

File No.: 04-1000-20-2020-384

November 6, 2020

s.22(1)

Dear s.22(1)

Re: **Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")**

I am responding to your request of July 13, 2020 for:

The pre-enquiry submission under the Moderate Income Rental Housing Pilot Project for 3084 West 4th Avenue and 2010 Balaclava Street.

All responsive records are attached. Some information in the records has been severed, (blacked out), under s.21(1) and s.22(1) of the Act. You can read or download this section here: http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96165_00.

Under section 52 of the Act you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your request. The Act allows you 30 business days from the date you receive this notice to request a review by writing to: Office of the Information & Privacy Commissioner, info@oipc.bc.ca or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number assigned to your request (#04-1000-20-2020-384); 2) a copy of this letter; 3) a copy of your original request for information sent to the City of Vancouver; and 4) detailed reasons or grounds on which you are seeking the review.

Please do not hesitate to contact the Freedom of Information Office at foi@vancouver.ca if you have any questions.

Yours truly,

[Signature on file]

Barbara J. Van Fraassen, BA
Director, Access to Information & Privacy

Barbara.vanfraassen@vancouver.ca

453 W. 12th Avenue Vancouver BC V5Y 1V4

*If you have any questions, please email us at foi@vancouver.ca and we will respond to you as soon as possible. Or you can call the FOI Case Manager at 604.871.6584.

Encl.

:kt

March 19, 2018

MODERATE INCOME RENTAL HOUSING PILOT PROGRAM (MIRHPP)

Policy Notes & Clarifications

This document provides additional information and clarifications on the application process, project requirements and available incentives associated with the Moderate Income Rental Housing Pilot Program, approved by City Council on November 29, 2017.

1. PROCESS & TIMELINE

The MIRHPP creates an opportunity for submission of up to 20 rezoning applications between January 1, 2018 and July 1, 2019. In order to ensure timely processing, the application process is being phased and involves submission of a Pre-Enquiry Application form.

The initial Pre-Enquiry Application submission window closed on February 16, 2018. Given the number of submissions received, the program is currently fully subscribed and additional applications are not being accepted until further announcement.

Updates will be available on our website at: vancouver.ca/rental100

2. REQUIREMENTS

2.1 Moderate Income Unit Starting Rents

The maximum average rents by unit type set out in Section 2a of the policy bulletin are the starting rents that will apply for the first Moderate Income tenants at project opening. Unlike the rental rates in the market rental units, the Moderate Income Unit rents may not be inflated ahead of project opening.

2.2 Tenant Relocation

Comprehensive tenant relocation planning is required for all MIRHPP projects where existing tenants would be impacted. A City-approved tenant relocation plan will be required prior to rezoning approval. This means that, at minimum, any tenants impacted or displaced must be offered support, compensation and relocation assistance in accordance with the terms set out in the City's [Tenant Relocation and Protection Guidelines](#), regardless of whether they would otherwise be eligible under that policy.

2.3 Eligible Sites

Proposals may be considered for sites in zoning districts described in the section 3g table of the policy bulletin. Sites in areas not identified, or proposals that do not conform with

applicable Council land use and development policy (eg. the Regional Context Statement) will not be considered.

Conformity with Recently Approved Community Plans

Project proposals for sites located in areas covered by recently approved community plans (eg. Grandview-Woodland, Cambie Corridor, Downtown Eastside, Marpole, West End, Joyce Station Area, Mount Pleasant, Norquay Village) must respect the policy directions contained in those plans. Projects seeking heights and densities in excess of plan direction will not be considered.

3. INCENTIVES

3.1 Relaxations to Unit Size and Configuration

Certain relaxations of unit sizes and configuration may be considered for Moderate Income Rental units, subject to project location, livability and design performance, and increased affordability for new renters. This includes potential opportunities to pilot micro dwellings in new areas of the city and inboard third bedrooms in family units as part of the Moderate Income Rental portion of a project. Market rental units may not be micro dwellings or have inboard bedrooms.

