

AGENDA

COUNCIL WORKSHOP

Tuesday, May 3, 2016

5:00 p.m.

Committee Room, Municipal Hall

355 West Queens Road,

North Vancouver, BC

Council Members:

Mayor Richard Walton

Councillor Roger Bassam

Councillor Mathew Bond

Councillor Jim Hanson

Councillor Robin Hicks

Councillor Doug MacKay-Dunn

Councillor Lisa Muri



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DISTRICT

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COUNCIL WORKSHOP

5:00 p.m.
Tuesday, May 3, 2016
Committee Room, Municipal Hall,
355 West Queens Road, North Vancouver

AGENDA

1. ADOPTION OF THE AGENDA

1.1. May 3, 2016 Council Workshop Agenda

Recommendation:

THAT the agenda for the May 3, 2016 Council Workshop be adopted as circulated, including the addition of any items listed in the agenda addendum.

2. REPORTS FROM COUNCIL OR STAFF

2.1. Rental and Affordable Housing - Stakeholder Feedback p. 7-14 File No. 13.6480.03/003.000

Recommendation:

THAT the April 22, 2016 joint report of the Section Manager – Policy Planning, and the Social Planner entitled Rental and Affordable Housing – Stakeholder Feedback, be received for information;

AND THAT staff be directed to complete the public consultation process as outlined in the April 22, 2016 joint report of the Section Manager – Policy Planning, and the Social Planner.

2.2. Residential Tenant Assistance Policy p. 15-22 File No. 13.6480.30/003

Recommendation:

THAT Council provide direction to staff regarding development of measures to assist residential tenants displaced by new development applications.

3. PUBLIC INPUT

(maximum of ten minutes total)

4. ADJOURNMENT

Recommendation:

THAT the May 3, 2016 Council Workshop be adjourned.

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REPORTS

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AGENDA INFORMATION	
<input type="checkbox"/> Regular Meeting	Date: _____
<input checked="" type="checkbox"/> Council Workshop	Date: <u>May 3, 2016</u>

_____ Dept. Manager	<i>DM</i> GM/ Director	<i>[Signature]</i> CAO
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The District of North Vancouver REPORT TO COUNCIL COMMITTEE

April 22, 2016
File: 13.6480.03/003.000

AUTHOR: Phil Chapman, Social Planner
Sarah Dal Santo, Section Manager Policy Planning

SUBJECT: Rental and Affordable Housing - Stakeholder Feedback

RECOMMENDATION:

THAT this report on the stakeholder feedback on the draft Rental and Affordable Housing Strategy be received for information and;

THAT staff be directed to complete the public consultation process as outlined in this report.

REASON FOR REPORT:

To provide Council with a summary of the input received from affordable housing stakeholder organizations as well as the development industry on the draft Rental and Affordable Housing Strategy (RAHS) and to present a proposed public consultation program for Councils' consideration and feedback.

SUMMARY:

This report presents a summary of responses received by housing organizations and industry representatives to the draft RAHS and proposes a consultation process to engage the broader community before the strategy is finalized and brought back to Council.

BACKGROUND:

Council has been engaged in a series of workshops on affordable housing leading to the establishment of a draft rental and affordable housing policy framework on February 15, 2016. At that meeting, Council directed staff to seek feedback from affordable housing stakeholders and to report back with those results. Staff has now met with both non-profit organizations and housing stakeholders, as well as development industry representatives and heard a diversity of feedback on the draft strategy. A summary of the feedback is included in this report for Council's information. Pending Council's endorsement, the next step towards finalizing the RAHS will be to bring the strategy out to the general public for their feedback. A summary of the proposed public consultation program is also included in this report.

EXISTING POLICY:

The District's Official Community Plan Housing Affordability section states that the "District's objective is to formulate development strategies and work with community partners and senior levels of government to provide housing for modest to moderate income residents" (Bylaw 7900, Section 7.3). The OCP also states that "the District's objective is to work with senior levels of government and social service providers to support our most disadvantaged residents" (Bylaw 7900, Section 7.4).

