



**City of Richmond**

**Report to Committee**

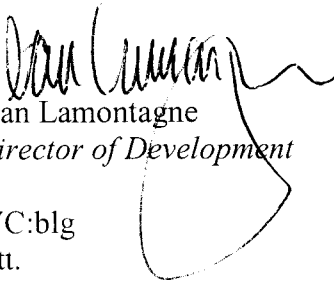
**To:** Planning Committee  
**From:** Jean Lamontagne  
Director of Development

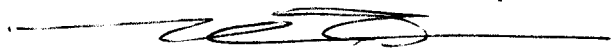
**Date:** December 1, 2006  
**File:** 08-4100-01/2006-Vol 01

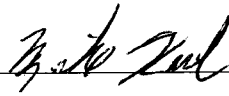
**Re:** **Zoning and Development Bylaw No. 5300 – Off-Street Parking and Loading Requirements**

**Staff Recommendation**

1. That Bylaw No. 8169 to amend the Off-Street Parking and Loading Section (Division 400) of Richmond Zoning and Development Bylaw No. 5300 be introduced and given first reading.

  
 Jean Lamontagne  
 Director of Development  
 WC:blg  
 Att.

  
 Victor Wei, P.Eng.  
 Director, Transportation

FOR ORIGINATING DEPARTMENT USE ONLY			
<b>ROUTED TO:</b>		<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Business Licences .....	Y	<input checked="" type="checkbox"/> N <input type="checkbox"/>	
Zoning .....	Y	<input checked="" type="checkbox"/> N <input type="checkbox"/>	
<b>REVIEWED BY TAG</b>	YES	NO	<b>REVIEWED BY CAO</b>
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## Staff Report

### Origin

To ensure that the City's minimum parking requirements reflect current parking standards, staff conducted a review of the off-street parking requirements contained in Division 400 "Off-Street Parking and Loading" of Zoning and Development Bylaw No. 5300. The purpose of this review was:

- To ensure the minimum parking requirements contained in the Zoning Bylaw are comparable with parking requirements in other jurisdictions within the Greater Vancouver Regional District (GVRD) and those published by the Ministry of Transportation;
- To ensure consistency with parking facility guidelines published by the Institute of Transportation Engineers; and
- To ensure parking requirements within the Zoning Bylaw are clearly stated and presented in a user-friendly format.

This report presents the findings of this Bylaw review along with the recommended amendments to Zoning and Development Bylaw No. 5300.

### Findings Of Fact

Zoning and Development Bylaw No. 5300 was adopted in 1989. While there have been periodic amendments to the parking requirements contained in Division 400 of the Bylaw, the content of this subsection has been relatively consistent since the Zoning Bylaw was adopted. Staff initiated this review because parking requirements for certain land uses were no longer reflective of demand, requests to vary certain provisions within the bylaw were increasing, and to ensure the content is clearly presented in a user-friendly format.

Staff are also currently working on updating the City Centre Transportation Plan, which will provide recommendations on transportation and parking strategies for the City Centre. Additional revisions to the Division 400 of the Bylaw may be brought forward once the City Centre Transportation Plan review is complete.

### Analysis

The recommended revisions to the Zoning Bylaw are generally minor in scope. The proposed amendments reflect current technical design standards while improving clarity and user friendliness. The proposed amendments are described below.

#### Shared Parking Facilities

The Zoning Bylaw currently requires that a site provide 100% of the parking requirements for all uses that occur on a site regardless of whether the maximum parking demand for certain uses occur at distinctly different times of the day. Staff recommend that a new provision be added to the Zoning Bylaw to enable shared parking for different uses that occur at distinctly different times of the day, provided that a Parking Study, prepared by a registered professional engineer, is reviewed and approved by the City's Transportation Division.

