 06/29/17

Revision Date:

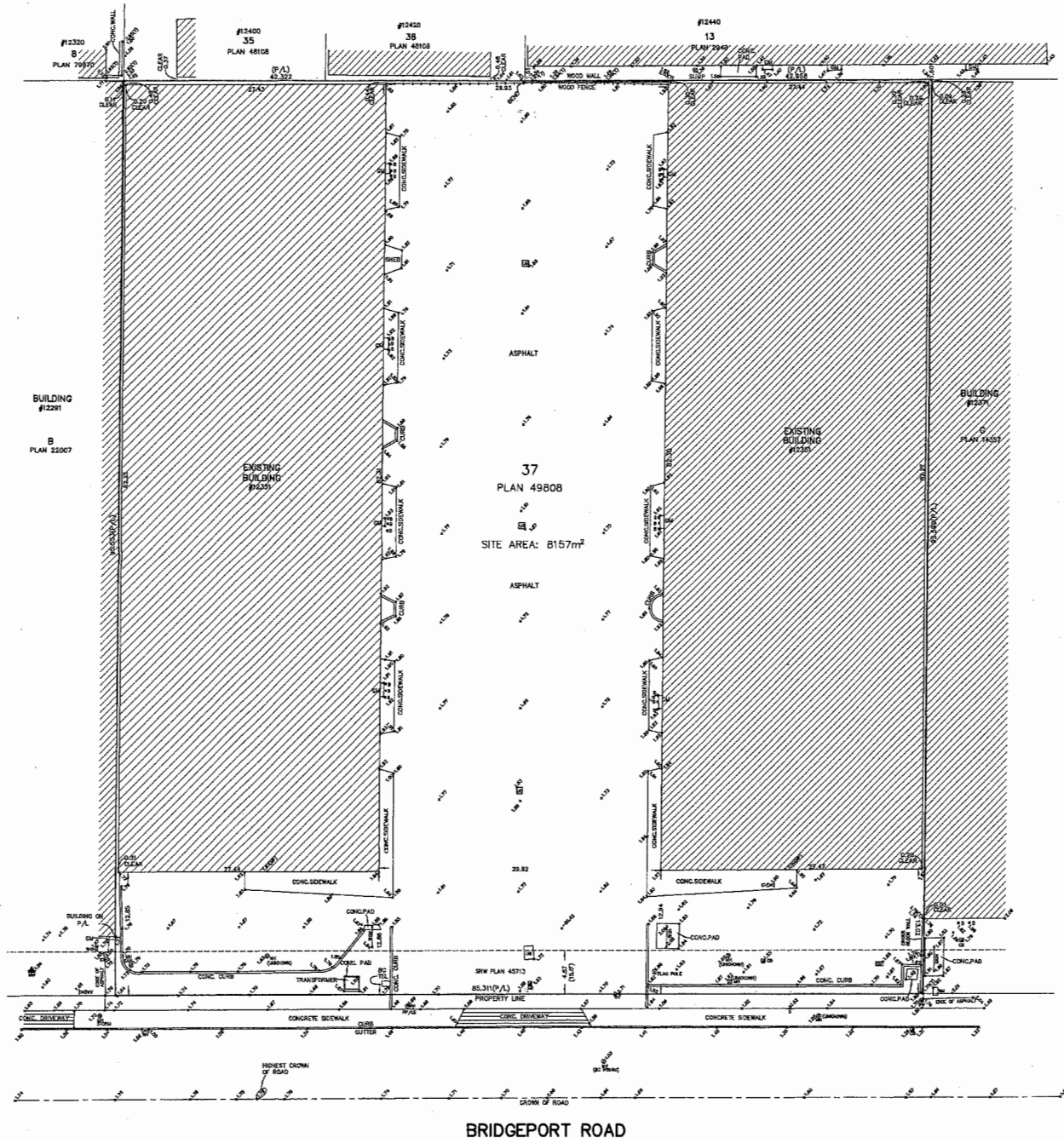
Note: Dimensions are in METRES

TOPOGRAPHIC SURVEY PLAN OF LOT 37 SECTION 19
 BLOCK 5 NORTH RANGE 5 WEST
 NEW WESTMINSTER DISTRICT PLAN 49808

R-17-18363-TP2

PARCEL IDENTIFIER (PID): 001-035-011
 CIVIC ADDRESS:
 #12331 & #12351 BRIDGEPORT ROAD
 RICHMOND, B.C.
 FOR CITY OF RICHMOND PERMIT APPLICATIONS

