



# City of Richmond

## Report to Committee

**To:** General Purposes Committee

**From:** Elizabeth Ayers  
Director, Recreation Services

**Date:** July 4, 2018

**File:** 06-2052-25-  
SCCR1/Vol 01

Jim V. Young, P.Eng.  
Senior Manager, Capital Buildings Project  
Development

**Re:** Steveston Community Centre and Branch Library Program

### Staff Recommendation

That the staff report titled, "Steveston Community Centre and Branch Library Program," dated July 4, 2018, from the Director, Recreation Services and the Senior Manager, Capital Buildings Project Development, be received for information.

Elizabeth Ayers  
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(604-247-4669)

for:  
Jim V. Young, P. Eng.  
Senior Manager, Capital Buildings  
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Att. 2

REPORT CONCURRENCE		
<b>ROUTED TO:</b> Finance Department RCMP	<b>CONCURRENCE</b> <input checked="" type="checkbox"/> <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

On December 12, 2016, Council approved the Advanced Planning and Design for Major Facilities Projects, including the Steveston Community Centre and Branch Library, subject to funding being approved as part of the 2017 Capital Budget. The budget request for the advanced planning and design was subsequently approved on December 12, 2016.

On January 15, 2018, Council received the Public Engagement Plan for the Steveston Community Centre Concept Design for information and approved the Steveston Community Centre Concept Design Guiding Principles (Attachment 1).

The purpose of this report is to update Council regarding the progress of the Steveston Community Centre and Branch Library concept design process, including the results of the public engagement to date, and development of a Proposed Program, which is the first step of the concept design phase.

This report supports Council's 2014-2018 Term Goal #2 A Vibrant, Active and Connected City:

*Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs, and unique opportunities, and that facilitate active, caring, and connected communities.*

*2.1. Strong neighbourhoods.*

*2.3. Outstanding places, programs and services that support active living, wellness and a sense of belonging.*

This report supports Council's 2014-2018 Term Goal #6 Quality Infrastructure Networks:

*Continue diligence towards the development of infrastructure networks that are safe, sustainable, and address the challenges associated with aging systems, population growth, and environmental impact.*

*6.1. Safe and sustainable infrastructure.*

*6.2. Infrastructure is reflective of and keeping pace with community need.*

This report supports Council's 2014-2018 Term Goal #9 A Well-Informed Citizenry:

*Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged on City business and decision making.*

*9.1. Understandable, timely, easily accessible public communication.*

*9.2. Effective engagement strategies and tools.*

## **Analysis**

### Background

The Steveston Community Centre and Branch Library have served the community well. However, a replacement facility is required due to the facility being undersized, outdated and not meeting modern user expectations.

The Steveston Community Centre and Branch Library Concept Design project scope is for the replacement of the community centre and library. Concept design development is an iterative and involved process to bring the design to a point where program, location, preliminary floor plans, form/character, site orientation, and costing are established. Fundamental to the concept design process is an extensive public engagement program to ensure the building program and facility plan best meets the current and future needs of the community.

The Public Engagement Plan received for information by Council on January 15, 2018, identifies a number of opportunities to engage the community using a wide variety of methods to ensure the program and facility plan best meets the current and future needs of the community. The community has been engaged at several junctures throughout the program planning process using a wide variety of methods.

### Public Engagement: Community Needs and Program Input

The first phase of the Public Engagement Plan took place between November 2017 and April 2018, with the objective of informing the development of a Draft Program. This phase included:

- 41 individual interviews – Steveston Community Society and Richmond Public Library Board members;
- 15 stakeholder and user group interviews;
- Two focus groups with over 50 children from Tomekichi Homma Elementary School;
- A focus group with over 20 youth from R. A. McMath Secondary School;
- 22 ethnographic interviews – in-depth interviews with residents in their homes to get a deeper understanding of people's needs;
- Two open houses attended by over 300 members of the public; and
- A survey on LetsTalkRichmond.ca completed by 376 respondents.

The Project Team and Steveston Community Centre Concept Design Building Committee, consisting of Steveston Community Society and Richmond Public Library Board members, met several times through this process to review results, discuss findings and develop the Draft Program.

Through the engagement, staff gained an understanding of the needs, values and priorities for the community as outlined on the following page.

### **Value Statements**

Participants at stakeholder interviews and open houses were asked to rank 15 value statements regarding what a community centre and branch library should represent. The five most important values, in priority order, are:

- Community heart;
- Reflects Steveston's unique heritage and spirit;
- Connects and appeals to all generations;
- Promotes healthy living, fitness, and wellness; and
- Universally inclusive and accessible.