Inboard Bedrooms

An inboard or borrowed light third bedroom may be considered in three bedroom Moderate Income Rental units only. Multiple inboard bedrooms in a single unit will not be considered. Rents for any proposed three bedroom units with an inboard bedroom are expected to be lower than rents for the standard Moderate Income three bedroom units.

Micro Dwellings

Micro Dwellings, as defined by the City's Zoning and Development By-law and provided for in the [Micro Dwelling Policies and Guidelines](#) are self-contained units between 250ft² and 320ft². Market units may not be Micro Dwellings, and rents for any proposed Moderate Income Micro Dwelling units are expected to be lower than rents for the Moderate Income studio units.

Unit Size Relaxations

Relaxation of dwelling unit size to a minimum of 320ft² may be considered for both Moderate Income Rental and market rental studio units in appropriate locations and where building design features support livability.

3.2 Unit Mix Requirements and Guidelines

The MIRHPP establishes unit mix guidelines to ensure that a variety of unit sizes and types are delivered. Proposals should seek to achieve these targets.

The unit mix for the Moderate Income Rental units should match that of the market rental units (eg. the proportion of three bedroom Moderate Income units should be the same as the proportion of three bedroom market rental units).

As per the City's [Family Room Policy](#), rezoning applications for secured market rental projects are required to include a minimum of 35 percent family units with two or more bedrooms. Three bedroom units are encouraged in rental projects when and where possible.

3.3 Additional Height & Density

Arterial Intersections

For several of the eligible zoning districts (eg. C-2), the policy guidelines outlining additional height and density refer to sites "at arterial intersections." This means sites that include the corner lot at the intersection of two arterial roads.

Sites that include the corner lot at the intersection of two roads where only one of which is an arterial road may be eligible for some additional height and density, commensurate with site size, context and other considerations.

Neighbourhood Context

Supportable height and density will vary with site context, adjacencies and other factors. For projects located in RS and RT zones, existing precedents for higher buildings in the surrounding area will be considered (eg. where buildings similar in height to the proposed project are located within 200 meters).

3.4 Development Cost Levy (DCL) Waiver

MIRHPP projects that satisfy the requirements of the Development Cost Levy By-law are eligible for a DCL waiver. Applicable criteria are described in the Rental Incentive Guidelines, and include average maximum rents by unit type for the east and west side of the city.

To qualify for the waiver, the DCL maximum average rents for all units must be satisfied; projects that meet the MIRHPP rent requirements will not automatically qualify for a DCL waiver. Partial DCL waivers for Moderate Income Units only are not allowable under the DCL By-law.

The Rental Incentive Guidelines can be found here: vancouver.ca/files/cov/rental-incentive-guidelines.pdf

4. OTHER CONSIDERATIONS

4.1 Community Amenity Contributions (CACs)

Recent Council policy supports the streamlining of routine, lower density rental rezoning applications outside of the Downtown area through an exemption from CACs. Larger and more complex rezoning projects continue to be administered through a negotiated CAC process with a priority to secure enhanced affordability on site. See the full council report for more information: <http://council.vancouver.ca/20171128/documents/a4.pdf>

It is anticipated that MIRHPP projects will provide secured and enhanced affordability and therefore will not be required to undergo a negotiated CAC process, with a few exceptions (e.g. large sites that fall under the [Rezoning Policy for Sustainable Large Developments](#), projects with heritage assets, etc.).

As the MIRHPP is a learning pilot, submission of a proforma with the rezoning application will be required in order for staff to better understand the financial feasibility of these projects, and to help inform the potential development of a permanent moderate income rental housing policy. Proforma submissions will not be used as part of the formal rezoning evaluation process.

CONTACT

Questions related to the MIRHPP may be directed to:

Edna Cho
Senior Planner, Housing Policy
604-871-6484
edna.cho@vancouver.ca

Zachary Bennett
Planner II, Vancouver - South
604-871-6121
zachary.bennett@vancouver.ca

March 19, 2018

Peter Miller
Retna Investments Inc.
1736 Beach Grove Rd.
Delta, BC, V4L 6A3

Dear Mr. Miller,

**RE: Moderate Income Rental Housing Pilot Program Pre-Enquiry Application -
2010-2032 Balaclava Street and 3084-3086 West 4th Avenue**

Thank you for your applications to the City of Vancouver's *Moderate Income Rental Housing Pilot Program (MIRHPP)*.

