



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** April 23, 2018
From: Serena Lusk **File:** 06-2050-20-MLBC/Vol
 General Manager, Community Services 01

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

Re: **Major Facilities Phase 2 – Richmond Lawn Bowling Program Plan and Site**

Staff Recommendation

1. That the program and service level for the Richmond Lawn Bowling Clubhouse, as described in the staff report titled “Major Facilities Phase 2 – Richmond Lawn Bowling Program Plan and Site,” dated April 23, 2018, from the General Manager, Community Services and the Senior Manager, Capital Buildings Project Development, be approved.

2. That the site for a new Richmond Lawn Bowling Clubhouse, as described in the staff report titled “Major Facilities Phase 2 – Richmond Lawn Bowling Program Plan and Site,” dated April 23, 2018, from the General Manager, Community Services, and the Senior Manager, Capital Buildings Project Development, be approved.

Serena

Jim V. Young

Serena Lusk
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Att. 3

REPORT CONCURRENCE		
ROUTED TO: Finance Department	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: <i>CS</i>	APPROVED BY CAO

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Staff Report

Origin

A referral was made at the Parks, Recreation and Cultural Services Committee meeting on March 30, 2016 for staff to “examine the feasibility of developing a new clubhouse for the Richmond Lawn Bowling Club and report back.”

Subsequently, on December 12, 2016, Council approved the advanced planning and design for Major Facilities Projects, including the Richmond Lawn Bowling Clubhouse. The budget for advanced planning and design was subsequently approved on December 12, 2016, and capital funding in the amount of \$4 million for the replacement of the Lawn Bowling Clubhouse was approved on December 4, 2017, as part of the 2018 Capital Budget.

The purpose of this report is to seek approval from Council for the recommended program and proposed site for a new Richmond Lawn Bowling Clubhouse. If approved, staff will then proceed with development of concept design and form/character for the building for Council approval.

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.

2.3. 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.

Analysis

Background

The current Richmond Lawn Bowling Clubhouse was constructed in 1963 and is located in the North East corner of Minoru Park. The clubhouse is a pan-abode style, one-storey, wood framed structure. Pan-abode buildings use interlocking timbers similar to how a log cabin is constructed. Pan-abode construction is very costly and difficult to modify or expand as the majority of the structure would need to be disassembled to accommodate any changes to the existing layout. The current clubhouse is approximately 1,920 square feet and consists of a multipurpose room, washrooms, kitchen facility, lockers, interior storage and exterior storage(s). The clubhouse

supports two regulation size lawn bowling greens. The natural grass greens were replaced in late 2009 with two artificial carpet greens which allow the club members to play year-round, weather permitting.

The existing facility lacks adequate multipurpose space for members, along with the appropriate number of accessible washrooms, modern kitchen facilities, adequate storage, administration space and changing facilities for members. The size and amenities within the existing clubhouse make it difficult for the club to accommodate current membership and attract provincial and national level tournaments and competitions.

The existing facility is approximately 55 years old, and while it has been well maintained, many of the building systems have reached the end of their life expectancy. In particular, the life/safety system does not meet modern standards while the electrical and mechanical systems are well past their life expectancy.

The Richmond Lawn Bowling Club presently has a membership of 240 playing members and actively recruits new members throughout the year. Players have an average age of 65 years. Non-members from other clubs are charged a \$5 drop in fee to play in Richmond.

The Richmond Lawn Bowling Club's existing User Agreement with the City of Richmond will be updated as part of the building process. Currently, the club is responsible for day-to-day costs of managing the clubhouse. Ongoing maintenance of the existing facility along with the cost of utilities is covered by the City of Richmond. These terms are expected to continue in the new building.

Sport Hosting

A new clubhouse would support four of Richmond's seven Sport Hosting Strategy's objectives including: increasing the number of potential hosting opportunities, maximize new and renovated sports hosting facilities, grow sport related tourism by 10% by 2020 and contribute to the community's healthy living. It also will achieve the City of Richmond's 2016-2020 Sport Hosting Strategy's Vision for Richmond "to be the premier sport hosting community in Canada for Provincial, National and International sporting events, while growing and integrating our local sport community."

The Richmond Lawn Bowling Club has hosted tournaments including the 2015 National Senior Triples which drew teams from across Canada and benefitted tourism in Richmond and helped support the Richmond Sport Hosting Strategy. The club has shown an interest in continuing to host tournaments in the future and has a dedicated group of volunteers willing to bring tournaments to Richmond.

