

**METRO VANCOUVER REGIONAL DISTRICT  
HOUSING COMMITTEE**

**REGULAR MEETING**

**March 4, 2020**

**1:00 P.M.**

**28<sup>th</sup> Floor Committee Room, 4730 Kingsway, Burnaby, British Columbia**

**A G E N D A<sup>1</sup>**

**1. ADOPTION OF THE AGENDA**

**1.1 March 4, 2020 Regular Meeting Agenda**

That the Housing Committee adopt the agenda for its regular meeting scheduled for March 4, 2020 as circulated.

**2. ADOPTION OF THE MINUTES**

**2.1 February 5, 2020 Regular Meeting Minutes**

That the Housing Committee adopt the minutes of its regular meeting held February 5, 2020 as circulated.

**3. DELEGATIONS**

**4. INVITED PRESENTATIONS**

**5. REPORTS FROM COMMITTEE OR STAFF**

**5.1 Evaluation Criteria for Metro Vancouver Housing Development on Member Lands**

*Designated Speaker: Laurel Cowan, Program Manager, Housing Planning & Policy, Metro Vancouver Housing*

That the MVHC Board endorse the evaluation criteria as presented in the report dated February 14, 2020 titled "Evaluation Criteria for Metro Vancouver Housing Development on Member Lands".

**5.2 2019 Capital Maintenance Update**

*Verbal Update*

Designated Presenter: Jade Hume, Division Manager, Maintenance and Capital Planning, Metro Vancouver Housing

---

<sup>1</sup> Note: Recommendation is shown under each item, where applicable.

**5.3 Manager's Report**

*Designated Speaker: Heather McNell, General Manager, Regional Planning and Housing Services*

That the Housing Committee receive for information the report dated February 6, 2020 titled "Manager's Report".

**6. INFORMATION ITEMS**

**6.1 Correspondence re 2471-2495 Welcher Avenue, incoming to Chair Mike Hurley – 2020 Feb 12**

**7. OTHER BUSINESS**

**8. BUSINESS ARISING FROM DELEGATIONS**

**9. RESOLUTION TO CLOSE MEETING**

That the Housing Committee close its regular meeting scheduled for March 4, 2020, pursuant to the *Community Charter* provisions, Section 90 (1) (e) as follows:

"90 (1) A part of the meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (e) the acquisition, disposition or expropriation of land or improvements, if the board or committee considers that disclosure could reasonably be expected to harm the interests of the regional district.

**10. ADJOURNMENT/CONCLUSION**

That the Housing Committee adjourn/conclude its regular meeting of March 4, 2020.

---

Membership:

Hurley, Mike (C) - Burnaby

Morden, Mike (VC) - Maple Ridge

Bond, Mathew - North Vancouver District

Buchanan, Linda - North Vancouver City

Coté, Jonathan - New Westminster

De Genova, Melissa - Vancouver

Dingwall, Bill - Pitt Meadows

Long, Bob - Langley Township

McNulty, Bill - Richmond

Pollock, Glen - Port Coquitlam

Storteboom, Rudy - Langley City

Walker, Darryl - White Rock

Wilson, Chris - Coquitlam

**METRO VANCOUVER REGIONAL DISTRICT  
HOUSING COMMITTEE**

Minutes of the Regular Meeting of the Metro Vancouver Regional District (MVRD) Housing Committee held at 1:05 p.m. on Wednesday, February 5, 2020 in the 28<sup>th</sup> Floor Committee Room, 4730 Kingsway, Burnaby, British Columbia.

**MEMBERS PRESENT:**

Chair, Mayor Mike Hurley, Burnaby  
 Vice Chair, Mayor Mike Morden, Maple Ridge (arrived at 1:07 p.m.)  
 Councillor Mathew Bond, North Vancouver District  
 Mayor Linda Buchanan, North Vancouver City  
 Councillor Melissa De Genova, Vancouver  
 Mayor Bill Dingwall, Pitt Meadows (arrived at 1:06 p.m.)  
 Councillor Bob Long, Langley Township  
 Councillor Bill McNulty, Richmond  
 Councillor Glenn Pollock, Port Coquitlam  
 Councillor Rudy Storteboom, Langley City  
 Mayor Darryl Walker, White Rock  
 Councillor Chris Wilson, Coquitlam

**MEMBERS ABSENT:**

Mayor Jonathan Côté, New Westminster

**STAFF PRESENT:**

Heather McNell, General Manager, Regional Planning and Housing Services  
 Jerry W. Dobrovolny, Chief Administrative Officer  
 Genevieve Lanz, Legislative Services Coordinator, Board and Information Services

**1. ADOPTION OF THE AGENDA**

**1.1 February 5, 2020 Regular Meeting Agenda**

**It was MOVED and SECONDED**

That the Housing Committee adopt the agenda for its regular meeting scheduled for February 5, 2020 as circulated.