ANALYSIS:

Summary of housing stakeholder feedback

Staff held two meetings with relevant non-profit organizations and affordable housing stakeholders on February 29th and March 2nd, 2016. In total, thirty-one (31) participants representing twenty-two (22) different organizations participated in these sessions. A complete list of participating agencies is provided in Attachment 1. Staff also held a similar session with interested members of the Urban Development Institute (UDI) on February 26, 2016.

Comments received at these sessions and from the survey forms completed are organized according to the preliminary goals of the Draft Rental and Affordable Housing policy framework considered by Council on February 15, 2016 :

- 1. Expand the supply and diversity of housing,**
- 2. Preserve and expand the rental supply, and**
- 3. Meet the housing needs of low and moderate income earners.**

Expand the supply and diversity of housing

- The majority of stakeholders replied positively to this goal. Several noted the need to focus on the lowest end of market for seniors, low income families, single parent families and the disabled as many could only afford deeply subsidized housing.
- Some housing stakeholders felt that homelessness needed to be considered as part of the rental and affordable housing strategy.
- Some housing stakeholders felt that the District needed to address not only the affordable rental part of the housing continuum, but also the affordable ownership which would free up affordable rental units for those who need them.
- Some stakeholders felt the strategy should include co-op and non-profit housing initiatives.
- One recommended moving to Vancouver's Rental 100 program while others felt the proposed actions were too weak and needed to include provisions to allow two suites in single family homes, suites in townhouse/duplexes, to stratify coach houses, create more small lots etc.
- Developers commented that seeking to retain older strata buildings is problematic especially when 80% of the owners wish to redevelop and the building is reaching the end of its useful life.

- A MetroVancouver (MV) staff representative commented that overall the draft strategy presents a sound set of goals that seek to address the housing and economic pressures inside and outside of centres. Minimizing impacts to tenants is important, as is seeking to locate affordable housing close to frequent transit to ease the housing/transit cost burden. It was also noted that MV may soon be updating their parking study which will review opportunities for reduced parking.

Preserve and expand the rental supply

- Requiring all new development to contribute to affordable housing was seen by housing stakeholders as a positive step.
- A housing stakeholder commented that landlords should be encouraged to do maintenance or upgrades to extend the life of rental buildings. It was noted that building maintenance remains a challenge for many non-profits.
- A housing provider noted that policy is needed to require new rental stock to be created in town and village centres where there is no rental stock currently.
- One participant suggested tax incentives to avoid rental demolitions and/or new strata replacement without rezoning in order to achieve townhouse renovation involving minimal displacement and modest rent increases.
- Some supported obtaining a small number of units in scattered buildings that non-profit housing providers could manage rather than collecting funds and waiting until the opportunity to do a larger project came along. Other housing providers were of split opinion about scattering a few affordable units in several buildings or saving CAC funds until an entire building of affordable units could be built.
- Some housing stakeholders noted challenges with operating small numbers of affordable housing units in separated buildings. Others seemed to have found strategies to make this work.
- Most cited a long notice period and the ability to be able to leave early and still qualify to receive compensation as essential elements for a tenancy compensation package.
- One stakeholder suggested that the rental ceiling for the relocation unit should be based on an increase of 10-15% above the rent of the existing unit, rather than on a maximum 10-15% rent increase based on CMHC average rent for the municipality. (This would avoid the impact of new rental units in a purpose built rental project inflating the average monthly rental figures used by CMHC).
- A comment was made that a re-location co-ordinator was important to help displaced tenants find new housing in our low vacancy and expensive rental market.
- Developers noted that a longer notice may cause tenants some difficulties and does not support future discounts for rent or purchase in the new units by previous tenants. They prefer to treat the tenants well at their departure and not have an on-going relationship.
- Developers noted that while 1:1 rental replacement provides certainty, there needs to be flexibility to allow fewer units if they are affordable.
- It was also noted that the District may wish to consider provision of affordable rental housing through a Community Land Trust model.