ATTACHMENT 2



BRIDGEPORT ROAD

LEGEND
 SCALE 1:200

- ALL DISTANCES AND ELEVATIONS ARE IN METRES
- ⊕ INDICATES SPOT ELEVATION
 - ⊕ CB INDICATES CATCH BASIN
 - CD INDICATES CLEAN OUT
 - ⊕ IC INDICATES INSPECTION CHAMBER
 - ⊕ B INDICATES BOLLARD
 - ⊕ MH INDICATES MANHOLE
 - ⊕ US INDICATES UTILITY SOLE
 - ⊕ PP INDICATES POWER POLE
 - ⊕ S INDICATES SIGN
 - ⊕ WM INDICATES WATER METER
 - ⊕ WV INDICATES WATER VALVE
 - ⊕ CV INDICATES CURB VALVE
 - ⊕ E INDICATES ELECTRIC BOX
 - ⊕ MW INDICATES MORTON'S WELL
 - ⊕ MF INDICATES MAIN FLOOR
 - ⊕ GM INDICATES GAS METER
 - (T) INDICATES TOP OF RETAINING WALL
 - P/L INDICATES PROPERTY LINE
 - LS INDICATES LAMP STAND/POLE
 - SN INDICATES SANITARY

NOTES:

THIS LOT IS SUBJECT, BUT NOT LIMITED TO,
 THE FOLLOWING HIGH-PLAN SPECIFIED CHARGE:
 BC HYDRO SNW RD11540.

NOTES:

- PROPERTY LINE DIMENSIONS ARE BASED ON LEGAL FIELD SURVEYS.
 ELEVATIONS ARE IN METRES AND ARE DERIVED FROM
 THE DATUM OF RICHMOND (P/1) OF 1977 (728458)
 DATUM 884'100.00 AS APPROVED BY CITY OF RICHMOND
 BY PLAN No. 8027, ARE SHOWN HEREON.

DATE OF SURVEY: FEBRUARY 17, 2017

MATSON PECK & TOPLISS
 SURVEYORS & ENGINEERS
 #230 - 11120 HORSESHOE WAY
 RICHMOND, B.C. V7A 5H7
 PH: 604-270-8231
 FAX: 604-270-4137
 CADFILE: 18363-002-TP2-001.DWG