### Minimum Manoeuvring Aisle Width

To ensure that access to and from parking spaces is accommodated, a minimum manoeuvring aisle width is required within a parking facility. Staff recommend that a reduced manoeuvring aisle width be permitted only in parking facilities with a low vehicle turnover rate. To this effect, a minimum manoeuvring aisle width of 6.7 m (22 ft.) is recommended for residential parking facilities where parking spaces angle is at 90° to the manoeuvring aisle. This reduced aisle width is primarily based on the lower vehicular turnover rate and unique arrival/departure characteristics of a residential land use. The 6.7 m wide manoeuvring aisle width is consistent with transportation industry guidelines, recommendations from ICBC, and bylaw requirements in other municipalities in the lower mainland

This reduced manoeuvring aisle width is also consistent with a number of recently approved multiple residential buildings as a variance to the minimum manoeuvring aisle width is often incorporated with the Development Permit. Staff, through the Development Permit process, will retain the ability to increase a manoeuvring aisle width at strategic locations within a parking area where traffic conditions warrant a wider manoeuvring aisle (i.e. access/egress and high traffic areas).

### Accessible Parking Stalls

A minor “housekeeping” amendment to the accessible parking provisions is recommended to clarify that accessible parking requirements are dependant on the number of parking spaces required (not the number of parking spaces provided) and that accessible visitor parking requirements for multiple residential developments is dependant on the number of visitor parking stalls required.

### Basic Parking Requirements

To ensure that the basic parking requirements in the Zoning Bylaw are appropriate, staff compared the current requirements with those from other jurisdictions, the Ministry of Transportation and the guidelines published by the Institute of Transportation Engineers. Based on this review, staff recommend that the parking requirements for certain land uses be revised. The following provides a brief summary of the proposed changes to the basic parking requirements.

### New Parking Requirements

This review identified that a number of permitted uses within the Zoning Bylaw did not have a clearly associated parking requirement. The inclusion of clearly defined minimum parking requirements for the following uses will ensure these uses provide appropriate parking. The proposed parking requirements are based on those used in other jurisdictions in the GVRD and published transportation industry standards. The following amendments are proposed:

- Animal Hospital or Clinic – the greater of 1.6 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of gross leaseable floor area of a building or 1.4 spaces per employee.
- Farm-Based Winery – 1 space per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of gross leaseable floor area of a building used for wine processing plus additional parking requirements for any accessory non-agriculture use (i.e. retail outlet or restaurant).
- Studio for artist, display dance, radio, television or recording – 5 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of gross leaseable floor area of a building.

### *Revised Parking Requirements*

Staff further recommend that the parking requirements for the following uses be revised as the current requirements within the Zoning Bylaw no longer reflect current design standards.

- Automotive Sales – revised requirements provide a differential parking rate for portions of a building that are used for vehicle sales/office and those portions of the building used for vehicle maintenance.
  - 3 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of gross leaseable floor area of a building used for vehicle sales/office; plus
  - 3 spaces for each vehicle service bay.
- Child Care – revised requirements are based on the number of staff required and the number of children in care.
  - 0.75 spaces per employee plus 1 additional space for each 10 children.
- Educational Institutions (training schools) - revised requirements are based on the anticipated staff and student populations.
  - 1 space for each employee plus 0.75 space for each student.
- Educational Institutions, Private/Public (K-12 School, College/University) – revised requirements reflect the information endorsed by Council through a report to Planning Committee from the Acting Director of Transportation dated March 21, 2006. Revised requirements are based on anticipated staff and student populations. Requirements vary for Elementary Schools, Secondary Schools and College/University.
  - Elementary – 0.75 space for each employee plus 1 space for each 10 students.
  - Secondary - 1 space for each employee plus 1 space for each 10 students.
  - College/University - 0.75 space for each employee plus 1 space for each 10 students.
- Food Catering Establishments (Restaurants) – revised requirements reflect the following:
  - different parking requirements for restaurants with a drive-through component (i.e. high turnover restaurants) versus those without a drive-through; and
  - reduced parking requirement for smaller restaurants (less 350 m<sup>2</sup> [3,767 ft<sup>2</sup>]).
- Neighbourhood Public House – revised requirements are based on gross leaseable floor area instead of a prescribed minimum number of parking spaces. The revised approach is similar to that used in determining restaurant parking requirements.
- Office – reduced from 4 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of gross leaseable floor area of a building to 3 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of gross leaseable floor area of a building.
  - Office parking requirements within the Steveston Commercial (2-Storey) District (C4), Steveston Commercial (3-Storey) District (C5), and Downtown Commercial District (C7) remain the same.
- Retail Trade & Services – revised requirements provide a lower parking requirement for small business establishments.
  - Establishments required to provide 3 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of gross leaseable floor area of a building up to 350 m<sup>2</sup> (3,767 ft<sup>2</sup>) and 4 spaces for each additional 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of gross leaseable floor area beyond 350 m<sup>2</sup> (3,767 ft<sup>2</sup>).
  - Retail Trade & Service parking requirements within the C4, C5 and C7 District remain the same.

