



Tenant Assistance Plan

The Tenant Assistance Plan and appendices must be submitted at the time of your rezoning application, and should be submitted directly to housing@victoria.ca. Please contact your Development Services Planner with questions or concerns.

Date of submission of Tenant Assistance Plan to Housing Policy staff: February 2021

Current Site Information

Site Address:	1693 - 1699 Fort Street, Victoria BC
Owner Name:	Delas Batters and Theresa Batters
Applicant Name and Contact Info:	Robert Starkey (for Aryze Developments Inc.) robert@aryze.ca (250) 940-3568 Ext. 346
Tenant Relocation Coordinator (Name, Position, Organization and Contact Info):	Taylor Kipps, Tenant Relocation Coordinator, Devon Properties

Existing Rental Units

Unit Type	# of Units	Average Rents (\$/Mo.)
Bachelor		
1 BR		
2 BR	4	\$1,155.00
3 BR		
3 BR+		
Total		

Current Building Type (check all that apply):

- ☐ Purpose-built rental building
☐ Non-market rental housing
☐ Condominium building
☐ Single family home(s), with or without secondary suites
☒ Other, please specify:

Four unit row-house

Rights and Responsibilities of Landlords and Tenants

The rights and responsibilities of landlords and tenants are regulated by the Province and is set out in the [Residential Tenancy Act](#).

The City of Victoria's [Tenant Assistance Policy](#) is intended to supplement the Residential Tenancy Act and offer additional support for tenants in buildings that are being considered for redevelopment. To review the full Tenant Assistance Policy and supporting documents, please refer to the City of Victoria's [website](#).

POLICY APPLICATION

If your plans to redevelop this property will result in a loss of residential rental units AND will require tenants to relocate out of the existing building(s), please submit a Tenant Assistance Plan with your application.

Do you have tenant(s) who have been residing in the building for more than one year, at the time when application is submitted?

☒ Yes ☐ No

If yes, tenants are eligible for support. Please complete the full form.

If no, please skip to and complete Appendix A: Occupant Information and Rent Roll.

When completing this form, please refer to the Tenant Assistance Policy guidelines for Market Rental and Non-Market Rental Housing Development. Please note that the form includes the required FOIPPA section 27(2) privacy notification which should be communicated to tenants.

APPLICANT: Please complete the following sections to confirm the details of the Tenant Assistance Plan:		CITY STAFF: Did applicant meet policy?
Compensation Please indicate how you will be compensating the tenant(s). Please specify whether option 1 or 2 will be provided, and whether at existing rents or CMHC average rates. (See Policy Section 4.1 or 5.1)	Option 1: Aryze will provide CMHC average rent for Victoria for the number of months stipulated in Policy Section 4.1, plus one extra month (as per Aryze internal policy) for all applicants eligible under the City of Victoria Tenant Assistance Policy.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Moving Expenses Please indicate how the tenant(s) will receive moving expenses and assistance. Please specify whether option 1 or 2 will be offered. (See Policy Section 4.2)	Aryze will provide Option 2: Flat-rate compensation based on unit size as prescribed in Policy Section 4.2, plus \$250 per unit, for a total of \$750.00 per studio or one bedroom and \$1000.00 per two-bedroom.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Relocation Assistance Please indicate how the tenant(s) will receive relocation assistance, including the staff responsible or whether a third-party will be involved. (See Policy Section 4.3 or 5.3)	We have engaged the services of a third-party Tenant Relocation Coordinator (details provided above) to assist in the relocation process.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Right of First Refusal Please indicate whether the applicant is offering right of first refusal to the tenant(s). Please indicate your reasoning. (See Policy Section 4.4 or 5.5).	Yes, we would offer right of first refusal as outlined in Section 4.4 of the Policy.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Tenants Requesting Additional Assistance Please indicate whether tenant(s) have requested additional assistance above policy expectations, and specify what additional assistance will be provided. (See Policy Section 6.0)	Tenants have requested additional assistance with direction towards external housing group in Victoria as well as rental options within Victoria. Aryze will provide CMHC average rent for Victoria for the number of months stipulated in Policy Section 4.1, plus one extra month (as per Aryze internal policy) for all applicants eligible under the City of Victoria Tenant Assistance Policy. The Tenant Relocation Coordinator will be providing housing a range of alternatives that meet specific tenant requirements	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

APPLICANT:

Please complete the following sections to confirm the details of the Tenant Assistance Plan:

How and when did you inform tenants of the rezoning or development application? (Please refer to Policy Section 3.4)	Tenants were notified of the redevelopment via physical mail and e-mail in February 2021
How will you be communicating to tenants throughout the rezoning or development application (including decisions made by Council)? (Please refer to Policy Section 3.4)	Communication will continue to be made through official notice through mail, email, and phone.
What kind of resources will you be communicating to your tenants and how will you facilitate tenants in accessing these resources? (Please see the City's website for a list of resources)	<p>Communications shared website link with property details.</p> <p>Tenants also received multiple rental options alongside websites for further rental inquiries: Brown Brothers, Devon Properties, Permberton Holmes, Vinnels Property rentals, Dutton Properties. Additional help was offered upon request.</p>

Other comments (if needed):

FINAL Tenant Assistance Plan Review - [For City Staff to complete]

Application reviewed by Amanda Blick McStravick (City Staff) on Dec 21, 2021 (Date)

Did the applicant meet TAP policy? Yes ☒ No ☐ N/A ☐

Staff comments on
final plan:

This Tenant Assistance Plan exceeds Policy expectations, by offering all eligible tenants financial compensation above the amounts listed in the Policy for both rent and moving expenses. (All tenants were eligible at time of submission.) A Tenant Relocation Coordinator has been hired and all tenants have been informed about the process and their rights.

At the time of this staff review, three out of four tenants have chosen to vacate their units, and they have been offered full compensation as per this Tenant Assistance Plan. All units are currently occupied.