Meet the housing needs of low and moderate income earners

- Some felt that the estimate of affordable housing need in the District was too low, citing that other agencies had waitlists as well.
- Other felt that the RAHS should specify affordable housing targets.
- Developers commented that they can deliver on affordable housing, but need clarity on what is considered “affordable”, how this measure is calculated, and what proportions of rental replacement and housing affordability would be required.
- Developers also commented that the definition for “affordable housing” should be determined in relation to the market (e.g. 80% of market rent) rather than income levels (e.g. 50- 80% of median renter income). Some housing stakeholders indicated support for this methodology as well. It was noted that BC Housing data could be used to determine what’s affordable in the District.
- Developers requested assurance that requirements to build units, dedicate land, or provide cash-in-lieu for affordable housing would be considered as part of, and not in addition to the normal community amenity contribution (CAC).
- Developers commented that any required proportion (e.g. 10-20%) of CACs to be used for affordable housing should be pragmatic and realistic.
- Both developers and housing stakeholders asked whether the District was contemplating a defined contribution of CAC funds to be dedicated to affordable housing. Developers commented that requiring a designated % of units, or % of building space as affordable would be challenging to implement. A housing stakeholder suggested that 25% of the CAC be dedicated to affordable housing.
- Both groups supported reductions in the parking standard for affordable housing near frequent transit.
- Developers commented that density bonus zoning may need to be considered in order to obtain affordable housing.
- Housing stakeholders felt that use of District land was important to help achieve affordable housing objectives, although it was noted that the re-development potential of existing non-profit sites should also be examined.
- Several non-profits noted that in order to achieve affordable housing, the municipality needs to understand each non-profit service provider has a different economic model by which they operate. Also, non-profits may need equity (in the form of land or market units) to help leverage funding for the operation of affordable units.
- Some housing stakeholders expressed interest in understanding what the District’s process would be in working with non-profits, and also in being involved early in the process.

Proposed Communications and Public Consultation Program

To complete the consultation process, staff propose to consult with residents and community stakeholders to obtain their feedback on the draft strategy. This will be conducted in three ways:

1. Public opinion survey

- a) A professional research firm will conduct a formal, demographically representative and statistically relevant survey of public opinion regarding the new policy framework and approach. Methods for gathering input include phone survey, in person interviews at public locations, and an online survey with individualized PIN access.
- b) A simpler version of this survey will be replicated on dnv.org and available to the public for two weeks while the formal survey work is being conducted. The draft framework and dnv.org survey will also be made available in hard copy at the front desk and by mail, upon request.
- c) The public may also submit comment by email or letter.

2. Small group in-person consultation with stakeholders

- Staff will meet with stakeholders to discuss the draft framework.

3. Council consultation directly with constituents

- Materials will be provided to Council to facilitate conversations with their constituents, and provide an additional avenue for feedback.

Public awareness about the consultation and the various ways to provide an opinion will be generated through traditional media relations, a social media campaign, print advertising and postcards.

All of this feedback will be taken into consideration when revising the draft RAHS and presenting it back to Council.

Conclusion and Next Steps:

A broad spectrum of affordable housing providers, stakeholders and industry representatives have provided valuable input to staff on the draft Rental and Affordable Housing Strategy. Consultation with the public is the next step. An overview of the public consultation process as outlined here would be presented for Council consideration. Following this consultation, staff anticipates presenting a refined Rental and Affordable Housing Strategy/Policy Framework for Council's consideration of approval.

Respectfully submitted,



Philip Chapman
Social Planner

Sarah Dal Santo
Section Manager Policy Planning

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	

List of stakeholder groups represented at the engagement sessions.

