



Sustainable Planning and Community Development
 1 Centennial Square
 Victoria, BC V8W 1P6
 T 250.361.0382
 E communityplanning@victoria.ca

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.

If you have any questions about the criteria or the process, please contact the Community Planning Division at 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 Pacifica Housing Advisory Association Non-profit Society Yes No

Contact Person/Position Dean Fortin/Executive Director

Business Address 827 Fisgard St.

Telephone 778-677-4952

Fax 250-385-6776

Email dfortin@pacificahousing.ca

Date of Incorporation 09/26/1988

Canada Revenue Agency Charity # 122654999 RR0001

Previous Projects Funded through the Victoria Housing Reserve Fund, if any: Not applicable

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 07/07/2017

Applicant Signature _____

3. Project Summary

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

Address/location of project 1601-1609 Douglas St.

Developer and contact information (if different from the Proponent) Reliance Properties/604-683-2404

Project Architect and contact information Not applicable

Owner and Operator of Housing Owners: Reliance Properties/Porte Communities; Operator: Pacifica Housing

Housing type (strata/apt etc.), number of units and sizes (bedrooms) SRO with 62 units; 24,000 square feet



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

Target Population: Non Working poor, individuals with long term disabilities and individuals experiencing significant barriers to stable housing conditions.

Incomes: Many of the tenants will be non-working and on social assistance or Canada Pension.

Support services provided (if any)

Pacifica Housing is committed to maintaining the safety of the Fairfield Hotel as well as the dignity and stability of its tenants, with proven expertise in both maintenance and outreach services.

Additional features

Not applicable

Target Completion Date

Pacifica Housing is proposing for the grant provided by the City of Victoria's VHRF to last until June 30, 2022, which is the end of our fiscal year. Pacifica will provide regular reports to City of Victoria as to the annual operations of the Fairfield Hotel, and the advancement of any new development that will facilitate replacing the units.

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

This initiative meets the VHRF project eligibilities through partnerships with private industry; by retaining housing for no or low income households; and its location in the City of Victoria's downtown core. In particular, maintaining the Fairfield Hotel meets the updated guidelines of the VHRF in reducing housing insecurity and retaining existing affordable housing within the city. The project budget (Appendix A) illustrates how the initiative will remain financially viable following the dispersal of the grant.

According to the revised VHRF guidelines, the program provides grants in order to "assist the development and retention of affordable housing for households with no, low or moderate incomes to support community diversity and infrastructure; and facilitate the development of affordable rental housing, and affordable home ownership projects." The residents of the Fairfield have little to no income, and would otherwise find it impossible to find affordable housing.

~~We understand that Council has broadened the eligible use of the fund, providing the pro-forma and operating budget can show that~~

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

Contributing to Pacifica Housing's operation of the Fairfield Hotel is consistent with S. 13 (b) of the Official Community Plan: "that housing affordability is enabled across the housing spectrum, particularly for people in core housing need." This project complements the fourth key feature of the Downtown Core Area Plan, "increased housing options", and works toward sustaining a livable urban community with strong vitality that meets people's daily needs. Furthermore, the Fairfield Hotel falls under Central Business District-1 Zone (CBD-1) is zoned as a CA-4 zone with a maximum density of 3:1 floor space ratio, and continues to permit residential use. Please see the attached application for further details.

What development approvals are required or have been received?

There are no development approvals required.



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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?

For more than 30 years Pacifica Housing has been a leading provider of subsidized, supported, market and near market housing options in Greater Victoria, Duncan, and Nanaimo.

Pacifica Housing has acquired, built and/or renovated a total of 1075 units, and currently houses over 1600 people across 36 properties. We have 150 new affordable family units under construction.

One defining feature of our organization is our portfolio of diverse properties and housing options. Through decades of experience and expertise, we bring a collection of housing alternatives occupying almost every facet of the housing continuum. Pacifica is able to offer clients moving out of transitional housing a diverse range of internal housing options.

We currently work with over 60 private market landlords, administer over 300 rental supplements, and have 171 supported housing +

5. Project Financing and Sustainability

A. 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.

Pacifica is very familiar with the financial operation of the Fairfield. We recognize that the income that is generated from the operation of a SRO can not service the operating costs and leaves no ability to service a mortgage or make lease payments. The annual cost to manage the residential portion of the Fairfield building is approximately \$360,000 (2018 budget). The annual revenues are 300,000. Attached is a project budget as Appendix A.

6. Partnerships

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

Pacifica has a 3 month agreement with Reliance Properties and Port Communities for the management of the residential floors (2nd and 3rd) of the Fairfield through the provision of a bulk lease. If we can secure the grant from the City of Victoria, we will enter into a 5 year management lease. We will look to work in cooperation with Reliance to construct a new building for the current residents of the Fairfield.

7. Other Information

Provide any other information that supports your application.

Not applicable