Richmond Parking Advisory Committee

The proposed revisions to the Off-Street Parking Requirements were presented to the Richmond Parking Advisory Committee on October 26, 2006. Members of the committee were invited to review and provide comments on a document summarizing the proposed revisions. To date, staff have not received any comments or concerns on the proposal.

Impact on New and Existing Businesses & Buildings

Generally, the new/revised requirements are less onerous than those currently contain within the Zoning Bylaw. If adopted these revised parking requirements would be applied:

- To all new buildings and structures;
- To additions to existing buildings or structures; or
- When the use of an existing building is changed.

Existing building where the use remains constant would be required to provide the parking at the lesser of:

- The parking existing when the building was constructed; or
- The parking requirements as specified in the Zoning Bylaw.

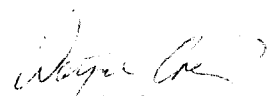
**Financial Impact**

None.

**Conclusion**

The revisions to Division 400 of Zoning Bylaw described in this report reflect recognized Transportation Engineering standards, are consistent with the City's Transportation goals and will increase the user friendliness of the Zoning Bylaw. The revised requirements are generally less onerous than those currently contained within the Bylaw and are reflective of anticipated demand. Staff will continue to monitor these parking requirements to ensure they are appropriate. In addition, staff anticipate that specific recommendations on City Centre parking requirements will be brought forward upon completion of the City Centre Transportation Plan update.

On this basis staff recommend that Bylaw No. 8169 to amend the Off-Street Parking and Loading Section (Division 400) of the Richmond Zoning and Development Bylaw No. 5300 be introduced and given first reading.

  
Wayne Craig  
Program Coordinator - Development  
(Local 4625)

WC:blg



**Richmond Zoning and Development Bylaw 5300  
Amendment Bylaw 8169**

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

1. Richmond Zoning and Development Bylaw 5300 is amended by:
  - i. Adding the following subsection regarding shared use of off-street parking after Section 404.02:
    - .03 Shared off-street parking areas for two or more **uses** may be permitted when the maximum demand of such parking areas by the individual **uses** occurs at different periods of the day as substantiated by a Parking Study, prepared by a registered professional engineer, and subject to the review and approval by the City.
  - ii. Repealing the existing manoeuvring aisle requirements in Section 405.04 and replacing them with the following:
    - .04 Adequate provision shall be made for individual access to or from all parking spaces at all times by means of unobstructed manoeuvring aisles. Manoeuvring aisles of not less than the following widths shall be provided:

Parking Angle	Minimum Manoeuvring Aisle Width
90°	6.7 m (22 ft.) for off-street parking areas provided for <b>Residential uses</b>
	7.5 m (24.6 ft.) for off-street parking areas servicing all other <b>uses</b>
60°	5.5 m (18 ft.)
45°	4.0 m (13 ft.)

- iii. Repealing the existing requirement for accessible parking spaces in section 405.10 and replacing it with the following:

.10 On off-street parking areas which contain 11 or more spaces, a minimum of 2% of the required parking spaces, rounded upward to the nearest whole number, shall be located close, and be accessible, to the **building** entrance and shall be marked with a clearly visible sign identifying the spaces for use by disabled persons only as specified in Schedule 2 of Division 23 of the Motor Vehicle Act Regulations, and marked on the parking surface with the international symbol for wheelchair accessibility.

For **Residential uses** that require a minimum of 3 visitor parking spaces, a minimum of 2% of the required visitor parking spaces, rounded upward to the nearest whole number, shall be marked with a clearly visible sign identifying the spaces for use by disabled persons only as specified in Schedule 2 of Division 23 of the Motor Vehicle Act Regulations, and marked on the parking surface with the international symbol for wheelchair accessibility.