Non-profits and housing stakeholders (February 29th and March 2nd, 2016)




Community Housing Action Coalition
Co-Op Housing Federation - BC
Canadian Mental Health Association
Community Land Trust Foundation of BC
Habitat for Humanity
Hollyburn Family Services
Kiwanis
Lazarus Community Society
Lionsview Seniors Planning Society
MetroVancouver Alliance
MetroVancouver Regional Housing
North Shore Disability Resource Centre
North Shore Alliance Church
North Shore Community Connexions
North Shore Community Resources Society
North Shore Crisis Services Society
North Shore Disability Resource Centre
North Vancouver Kiwanis
Vancouver Resources Society
Terra Housing (Community Land Trust)
Turning Point Housing Society
Quayside Village Co-Housing/Driftwood Village Co-Housing

Development firms at the UDI session (February 26, 2016)

Adera Development
Anthem Properties
Darwin
Grosvenor
Landlord BC
Mosaic
Polygon
Townline
Woodbridge
Urban Development Institute (UDI)

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Council Workshop	Date: <u>March 2/2016</u>
<input type="checkbox"/> Finance & Audit	Date: _____
<input type="checkbox"/> Advisory Oversight	Date: _____
<input type="checkbox"/> Other:	Date: _____

 PDS For Dept. Manager	 DM GM/ Director	 CAO
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The District of North Vancouver REPORT TO COMMITTEE

February 25, 2016
File: 13.6480.30/003

AUTHOR: Phil Chapman, Social Planner

SUBJECT: Residential Tenant Assistance Policy

RECOMMENDATION:

THAT the Committee of Council provide direction to staff regarding development of measures to assist residential tenants displaced by new development applications.

REASON FOR REPORT:

At the Council Workshop on Affordable Housing held February 15th, 2016 and at previous Council workshops on this topic members expressed their concern about the need to support tenants who may be displaced through redevelopment.

SUMMARY:

Recognizing there are few affordable alternatives for tenants about to be displaced due to redevelopment, several municipalities have encouraged or required developers to provide compensation and supports beyond the required provisions of the *Residential Tenancy Act* (RTA). This report identifies the approaches taken by other municipalities and the key components included in those policies. Based on this analysis and past experience the report also proposes a number of components that could form the basis for a District of North Vancouver Tenant Assistance Policy for Council's consideration in the future.

BACKGROUND:

A recent rezoning application in Lynn Valley brought to Council's attention the challenges faced by tenants being displaced by redevelopment. Council recognition of this situation and of the lack of affordable housing in the District has lead Council to hold a number of workshops and to develop a Rental and Affordable Housing Policy Framework that includes goals and policy statements to minimize impacts to existing tenants. Staff are in the process of engaging stakeholders on the application of this policy framework.

EXISTING POLICY:

District of North Vancouver

A policy to support tenant relocation would be supported by the District's Official Community Plan through the following goals:

- *Encourage and enable a diverse mix of housing type, tenure and affordability to accommodate the lifestyles and needs of people at all stages of life, and*
- *Foster a safe, socially inclusive and supportive community that enhances the health and well-being of all residents.*

Council's concern for potential demolition of multi-family rental housing dates back to 2003 where, in an effort to ensure tenants had more time to search for replacement housing, the Multi-Family Rental Housing Demolition Notice Bylaw No. 7406 was adopted. This Bylaw required a landlord or developer seeking to demolish rental housing to give the tenants six months' notice to vacate. This Bylaw no longer has any force or effect due to changes to the *Residential Tenancy Act* in 2006; however the intent continues to be applied as part of the rezoning process negotiations.

Current Planning Department practice is to seek from the developer voluntary provisions and compensation for displaced tenants. As more applications to redevelop older rental properties are expected in the future there is a need to establish a policy framework to and consistent approach for developers in providing assistance to tenants being displaced due to demolition or renovation.

Province of British Columbia

Provincial regulations govern tenant-landlord relations and residential tenancy procedures. The *Residential Tenancy Act* (RTA) establishes the following minimum standards:

- requires the landlord to serve a tenant with two months' notice to vacate a unit when major construction (or demolition) is contemplated;
- requires the landlord to give a tenant the equivalent of one month's rent if the tenancy is to end;
- requires the landlord to have all required permits and approvals prior to issuing notice to the tenant(s); and
- permits the tenants to provide the landlord with 10 days' notice if they wish to leave within the 2 month notice period

Changes to the RTA in 2006 mean that Council does not have the authority to extend these conditions. However, additional notice and assistance provisions for displaced tenants may be requested for development applications requiring Council approval for a zoning change.