**CARRIED**

## **2. ADOPTION OF THE MINUTES**

### **2.1 January 8, 2020 Regular Meeting Minutes**

#### **It was MOVED and SECONDED**

That the Housing Committee adopt the minutes of its regular meeting held January 8, 2020 as circulated.

**CARRIED**

## **3. DELEGATIONS**

1:06 p.m. Mayor Dingwall arrived at the meeting.

1:07 p.m. Vice Chair Morden arrived at the meeting.

### **3.1 Lisa Nissanov, Team Manager, Reaching Home, Vancity Community Foundation**

Lisa Nissanov, Team Manager, Reaching Home, Vancity Community Foundation, spoke to members regarding the upcoming 2020 Point in Time Count – March 3 and 4, 2020, highlighting regional coordination of municipalities, neighbouring regional districts and First Nations groups, need for volunteer participation, and count logistics and best practices.

In response to questions, members were informed of homelessness demographic profiling and analysis, long-term trends, and North Shore extended homeless count.

## **4. INVITED PRESENTATIONS**

## **5. REPORTS FROM COMMITTEE OR STAFF**

### **5.1 Metro Vancouver Housing Corporation Tenant Selection Policy Revision**

Report dated January 13, 2020 from Laurel Cowan, Program Manager, Housing Policy and Planning, Regional Planning and Housing Services, seeking MVHC Board approval of the revised *Tenant Selection Policy*.

Members were provided with a presentation on the revised *Tenant Selection Policy*, highlighting alignment with BC Housing, and clarifying asset and annual income limits.

Presentation material titled “Tenant Selection Policy” is retained with the February 5, 2020 Housing Committee agenda.

**It was MOVED and SECONDED**

That the MVHC Board approve the revised *Tenant Selection Policy* as presented in the report dated January 13, 2020, titled “Metro Vancouver Housing Corporation Tenant Selection Policy Revision”.

**CARRIED**

Mayors Buchanan and Dingwall absent at the vote.

**5.2 Metro Vancouver Housing Redevelopment Plan**

Report dated January 13, 2020 from Laurel Cowan, Program Manager, Housing Policy and Planning, Regional Planning and Housing Services, seeking MVHC Board approval of the *Metro Vancouver Housing Redevelopment Plan*.

Members were provided with a presentation on the *Metro Vancouver Housing Redevelopment Plan*, highlighting coordination of the *Metro Vancouver Housing 10-Year Plan*, asset management planning, and the redevelopment assessment process.

Discussion ensued on tenant relocation, partnership opportunities, and MVHC land valuation.

Presentation material titled “Metro Vancouver Housing Redevelopment Plan - Overview” is retained with the February 5, 2020 Housing Committee agenda.

**It was MOVED and SECONDED**

That the MVHC Board approve the *Metro Vancouver Housing Redevelopment Plan* as presented in the report dated January 13, 2020, titled “Metro Vancouver Housing Redevelopment Plan.”

**CARRIED**

**5.3 Tenant Programs and Services Update 2019**

Ulryke Weissgerber, Division Manager, Housing Operations, Regional Planning and Housing Services, provided members with a presentation on the 2019 MVHC tenant programs and services, highlighting tenant incentive and community well-being programs, crime prevention and crime-free multi-housing initiatives, and community garden spaces.

Presentation material titled “Tenant Programs & Services Update – Metro Vancouver Housing” is retained with the February 5, 2020 Housing Committee agenda.

**It was MOVED and SECONDED**

That the Housing Committee receive for information the February 5, 2020 verbal update from Ulryke Weissgerber on the 2019 Metro Vancouver Housing tenant programs and services.

**CARRIED**

**5.4 Site Redevelopment Update**

Jade Hume, Division Manager, Maintenance and Capital Planning, Regional Planning and Housing Services, provided members with an update on three redevelopment projects including Heather Place Building A, Kingston Gardens Phase 1 and Welcher Avenue sites.

