



ADMINISTRATIVE REPORT

Report Date: January 26, 2018
Contact: Chris Robertson
Contact No.: 604.873.7684
RTS No.: 12400
VanRIMS No.: 08-2000-20
Meeting Date: February 20, 2018

TO: Vancouver City Council
FROM: General Manager of Planning, Urban Design and Sustainability
SUBJECT: Approval of Business Improvement Area (BIA) Renewals, Expansion & Proposed Creekside BIA

RECOMMENDATION

- A. THAT Council approve the application of the Cambie Village Business Association (CVBA) as described in this Report;
- FURTHER THAT Council instruct the Director of Legal Services, in consultation with the Director of Planning, to bring forward by-laws to re-establish the Cambie Village BIA, to establish a new funding ceiling, and to remit monies for the business promotion scheme.
- B. THAT Council approve the application of the Collingwood Business Improvement Association (CBIA) as described in this Report
- FURTHER THAT Council instruct the Director of Legal Services, in consultation with the Director of Planning, to bring forward by-laws to re-establish the Collingwood BIA, to establish a new funding ceiling, and to remit monies for the business promotion scheme.
- C. THAT Council approve the application of the Dunbar Village Business Association (DVBA) as described in this Report;
- FURTHER THAT Council instruct the Director of Legal Services, in consultation with the Director of Planning, to bring forward by-laws to re-establish the Dunbar Village BIA, to establish a new funding ceiling, and to remit monies for the business promotion scheme.
- D. THAT Council approve the application of the Hastings North Business Improvement Association (HNBIA) as described in this Report;

FURTHER THAT Council instruct the Director of Legal Services, in consultation with the Director of Planning, to bring forward by-laws to re-establish the Hastings North BIA, to establish a new funding ceiling, and to remit monies for the business promotion scheme.

- E. THAT Council approve the application of the Hastings North Business Improvement Association (HNBIA) as described in this Report;

FURTHER THAT Council instruct the Director of Legal Services, in consultation with the Director of Planning, to bring forward by-laws to re-establish the Hastings North Expansion BIA, to establish a new funding ceiling, and to remit monies for the business promotion scheme.

- F. THAT Council approve the application of the Robson Street Business Association (RSBA) as described in this Report;

FURTHER THAT Council instruct the Director of Legal Services, in consultation with the Director of Planning, to bring forward by-laws to re-establish the Robson Street BIA, to establish a new funding ceiling, and to remit monies for the business promotion scheme.

- G. THAT Council approve the application of the Cambie Village Business Association (CVBA) as described in this Report, as amended by the boundary revision requested by CVBA described in Appendix J;

FURTHER THAT Council instruct the Director of Legal Services, in consultation with the Director of Planning, to bring forward by-laws to establish the proposed Cambie Village Expansion BIA, to establish a funding ceiling, and to remit monies for the business promotion scheme.

- H. THAT Council approve the application of the Creekside Economic Development Association (CEDA) as described in this Report;

FURTHER THAT Council instruct the Director of Legal Services, in consultation with the Director of Planning, to bring forward by-laws to establish the proposed Creekside BIA, to establish a funding ceiling, and to remit monies for the business promotion scheme.

REPORT SUMMARY

This report provides background information on the BIA creation, renewal and expansion process, the procedure for property-owner and business notifications, an analysis of objections received in response to the notifications, an overview of possible Council actions, and recommendations based on objections received as of the date of the report.

BIA Renewal Council Initiatives

The following six BIAs must be re-designated (renewed) by Council in order to continue:

- Cambie Village BIA 7-year renewal term
- Collingwood BIA 7-year renewal term
- Dunbar Village BIA 5-year renewal term
- Hastings North BIA 7-year renewal term
- Hastings North Expansion BIA 7-year renewal term
- Robson Street BIA 5-year renewal term

For each of the six BIAs, Council must first approve re-designation (renewal) of the business improvement area before it can approve the respective budgets. This report recommends that Council approve the proposed renewals for the terms specified above and instruct staff to prepare by-laws to re-establish each BIA, to establish the respective new funding ceilings, and to remit monies for the business improvement schemes.

Cambie Village Expansion BIA Council Initiative

The Cambie Village Business Association (CVBA) has applied to establish the proposed Cambie Village Expansion BIA. Council must first approve designation of the proposed expansion area before it can approve the expansion budget. This report recommends that Council approve an amendment (reduction) to the proposed expansion-area boundary, and that Council approve the proposed expansion for a seven-year term and instruct staff to prepare by-laws to establish the expansion-area BIA, to establish a 7-year funding ceiling, and to remit monies for the business improvement scheme.