Should a larger clubhouse be provided as outlined, Richmond will be in an advantageous position to host more Provincial and National level lawn bowling tournaments. The club is in an ideal location to host large tournaments as it is close to hotels and YVR and has two all-weather lit bowling greens. Furthermore, the Richmond Sport Hosting Office has the ability to support

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any bids that the Richmond Lawn Bowling Club puts forward. All of these factors would put Richmond in a stronger position for sport hosting opportunities.

On average five national tournaments are awarded annually to clubs across Canada along with eight annual Provincial tournaments. For a variety of reasons other provinces and or clubs don't always bid to host these tournaments as they may not have the club space, suitable all-weather lit greens like Richmond, or an interest by their members to take on the commitment involved in hosting such tournaments.

The existing clubhouse is undersized for larger tournaments and as a result has made it difficult for Richmond to be awarded Provincial or National tournaments.

Program Development Process

Lawn Bowling is a great sport for Richmond's aging population as it provides many benefits to older adults including physical activity, mental game strategy, motor skill coordination and communication, and social interaction with other lawn bowling participants which contributes to the health and well-being of members. It also appeals to a wide variety of residents from many cultures.

As part of the best practices research for this project, City of Richmond staff along with a member of the Richmond Lawn Bowling Club visited three Lower Mainland lawn bowling clubs to see how their facilities were designed and being utilized by their members. The Surrey Lawn Bowling Club, the Burnaby Lawn Bowling Club and the Granville Park Lawn Bowling Club in Vancouver were visited. These facilities each included multipurpose space(s), kitchen facilities, member lockers, administration space, washroom facilities and both indoor and outdoor storage. While the existing Richmond clubhouse includes most of the same spaces, they are too small for the existing membership, are outdated and do not meet current building standards. Compared to the three clubs visited, the Richmond Lawn Bowling Club's membership is higher despite having smaller clubhouse spaces. The recommended program outlined below is consistent with the best practices site visits.

The recent Minoru Park Vision Plan community consultation process showed the lawn bowling greens and clubhouse remaining on the park into the future. Through the consultation process, no comments from the public were received by staff about the continued use of the park for lawn bowling. The community consultation presentation boards showed clear pedestrian and visual corridors around the existing lawn bowling clubhouse that connect to the park's entry and pathway off of Gollner Avenue and Bowling Green Road towards Minoru Park Lakes.

Two open houses were held at the Richmond Lawn Bowling Clubhouse on September 27 and September 28, 2017, with over 100 club participants and members of the public in attendance. Input from these sessions was used to develop the program for a new clubhouse as outlined below.

Lawn Bowling Clubhouse Program

A program was developed based on the best practices visits, public open houses, interviews with executive members and a review of the current clubhouse spaces.

The table below provides a comparison between the current and recommended program spaces and highlights current and proposed service levels along with supporting rationale:

Program Space	Existing Service Level	Recommended Service Level	Rationale
Multipurpose Room	Seating for 60	Seating for 125	Current membership of 240. Accommodates day-to-day functions, tournaments, and sit-down special events for up to 125 people.
Kitchen Facility	Full service kitchen, but, outdated and inefficient layout, does not meet current safety standards.	Full service kitchen, with improved functionality and new equipment and meets current safety standards.	Club has requested a full service kitchen for day to day support of club activities as well as to cater meals for events and tournaments. This is the same level of service currently provided. Alternative: Servery Kitchen
Change Room	Not provided	One universal change room and shower.	Accommodates working participants and people who bike to the facility. Meets best practices.
Lockers	190 lockers	250 lockers, integrated with change room.	Required to store bowls due to the weight and bulk of the bowls being impractical for club members to transport each time they play.
Washrooms	Undersized for number of members.	Increase number of washrooms to accommodate large events.	Meets current building code and accommodate large functions and day-to-day use for club members.
Storage	Undersized and not centrally located.	Increase size along with making storage areas accessible from both inside and outside of the facility.	Improves safety of members and increase space efficiency.
Main Entry Vestibule	Not provided	Add delineated entry lobby space.	

Program Space	Existing Service Level	Recommended Service Level	Rationale
Administration	Not provided	Small office, with space for a workstation.	Supports the club's administrative and programming needs. Meets best practices.
Outdoor Covered Viewing Decks	Covered viewing deck for one green only.	Covered viewing deck for both greens.	Provides cover from elements. Meets best practices.