We are excited to share that this program received a significant amount of interest from a wide variety of applicants. More than 50 Pre-Enquiry Applications were received by the February 16 deadline.

Staff have reviewed your Pre-Enquiry Applications against the program objectives and relevant local and city-wide policies. Given their performance on key policy elements, your project currently ranks amongst the top 20 active submissions, and you are invited to proceed with submission of a formal application for rezoning advice (a rezoning enquiry). Staff are recommending that the proposed height and density options be explored further as part of the enquiry phase.

A rezoning enquiry checklist will be provided with this letter. In order to better facilitate staff review of rezoning enquiry submissions, three separate deadlines have been set. Projects submitted by each date will receive a response within 10-11 weeks.

Enquiry Submission Date	Response Expected By
April 13, 2018	June 25, 2018
May 4, 2018	July 16, 2018
May 25, 2018	August 6, 2018

Please ensure all requested materials are submitted in full, no later than the final May 25, 2018 deadline, to ensure timely processing of your enquiry.

All applicants are reminded that an invitation to proceed under the program does not constitute any guarantee or endorsement of specific project details (i.e. heights and densities) proposed as part of a Pre-Enquiry Application. During this rezoning enquiry process,

staff will review project materials and provide site-specific advice to inform a full rezoning application.

Please also note that any documents submitted with your Pre-Enquiry Application Form that were not expressly required (i.e. drawing sets) have not been reviewed by staff as part of our initial screening.

We look forward to receiving your enquiry and working with you to further refine your proposal.

If you have any questions about MIRHPP, please contact Edna Cho at edna.cho@vancouver.ca or Zachary Bennett at zachary.bennett@vancouver.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Garrison', with a stylized, flowing script.

Dan Garrison
Assistant Director, Housing Policy
Planning, Urban Design & Sustainability

cc: Gil Kelley, General Manager of Planning, Urban Design & Sustainability
Susan Haid, Assistant Director, Vancouver-South
Kent Munro, Assistant Director, Vancouver-Midtown
Edna Cho, Planner, Housing Policy
Zachary Bennett, Planner, Vancouver-South

APPLICATION FOR REZONING ADVICE (Rezoning Enquiry)

- Also known as a "Rezoning Enquiry", this application is for reviewing drawings and providing preliminary advice about a proposal to rezone a site, prior to the submission of a rezoning application.
- The 2018 fee is **\$3,620** as set in Schedule 2, Section 10 of the Zoning and Development Fee By-law (\$362 for incorporated non-profit societies).
- Planning and Development Services staff will endeavor to respond to a written enquiry in **twelve weeks** from receipt of the enquiry.
- Any questions should be directed to the Planning Info Line at 604-873-7038 or planninginfo@vancouver.ca.

Property Address	2010/20/30/32/ Balaclava Street & 3084/3086 West 4th avenue
Property Identification Number	005-215-951 Balaclava Street 005-215-943 West 4th avenue
Legal Description	Lot 22 Block 29 Plan VAP 4561 DL 192- New Westminster & Lot 21 Block 29 Plan VAP 4561 DL 192- New Westminster
Existing Zoning District or CD-1 number	RM-4

Enquirer Information

Contact Name	Colleen Dixon Architect AIBC
Firm/Affiliation	Stantec Architecture Ltd.
Address	1100-111 Dunsmuir Street, Vancouver, BC
Telephone	604-696-8065
Email	colleen.dixon@stantec.com

Submit **4 (Planner to determine if more copies required)** hardcopy application booklets noting the application checklist, the application form and cheque to the address below and email PDFs scaled at 11x17 to planninginfo@vancouver.ca. To facilitate assignment of your enquiry, please indicate below the name(s) of the staff with whom you have discussed your proposal:

Rezoning Planner: Edna Cho/Dan Garrison Development Planner: _____

For the attention of the Senior Rezoning Planner
(please choose from one of the following):