SEAL

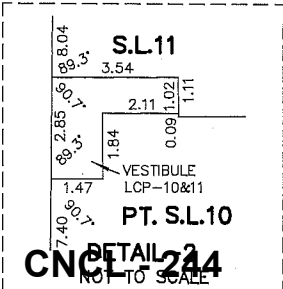
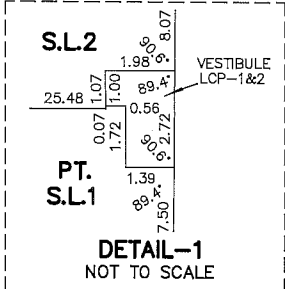
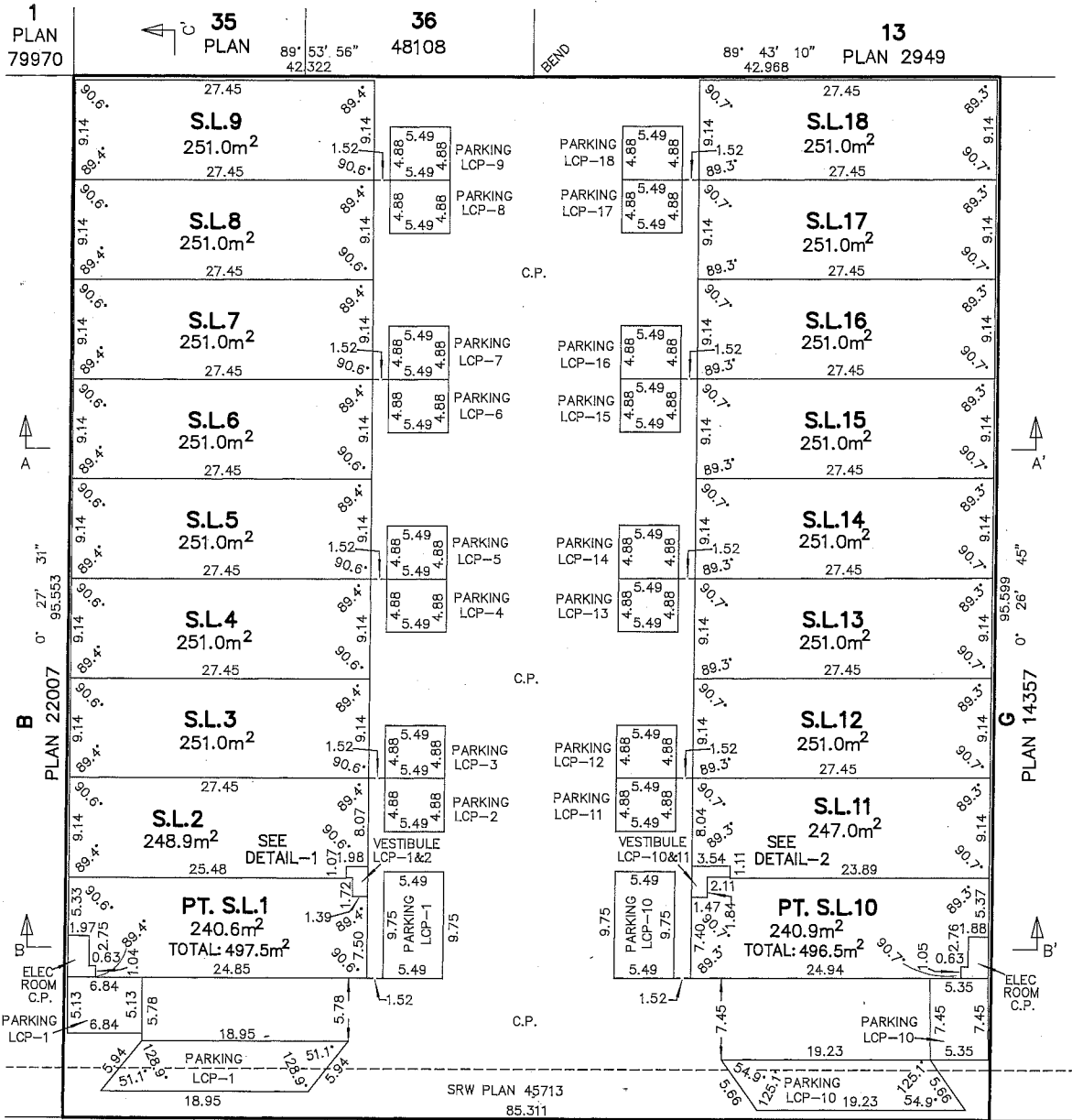
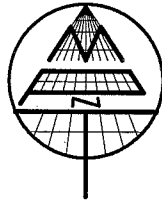
 J. STEVEN GAMWELL
 S.C. LAND SURVEYOR (P112)
 *THIS DOCUMENT IS NOT VALID
 UNLESS ORIGINALLY SIGNED
 AND SEALED*