Presentation material titled "Site Redevelopment Update – Metro Vancouver Housing" is retained with the February 5, 2020 Housing Committee agenda.

**It was MOVED and SECONDED**

That the Housing Committee receive for information the February 5, 2020 verbal update from Jade Hume on Metro Vancouver Housing site redevelopment.

**CARRIED**

**5.5 Manager's Report**

Report dated January 22, 2020 from Heather McNell, General Manager, Regional Planning and Housing Services, providing members with information on the 2020 Work Plan, subsidy update, and vacancy report.

**It was MOVED and SECONDED**

That the Housing Committee receive for information the report dated January 22, 2020 titled "Manager's Report".

**CARRIED**

**6. INFORMATION ITEMS**

No items presented.

**7. OTHER BUSINESS**

No items presented.

**8. BUSINESS ARISING FROM DELEGATIONS**

No items presented.

**9. RESOLUTION TO CLOSE MEETING**

**It was MOVED and SECONDED**

That the Housing Committee close its regular meeting scheduled for February 5, 2020, pursuant to the *Community Charter* provisions, Section 90 (1) (e) as follows:

- "90 (1) A part of the meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
- (e) the acquisition, disposition or expropriation of land or improvements, if the board or committee considers that disclosure could reasonably be expected to harm the interests of the regional district."

**CARRIED**

**10. ADJOURNMENT/CONCLUSION**

**It was MOVED and SECONDED**

That the Housing Committee adjourn its regular meeting of February 5, 2020.

**CARRIED**

(Time: 2:50 p.m.)

---

Genevieve Lanz,  
Legislative Services Coordinator

---

Mike Hurley, Chair

---

To: Housing Committee

From: Laurel Cowan, Program Manager, Housing Planning & Policy, Metro Vancouver Housing

Date: February 14, 2020 Meeting Date: March 4, 2020

Subject: **Evaluation Criteria for Metro Vancouver Housing Development on Member Lands**

---

### RECOMMENDATION

That the MVHC Board endorse the evaluation criteria as presented in the report dated February 14, 2020 titled “Evaluation Criteria for Metro Vancouver Housing Development on Member Lands”.

---

### EXECUTIVE SUMMARY

Metro Vancouver Housing (MVH) is actively working to build more affordable rental housing. One way is through partnerships with member jurisdictions. In February 2020, Metro Vancouver issued an Expression of Interest (EOI) for member jurisdictions to submit municipally-owned land to lease or transfer to MVH at a nominal cost.

The EOI outlines considerations for submissions including: development potential, municipal actions/incentives to support development, tenant livability, financial feasibility for MVH, and regional equity. Staff used these considerations to draft evaluation criteria and weighting to prioritize EOI submissions that best meet MVH’s objectives. This report presents the evaluation criteria for Committee and Board review and endorsement.

### PURPOSE

To seek Housing Committee and MVHC Board endorsement of the evaluation criteria and weighting to assess and prioritize submissions to Metro Vancouver Housing’s Expression of Interest for member jurisdiction lands.

### BACKGROUND

One of the actions of the Housing Committee’s 2020 Work Plan is to oversee the implementation of the *Metro Vancouver Housing 10-Year Plan*. The *10-Year Plan* provides a vision for MVH to expand its portfolio of affordable rental homes. One way to do this is through identifying new properties on which to build new housing. To do so, MVH developed an Expression of Interest (EOI) for member jurisdictions to submit properties that could be leased or transferred to MVH at a nominal cost.

MVH is looking to develop and operate new affordable rental housing on member lands using funding from a new annual \$4M tax requisition (approved in the 2020 budget). Where possible, MVH will also seek to leverage this funding through Provincial and Federal programs and other sources.

The EOI was presented to the Committee and Board for review in January 2020 and issued to members in February 2020. To ensure a fair and consistent process, staff have drafted evaluation criteria to aid the Committee and Board’s assessment of EOI submissions and to prioritize projects



for 2020 and beyond. Evaluation criteria is based on the considerations outlined in the EOI. The total number of projects selected to move forward in 2020 depends on the scale of projects and financial viability, as well as any additional funding from other sources.

## **EVALUATION CRITERIA: CONSIDERATIONS AND TRADE-OFFS**

### **Considerations**

The EOI outlines a number of considerations to reflect MVH's *10-Year Plan* goals and objectives. To maximize the number of affordable rental homes across the region and support complete and livable communities, MVH is seeking projects that are financially sustainable and achieve the best value for investment. Considerations include:

- Development potential, development readiness, and site readiness
- Municipal actions or incentives to support development
- Tenant livability
- Financially feasibility for MVH
- Regional equity

### **Trade-offs**

There are also some important trade-offs to consider. Evaluation criteria has been weighted to reflect trade-offs and prioritize EOI submissions that best meet MVH's objectives.