- iv. Repealing Section 407 Parking Spaces Required and replacing it with the following:

#### **407 Parking Spaces Required**

- .01 Where **gross leasable floor area** of **building** is **used** as a unit of measurement for determining the minimum number of parking spaces required, the minimum or total number of parking spaces required shall be pro-rated over the entire **gross leasable floor area** occupied by that **use**.
- .02 Where two or more **uses** occur on a **lot** the total parking requirement shall be the sum of the requirements for each individual **use**. The minimum parking spaces required for each individual **use** is as specified in the following tables.

Table 407.02.1 – Residential Use Parking Requirements

Residential Use	Minimum number of Parking Space Required per Dwelling Unit	
	Basic Requirement	Visitor Parking Requirement
One-Family Dwellings	2.0	Not applicable
Two-Family Dwellings	2.0	Not applicable
Coach House	1.0	Not applicable
Townhouses	2.0	0.2
Townhouses in R3 or R4 District	1.5	0.2
Multiple-Family Dwellings	1.5	0.2
Mixed Commercial/Residential	1.5	0.2
Congregate Housing or Congregate Care Facility	0.65 space for each sleeping unit	

Table 407.02.2 – Agriculture Use Parking Requirements

Agriculture Uses	Minimum number of Parking Spaces Required
Agriculture	None beyond the spaces required for the residential use
Botanical Show Garden	50 spaces for each Botanical Garden Show
Golf Course or Golf Driving Range	<ul style="list-style-type: none"> <li>i. 50 spaces for each golf course; plus</li> <li>ii. 1 space for each practice tee; plus</li> <li>iii. 4 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of gross leasable floor area of building used for accessory banquet hall facilities or food catering establishments</li> </ul>
Farm-Based Winery	<ul style="list-style-type: none"> <li>i. 1 space per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of gross leasable floor area of building used for wine processing; plus</li> <li>ii. additional requirements for any accessory non-agriculture use</li> </ul>
Roadside Stand (Classes A and B) Roadside Stand (Classes C)	6 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of gross leasable floor area of building

Table 407.02.3 – General Parking Requirements

Use	Minimum number of Parking Spaces Required
Animal Hospital or Clinic	The use shall provide the greater of: <ul style="list-style-type: none"> <li>i. 1.6 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of gross leasable floor area of building; or</li> <li>ii. 1.4 per employee</li> </ul>
Assembly, including Place of Worship	10 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of gross leasable floor area of building
Automotive Sales	<ul style="list-style-type: none"> <li>i. 3 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of gross leasable floor area of building used for office; plus</li> <li>ii. 3 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of gross leasable floor area of building used for vehicle sales and rentals; plus</li> <li>iii. 3 spaces for each vehicle service bay</li> </ul>



<b>Banquet Hall Facility</b>	10 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area of building</b>
<b>Care Facility</b>	1 space for each 3 patient beds
<b>Child Care</b>	i. 0.75 space per employee; plus ii. 1 space for each 10 children in care
<b>Commercial Entertainment</b>	10 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area of building</b>
<b>Custom Workshop, Trade &amp; Service Use, including:</b> <ul style="list-style-type: none"> <li>• <b>Body Painting Studio</b></li> <li>• <b>Body Rub Studio</b></li> <li>• <b>Business Services</b></li> <li>• <b>Massage Therapist (unregistered)</b></li> <li>• <b>Personal Services</b></li> </ul>	4 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area of building</b>
	<i>Within the C4, C5 and C7 Districts:</i> 3 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area of building</b>
<b>Dormitory Building</b>	1 space for each 3 sleeping units
<b>Educational Institution</b>	i. 1 space per employee; plus ii. 0.75 space for each student
<b>Educational Institution, Private and Educational Institution, Public</b>	For Elementary School: i. 0.75 spaces for each staff member; plus ii. 1 space for each 10 students
	For Secondary School: i. 1 space for each staff member; plus ii. 1 space for each 10 students
	For College/University i. 0.75 spaces for each staff member; plus ii. 1 space for each 10 students
<b>Food Catering Establishment</b>	i. 8 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area</b> up to 350 m <sup>2</sup> (3,767 ft <sup>2</sup> ); plus ii. 10 spaces for each additional 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area</b>
<b>Food Catering Establishment with Drive-Through service</b>	i. 7 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area</b> up to 350 m <sup>2</sup> (3,767 ft <sup>2</sup> ); plus ii. 9 spaces for each additional 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area</b> ; plus iii. a minimum of 8 vehicle queuing area in advance of each drive-thru pick-up window
<b>Funeral Home</b>	1 space for every 5 seats <b>used</b> for the accommodation of the general public assembled for funeral services
<b>Gas Station</b>	i. 2 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area</b> ; plus ii. 1 space for each car wash bay
<b>Hospital</b>	1 space for each patient bed