ANALYSIS:

Review of Municipal Tenant Assistance Programs

Tenant displacement has become a common feature of redevelopment in many local municipalities over the past few years. This trend is likely to continue as the older rental stock is renewed or replaced with new development.

In response to this recurring situation a number of municipalities have implemented a variety of tenant assistance policies and procedures. Staff have reviewed the policies of the Cities of Vancouver, North Vancouver, New Westminster, Coquitlam and Burnaby and have provided a high level summary of the each of these policies main points on Table 1. The key

components of a draft policy for the District of North Vancouver have also been included at the end of this table to facilitate comparisons with other municipality’s approaches.

Table 1: Existing Municipal Tenant Assistance Policies and Proposed Approach for the District of North Vancouver.

Municipality	Length of Notice Provided	Free Rent	Moving Expenses	Relocation Assistance	Right of First Refusal/ Right to Purchase	Current Occupancy Assessment
<p>City of Vancouver (Rate of Change Guidelines)</p>	<p>2 months per RTA</p>	<p>1 per RTA and 1 additional month (3 months total if reside in building 10+ years)</p>	<p>Reimbursed with receipts</p>	<p>Tenant Relocation Coordinator to find 3 comparable units with rents no more than 10% above current rent unless agreed to by tenant</p>	<p>Displaced tenant has right of first refusal for new unit rented at 20% below market value</p>	<p>Name of each tenant, number of units , rent paid</p>
<p>City of North Vancouver</p>	<p>2 months per RTA, after issue of Demolition Permit. Tenant Communication Plan to be in place at time of application</p>	<p>1 per RTA and 2 additional months regard-less of type of tenancy</p>	<p>-----</p>	<p>Tenant Relocation Coordinator to find 3 comparable units with rents no more than 10% above CMHC average rents. If existing rent paid by tenant exceeds the CMHC rent level the TRC will find alternate units with rents no more that 10% above the current rent.</p>	<p>Yes. If new units are rented below market rates then displaced tenants should have priority</p>	<p>Number of occupied /vacant units, type of tenancy, start/end of tenancy, rent paid, units size, #bedrooms, accessibility provisions</p>

Municipality	Length of Notice Provided	Free Rent	Moving Expenses	Relocation Assistance	Right of First Refusal/ Right to Purchase	Current Occupancy Assessment
New Westminster (Secured Market Rental Housing Policy)	Must exceed RTA	Must exceed RTA	-----	-----	-----	-----
Coquitlam (Transit Oriented Development Strategy- Burquitlam)	Minimum RTA	Minimum RTA	-----	Applicant to propose options for relocating tenants and financial assistance	-----	Number of units bedroom mix, tenancy characteristics
Burnaby	3 months plus Communications Plan including commitment to exceed min. RTA requirement	1 month (RTA) plus 2 additional	-----	Tenant Assistance Plan Tenant Relocation Coordinator	Offer to purchase	Number /size of units, rental rates, vacancies
PROPOSED Components for new DNV POLICY	2 months plus advance notice from Tenant Communication Plan to be in place at time of rezoning application	1 month (RTA) plus minimum 2 additional months	To be Considered in Tenant Relocation Package	Tenant Assistance Package- may include: additional free months (3+ months), moving expenses, residency bonus (depending on length of tenure) Tenant Relocation Coordinator to find 3 comparable units with rents no more than 10% above CMHC average rents for DNV.	Yes –(may include discount for returning tenant) Offer to purchase (may include discount for returning tenant)	Number of occupied/ vacant units, type of tenancy, rent, unit size/ bedrooms, accessibility

Based on a review of these and other approaches staff find that the provisions of the RTA (2 months' notice and 1 month rent) do not provide optimal outcomes for tenants forced to seek new affordable rental alternatives in the current market where vacancy rates hover at less than 1percent and there is a declining number of affordable units available not only in the District but across the entire North Shore.