### **Program Spaces**

Survey respondents were asked to rank different program spaces for both themselves and their families. The following emerged as the most important spaces in a community centre:

- Space for group fitness and wellness (tai chi, yoga, etc.);
- Space for community events (fairs, markets, etc.);
- Space for individual fitness (weights, cardio, etc.); and
- Space for sports and physical activity (volleyball, etc.).

The following emerged as the most important spaces in a library:

- Space for browsing books that can be borrowed;
- Space for quiet reading, studying, etc;
- Family-friendly spaces to read and engage together; and
- Library-led programs and activities.

Throughout the engagement process, the community also expressed a strong desire for multipurpose rooms.

### **Program Types**

Public open house attendees and ethnographic interview participants were invited to rank a selection of program elements, from those which currently exist on the Steveston Park site or at other similar facilities, to give a clear understanding of what the Steveston community desires from their community centre and library.

Top priorities included:

- Library;
- Wellness clinics;
- Preschool, children, and seniors programs;
- Group fitness programs;
- Indoor tennis programs,
- Outdoor washrooms;

- Licensed preschool; and
- Community police station.

Low program priorities included:

- Restaurant /café /vending;
- Sauna; and
- Media room.

These key insights and findings formed the foundation of the Draft Program to ensure the facility will accommodate programs and services that meet community needs, and reflects the values identified as most important for a community centre and branch library.

In addition to the public engagement results outlined above, development of the Draft Program also included:

- Review of best practices and future trends for recreation, sports, fitness and library services service-delivery and facilities; and
- Meetings with staff to provide input on program needs based on current and projected facility use.

#### Public Engagement: Draft Program Consultation

During the second phase of the Public Engagement Plan, staff elicited feedback on a Draft Program that was developed to meet the community needs identified through the first phase of engagement. This engagement included:

- A Town Hall attended by over 170 members of the public, including a presentation by the project architect to over 50 members of the public; and
- A survey on LetsTalkRichmond.ca completed by 180 respondents.

Input confirmed there is overwhelming support for the Draft Program as presented, with 71% of survey respondents stating that they either strongly agree or agree that the Draft Program will meet the current and future needs of the Steveston community.

Subsequently the Project Team met with the Steveston Community Centre Concept Design Building Committee to review feedback and results. While the public strongly supported the Draft Program, there were a few individuals who expressed concern that a squash court was not included in it. Upon further review and discussion, it was agreed that, due to low use of the current court, other options in the community, and the strong desire for increased fitness space, a squash court was not a recommended part of the program.

Additionally, the Steveston Community Society's Building Committee expressed a desire for a larger gymnasium (14,000 sq. ft.), larger full-service kitchen, food servery, additional storage space, and an outdoor space adjacent to the large multi-purpose room.

**Proposed Program**

The Proposed Program outlined in Table 1 below expands on the Draft Program that was brought forward for public input, and responds to the Steveston Community Society’s desire for a larger gymnasium, kitchen, and storage areas, as well as the addition of a food servery. It meets both current and future population growth, and accommodates programs and services for the local community, as well as large-scale regional special events and tournaments.

The Proposed Program also aligns with:

- The Steveston Community Centre Concept Design Guiding Principles;
- Community needs, values and priorities identified through the public engagement process;
- Feedback from stakeholders and subject matter experts;
- Best practices and trends for recreation, sports fitness and library facilities; and
- Input and advice from the Steveston Community Centre Concept Design Building Committee.

The Proposed Program is provided for Council’s information in Table 1, along with a comparison to the existing Steveston Community Centre and Branch Library.

**Table 1: Proposed Program for Steveston Community Centre and Branch Library**

<b>Program Area</b>		<b>Existing Facility</b>	<b>Proposed Program</b>
		Sq. ft. (# of areas)	Sq. ft. (# of areas)
<b>COMMUNITY CENTRE</b>			
1.	Gymnasium	5,300 (1 gym)	14,000 (2 high school basketball courts with extra clearance and spectator space)
2.	Fitness Room	2,700 (1 room)	4,000 (1 room + specialized training space)
3.	Multipurpose Rooms – includes Active Studio	7,100 (4 rooms)	9,800 (6 rooms)
4.	Meeting Rooms – includes Society Meeting Room	700 (2 rooms)	1,000 (3 rooms)
5.	Social / Games Room	900 (1 room)	1,000 (1 room)
6.	Kitchen	300 (1 kitchen)	700 (1 kitchen + food servery)