1. Downtown Division- Michael Naylor
2. Midtown Division - Yardley McNeill
3. Vancouver South - Michelle McGuire

Planning, Urban Design and Sustainability,
City of Vancouver,
Second Floor, West Annex,
515 West 10th Avenue
Vancouver, BC, V5Y 1V4

For staff use only:	Pre-submittal number:	Date received:
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West Annex, 515 West 10th Avenue, Vancouver, BC, V5Y 1V4
Application Questions: 604.873.7038 or planninginfo@vancouver.ca

Updated: June 2017

Submission Requirements Checklist

1	Application Context Description <ul style="list-style-type: none"> Brief description of the current use and development on the site and its surrounding context. 	<input checked="" type="checkbox"/>
2	Brief Description of Proposal <ul style="list-style-type: none"> Development statistics (floor space ratio, floor area, height and number of storeys, parking and loading provision, number and type of units (type and tenure), number of storeys). Program and function (e.g. land uses and hours of operation). 	<input checked="" type="checkbox"/>
3	Brief description of applicable plans, policies and guidelines <ul style="list-style-type: none"> Identify the applicable rezoning policy. How does the proposal vary from existing zoning, policies and guidelines for this site? For example, note recommended uses, floor space ratio, floor area, height, setbacks and parking/loading. Provide a rationale for all proposed variances. Identify which option within the <i>Green Buildings Policy for Rezonings</i> is proposed, and what strategies are intended to meet the requirements of that option. If required, and suggested by the Rezoning Planner, identify: <ul style="list-style-type: none"> How the <i>Rezoning Policy for Sustainable Large Developments</i> is integrated into the site. How the proposal meets the <i>General Policy for Higher Buildings</i>. 	<input checked="" type="checkbox"/>
4	Public Benefits <ul style="list-style-type: none"> Brief description of what community benefits will be provided and whether these will be provided on-site (e.g. Parks, Heritage Preservation, Social/Affordable Housing, Child Care, etc.). 	<input checked="" type="checkbox"/>
5	Urban Design Analysis Drawings should be scaled and include: <ul style="list-style-type: none"> Dimensioned plans, sections and elevations, including overall dimension strings; Site Plan, including property lines and existing City curb lines; Current and proposed setbacks; Site plan and elevation drawings, including existing building footprints and elevations of two adjacent developments in each direction; Sections through the proposed building showing the context (sidewalks, roadways, etc.); Photos of the site and nearby properties as seen from the street, keyed to a context plan; and Preliminary strategies, opportunities, or constraints for the site Integrated Rainwater Management Plan. 	<input checked="" type="checkbox"/>
6	Additional Information (to be determined in consultation with the Rezoning Planner): <ul style="list-style-type: none"> 3D and perspective drawings; Alternate options for siting and massing; Conceptual landscape design; We are prepared to engage LS when appropriate. If there are "permit" trees on site, or if there are potential impacts to street or adjacent trees: <ul style="list-style-type: none"> Arborist Report We are prepared to engage arborist when appropriate. A detailed site plan (based on accurate survey information) showing existing trees and describing any proposals for tree retention or removal; Section through street with building heights noted; Shadow diagrams in plan view at standard times showing adjacent properties; and View cone locations and elevations; Heritage evaluation or Statement of Significance (if requested by heritage planner). Include images of the buildings on site if there is a pre-1940s or recent landmark structure. 	<input checked="" type="checkbox"/>





MODERATE INCOME RENTAL HOUSING PILOT PROGRAM

Pre-Enquiry Application Form

Proponents interested in bringing forward a project under the Moderate Income Rental Housing Pilot Program are required to complete and submit the following form for review by an interdepartmental staff team. Proponents are not required to submit any form of development work (e.g. drawings or plans) at this stage. Proponents who would like to present alternative options for a single site are asked to complete one form for each option. If you require additional response space, please append extra pages or supporting documents.

The deadline for submission is February 16, 2018.

SECTION 1: CONTACT INFORMATION

Developer

Company: Retna Investments Inc.

Name: Peter Miller

Address: 1736 Beach Grove Rd., Delta, BC V4L 1P3

Email: peterpmiller@dccnet.com

Phone: (604) 943-7205

Architect

Company: Stantec Architecture Ltd.

