![City of Victoria logo] CITY OF VICTORIA

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 any questions.

Date of submission of Tenant Assistance Plan to City: *Oct 2, 2023*

Current Site Information

Site Address	1212 Vista Ht
Owner Name	Charles Chang
Applicant Name and Contact Info	Charles Chang email k.c.chang@shaw.ca
Tenant Relocation Coordinator (Name, Position, Organization and Contact Info)	Same

Existing Rental Units

Unit Type	# of Units	Average Rents ($/Mo.)
Bachelor		
1 BR		
2 BR	1	2000
3 BR		
3+ BR		
Total		

Current Building Type (Check all that apply):

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

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 Applications

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 — If yes, tenants are eligible for support. Please complete the full form.
- [x] No — 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 Freedom of Information and Protection of Privacy Act (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?

1. Compensation (Please see Section 4.1 for Market Projects and Section 5.1 for Non-Market Projects)

For market rental housing, compensation is recommended to be based on length of tenancy at either:

1. *The higher of CMHC average rent for the City of Victoria (as identified in CMHC's Annual Rental Market Report, adjusted annually and identified in Table 1 – Rental Compensation below) or the tenant's existing rent; or*

2. *Free rent in a different building*

1.a. Please indicate how you will be compensating the tenant(s).

[ ] Free Rent   [ ] Lump Sum Payment   [ ] Combination

1.b. Were the tenant(s) consulted in this decision? [ ] Yes   [ ] No

1.c. Please describe how tenants will be compensated based on length of tenancy.

> We follow RTA eviction process for redevelopment and provide tenant with 1-month free rent.

Yes [X]

No [ ]

2. Moving Expenses (Please see Section 4.2 for Market Projects and Section 5.3 for Non-Market Projects)

2.a. Please indicate how the tenant(s) will receive moving expenses or assistance.

[ ] Hired Moving Company   [ ] Flat Rate Compensation   [ ] Combination

2.b. Were the tenant(s) consulted in this decision? [ ] Yes   [ ] No

Yes [X]

No [ ]

3. Relocation Assistance (Please see Section 4.3 for Market Projects and 5.4 for Non-Market Projects)

3.a. Is the Tenant Relocation Coordinator internal or external to your organization?

[ ] Internal   [ ] External

3.b. Providing as much detail as possible, please indicate how the Tenant Relocation Coordinator will engage with tenants, including when they will start engaging, how often they will engage, and what methods they will use to communicate with tenants.

Yes [X]

No [ ]

APPLICANT:

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

	Did applicant meet policy?

4. Right of First Refusal (Please see Section 4.4 for Market Projects and 5.5 for Non-Market Projects)

4.a. Does right of first refusal apply to the project? *(If the residential property has 5 or more rental units, then yes)*

[ ] Yes   [✔] No

4.b. If right of first refusal is offered, how will this apply to returning tenants?

Yes [X]

No [ ]

5. Tenants Requesting Additional Assistance (Please see Section 6.0)

5.1 Have tenants been provided with the additional assistance form and policy?

[ ] Yes   [✔] No

5.b. Have tenant(s) requested additional assistance above tenant assistance policy expectations?

Yes [X]

No [ ]

6. Notification and Communication (Please see Section 3.4)

6.a. Have all tenants been informed of the proposed rezoning or development?   [✔] Yes   [ ] No

6.b. How will you be communicating to tenants throughout the rezoning or development application (including decisions made by Council)?

direct contact

7. Tenant Resources (Please see Tenant Resource Guide)

7.a Have tenants been provided with the Tenant Resource Guide?   [ ] Yes   [✔] No

7.b. How have or will you facilitate tenants in accessing these resources?

8. Final Tenant Assistance Report (Please see Final Tenant Assistance Report)
8.a The City of Victoria requests that applicants submit a Final Tenant Assistance Report detailing how the Tenant Assistance Plan was completed prior to the issuance of an occupancy permit.
I have read and understand this statement   ✔

Other Comments:

the tenant knows about the rezoning and only planned to stay there temporary. We also gave him a discount on the rent from $2230 to $2000. He planned to move out once the term is over

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

CITY OF VICTORIA

Application Reviewed By: | Jelena Putnik | (City Staff)   Date: | 21 February 2024

Did the applicant meet TAP policy?:   [X] Yes   [ ] No   [ ] N/A

Staff comments on final plan:

This Tenant Assistance Plan meets policy requirements. Sole tenant on property is ineligible underTenant Assistance Policy and will be provided with compensation as per Residential Tenancy Act.