Program Area		Existing Facility	Proposed Program
		Sq. ft. (# of areas)	Sq. ft. (# of areas)
<b>COMMUNITY CENTRE</b>			
7.	Administration and Reception – offices, staff room, reception	1,500	2,000
8.	Foyer and Gathering	1,800	1,500
9.	Circulation and Support Spaces – corridors, service areas, washrooms, change rooms, storage	11,400	13,900
10.	Other – stage, squash	1,700	0
Sub-total – Community Centre		33,400	47,900
<b>CO-LOCATED BRANCH LIBRARY</b>			
11.	Collections Space	2,600	3,100
12.	Children’s and Youth Resources / Reading Space	0	2,700
13.	Digital Services and Computers	0	1,000
14.	Silent Study / Reading Areas	0	1,300
15.	Educational Program Rooms	0	800
16.	Administration and Control – offices, info desk, self check-out, etc.	1,250	1,400
17.	Circulation and Support Areas – corridors, service areas	150	2,100
Sub-total – Library		4,000	12,400
<b>Total Floor Area – Community Centre and Library</b>		<b>37,400</b>	<b>60,300</b>

The proposed 14,000 sq. ft. double gymnasium provides the space required for karate, judo and kendo tournament participants, including spectator viewing areas encompassed within the gymnasium. The gymnasium is dividable into four program spaces, allowing for multiple activities or sports to take place simultaneously. While large-scale special events and tournaments would require the cancellation of regular programs in the gymnasium, the impact on programs in the multipurpose rooms and Net Shed will be reduced, and tennis players will no longer be displaced for martial arts tournaments.

The proposed kitchen will provide adequate space for the types of events hosted by the Steveston Community Society, including the large number of volunteers that work to support food services at events. A second food servery has also been included in anticipation of the facility being on

two floors. The desire for an outdoor space adjacent to the large multi-purpose room can easily be accommodated during the concept and detailed design phases.

The Proposed Program meets the identified community needs, best practices and trends, and accommodates both current and future population growth. The double gymnasium and varied multipurpose spaces will allow for extensive community programming, meeting the needs of the diverse and growing population. The Steveston Community Centre Concept Design Building Committee supports the Proposed Program outlined in this report.

A detailed program chart for the Proposed Program, outlining program room uses, is provided in Attachment 2.

### Community Police Station

The Steveston Community Police Station is located on the southeast quadrant of the Steveston Park site. Although the proposed Steveston Community Centre and Branch Library site is not expected to impact the police station, Council has the option to rebuild and integrate it with the new facility, to act as a hub for community services in the Steveston area. Through consultation with staff, community police station representatives and RCMP, it was determined that an additional 1,500 – 2,000 sq. ft. of ground level, storefront space would be required. This would provide the same level of service currently provided while ensuring the community police station meets modern safety expectations.

Staff do not recommend rebuilding this facility unless the existing Steveston Community Police Station is impacted by the site chosen for the new community centre and library, as the existing station sufficiently achieves a strong community presence and serves community needs through crime prevention programs and services.

### **Financial Considerations**

The building cost for the proposed program outlined in this report is consistent with the estimate provided in 2016 when the advanced planning was approved. Analysis of site options, servicing, parking, demolition requirements and other enabling works is ongoing and costs for these items will be additional to the building cost. Cost estimates and recommendations on these items, including financial implementation and funding options, will be brought forward for Council's consideration in the fall.

### **Next Steps**

Based on the Proposed Program outlined in this report, staff will continue with the concept design process by identifying and evaluating site options for the facility.

The site evaluation process will include the development of criteria for the ranking of site options, a comprehensive analysis of options within Steveston Park, as well as an opportunity for the public to provide feedback on the recommended site. Site evaluation criteria will be established from the community needs, values and priorities identified through the public engagement process, the Steveston Community Centre Concept Design Guiding Principles, as well as the principles of urban and facility design. Site evaluation criteria will include

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considerations such as synergies with existing site amenities, access to transportation, impacts to green space and established trees, proximity to residents, sustainable siting, and pedestrian access.

Following site evaluation, preliminary costing including program, parking, replacement/ repairs to impacted amenities, and enabling works will be confirmed and brought to Council with a funding plan in the Fall.

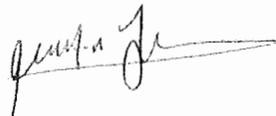
### **Conclusion**

The Steveston Community Centre and Branch Library concept design process is well underway, with development of the Proposed Program complete. Next steps include site review and selection, continued public consultation, and the development of costing and a funding strategy for the Proposed Program for the Steveston Community Centre and Branch Library which will be brought forward to Council for consideration this Fall.

