

IMPORTANT INFORMATION
Please have this translated

RENSEIGNEMENTS IMPORTANTS
Prière de les faire traduire

重要資訊 請找人為你翻譯

重要资讯 请找人為你翻譯

MAHALAGANG IMPORMASYON
Mangyaring isalin ito

ਜ਼ਰੂਰੀ ਜਾਣਕਾਰੀ
ਕਿਰਪਾ ਕਰਕੇ ਇਸਦਾ ਅਨੁਵਾਦ ਕਰਵਾਓ

TIN TỨC QUAN TRỌNG
Xin hãy dịch sang tiếng Việt

INFORMACIÓN IMPORTANTE
Busque a alguien que le traduzca

중요정보 번역해주세요
اطلاعات مهم
لطفا درخواست کنید که این
اطلاعات را برای شما ترجمه کنند
معلومات مهمة
البحث على الترجمة

Vancouver Renter Information for Non-Profit Social Housing

This handout summarizes the minimum assistance required for eligible tenants under the provincial Residential Tenancy Act (RTA) and the City of Vancouver's Tenant Relocation and Protection (TRP) Policy*.

1. Sufficient notice under the RTA
2. City Tenant Relocation Plan Requirements
3. Frequently Asked Questions
4. Resources

For more information on the City's tenant protection policies see the "[Renter Rights and Relocation Assistance due to Redevelopment](https://vancouver.ca/people-programs/renter-rights-and-relocation-assistance-due-to-redevelopment.aspx)" webpage (<https://vancouver.ca/people-programs/renter-rights-and-relocation-assistance-due-to-redevelopment.aspx>). If you have any questions about the information in this sheet please contact the City's Tenant Relocation and Protection staff at:

Phone: 604-673-8001

Email: trp@vancouver.ca

Sufficient Notice under the RTA

The BC Residential Tenancy Act requires landlords to give you four month's notice to move out in the case of major renovations to, or demolition of, your building. Tenants have 30 days to dispute the notice. More information is available from the [Residential Tenancy Branch](#).

If your landlord plans to renovate, demolish, or convert your building, they may give you a notice to end tenancy only after all the necessary permits have been issued. To check if permits have been issued or are in process, please contact the City of Vancouver Tenant Relocation and Protection staff.

Type of tenancy	Notice your landlord must give you to move out under the RTA
Month-to-month	Four-months' notice
Fixed-term lease where you must move out at the end	None, only at the end of the fixed term As of December 11, 2017, fixed-term tenancy agreements can no longer include a vacate clause requiring a tenant to move out at the end of the term unless: a. The tenancy agreement is a sublease agreement; or b. The tenancy is a fixed-term tenancy in circumstances prescribed in section 13.1 of the Residential Tenancy Regulation. This Regulation specifies situations where a landlord or landlord's close family member plans in good faith to occupy the rental unit.
Fixed-term lease where you can stay past the end	Four months' notice, only at the end of the fixed term or after* *Fixed-term leases without a clause to vacate automatically become month-to-month, unless the lease is renewed under a new fixed term.

City Tenant Relocation Plan Requirements

Applicants (developers/landlords) seeking a rezoning or development permit for non-profit social housing are required to provide a Tenant Relocation Plan (TRP) where tenants in existing rental or social housing units will be displaced. This work typically results in the entire building, or part of the building, being demolished or emptied.

Eligibility: If you have been living in the building for at least one year at the date of application, you are likely eligible for the TRP. Note: if you live in secondary rental (i.e. a basement suite or rented laneway home), the eligibility requirement is two years from date of application if the project involves lot consolidation and has transferred ownership. After the City approves the draft TRP, you will receive a letter from the applicant advising of your eligibility or ineligibility.

If you are eligible for assistance, the Tenant Relocation Plan must meet the following City requirements:

1. Ensure permanent rehousing options that limit disruption to residents

The applicant for development (generally your current housing provider) must provide you with a permanent alternate accommodation option that takes into account considerations that are important to you, such as location in your current community and/or access to medical care, schools or transit. A permanent option could be a unit in the new building, a unit in another building operated by the non-profit or another non-profit organization, etc.