- **Transit access:** Transit access is important to support rental housing, especially for lower income tenants. Transit criteria prioritizes walking distance to the Frequent Transit Network (i.e., a network of corridors that receives frequent, reliable service at least every 15 min most of the day).
- **Building material:** Woodframe building construction is significantly less expensive than concrete or mass timber techniques that could be used to achieve taller buildings. To provide the greatest value for MVH's available funding, MVH is targeting property that supports woodframe construction (i.e., up to 6 stories).
- **Tenant relocation:** MVH is also looking for opportunities to redevelop its existing properties. Tenant relocation during redevelopment can be challenging; particularly to find housing options that are nearby to limit disruption to tenants lives. The EOI recognizes that close proximity to existing MVH housing sites may be beneficial to support tenants during redevelopment. However, this must also be considered in the context of regional equity.
- **Regional equity:** MVH currently has housing in 11 of its member jurisdictions. Through the creation of the *10-Year Plan*, it became clear that regional equity is a priority for new MVH housing. This criterion has been weighted to reflect this priority.

## **EVALUATION CRITERIA FOR THE EXPRESSION OF INTEREST FOR NEW LANDS**

There are a number of considerations that are requirements for MVH to proceed. These have been identified as Screening Criteria.

### **Screening Criteria**

- ☐ Lease or fee simple transfer to MVH at a nominal cost
- ☐ Development Readiness:
  - Pre-zoned OR

- Expedited rezoning process led by member jurisdiction
- ☐ Financially feasible for MVH to construct (i.e., woodframe, ≤6 storey)
- ☐ No known contaminants that would require major remediation
- ☐ Lease / Housing Agreement financially and operationally feasible for MVH

Other considerations listed in the EOI are grouped into four categories that will be weighted as follows:

#### Criteria and Weighting

Criteria Categories	Weighting
Development Opportunity	40%
Tenant Livability	20%
Municipal Actions to Contribute to Financial Viability	20%
Regional Equity	20%

Each category contains a number of criteria, each with a maximum score. To achieve a maximum score, submissions must demonstrate they fully meet MVH's objectives. Overall scores will be used to prioritize projects for 2020 and beyond.

CRITERIA	MAXIMUM SCORE
<b>CATEGORY: Development Opportunity</b>	
Development potential—anticipated # of units	10
Development readiness (e.g., expedited DP and or BP approval process, parking relaxations, no need for subdivision or variance, etc.)	10
Site readiness (e.g., bare land, no site hazards or known site constraints that could impact construction time/cost such as high water table, sensitive areas, soil conditions, slope, challenging site access, etc.)	10
<b>CATEGORY: Tenant Livability</b>	
Walking distance to amenities (e.g., parks, schools, groceries, medical centres, community centres, libraries, etc.)	5
Walking distance to Frequent Transit Network (i.e., bus service at least every 15 min)	5
Opportunities to support tenant relocation from other developments to reduce impacts to tenants (i.e., stay within same neighbourhood)	5
<b>CATEGORY: Municipal Actions to Contribute to Financial Viability</b>	
Municipal fee reductions and financial contributions (e.g., waiving or reducing municipal portion of DCCs, CACs, permit application fees, off-site servicing, financial grants, etc.)	15
<b>CATEGORY: Regional Equity</b>	
Presence of existing MVH housing in community (e.g., higher score for communities with little or no existing housing)	15

## **EOI TIMING AND NEXT STEPS**

MVH requested that interested member jurisdictions submit EOI responses by end of day April 3, 2020. To allow for potential funding support from BC Housing's Community Housing Fund (anticipated Spring 2020), MVH seeks to evaluate EOI submissions in April to identify priority project(s) by May 2020.

Upon selection of priority project(s), MVH will undertake further exploration and concept planning to confirm development opportunities for specific housing sites.