A new Steveston Community Centre and Library will serve the community into the future and contribute to the City of Richmond becoming the most appealing, livable and well-managed community in Canada.



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- Att. 1: Steveston Community Centre Concept Design Project Guiding Principles
- 2: Recommended Program Details

# Steveston Community Centre Concept Design

## Project Guiding Principles

These Guiding Principles are intended to provide overall direction in the development of the concept design. They have been endorsed by Richmond City Council.



### 1. BE INNOVATIVE

Demonstrate creativity and innovation when developing a facility that fully meets the current and future needs of the Steveston community.



### 2. BE SUSTAINABLE

Reflect sustainability principles through all stages of the project:

- i. **Financial** – deliver the project on time and budget, as well as plan for financial sustainability of the entire facility during its operation.
- ii. **Social** – ensure decisions are transparent, responsive to community input and contribute to community development through public engagement.
- iii. **Adaptable** – develop processes and structures which not only meet the needs of current users, but also support the ability of future generations to maintain a healthy community.
- iv. **Environmental** – consider options for construction and operations that deliver exceptional energy management and respect the natural environment.



### 3. BE INCLUSIVE

Ensure all aspects of accessibility are considered and that the project reflects the community as a whole.



### 4. BE A MODEL OF WELLNESS

Demonstrate that Richmond is a place where individuals feel supported and included and residents raise families to live happy, healthy, connected and active lives.



### 5. BE SYNERGISTIC

Create synergy among users and uses, and indoor and outdoor spaces, while being sensitive to unique needs.



### 6. BE CONNECTED

Encourage and develop community connectedness so that users feel a sense of belonging, and that they are in the heart of the community.



### 7. BE REFLECTIVE

Recognize the unique cultural and historical identity of Steveston and ensure this spirit is reflected throughout the project to inspire current and future generations.

Proposed Program Details for Steveston Community Centre and Branch Library

<b>Room Type</b>	<b>Key Ideas / Uses</b>	<b>Approximate Area (sf)</b>
<b>COMMUNITY CENTRE</b>		
Gymnasium	Dividable; sports programs (two 84' high school basketball courts, eight badminton / pickleball courts, two volleyball courts), martial arts tournaments, special events.	14,000
Fitness Room	Cardio and strength equipment, free weights and stretching areas; include an alcove for spin, TRX or other specialized training.	4,000
Multipurpose Rooms	Flexible, adaptable and dividable; preschool, children's and youth programs; group fitness, martial arts, music, dance, and creative movement classes; community functions; special events.	9,800
Meeting Rooms	Group meetings, book clubs, educational workshops, smaller group activities; Society meeting space.	1,000
Social / Games Room	Inclusive, active space to play games, watch movies, and socialize.	1,000
Kitchen and Food Servery	Support space for multiple rooms; space for cooking classes, food preparation for activities and events.	700
Administration and Reception	Offices, staff room, and reception desk.	2,000
Foyer and Gathering	Accessible, safe, welcoming and inclusive spaces to read and relax, meet new neighbours, and engage with friends and family.	1,500
Circulation and Support Areas	Corridors; mechanical, electrical and communications rooms; janitors closets; washrooms and change rooms; and storage.	13,900
<b>Sub-total Community Centre Area</b>		<b>47,900</b>

Proposed Program Details continued...

<b>Room Type</b>	<b>Key Ideas / Uses</b>	<b>Approximate Area (sf)</b>
<b>LIBRARY</b>		
Collections Space	Accessible book stacks, periodicals, and reading area to support the library's diverse and evolving collection.	3,100
Children's and Youth Resources / Reading Spaces	Comfortable spaces to study and read with age-appropriate resources; includes storytime / program room.	2,700
Digital Services and Computers	Computer workstations, computer lab, and space for scanning, printing and copying.	1,000
Silent Study / Reading Areas	Quiet, comfortable place for individual reading, studying and relaxing.	1,300
Educational Program Rooms	Group activities, studying, reading circles, meeting, and classes.	800
Administration and Control	Offices, circulation workroom, info desk, and self check-out.	1,400
Circulation and Support Areas	Corridors, and mechanical, electrical and communications rooms.	2,100
<b>Sub-total – Library</b>		<b>12,400</b>
<b>Total Area – Community Centre &amp; Library</b>		<b>60,300</b>