2. Maintain affordability for existing residents

The alternative accommodation option provided must be affordable based on your income:

- for existing tenants paying rent-geared-to-income or shelter rate of income assistance, priced at rents that are no higher than what they are eligible for based on existing subsidy requirements; and
- for all other existing tenants, priced at rents that are no more than the higher of either 30% of household gross income (based on incomes at the time of development application) or the tenant's current rent.

Note: Income testing by the application/operator as per standard practice will be required.

3. Support with relocation and consideration of special circumstances

You will be provided with moving expenses or with an arranged, insured moving company.

Size of unit	Moving compensation required
Studio and one-bedroom	\$750 or arrangement of insured movers
Two-bedroom	\$1,000 or arrangement of insured movers

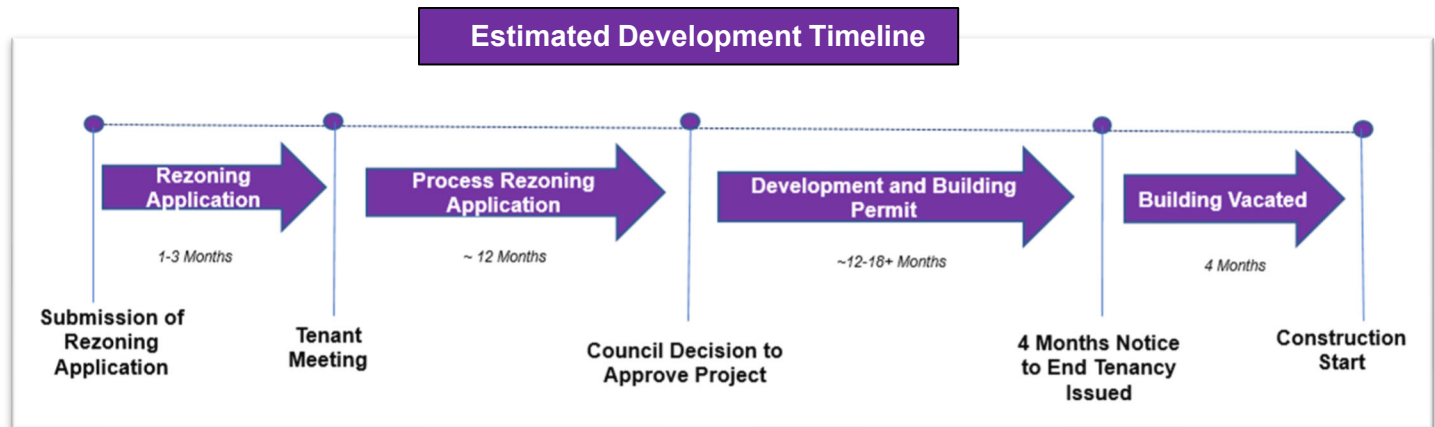
There may be additional support required for special circumstances (e.g. for seniors, people with disabilities or mental health issues, etc.). The applicant will identify these circumstances through a survey or one-on-one meetings.

4. Compensation

You will be provided an amount equal to one-month free rent as compensation (in line with the RTA requirement). The applicant may offer additional compensation as part of a relocation allowance.

5. Communication and Engagement with Residents

The process and timeline of each project varies but generally follows the steps below. If the project does not require rezoning, it will be processed faster. A *tenant meeting* is required to be held by the applicant near the beginning of the process for projects of ten or more units and one-on-one meetings for projects of less than ten units. City Staff will be in attendance at the *tenant meeting*.



Development stage	What information you can expect
Rezoning Application (or Development Permit application, if there is no rezoning)	<p>Description of your landlord's intent to renovate, redevelop, or demolish your building.</p> <p>The applicant is required to host a <i>meeting</i> for tenants to further explain the project, application timelines, and the TRP process. Applicants are encouraged to send a <i>survey</i> to all residents to identify specific preferences or special circumstances.</p>
Development Permit Application	<p>A summary of the Tenant Relocation Plan that has been approved by the City.</p> <p>During this time, the applicant will work with you to identify a permanent relocation option that meets your needs.</p>
After ALL permits are issued	<p>Your move-out date with at least four months' notice through an official Notice to End Tenancy as required by the RTA (form #RTB-29).</p>

6. Returning to the new building

Non-profit housing providers and residents place high priority on ensuring the option for residents to return to the new development at rents that are affordable to them once the new building has been completed. However, the ability to guarantee this option for all residents may not always be possible financially, depending on the level of funding available for the new development. The applicant (your housing provider) will be required to demonstrate to the City that all reasonable efforts have been taken to provide all residents with the Right of First Refusal to return to the new development at rents affordable to you. If this is not possible, you will still be provided with a permanent housing option as noted previously in this document.