GROUND FLOOR

SHEET 3 OF 5 SHEETS

STRATA PLAN EPS4226

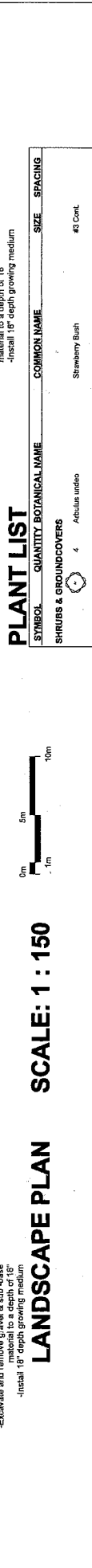
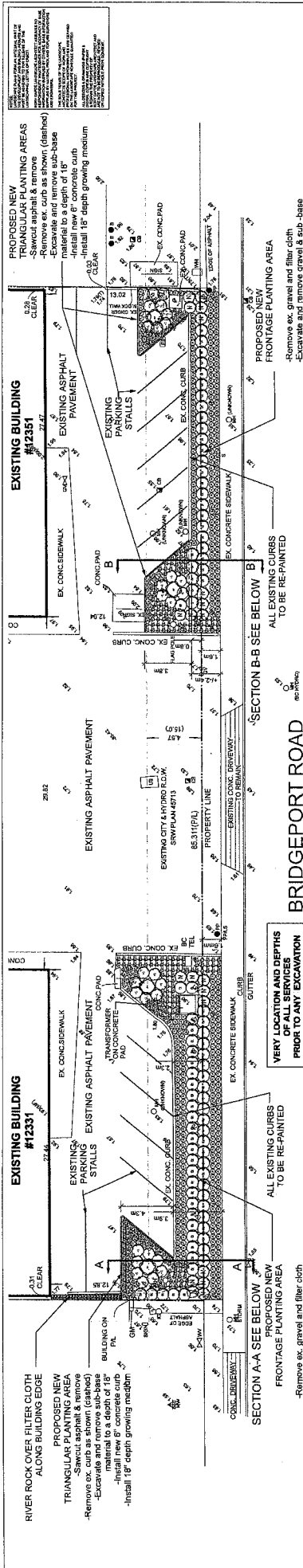
SCALE 1:400



MATSON PECK & TOPLISS
 SURVEYORS & ENGINEERS
 #320 - 11120 HORSESHOE WAY
 RICHMOND, B.C., V7A 5H7
 PH: 604-270-9331
 FAX: 604-270-4137
 CADFILE: 18363-STRATA.DWG

R-17-18363-STRATA

J. STEPHEN CAMPBELL, BOLS(#712)
 THIS 25TH DAY OF APRIL, 2017



SECTION A-A WEST BOULEVARD SCALE: 1:50

SECTION B-B EAST BOULEVARD SCALE: 1:50

TYPICAL SECTION VIEWS THROUGH LANDSCAPE BUFFERS

KEY PLAN SCALE= 1:1000

PLANT LIST

SYMBOL	QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE	SPACING
④	4	Abutilon andro	Strawberry Bush	#2 Cont.	
①	390	Arctostaphylos Uva-ursi 'Vanoverse Jaki'	Vanoverse Jaki Kalmidinknick	#1 Cont., 18" O.C.	
②	297	Fretusa glauca	Blue Fescue	#1 Cont., 18" O.C.	
③	45	Hemerocallis 'Stella D'Oro'	Stella D'Oro Daylily	#1 Cont., 24" O.C.	
④	20	Nandina domestica 'Compacta'	Compact Heavenly Bamboo	#2 Cont., 36" O.C.	
⑤	28	Potentilla fruticosa 'Mungo Tango'	Mungo Tango Potentilla	#2 Cont., 36" O.C.	
⑥	88	Florus L. 'Olio Luyker'	Olio Luyker Laurel	#2 Cont., 36" O.C.	