Name: Colleen Dixon

Address: 1100 - 111 Dunsmuir St., Vancouver, BC V6B 6A3

Email: colleen.dixon@stantec.com

Phone: (604) 696-8065

SECTION 2: EXISTING SITE

Address: 2010/12/30/32 Balaclava & 3084/3086 W. 4th Avenue (combine the two lots)

Current Zoning: RM4

Site Size: 7,396 sq ft

Existing FSR: .91 is 62% of allowable 1.45

Existing Rental Units on Site? Yes ☒ No ☐

If yes, how many? Three separate duplexes with two units each building - six units

MODERATE INCOME RENTAL HOUSING PILOT PROGRAM

SECTION 3: PROJECT INFORMATION

Form of Development and Rental Housing Information

Building Height (Storeys): s.21(1)

Target Floor Space Ratio:

Approximate Total Number of Units:

Net Increase in Rental Units (if applicable):

Inclusion of Non-Residential Uses?

If yes, please specify: s.21(1)

Requested Incentives

s.21(1)

MODERATE INCOME RENTAL HOUSING PILOT PROGRAM

SECTION 4: HOW DOES YOUR PROJECT MEET THE REQUIREMENTS OF THE MODERATE INCOME RENTAL HOUSING PILOT PROGRAM?

Unit Mix, Rents and Affordability

Please describe the unit mix and rents your project is targeting:

	Market Rental Portion			Below Market Rental Portion (at least 20% of total FSR)			TOTAL Number of Units	TOTAL % Mix of Units
	Number of Units	% of Market Units	Average Rents	Number Of Units	% of Below Market Units	Average Rents		
Micro	s.21(1)							
Studio								
1-bed								
2-bed								
3-bed								
Other								
TOTAL								

Note: it is expected that rents in micro units will be lower than the rents in studio units. Note also, micro units may not be suitable in all locations.

If you selected Other, please specify (e.g. 4 bed): s.21(1)

Additional Information:

Please describe how your project meets or exceeds the minimum requirements of the Moderate Income Rental Housing Pilot Program? (e.g. % of units below market, affordability levels)

s.21(1)

MODERATE INCOME RENTAL HOUSING PILOT PROGRAM

Approach to Operating and Tenanting the Below Market Units

Please describe your approach to tenanting the below market rental units, including how you intend to verify eligibility for new tenants and existing tenants over the long-term, and any thoughts you have on the approach to supporting stability of tenure.

See Attachment A.

Existing Rental Units and Approach to Tenant Relocation (if Applicable)

Existing Rental Units:

Unit Type	Total Number	Number Currently Occupied
Studio	s.21(1)	
1-bed		
2-bed		
3 bed		
Other (e.g. 4 bed+, housekeeping, or sleeping unit)		
TOTAL		

Existing Tenants:

Please provide (or append separately) a rent roll of all existing tenants on site and supplementary information on any tenants with special circumstances (e.g. disabilities, seniors, etc...)

Name	Unit Number	Initial Move In Date	Bedroom Type	Existing Rent	Describe Any Special Circumstances

See Attachment B.

MODERATE INCOME RENTAL HOUSING PILOT PROGRAM

Approach to Tenant Relocation

Please describe your approach to the relocation of impacted tenants, noting that the City's Tenant Relocation and Protection Policy applies to all eligible tenants, and is the minimum requirement in formulating your tenant relocation plan. You can learn more about the Tenant Relocation and Protection Policy at vancouver.ca/protecting-tenants.

See Attachment C.

Additional Information

Any other details you would like to provide regarding this proposal:

See Attachment D.

Completed Enquiry Forms may be mailed or emailed to:

Michelle McGuire, Planning, Urban Design, and Sustainability
453 West 12th Avenue, Vancouver, BC V5Y 1V4
rezoning@vancouver.ca


Approach to Operating and Tenanting Moderate Income Units

s.21(1)



Existing Tenants

s.21(1), s.22(1)



s.21(1)



Approach to Tenant Relocation

s.21(1)



Other information we would like to provide

s.21(1)

