

March 24, 2021

Mayor Helps and Council  
City of Victoria  
1 Centennial Square  
Victoria, BC, V8W 1P6

Sent via email

**RE: Kiwanis Village - Victoria Housing Reserve Fund Application Seniors Affordable Rental Housing**

Dear Mayor and Council:

On behalf of the Kiwanis Village Society, we are pleased to submit this application for the Victoria Housing Reserve Fund (VHRF) for an affordable seniors rental housing project (The Project). The Victoria housing reserve funds will facilitate the development of a new 78-unit affordable seniors rental housing project located at 1419 Mallek Crescent, Victoria. The Project is zoned as R3-G-L (Garden Apartment (Kiwanis) District), and no rezoning or variances are required. A development permit application for The Project has been submitted to the City.

The Kiwanis Village Society is part of the Kiwanis Club of Victoria. The Club of Victoria has been actively involved in developing and managing projects in the City since 1920. Examples of these projects include but are not limited to The Kiwanis Village, K-West Housing, Kiwanis Emergency Youth Shelter, the School Safety Patrol Program, and Kiwanis House, to name but a few. The Kiwanis Club of Victoria incorporated the not-for-profit Kiwanis Village Society over 50 years ago, with the prime/sole purpose of providing affordable housing for seniors.

This Project will assist in developing and retaining affordable rental housing for senior households in the City of Victoria, supporting community diversity and infrastructure. The Project meets the Victoria Housing Reserve Fund Program objectives, as outlined in the Program Guidelines. The information in this letter, supplemented by the attached completed Application Form, describes how each VHRF Program Objective is met. Attachments to this cover letter include the previously mentioned completed Application Form, building plans, Site plans, Capital budget, 10-year operating budget, and audited financial statements.

**CAPACITY**

The Kiwanis Village Society is part of the Kiwanis Club of Victoria. Kiwanis is a global organization of volunteers dedicated to changing the world one community at a time. Since 1920, the Club of Victoria has been actively involved in developing and managing projects in the City. The Kiwanis Club of Victoria has an extensive portfolio of mortgage-free buildings, allowing for sustained affordable rents for seniors in the community. The Kiwanis Club of Victoria's experience developing and managing numerous projects in the community over the past 100 years illustrates the proponent's capacity to complete The Project in the short-term and manage it over the long-term. For example, other related local area projects include, but are not limited to:

1. Cook Street Property at 1419 Mallek Crescent:

This project provides affordable rental housing for seniors in 146 units of apartment, low rise duplex and cottage buildings on this 8-acre site.

2. K-West Housing Society (224 Esquimalt Rd):

This project is eighteen apartments for seniors and twenty-one townhouses for low-income families. The Project is operated by the Vic West Housing Society, which is a society of the Kiwanis Club of Victoria

3. Kiwanis House:

This project is a Supportive, transitional housing program for single, young mothers (ages 16-29) parenting one child under the age of 5 years. The program offers safe and affordable housing for young women facing a

multitude of challenges which can include unhealthy relationships, mental health, unstable housing, and financial struggles.

#### 4. Kiwanis Youth Shelter:

This project is the first home in BC to address the specific needs of young people aged 13 to 18. In fact, it was the only youth-specific emergency housing shelter in BC until Vancouver set up a similar program. The youth are provided with a safe bed at night, good home cooking, chores to perform, and youth care workers skilled in recognizing the language and behavior of youth that support positive change.

### AFFORDABILITY TARGETS

The Income and target rents for The Project, as defined in the Program Guidelines, are described in the table below. The anticipated funding for The Project, on a per unit basis, has also been calculated in the following table:

Unit Type	Rent	Income Target*	Maximum Funding/Unit*	# of Units	Total Eligible Funding
Studio	\$660/unit	Median income (\$35,000 to \$54,999)	\$2,500	36	\$90,000
One-bedroom	\$865/unit	Median income (\$35,000 to \$54,999)	\$5,000	40	\$200,000
Two-bedroom	\$1200/unit	Median income (\$35,000 to \$54,999)	\$7,500	2	\$15,000
Totals	---	--	--	78	\$305,000

\* It should be noted that all the unit types meet the median targets because there is no operating subsidy from BC Housing.

\*\* These numbers represent the maximum funding/unit amounts that will likely be in place shortly due to updates to the VHRF guidelines being considered on March 18, 2021, at COTW.

### PROJECT ELIGIBILITY

The following section describes how The Project is eligible for the VHRF:

#### 1. Financial Leveraging and Partnerships

The Project will leverage \$3,500,000 from other buildings in the Kiwanis Village Society's portfolio to finance and achieve the rents described above. Additionally, Kiwanis Club of Victoria hosts two annual community-based fundraising events that historically have raised enough money to enable Kiwanis Village to build without major financing needed. The two fundraising events include:

- The porch light door-to-door fundraiser for the Kiwanis village; and
- The CHEK live Kiwanis TV auction which has raised money for the Kiwanis Village.

#### 2. Other Non-Refundable Contributions

CMHC has provided \$50,000 for planning, the reworked masterplan, and this phase of The Project. Additionally, legacy gifts have been made to Kiwanis Club of Victoria by several individuals. Legacy gifts that have been received from Constance C. Gibson and Lucie Kinnear are part of the \$3,000,000 cash contribution that Kiwanis is making towards The Project.