Attachment 1 is a detailed outline of the recommended program for the new lawn bowling clubhouse.

The recommended program and service levels meet the current needs of the club, allow for growth in membership and better position the club to host Provincial and National level tournaments. A new facility will meet current user expectations and current building codes.

The recommended program includes the provision of a full service kitchen for on-site preparation and cooking of meals. A full service kitchen would include: dishwasher, counter tops, cupboards, refrigerator, four burner stove and oven hood with fire suppression. The recommended full service kitchen provides an equivalent level of service to what exists today. An alternative is a servery kitchen which can be used to warm up food but does not include an oven, stove top, oven hood, oven fire suppression system, grease trap or building infrastructure to support these services.

The club has indicated a strong preference for a full service kitchen as the social aspect of preparing and sharing meals is a key component of the overall activities and improves the social connectivity of the members. A full service kitchen is provided in the current club house and is actively used for club socials and events. A full service kitchen is commensurate with the current level of service provided and similar kitchens can be found at Hamilton Community Centre and City Centre Community Centre.

As part of the Richmond Lawn Bowling Club's presentation to Parks, Recreation and Cultural Services in March 2016, Kion Wong the Chair of the club pledged \$90,000 towards the construction of the clubhouse. This \$90,000 from the club could be used to partially fund the club's desire for a full service kitchen, as a full service kitchen is estimated to be more expensive by approximately \$98,000 than the servery kitchen.

In addition, new services proposed include administrative space, an entry vestibule, one universal change room and a shower. The other spaces are updated and expanded to accommodate the current membership, as well as allow for growth in membership and tournaments.

Public washrooms have not been included in the clubhouse plan as there is a public washroom adjacent to the clubhouse that is maintained by the City of Richmond, and the Minoru Draft Vision Plan includes public washrooms as part of a possible lakehouse seating area and café.

Site Selection

A new clubhouse should be adjacent to one of the two greens and provide views to both greens. The Minoru Park Vision Plan recommends that significant pedestrian and visual corridors be maintained between the greens. Given these requirements, two potential sites were identified with Option #1 the recommended option (Attachment 2 and 3).

Option #1 – Adjacent to North Lawn Bowling Green (Recommended)

- Existing clubhouse can be used by members until the new clubhouse is completed;
- Site location allows for structure to be either one or two storeys;
- Single storey structure provides construction cost savings related to no elevator and staircases being required;
- One-storey structure provides synergy between clubhouse spaces;
- Existing sequoia tree west of clubhouse will be undisturbed;
- Minimal impact to adjacent park pedestrian walkways during construction;
- New clubhouse will be less than 20 meters to south green; and
- No second floor viewing area for spectators if built as a one storey structure.

Option #2 – Existing Location (Not Recommended)

- Central location between the two greens;
- Constricted site due to mature sequoia tree and pedestrian right of way, would require the construction of a two storey structure;
- Two-storey structure provides elevated viewing for spectators of both greens;
- Temporary club administration trailer and storage would have to be brought on site during construction at an additional cost, or club would have to go without access for up to a year during construction;
- Club would have no multipurpose clubhouse space for duration of construction; and
- Program best met by a single storey building as spaces are closely related to each other and function interdependently.

Staff met with the Richmond Lawn Bowling Club's Building Committee to discuss the advantages and disadvantages of the two sites. The Committee's preference is for a one-storey clubhouse to be built adjacent to the north bowling green (Attachment 2). A one-storey structure adjacent to the north green also helps to maintain pedestrian walking and visual corridors through the north part of Minoru Park.

Next Steps

If Council approves the recommendations outlined in this report, staff will work with the Richmond Lawn Bowling Club and its Building Committee to develop a concept floor plan layout and building form/character for Council's approval. Based on the current proposed Program Plan and location, the total cost of the project has been estimated to be within the \$4

million that was approved by Council as part of the 2018 Capital Program. Costs will be further refined through the concept level design process, with findings reported to Council.

Staff will prepare an Operating Budget Impact (OBI) cost estimate during the budget process when the design is closer to being finalized and the details of the facility are known. The current annual facility related OBI is \$27,600. Staff will report back on an updated OBI once a design concept has been developed. There is no expected increase in program related OBI.

Financial Impact

Council approved funding for Advanced Planning and Design for Major Facilities Projects, including the Lawn Bowling Clubhouse, in the 2017 Capital Budget. Should the program, service level and site be approved as per the recommendations in this report, staff will engage an architectural firm to complete design including a concept plan for Council's approval. The estimated cost for this service is \$220,000 which will be funded from the approved capital project.