NOTES:

ALL WORK & MATERIALS TO CONFORM TO THE LATEST EDITION OF THE BC LANDSCAPE STANDARD AND IN ACCORDANCE WITH THE DISTRICT OF RICHMOND STANDARDS, UNLESS OTHERWISE NOTED. PROVIDE FERTILITY & PARTICLE SIZE ANALYSIS TEST FOR GROWING MEDIUM PRIOR TO STARTING WORK. GROWING MEDIUM TO BE NEEDED PREPARED AND COMPOSTED, CONFORMING TO BONTA STANDARD FOR LEVEL 2 SOILS. PROVIDE TOP SOIL DEPTHS AS FOLLOWS:

SHRUBS: 18" depth continuous

PROVIDE 2" DEPTH COMPOSTED HEMLOCK / FIR BARK MULCH IN ALL PLANTERS AND PLANTING BEDS

ALL PLANT MATERIAL TO COME FROM A CERTIFIED DISEASE-FREE NURSERY. PROVIDE CERTIFICATION UPON REQUEST. PROVIDE AUTOMATED DRIP IRRIGATION SYSTEM BY DESIGN/BUILD.

IN THE EVENT OF A DISCREPANCY BETWEEN THE NUMBER OF PLANTS SHOWN ON THE PLAN AND THE PLANT LIST QUANTITY, A MANUAL COUNT OF PLANT SYMBOLS IN THE DRAWING WILL TAKE PRECEDENCE.

REVISIONS

PROJECT
12331 & 12351
BRIDGEPORT ROAD
RICHMOND, B.C.

SHEET TITLE
LANDSCAPE PLAN

DATE
March 8, 2017

DRAWN BY
BROWN P.D.

CHECKED BY
SCALE: AS SH.

SHEET NO.
L.1 of 2



**City of
Richmond**

Strata Title Conversion Applications

Development Applications Department
6911 No. 3 Road, Richmond, BC V6Y 2C1

www.richmond.ca

Tel: 604-276-4000 Fax: 604-276-4052

Commercial and Industrial Policy 5031

It is Council policy that the following matter shall be considered before deciding on any commercial or industrial strata title conversion applications involving three or more strata lots:

1. The life expectancy of the building and any projected major increases in maintenance costs due to the condition of the building. This information shall be supplied by the applicant in the form of a written report in an acceptable form prepared by a registered architect, engineer or similarly qualified professional. The report shall review the building's age, quality, general condition and measure of compliance with current building codes and City bylaws.
2. The impact of the proposal on the existing tenants in terms of their existing leases and their ability to offer to purchase the units they occupy or to relocate into comparable and suitable rental premises if unable to purchase their existing units.
3. The views of the affected tenants as established by a formal canvass by the City staff or agents of the City. A standard form available from the City's Planning and Development Department may be used for this purpose.
4. Any proposals involving upgrading of the buildings or changes affecting open space, landscaping, common facilities, off-street parking and loading spaces. The ownership and management of the off-street parking and loading facilities should be specifically addressed.
5. Any other conditions peculiar to the circumstances of the conversion proposal and requiring special measures to be taken as a condition of approval.
6. All commercial or industrial strata conversion applications must be compatible with the City's bylaws regulating the use and development of the land, and the servicing standards appropriate to the site.

GRAFTON ENTERPRISES LTD.

January 16, 2017

MAPLE LIGHTING LTD.
ATTENTION: COMPANY OWNER
UNIT 1 - 12331 BRIDGEPORT RD
RICHMOND, BC V6V 1J4

RE: STRATA CONVERSION AT 12331 & 12351 BRIDGEPORT RD

We are in the process of strata conversion at the above-noted address. The reason for this is to allow separate metering for gas, electric, water, sewer, and property taxes. This will ensure that tenants will pay for their own expenses and no one else's.

This will have no ramifications with regards to your tenancy and only changes how the landlord, Grafton Enterprises Ltd., owns the property.

Please sign in the space below to indicate you do not take issue with this change.
Retain one copy for your records.

Sincerely,



GRAFTON ENTERPRISES LTD.
Wayne Grafton

AGREED TO THE ABOVE TERMS BY
MAPLE LIGHTING LTD.

SIGNATURE:

Ben Wang

DATE:

16. Jan. 2016

NAME:

Ben Wang

20499 Westminster Hwy
Richmond, BC V6V 1B3

604-270-4737
604-270-4081

GRAFTON ENTERPRISES LTD.