## **ALTERNATIVES**

1. That the MVHC Board endorse the evaluation criteria as presented in the report dated February 14, 2020 titled "Evaluation Criteria for Metro Vancouver Housing Development on Member Lands".
2. That the MVHC Board endorse the evaluation criteria as presented in the report dated February 14, 2020 titled "Evaluation Criteria for Metro Vancouver Housing Development on Member Lands" as amended at the Housing Committee meeting on March 4, 2020.
3. That the Housing Committee receive the report dated February 14, 2020 titled "Evaluation Criteria for Metro Vancouver Housing Development on Member Lands" and provide alternate direction to staff.

## **FINANCIAL IMPLICATIONS**

There are no direct financial implications to this report. Following the submission and evaluation of EOI responses, Metro Vancouver Housing will identify priority sites for further study to confirm feasibility. Costs for technical consulting are included in the 2020 Affordable Housing budget.

## **CONCLUSION**

Metro Vancouver Housing is actively working to build more affordable rental housing. One way is through partnerships with member jurisdictions. In February 2020, Metro Vancouver issued an Expression of Interest (EOI) for members to submit municipally-owned land to lease or transfer to MVH at a nominal cost.

The EOI outlines considerations for submissions including: development potential, municipal actions/incentives to support development, tenant livability, financial feasibility for MVH, and regional equity. Staff used these considerations to draft evaluation criteria and weighting to prioritize EOI submissions that best meet MVH's objectives. This report presents the evaluation criteria for Committee and Board review and endorsement. Staff recommend Alternative 1, to endorse the evaluation criteria.

37064972

---

To: Housing Committee

From: Heather McNell, General Manager, Regional Planning and Housing Services

Date: February 6, 2020 Meeting Date: March 4, 2020

Subject: **Manager's Report**

---

### RECOMMENDATION

That the Housing Committee receive for information the report dated February 6, 2020 titled "Manager's Report".

---

### SUBSIDY UPDATE

Metro Vancouver Housing's affordable rental units include a mix of Low End of Market (LEM) rents and Rent Geared to Income (RGI). LEM unit rents for MVHC are 10-20% below the average rent for a comparable unit in the municipality. RGI rents do not exceed 30% of the gross monthly household income to accommodate those with low or fixed incomes.

Metro Vancouver Housing provided rental assistance to 1,113 households in February 2020, this represents 33.7% of Metro Vancouver Housing's portfolio.

	Units	RGI Units	% RGI
Total Rentable Units	3,304	1,113	33.7%
Units Unavailable due to Redevelopment & Renovation (*includes 46 at Heather Place, 25 units at Kingston Gardens, 12 units at Tivoli Gardens and 2 commercial units)	85		
<b>Total</b>	<b>3,389</b>		

### METRO VANCOUVER HOUSING 10-YEAR PLAN UPDATE

The *Metro Vancouver Housing 10-Year Plan* was approved in November 2019 to outline how the organization will provide, preserve and expand its portfolio of affordable housing across the region. Implementation is underway on multiple fronts to achieve the plan's goals and actions:

- **Goal 1: Support healthy, engaged communities**
  - Continuing successful tenant programs and expanding programs in 2020 such as the Free Food Program and Community Well-Being Program (Actions 1.1, 1.2)
  - Approved new Tenant Selection Policy as part of a broader policy review (Action 1.3)
- **Goal 2: Preserve and renew existing housing to maintain affordability and improve sustainability and accessibility**
  - Continuing ongoing capital maintenance and major rehabilitation projects to renew homes and enhance accessibility and sustainability: (Actions 2.1, 2.2, 2.3)
    - Building envelop upgrades at multiple sites will renew buildings and outdoor spaces, enhance energy efficiency, and reduce greenhouse gas emissions
    - Ongoing unit renovations to improve accessibility

- 
- Replacing boilers with high efficiency units
    - Pursuing funding partnerships to enhance existing housing (Action 2.4)
      - Confirmed CMHC funding support to renew Kelly Court, a 100% wheelchair accessible building
      - Continuing to pursue additional funding for renewal projects
  - **Goal 3: Grow strategically through redevelopment and expansion**
    - Developed and endorsed the *Metro Vancouver Housing Redevelopment Plan* to assess and prioritize opportunities to renew and redevelop housing sites over time (Action 3.2)
    - Four current redevelopment projects will provide over 289 new and redeveloped homes and work towards the Plan's goals for energy efficiency, GHG reductions, and accessible/adaptable housing (Actions 3.1, 3.3, 3.4)
  - **Goal 4: Develop partnerships to expand affordable rental housing across the region**
    - Issued an Expression of Interest to member jurisdictions to identify municipally-owned land for Metro Vancouver Housing to develop affordable rental housing (Action 4.1a)
    - Ongoing meetings with public, private, and non-profit sectors to seek additional funding and explore opportunities for collaboration and partnership (Actions 4.1, 4.3)