Conclusion

The proposed program and site of the new Richmond Lawn Bowling Clubhouse meet the needs of the club and supports a sport that serves our adult population. The new Richmond Lawn Bowling Clubhouse will help to reinvigorate the north portion of the Minoru Park as the Minoru Vision Plan unfolds over the next decade and beyond.



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- Att. 1: Lawn Bowling Clubhouse Proposed Program
- 2: Recommended - Location of Lawn Bowling Clubhouse
- 3: Not Recommended - Existing Site of Lawn Bowling Clubhouse

LAWN BOWLING CLUBHOUSE PROPOSED PROGRAM

The building program space and recommendations identified and detailed below serves the day-to-day operations and uses of the Minrou Lawn Bowling Club and its close to 240 members. Integral to the program are the integrated viewing areas, which provide connectivity between the north and south greens.

Table of Program Areas

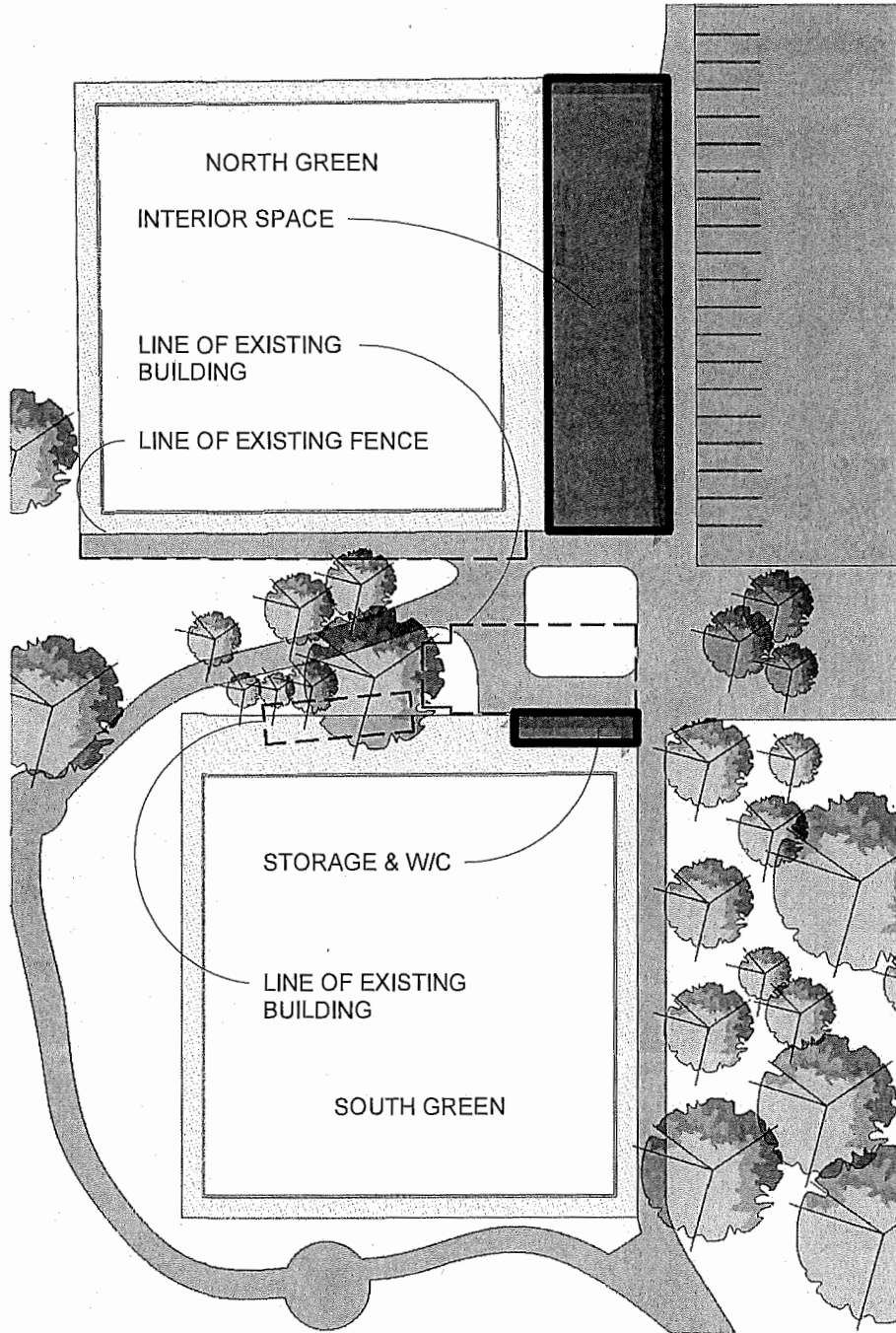
Program Space	Space Requirements	Rationale and Design	Proposed Gross Area (SF)
Multipurpose Room	<ul style="list-style-type: none"> › MP Room for group meetings, events, tournaments and viewing of both greens if possible › Divisible into 2 or more smaller spaces for flexible programming › Non-fixed seating for event maximum 125 people 	<ul style="list-style-type: none"> › 0.95 SM / person (non-fixed seats & tables) BC Building Code › Operable exterior doors and glazing for viewing greens › Adjacent to the kitchen 	1250
Kitchen	<ul style="list-style-type: none"> › To serve and prepare or warm food for tournaments and club events › Commercial cooking permitted 	<ul style="list-style-type: none"> › Easy access for deliveries and serving both indoors and outdoors. › Adjacent to the Multipurpose Room › Equipment Needs: <ul style="list-style-type: none"> - Refrigerator - Range - Commercial Fire Suppression System - Exhaust System - Microwave - Dishwasher 	200