#### 3. Target housing

As described above, The Project will provide affordable rental housing for seniors with median incomes. It should be noted that the rent can remain affordable because Kiwanis Village Society is contributing debt free land, \$3,500,000 in cash resources, plus \$3,500,000 in first mortgage funding from an adjacent Kiwanis Apartment Building.

#### 4. Tenant Assistance

There is no tenant assistance required because there are no existing tenants that will be displaced because of this project.

#### 5. Project Location

The Project is located within the City of Victoria at 1419 Mallek Crescent. Kiwanis Village is within the Oaklands Neighbourhood.

#### 6. Allocation of Housing Reserve Funds

The funds received from the VHRF will be utilized for construction of the project.

#### 7. Housing Agreement

The Project will enter a 60-year Housing Agreement, securing units funded as affordable housing.

#### **PROJECT PRIORITY**

The Project will serve key target populations, as identified in the Victoria Housing Strategy. The project should be prioritized because it meets the following criteria:

- accessible units for seniors
- projects within the City of Victoria
- projects that receive no other supports from the City of Victoria
- projects that have affordability guaranteed through a Housing Agreement


#### **CONCLUSION**

The funding received from the VHRF will facilitate Kiwanis Village Society's construction of a new 78-unit affordable seniors rental housing project in the City of Victoria. The Project meets all the VHRF Program Objectives, eligibility requirements, and will serve key target populations identified in the Victoria Housing Strategy. The Project will assist in developing affordable rental housing for seniors, supporting community diversity and infrastructure.

Yours truly,



Jim Goff  
President, Kiwanis Village Society



(Meaghan Alford)  
Administrator

for:

David McLean  
Chair, Building Committee and Past President, Kiwanis Village Society



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# Victoria Housing Reserve Fund Application for Funding

The Victoria Housing Reserve Fund Program Guidelines contain important information on project eligibility and the application process. Please review the guidelines prior to completing an Application for Funding.

The entire Application for Funding must be completed along with all other documents identified on the Application Checklist. Please attach additional pages if more space is needed.

An appointment is strongly encouraged prior to applying for funding to ensure the project meets eligibility criteria. To make an appointment, email [communityplanning@victoria.ca](mailto:communityplanning@victoria.ca).

If you have any questions about the criteria or the process, please contact the Community Planning Division at [communityplanning@victoria.ca](mailto:communityplanning@victoria.ca) or 250.361.0382.

## 1. Letter to Mayor and Council

Please include a letter to Mayor and Council highlighting key aspects of the proposed project and how it meets the objectives of the Victoria Housing Reserve Fund Program as outlined in the Program Guidelines.

## 2 Proponent Information

Organization Name \_\_\_\_\_ Non-profit Society Yes ☐ No ☐

Contact Person/Position \_\_\_\_\_

Business Address \_\_\_\_\_

Telephone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

Date of Incorporation \_\_\_\_\_

Canada Revenue Agency Charity # \_\_\_\_\_

Previous Projects Funded through the Victoria Housing Reserve Fund, if any: \_\_\_\_\_

I have read and understand the Victoria Housing Reserve Fund Program Guidelines ☐

I understand funding is a one-time, non-renewable grant ☐

Application Date mm/dd/yyyy \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Signature on file

## 3. Project Summary

Submission of building and site plans are required as part of the application package.

Address/location of project \_\_\_\_\_

Developer and contact information (if different from the Proponent) \_\_\_\_\_

Project Architect and contact information \_\_\_\_\_

Owner and Operator of Housing \_\_\_\_\_

Housing type (strata/apt etc.), number of units and sizes (bedrooms) \_\_\_\_\_



Target population, incomes (as defined in the Program Guidelines) and target rents or sale price per unit

Support services provided (if any)

Additional features

Additional features include:

**outdoor area:** a community garden EV parking stalls (6), **1st floor:** computer/library room, laundry room, elevators (2), scooter storage (23), bike storage (90), storage lockers, **2nd floor:** lobby/mail room, laundry room, social room, accessible washroom, **3rd floor:** laundry room, social room, **4th floor:** Laundry room, social room, roof deck

Target Completion Date

How does the project meet the objectives of the Victoria Housing Reserve Fund Program as described in the Program Guidelines?

Describe how the project is consistent with the City's Official Community Plan (OCP), Neighbourhood Plan policies and zoning.

What development approvals are required or have been received?



#### **4. Experience and Capacity to Develop and Manage Affordable Housing**

Outline the proponent's experience in the development and management of affordable housing. How does this project compare to this previous experience and the proponent's capacity to complete the project in the short-term and manage it over the long-term?

#### **5. Project Financing and Sustainability**

Describe how the funding model will support long-term financial sustainability and housing affordability. Please also attach a detailed Capital Budget and 10-year Operating Budget. For affordable home ownership projects, detail how the units will be affordable and will remain so over time.

#### **6. Partnerships**

List partners in this project (developers, agencies, other levels of government etc.), and detail their involvement.



## 7. Tenant Assistance

If there are existing tenants involved in the project, describe how the tenants will be assisted throughout the project. Refer to the [Tenant Assistance Policy and Guidelines](#) for further information. Please indicate the following:

a. Compensation by Tenancy Length

b. Notification to End Tenancy

c. Moving Expenses

d. Relocation Assistance

e. Right of First Refusal

f. Vulnerable Tenants

Note: Please be advised that additional information may be requested as part of the Tenant Assistance Plan for Council's consideration.

## 8. Other Information

Provide any other information that supports your application.