Note: It is your responsibility to keep the landlord informed of your current contact information throughout the redevelopment/renovation in order to be contacted for the Right of First Refusal when the building is nearing completion.

Frequently Asked Questions

1. Do I have to wait until I receive my Notice to End Tenancy in order to get my compensation or can I move out before that? When will I be moving/receive support?

Once the application is formally submitted to the City, eligible tenants are able to move out and receive their Tenant Relocation Plan compensation and relocation assistance.

2. How is the City's Tenant Relocation Plan different from a Mutual Agreement to End Tenancy?

The City's TRP is reviewed and approved by City staff as per the Tenant Relocation and Protection Policy. The minimum compensation package required is outlined above.

In some cases, a landlord may also offer a *Mutual Agreement to End Tenancy*. The terms in such an agreement are negotiated between the landlord and the tenant, and do not involve the City. The [Mutual Agreement to End a Tenancy \(form #RTB-8\)](#) form is used by the landlord and tenant to formalize such an agreement. In these situations, a tenant would need to decide between the City's TRP package and the offered Mutual Agreement to End a Tenancy. To make this decision, a tenant should compare what each of these packages offer and choose the option that best suits their needs. The applicant is required to provide you both the Mutual Agreement and the TRP package so you can compare the two. You do not have to sign a Mutual Agreement if you do not want to.

3. What about tenant assistance for renovation work?

The Residential Tenant Act and associated guidelines provide specific guidance for whether a landlord may end a tenancy in order to undertake renovations or repairs to a rental unit. For more information, please refer to the Province's website on [eviction process for major renovations](#). Since July 1st, 2021, in order to end tenancies for renovations, landlords must apply through the dispute resolution process of the Residential Tenancy Branch (RTB) to obtain an Order of Possession. They must prove that ending the tenancy is the only reasonable way to perform the scope of work proposed. They must also obtain all the necessary permits from the City before applying to the Residential Tenancy Branch. If the RTB grants the Order of Possession, tenants will have four months to move out and will receive a compensation equal to one month's rent under the RTA. This is a separate process from the City's Tenant Relocation Plan.

Temporary Relocation Option – for renovations where tenants are required to leave their unit for more than one day, but where tenancies do not need to end, the applicant must provide a temporary relocation offer to tenants, including:

- communication to tenants specifying the scope of work required and length of time the tenant needs to be out of the unit; and
- reduced rent, payment in proportion to the temporary relocation costs incurred by relocating to other suitable accommodation, or provision of temporary accommodation (e.g. in another unit in the building, hotel, etc.).

Resources

BC Government - Residential Tenancy Act and Residential Tenancy Branch

Information on tenant and landlord rights under the *Residential Tenancy Act*

<https://www2.gov.bc.ca/gov/content/housing-tenancy/residential-tenancies>

Tenant Resource and Advisory Centre

Direct support and guidance on starting a tenancy, ending a tenancy, and dispute resolution

<http://tenants.bc.ca/>, phone: 604-255-0546 or 1-800-665-1185

City of Vancouver Tenant Relocation and Protection Policy

Information and staff to answer questions about tenant protection policies

Phone: 604-673-8001, email: trp@vancouver.ca

City of Vancouver Homelessness Services

Assists Vancouver residents experiencing or at risk of homelessness

Phone: 604-665-3318, email: carnegie.outreach@vancouver.ca

Address: 392 Powell Street, Vancouver, BC, hours: Monday – Friday 9am-4pm

City of Vancouver Development and Building Services Centre

Assists Vancouver residents with development and building permit information

Phone: 604-873-7611, send a question or make an in-person appointment via their [online portal](#)

Address: 515 West 10th Avenue, Vancouver, BC V5Z 4A8