Program Space	Space Requirements	Rationale and Design	Proposed Gross Area (SF)
Change Room + Lockers	<ul style="list-style-type: none"> › Secured lockers to keep personal bowls, shoes and personal effects for 250 › One shared accessible change/shower facility › Bench seating changing of shoes and outerwear 	<ul style="list-style-type: none"> › 40 lineal feet minimum for 250 lockers (12 H x 12 d X 18 W) › Stack up to 5 lockers on maximum 5' high › Add shelf to divide locker for shoes and bowls › Wall mounted lockers for wallets & cellphones 	350
Washrooms (Main Building)	<ul style="list-style-type: none"> › Washrooms to be easily accessible from both greens 	<ul style="list-style-type: none"> › BC Building Code – 5 female fixtures and 3 male fixtures provides for 100 members of each sex 	350
Washrooms 2 nd Green	<ul style="list-style-type: none"> › One universally accessible washroom 	<ul style="list-style-type: none"> › Attached to storage 	50
Storage – Clubhouse	<ul style="list-style-type: none"> › Storage of folding tables, chairs, tents, BBQ, maintenance equipment and other sundry items › Accessible from clubhouse and outdoors 	<ul style="list-style-type: none"> › Exterior roll up door 	200
Storage 2 nd Green	<ul style="list-style-type: none"> › Each green to have storage space › Space for equipment for club activities including larger tournaments and events › Accessible from 2nd green 	<ul style="list-style-type: none"> › Roll-up doors 	150