Proposed Creekside BIA Council Initiative

The Creekside Economic Development Association (CEDA) has applied to establish the proposed Creekside BIA. Council must first approve designation of the proposed business improvement area before it can approve the BIA budget. This report recommends that Council approve the proposed BIA for a five-year term and instruct staff to prepare by-laws to establish the proposed BIA, to establish a 5-year funding ceiling, and to remit monies for the business improvement scheme.

COUNCIL AUTHORITY/PREVIOUS DECISIONS

BIA Renewal and Expansion Council Initiatives

Vancouver Charter

Sections 455 through 463 of the Vancouver Charter make provision for the creation, renewal, expansion and funding of Business Improvement Areas (BIAs). Taxation of properties in an area pays for a variety of programs to promote and enhance the area.

BIAs are a form of Local Improvement. Under Charter section 506(2)(a), approval of a Local Improvement Council Initiative requires a resolution passed by at least two-thirds of all the Council members present. Section 506(2)(b) provides that a "sufficient number" of notices of objection to defeat a Council Initiative is deemed to be more than *one-half* of the assessed

property owners, representing more than *one-half* of the value according to the last revised real-property assessment roll, of the parcels liable to be assessed.

Under most commercial lease agreements, property owners pass the cost of a BIA levy to their business tenants. As the Charter makes no provision for the notification of business tenants, Council has adopted policy to determine the wishes of affected businesses.

Amended Council Policy

On November 28, 2017 (*Amendments to Business Improvement Area (BIA) Approvals Policy and Model Grant Allocation By-law*) Council adopted an amended policy regarding the approval of BIA Council Initiatives, as follows:

1. BIA designation, re-designation (renewal) and expansion will continue to proceed by way of Council Initiative under Section 506 of the *Vancouver Charter*¹
2. In addition to notification of assessed property owners, the City will notify all business tenants occupying parcels liable to be specially assessed²
3. A BIA Council Initiative will not succeed if at least more than one-half in number of the then assessed owners, representing at least more than one-half of the value according to the last real property assessment roll, of the parcels liable to be specially assessed have, in writing, given notice to the City Clerk during the period of one month after the mailing of the notification, that they object to the BIA Initiative³
4. A BIA Council Initiative will not succeed if, counted separately from the assessed owners, at least more than one-half of the business tenants occupying parcels liable to be specially assessed have, in writing, given notice to the City Clerk during the period of one month after the mailing of the notification, that they object to the BIA Initiative⁴

Commencement of Council Initiatives

On November 28, 2017 (*Approval of Council Initiatives -Business Improvement Area (BIA) Renewals and Expansion - 2018*), Council considered renewal applications for six BIAs and the proposed Cambie Village expansion. On December 12, 2017 (*Approval of Council Initiative - Proposed Creekside BIA*), Council considered an application for the proposed Creekside BIA. Council approved commencement of the respective Council Initiatives, referred the applications to Court of Revision, and instructed staff to notify affected property owners and businesses prior to a decision on the Initiatives.

¹ No change from existing policy, adopted July 30, 1992

² No change from existing policy

³ Changes existing policy, which sets the threshold for property-owner objections at one-third, to align with the Vancouver Charter, which sets the threshold for property-owner objections at one-half

⁴ Changes existing policy, which sets the threshold for business-tenant objections at one-third, to align with the proposed threshold for property-owner objections (one-half)

CITY MANAGER'S/GENERAL MANAGER'S COMMENTS

The City Manager and General Manager of Planning, Urban Design and Sustainability RECOMMEND approval of the foregoing.

REPORT

Background/Context

Background

Before a BIA designation, expansion or renewal application can be approved, the proposal must be considered by Council:

- Prior to considering the BIA application, the Council directs staff to notify all commercial property owners and business tenants in the affected area, providing information on the proposed levy, and details on filing objections; and
- After the one-month period for objections, Council is advised of the numbers and commercial assessed value of objections received, and also hears delegations, if any. Per Vancouver Charter s. 506(2)(b) if more than one-half of the property owners, representing one-half of the commercial assessed property value **or**, per Council policy, more than one-half of business tenants, counted separately, object, the BIA proposal will be defeated.
- If approved, Council directs that a by-law be prepared:
 - Establishing or re-establishing (renewing) the BIA or,
 - Establishing an expansion BIA or expanding existing BIA boundaries; and
 - Establishing a funding ceiling.