Overall Municipal Approaches-

A number of municipalities have tried with varying degrees of success to use voluntary approaches to encourage developers to provide additional supports for existing tenants. More recently a number of municipalities have begun to establish individual policies with required components. As illustrated above, three distinct approaches have developed:

- Voluntary Approach by Applicant- where the expectation is the RTA provisions will be exceeded and certain additional provisions may be included. Currently Richmond is an example of this approach.
- Adopted Council Policy- where the expectation is the applicant provides assistance beyond the minimum provisions of the RTA. New Westminster and Coquitlam are examples of this approach.
- Adopted Council Policy with Specific Requirements - where minimum provisions are specified in some detail and in areas of assistance not contemplated in the RTA. The City of Vancouver is an example of this approach.

New Components-

Municipal tenant assistance policies are becoming more comprehensive and more common in the region and are accepted as good business practice by the development community. In their basic form these strategies typically include a notice period tied to the development process which extends the notice period by several months and financial compensation tied to the rent. Applicants often also provide for moving costs or provided moving equipment and vehicles to assist in their tenant's relocation.

A number of municipalities have also encouraged or required applicants to work directly with tenants to assist in the search for new accommodation. This task has usually been led by a Tenant Relocation Coordinator retained by the developer applicant. Two municipalities now direct this person to search for alternative rental units that have rents within 10% of the rent of the existing units to be vacated or demolished while others require alternate units have rents no higher than 10% above CMHC average rents. Some municipalities are also requesting a communications plan at the time of application so that tenants are kept fully informed about the proposed redevelopment.

Questions to Consider for New Policy-

Municipalities have also treated the various components of their tenant assistance strategies differently. There are some basic questions to be considered which include:

- Should the program be mandatory or voluntary?
- Should a tenant in one project be treated exactly the same as a tenant in another regardless of the developers ability to pay?

- What should be used as the maximum rent ceiling target for the Tenant Relocation Coordinator to consider for the replacement unit?
- How long should the Notice to Vacate period be?
- Should long term tenants receive additional benefits?
- Who and when should any compensation be paid and should all tenants receive compensation?

Answers to these questions and identification of the key components of a new District policy are provided in the next section of the report.

Potential Procedures and Key Components for a District of North Vancouver Policy

A new Council policy should provide clear direction to staff, developers and tenants about what a Tenants' Assistance policy is and what is necessary to include as fair compensation for the disruption that relocation causes when redevelopment occurs.

Establishing the Basic Procedures-

Mandatory or Voluntary? Staff believe that in order to apply any new Tenant Assistance Policy with consistency it should become a mandatory provision of any rezoning application involving redevelopment of purpose built rental sites. However, staff also recognize the need to retain some flexibility in the application of the components of any tenant assistance package offered by the developer. Some projects may not be able to offer the same level of assistance as others for example.

Affordability: Rental ceiling limits can be established by using either an arbitrary limit above the existing monthly rental fee for the existing unit to be demolished (e.g. up to 10% above the current rent paid) or by using the average rental rate by unit size as provided annually by CMHC. Staff suggest that due to the historically low vacancy rates and the dwindling supply of affordable units in the municipality that the CMHC rate be used to more accurately reflect true market rates (e.g. up to 10% above the current CMHC rate). This will increase the likelihood of successful relocation of the tenant.

Notice to Vacate: Some municipalities suggest or require applicants to provide tenants with a Notice to Vacate period that exceeds the 2 month requirement of the RTA. Staff believe it is important to include tenants early in the development process and regularly advise applicants to include tenants of their redevelopment plans even before making a preliminary application. Staff believe tenants should be given at least 2 and up to 6 months' notice of pending redevelopment (current policy is 6 months') as there may be limited opportunity to find suitable affordable alternative accommodations. Further, staff advise that tenants who vacate during this notice period should still be able to qualify for any compensation provided by the developer and that the developer should be able to re-rent the vacated unit on a short term month-to-month contract that would not entitle any new tenant to the compensation package being offered the existing tenants present on-site when the preliminary development application is made. In cases where a phased redevelopment of a site can be accommodated, tenants who choose to change units within the site would not expect to receive any compensation until such time as the next phase of development occurs and they are required to leave the site entirely.