## Attachments

1. 2020 Housing Committee Workplan

36941824

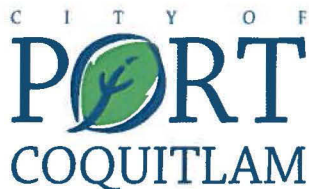
# Housing Committee 2020 Work Plan

Report Date: March 4, 2020

Attachment 1

## Priorities

1 <sup>st</sup> Quarter	Status
Site Redevelopment Update	Complete
New Site Development - <i>Expression of Interest (EOI) for Member Jurisdiction Lands</i>	Complete
MVHC Policy Review – <i>Tenant Selection Policy</i>	Complete
Affordable Housing Policy Review	In progress
Metro Vancouver Housing 10-Year Plan - Update	In progress
Redevelopment Plan Update	Complete
Long Range Financial Plan	In Progress
Tenant Programs and Services Update	Complete
MVHC Subsidy Program	In progress
Vacancy Report	Complete
2 <sup>nd</sup> Quarter	
Site Redevelopment Update	Pending
New Site Development - Review and Prioritize Potential Sites from EOI Submissions	Pending
MVHC Policy Review	Pending
Affordable Housing Policy Review	Pending
Metro Vancouver Housing 10-Year Plan - Update	Pending
Regional Planning - Transit Oriented Affordable Housing (TOAH) Update	Pending
MVHC Subsidy Program	Pending
Vacancy Report	Pending
3 <sup>rd</sup> Quarter	
Site Redevelopment Update	Pending
New Site Development Update	Pending
MVHC Policy Review	Pending
Affordable Housing Policy Review	Pending
Metro Vancouver Housing 10-Year Plan - Update	Pending
Annual Budget and 5-Year Financial Plan	Pending
MVHC 30-Year Financial Plan Scenarios	Pending
MVHC Subsidy Program	Pending
Vacancy Report	Pending
4 <sup>th</sup> Quarter	
Site Redevelopment Update	Pending
New Site Development Update	Pending
MVHC Policy Review	Pending
Affordable Housing Policy Review	Pending
Metro Vancouver Housing 10-Year Plan - Update	Pending
Regional Planning - Transit Oriented Affordable Housing (TOAH) Update	Pending
MVHC Subsidy Program	Pending
Vacancy Report	Pending



#200-2564 Shaughnessy St., Port Coquitlam BC, Canada, V3C 3G4  
 Tel 604.927.5442 • Fax 604.927.5404  
[planning@portcoquitlam.ca](mailto:planning@portcoquitlam.ca)



February 12, 2020

Mayor Mike Hurley, Chair  
 MetroVancouver Housing Committee  
 Metrotower III, 4730 Kingsway  
 Burnaby, BC V5H 0C6

Dear Mayor Hurley,

**Re: 2471-2495 Welcher Avenue:**

I wish to convey the City's enthusiasm about Metro Vancouver's proposed non-market housing development at 2471-2495 Welcher Avenue in Port Coquitlam. We see this project as a strategic opportunity to enhance affordable housing opportunities in the community and are pleased that we are able to work collaboratively to ensure a project that will meet the short and long term needs of the region.

To this end, Council would like to emphasize our desire for the project to maximize opportunities for housing units, particularly those which address the needs of families. I understand Port Coquitlam staff have provided guidance on opportunities to increase the number of units being provided within the project, including ways to increase parking efficiency, the potential to vary the Zoning Bylaw to increase the height of the building to 5 stories and suggestions on thoughtful architectural design and siting.

I would also like to take this opportunity to confirm that, in keeping with City policies to support development applications that serve a public interest, this project would qualify for waived development permit application fees and would be fast-tracked through the development approval process. The City also has a policy which provides for funding of up to \$1000 per unit to be requested from our Social Housing Fund.

If you have any questions or wish clarification, please contact Jennifer Little, Manager of Planning at 604-927-5442 or [littlej@portcoquitlam.ca](mailto:littlej@portcoquitlam.ca)

Sincerely,

A handwritten signature in blue ink, appearing to read "BW".

Mayor Brad West

Cc: Mayor and Councillors  
 Kristen Dixon, CAO  
 Lisa Grant, Director of Development Services  
 Jennifer Little, Manager of Planning