Further explanation of the notification and approval process follows.

Process for Notification of Property Owners and Business Tenants

Applicant Outreach to Affected Owners and Businesses

As outlined in the BIA council initiative report dated November 7, 2017, BIA sponsors (applicant groups) are required to conduct an extensive outreach process to engage affected commercial property owners and business tenants within the proposed BIA, BIA Expansion, or BIA renewal, area. If, after completion of outreach, the BIA proposal appears to be generally supported, Council may approve commencing a BIA Council Initiative, forward the application to a Court of Revision, and instruct staff to notify the affected owners and tenants prior to Council deciding whether or not to approve the application.

Notifications

BIA applications are a form of Local Improvement. As such, the City is required to mail to the owners of parcels liable to be assessed: (a) notification of the project, (b) the designated area, and (c) the estimated annual rate. Council may approve a BIA if, within one month of

the notification, the requisite number of property-owner objections have not been received. While the Vancouver Charter does not require notification of tenants, it is City policy to notify business owners of a BIA proposal. Property owners and business tenants in the areas affected by the BIA proposals have been notified as follows:

- Individually addressed letters were sent, postmarked on or before December 22, 2017, to all property owners affected by the BIA applications (Appendix A).
- Due to business turnover, and to ensure all affected business owners were notified, letters were hand delivered on or before December 22, 2017, to all businesses affected by the BIA applications (Appendix B).

Tabulation of Objections - Issues and Considerations

Distinguishing Property-Owner and Business-Tenant Objections

The Vancouver Charter requires the City to tabulate all property-owner objections to determine whether or not a BIA application is defeated. However, it is Council policy to also receive and tabulate objections from business tenants. The two tabulations would produce duplication where letters are received from businesses who also *own* the property or commercial strata unit they occupy (i.e. are not tenants). Therefore, past practice has been to count all objection letters from property-owner businesses as 'property owner' objections rather than as 'business tenant' objections.

Petitions and Form-letters

The City's notification instructs recipients to register objections in the form of an original letter because the identity and authority of the writer is more readily discernible than a signature on a mass petition. Also, with a mass petition, there is uncertainty around the degree to which petitioners are influenced by information from petition organizers. Similar considerations apply to mass-reproduced 'form-letters' that have been collected by opposition organizers in the same way as petitions.

Privacy Issues

To protect the confidentiality of respondents, under the provisions of the *Freedom of Information and Protection of Privacy Act*, the identity of persons submitting objections is not made available to BIA applicants, supporters, opponents, or the public. However, City Clerk will have available for Council copies of all objections received prior to the meeting date.

Strategic Analysis

Tabulation of Objections - Results

Notification letters sent to affected property owners / business tenants specified that objections to the BIA application may be submitted in the form of a letter to the City Clerk, with the letter being received by 5:00pm on January 26, 2018.

The following sections provide separate information specific to the respective BIA Renewal Initiatives, including notification data for the applications, and tabulations of objections received as of 5:00pm January 26, 2018.

If objections or counter-petitions arrive after the submission deadlines, a supplementary memo with updated opposition data will be distributed should Council wish to consider late objections or other correspondence such as petitions. Council will also have an opportunity to hear delegations, if any.

CAMBIE VILLAGE BIA RENEWAL APPLICATION: Analysis and Results

Application to Re-establish (Renew) BIA

On November 28, 2017, Council considered an application by the Cambie Village Business Association (CVBA) to commence a Council Initiative to re-establish (renew) the Cambie Village BIA (map, Appendix C). Council referred the application to Court of Revision and directed staff to notify affected owners and businesses prior to considering the Initiative.

The proposed BIA levy ranges from \$128.80 to \$63,176.31 annually, depending upon the assessed value of the property. Eighteen properties will have a levy under \$500, 35 properties will have a levy between \$500 and \$2,000, and 28 properties will be charged over \$2,000 annually.

As the BIA levy will be based on the 2018 BC Assessment Authority (BCA) property assessment, the actual BIA levies may differ slightly from the estimates provided in the City's notification, which was based on the 2017 BCA assessment.