Monetary Compensation: Each municipality reviewed has a different approach to the direct monetary compensation provided to the tenant by the applicant. Some only require a 1 month payment for rent as specified in the RTA. Others recommend one or two additional months' payment be provided while some may offer compensation based on length of time the tenant has actually resided in the building. Staff believe it is appropriate for the developer to provide both a minimum 3 month rent free period and also to offer additional payments to tenants based on their length of tenancy in the building. This assistance reflects both the higher rents charged in this municipality and the low turnover of tenants which is also typical here. During this review staff also became aware that there are provisions in the RTA that allow the landlord to treat compensation for tenants differently according to whether their rental agreement is either periodic or by fixed term. Staff do not believe this distinction should be included in any future local policy and that for this purpose all tenants should be treated the same, except tenants renting for less than 1 month periods.

Key Components to Include: Staff recommend that any new Tenant Assistance Policy created should apply to all properties seeking Council approval to rezone that contain more than four purpose built (4) rental units and include the following key components:

- a Communication Plan, filed at the time of initial development application, to provide early notification and information to tenants;
- a Current Occupancy Summary with the initial development application;
- extended period of formal notice prior to the demolition (in addition to the RTA provision);
- Statements to demonstrate how the Tenant Assistance measures to be provided are commensurate with the scale of the development proposal;
- Statements demonstrating efforts to provide suitable relocation units that meet or do not exceed by 10% the average rent rates for Purpose Built Rental Apartments located in the District of North Vancouver as identified in the CMHC's annual Rental Market Report;
- Provision of at least 2 additional months of rent (plus the one month from the RTA);
- Commitments to eliminate any requirement for the tenant to stay until the last month of tenancy and to treat all types of tenancy equally in order to receive any compensation from the landlord, except tenants renting for less than 1 month periods;
- Provision for the tenant to negotiate starting rent in new building if they choose to relocate within the new building; and
- Provision for tenant to purchase new unit at a discount from the developer.

A Tenant Assistance Plan would be required to be submitted at the Detailed Development Application stage to ensure this information is available to tenants and the public prior to the public hearing. Completion of the plan would become a standard prerequisite condition for final approval of the zoning amendment bylaw.

It should be noted that the application of the Residential Tenant Assistance Policy would continue to be applied as a voluntary measure for any development application of a purpose-built rental property under the existing zoning.

OPTIONS:

Council may wish to direct staff:

- to develop a Residential Tenant Assistance Policy based on the approach outlined in this report, or
- revise the proposed policy direction to include or exclude certain key components based on Council feedback, or
- not to pursue development of a Tenant Assistance Policy at this time.

Conclusion:

Following direction from Council Committee's recent workshop on rental and affordable housing staff have investigated what other municipalities have done to provide assistance to renters being displaced through redevelopment. Based on this research staff have identified a procedure and key components for inclusion in a new Residential Tenant Assistance Policy should Council want to direct staff to develop this policy.

Respectfully submitted,


Philip Chapman
Social Planner.

REVIEWED WITH:					
<input type="checkbox"/> Sustainable Community Dev.	_____	<input type="checkbox"/> Clerk's Office	_____	External Agencies:	
<input type="checkbox"/> Development Services	_____	<input type="checkbox"/> Communications	_____	<input type="checkbox"/> Library Board	_____
<input type="checkbox"/> Utilities	_____	<input type="checkbox"/> Finance	_____	<input type="checkbox"/> NS Health	_____
<input type="checkbox"/> Engineering Operations	_____	<input type="checkbox"/> Fire Services	_____	<input type="checkbox"/> RCMP	_____
<input type="checkbox"/> Parks	_____	<input type="checkbox"/> ITS	_____	<input type="checkbox"/> NVRC	_____
<input type="checkbox"/> Environment	_____	<input type="checkbox"/> Solicitor	_____	<input type="checkbox"/> Museum & Arch.	_____
<input type="checkbox"/> Facilities	_____	<input type="checkbox"/> GIS	_____	<input type="checkbox"/> Other:	_____
<input type="checkbox"/> Human Resources	_____	<input type="checkbox"/> Real Estate	_____		