<b>Hotel</b>	<ul style="list-style-type: none"> <li>i. 1 space for each 2 guest sleeping room; plus</li> <li>ii. 10 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of <b>gross leasable floor area of building used</b> for accessory <b>food catering establishments</b>, meeting/convention facilities, lounges and <b>banquet hall facilities</b>; plus</li> <li>iii. 3 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of <b>gross leasable floor area of building used</b> for <b>retail, trade &amp; services</b></li> </ul>
<b>Industry, including</b> <ul style="list-style-type: none"> <li>• <b>Light Industry</b></li> <li>• <b>Refund Container Return Centre</b></li> <li>• <b>Warehousing &amp; Storage</b></li> </ul>	1 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area of building</b>
<b>Licensee Retail Store</b> <b>Licensee Retail Store (Type 2)</b>	4 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area of building</b>
<b>Neighbourhood Public House</b>	<ul style="list-style-type: none"> <li>i. 6 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of <b>gross leasable floor area</b> up to 350 m<sup>2</sup> (3,767 ft<sup>2</sup>); plus</li> <li>ii. 8 spaces for each additional 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of <b>gross leasable floor area</b>;</li> </ul>
<b>Marina</b>	<ul style="list-style-type: none"> <li>i. 1 space for each 2 boat moorages; plus</li> <li>ii. 2 spaces for each float home or live aboard vessel moorage; plus</li> <li>iii. 2 spaces for each 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of <b>gross leasable floor area of building used</b> for servicing or repairs</li> </ul>
Office	3 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area of building</b>
	<i>Within the C4, C5 and C7 Districts:</i> <ul style="list-style-type: none"> <li>i. 3 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of <b>gross leasable floor area</b> on the first 2 floors of a <b>building</b>; plus</li> <li>ii. 1.5 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of <b>gross leasable floor area</b> for all floors above the first 2 floors of a <b>building</b></li> </ul>
<b>Recreation Facility</b>	<ul style="list-style-type: none"> <li>i. 2 spaces per 100 m<sup>2</sup> (1,076 ft<sup>2</sup>) of <b>gross leasable floor area of building</b>; plus</li> <li>ii. 1 space for each 4 spectator seats; plus</li> <li>iii. 3 spaces for each sheet of curling ice; plus</li> <li>iv. 3 spaces for each tennis, badminton or squash court</li> </ul>

<b>Retail Trade &amp; Services, including</b> i. <b>Adult Video Store</b> ii. <b>Adult Paraphernalia Store</b> iii. <b>Grocery Store</b> iv. <b>Pawnbroker</b> v. Retail Sale of <b>Building Materials</b> vi. Retail Sales of Household Furnishings & Appliances	i. 3 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area</b> up to 350 m <sup>2</sup> (3,767 ft <sup>2</sup> ); plus ii. 4 spaces for each additional 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area</b>
	<i>Within the C4, C5 and C7 Districts:</i> i. 3 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area</b> on the first 2 floors; plus ii. 1.5 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area</b> for all floors above the first 2 floors
<b>Service Station</b>	i. 2 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area</b> ; plus ii. 1 space for each car wash bay; plus iii. 3 space for each vehicle service bay
Studio for artist, display, dance, radio, television or recording	5 spaces per 100 m <sup>2</sup> (1,076 ft <sup>2</sup> ) of <b>gross leasable floor area</b>

2. This Bylaw may be cited as “**Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 8169**”.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

ADOPTED

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MAYOR

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