January 16, 2017

INSTANT BEDROOMS INC.
ATTENTION: COMPANY OWNER
UNIT 6 - 12331 BRIDGEPORT RD
RICHMOND, BC V6V 1J4

RE: STRATA CONVERSION AT 12331 & 12351 BRIDGEPORT RD

We are in the process of strata conversion at the above-noted address. The reason for this is to allow separate metering for gas, electric, water, sewer, and property taxes. This will ensure that tenants will pay for their own expenses and no one else's.

This will have no ramifications with regards to your tenancy and only changes how the landlord, Grafton Enterprises Ltd., owns the property.

Please sign in the space below to indicate you do not take issue with this change.
Retain one copy for your records.

Sincerely,



GRAFTON ENTERPRISES LTD.
Wayne Grafton

AGREED TO THE ABOVE TERMS BY
INSTANT BEDROOMS INC.

SIGNATURE:



DATE:

Jan. 16/17

NAME:

Bob Soava

CNCL - 248

20499 Westminster Hwy
Richmond, BC V6V 1B3

604-270-4737
604-270-4081

GRAFTON ENTERPRISES LTD.

January 16, 2017

SOPRON AUTOBODY LTD.
ATTENTION: COMPANY OWNER
UNIT 9 - 12331 BRIDGEPORT RD
RICHMOND, BC V6V 1J4

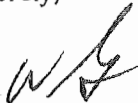
RE: STRATA CONVERSION AT 12331 & 12351 BRIDGEPORT RD

We are in the process of strata conversion at the above-noted address. The reason for this is to allow separate metering for gas, electric, water, sewer, and property taxes. This will ensure that tenants will pay for their own expenses and no one else's.

This will have no ramifications with regards to your tenancy and only changes how the landlord, Grafton Enterprises Ltd., owns the property.

Please sign in the space below to indicate you do not take issue with this change.
Retain one copy for your records.

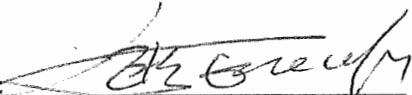
Sincerely,



GRAFTON ENTERPRISES LTD.
Wayne Grafton

AGREED TO THE ABOVE TERMS BY
SOPRON AUTOBODY LTD.

SIGNATURE: _____



DATE: _____

Jan 16, 2017

NAME: _____

Tsung Wu Ni

20499 Westminster Hwy
Richmond, BC V6V 1B3

604-270-4737
604-270-4081

GRAFTON ENTERPRISES LTD.

January 16, 2017

**LOEWEN PIANO HOUSE LTD.
ATTENTION: COMPANY OWNER
UNIT 1 - 12351 BRIDGEPORT RD
RICHMOND, BC V6V 1J4**

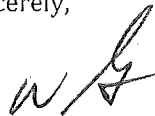
RE: STRATA CONVERSION AT 12331 & 12351 BRIDGEPORT RD

We are in the process of strata conversion at the above-noted address. The reason for this is to allow separate metering for gas, electric, water, sewer, and property taxes. This will ensure that tenants will pay for their own expenses and no one else's.

This will have no ramifications with regards to your tenancy and only changes how the landlord, Grafton Enterprises Ltd., owns the property.

Please sign in the space below to indicate you do not take issue with this change.
Retain one copy for your records.

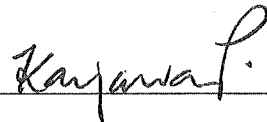
Sincerely,



GRAFTON ENTERPRISES LTD.
Wayne Grafton

AGREED TO THE ABOVE TERMS BY
LOEWEN PIANO HOUSE LTD.

SIGNATURE: _____



DATE: _____

Jan 16/17

NAME: _____

20499 Westminster Hwy
Richmond, BC V6V 1B3

604-270-4737
604-270-4081

GRAFTON ENTERPRISES LTD.

January 16, 2017

KING GEORGE FURNITURE LIQUIDATION LTD. (DBA RICHMOND HOME FURNISHING)
ATTENTION: BALJEET KAUR GILL
UNIT 5 - 12351 BRIDGEPORT RD
RICHMOND BC V6V 1J4

RE: STRATA CONVERSION AT 12331 & 12351 BRIDGEPORT RD

We are in the process of strata conversion at the above-noted address. The reason for this is to allow separate metering for gas, electric, water, sewer, and property taxes. This will ensure that tenants will pay for their own expenses and no one else's.