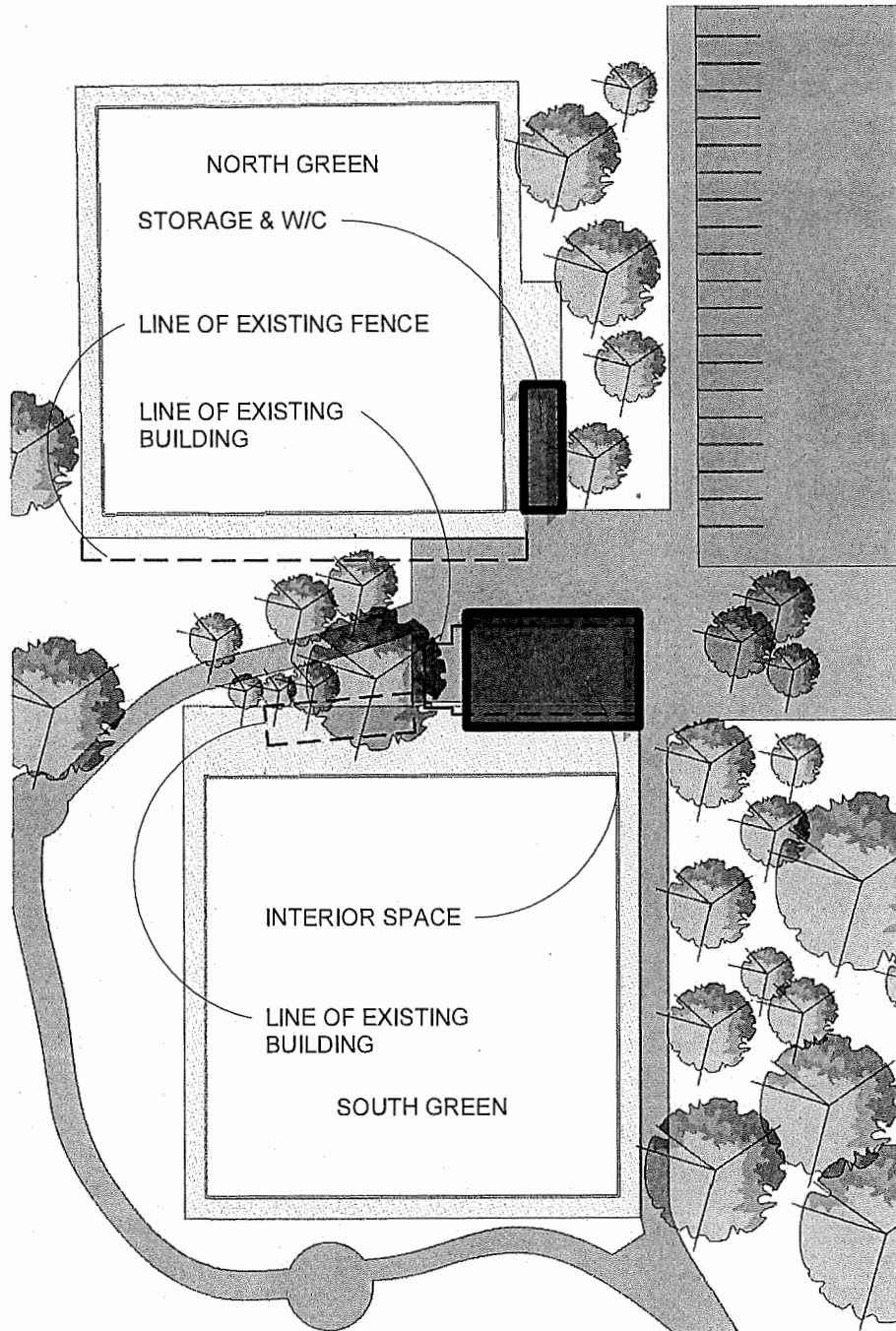
Program Space	Space Requirements	Rationale and Design	Proposed Gross Area (SF)
Main Entry	<ul style="list-style-type: none"> › Clear front entry door › Space to display trophies › Display club information for members 	<ul style="list-style-type: none"> › Access to building without travelling through locker room › Secure entry system for members › Custom built display cabinets 	150
Admin	<ul style="list-style-type: none"> › Administrative support for club › One work space for laptop, phone › Files and record storage <ul style="list-style-type: none"> › Lockable door 	<ul style="list-style-type: none"> › Located centrally and easily accessible to visitors 	75
Support Spaces	<ul style="list-style-type: none"> › Service space › HWT and Mechanical Room › Electrical rooms › Janitor closet 	<ul style="list-style-type: none"> › Low impact sustainable systems – Large equipment and services can be placed on roof › HWT can be ceiling mounted › Electrical Panel / Comm Panel located in storage room 	100
Circulation Space		<ul style="list-style-type: none"> › Circulation, 10% gross area 	285
Total Gross Indoor Area			3160

Program Space	Space Requirements	Rationale and Design	Proposed Gross Area (SF)
Outdoor Viewing Decks	<ul style="list-style-type: none"> › Outdoor areas should be accessible and provide wide viewing angles of greens › Covered viewing areas for inclement weather preferred › Each green should have covered seating (benches) › Provide connectivity between clubhouse and greens 	<ul style="list-style-type: none"> › Providing space adjacent to multipurpose room provides best option for optimal viewing › +/-5 foot overhangs or canopies to protect from wind driven rain › Exterior gas hookup for BBQ adjacent to kitchen and covered viewing area 	<p style="text-align: center;">300</p> <p>Depending on arrangement and options</p>
Total Indoor & Outdoor Area			3460
<ul style="list-style-type: none"> • All areas indicated above are approximate and as they are incorporated into buildings plans may adjust higher or lower 			

Recommended - Location of Lawn Bowling Clubhouse



Not Recommended - Existing Site of Lawn Bowling Clubhouse



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PROJECT
Richmond Lawn Bowling Clubhouse

OPTION 2 - NOT RECOMMENDED
EXISTING SITE