This will have no ramifications with regards to your tenancy and only changes how the landlord, Grafton Enterprises Ltd., owns the property.

Please sign in the space below to indicate you do not take issue with this change.
Retain one copy for your records.

Sincerely,

GRAFTON ENTERPRISES LTD.
Wayne Grafton

AGREED TO THE ABOVE TERMS BY
KING GEORGE FURNITURE LIQUIDATION LTD. (DBA RICHMOND HOME FURNISHING)

SIGNATURE: _____

DATE: _____

NAME: _____

CNCL - 251

20499 Westminster Hwy
Richmond, BC V6V 1B3

604-270-4737
604-270-4081

GRAFTON ENTERPRISES LTD.

January 16, 2017

GRAND SUCCESS TRADING (CANADA) LTD.
ATTENTION: COMPANY OWNER
UNIT 10 - 12351 BRIDGEPORT RD
RICHMOND, BC V6V 1J4

RE: STRATA CONVERSION AT 12331 & 12351 BRIDGEPORT RD

We are in the process of strata conversion at the above-noted address. The reason for this is to allow separate metering for gas, electric, water, sewer, and property taxes. This will ensure that tenants will pay for their own expenses and no one else's.

This will have no ramifications with regards to your tenancy and only changes how the landlord, Grafton Enterprises Ltd., owns the property.

Please sign in the space below to indicate you do not take issue with this change.
Retain one copy for your records.

Sincerely,



GRAFTON ENTERPRISES LTD.
Wayne Grafton

AGREED TO THE ABOVE TERMS BY
GRAND SUCCESS TRADING (CANADA) LTD.

SIGNATURE:



DATE:

17 / JAN / 2017

NAME:

WAH MING CHEUNG

CNCL - 253

TITLE SEARCH PRINT

2017-05-26, 14:22:21

File Reference:

Requestor: Raman Grewal

Declared Value \$13608000

****CURRENT AND CANCELLED INFORMATION SHOWN****

Land Title District

NEW WESTMINSTER

Land Title Office

NEW WESTMINSTER

SC 17-771962

Title Number

CA5758439

From Title Number

BB853945

Application Received

2017-01-11

Application Entered

2017-01-24

Registered Owner in Fee Simple

Registered Owner/Mailing Address:

GRAFTON ENTERPRISES LTD., INC.NO. A-0082210
20499 WESTMINSTER HWY
RICHMOND, BC
V6V 1B3

Taxation Authority

Richmond, City of

Description of Land

Parcel Identifier:

001-035-011

Legal Description:

LOT 37 SECTION 19 BLOCK 5 NORTH RANGE 5 WEST NEW WESTMINSTER DISTRICT
PLAN 49808

Legal Notations

ZONING REGULATION AND PLAN UNDER
THE AERONAUTICS ACT (CANADA)
FILED 10.02.1981 UNDER NO. T17084
PLAN NO. 61216

Charges, Liens and Interests

Nature:

STATUTORY RIGHT OF WAY

Registration Number:

K24439

Registration Date and Time:

1974-03-04 14:57

Registered Owner:

TOWNSHIP OF RICHMOND

Remarks:

PLAN 45713

ANCILLARY RIGHTS

INTER ALIA

TITLE SEARCH PRINT

2017-05-26, 14:22:21

File Reference:

Requestor: Raman Grewal

Declared Value \$13608000

Nature:	STATUTORY RIGHT OF WAY
Registration Number:	RD41940
Registration Date and Time:	1977-01-11 13:47
Registered Owner:	BRITISH COLUMBIA HYDRO AND POWER AUTHORITY
Remarks:	10 FEET ANCILLARY RIGHTS WITH PRIORITY OVER RD38111

Duplicate Indefeasible Title NONE OUTSTANDING

Transfers NONE

Pending Applications NONE

Corrections NONE