Notification

Individually addressed letters were mailed, postmarked on or before December 22, 2017, to 74 property owners, owning 81 assessed properties located within the BIA area. Letters were hand delivered to all 303 businesses within the BIA area.

Letters of Opposition

The table below shows the letters of objection, by number and assessed value, received as of 5pm, January 26, 2018. For information, should Council wish to apply the one-third guideline, the centre column shows the numbers and assessed value of objections (subject to adjustments) needed to defeat the proposed BIA renewal.

Objection Categories	Needed to defeat BIA renewal (50%+1 opposed)	Letters of opposition as of January 26, 2018	
		#	% of total
# of property owners	38	3	4.2%
# of assessed properties*	41	4	4.9%
Total assessed value	\$380,703,735.01	\$91,473,700	12%
OR # of business tenants	152	1	0.3%

*Note: Since there are many multiple owners, the number of assessed properties is greater than the number of actual owners.

Results

As of January 26, 2018, neither the number of business tenants, nor the number and assessed value of properties /property owners is sufficient to defeat the proposed BIA renewal.

COLLINGWOOD BIA RENEWAL APPLICATION: Analysis and Results

Application to Re-establish (Renew) BIA

On November 28, 2017, Council considered an application by the Collingwood Business Improvement Association (CBIA) to commence a Council Initiative to re-establish (renew) the Collingwood BIA (map, Appendix D). Council referred the application to Court of Revision and directed staff to notify affected owners and businesses prior to considering the Initiative.

The proposed BIA levy ranges from \$48.22 to \$42,409.24 annually, depending upon the assessed value of the property. Seventy seven properties will have a levy under \$500, 58 properties will have a levy between \$500 and \$2,000, and 21 properties will be charged over \$2,000 annually.

As the BIA levy will be based on the 2018 BCA property assessment, the actual BIA levies may differ slightly from the estimates provided in the City’s notification, which was based on the 2017 BCA assessment.

Notification

Individually addressed letters were mailed, postmarked on or before December 22, 2017, to 107 property owners, owning 156 assessed properties located within the BIA area. Letters were hand delivered to all 324 businesses within the BIA area.

Letters of Opposition

The table below shows the letters of objection, by number and assessed value, received as of 5pm, January 26, 2018. For information, based on the Vancouver Charter threshold of 50% +1 and Council policy, the centre column shows the numbers and assessed value of objections (subject to adjustments) needed to defeat the proposed BIA renewal.

Objection Categories	Needed to defeat BIA renewal (50%+1 opposed)	Letters of opposition as of January 26, 2018	
		#	% of total
# of property owners	54	3	2.8%
# of assessed properties*	79	3	1.9%
Total assessed value	\$162,875,216.51	\$6,078,900	1.9%
OR # of business tenants	163	1	0.3%

*Note: Since there are many multiple owners, the number of assessed properties is greater than the number of actual owners.

Results

As of January 26, 2018, neither the number of business tenants, nor the number and assessed value of properties /property owners is sufficient to defeat the proposed BIA renewal.

DUNBAR VILLAGE BIA RENEWAL APPLICATION: Analysis and Results

Application to Re-establish (Renew) BIA

On November 28, 2017, Council considered an application by the Dunbar Village Business Association (DVBA) to commence a Council Initiative to re-establish (renew) the Dunbar Village BIA (map, Appendix E). Council referred the application to Court of Revision and directed staff to notify affected owners and businesses prior to considering the Initiative.

The proposed BIA levy ranges from \$78.34 to \$26,713.26 annually, depending upon the assessed value of the property. Sixty six properties will have a levy under \$500, 32 properties will have a levy between \$500 and \$2,000, and 18 properties will be charged over \$2,000 annually.

As the BIA levy will be based on the 2018 BCA property assessment, the actual BIA levies may differ slightly from the estimates provided in the City’s notification, which was based on the 2017 BCA assessment.

Notification

Individually addressed letters were mailed, postmarked on or before December 22, 2017, to 85 property owners, owning 116 assessed properties located within the BIA area. Letters were hand delivered to all 188 businesses within the BIA area.

Letters of Opposition

The table below shows the letters of objection, by number and assessed value, received as of 5pm, January 26, 2018. For information, based on the Vancouver Charter threshold of 50% +1 and Council policy, the centre column shows the numbers and assessed value of objections (subject to adjustments) needed to defeat the proposed BIA renewal.

Objection Categories	Needed to defeat BIA renewal (50%+1 opposed)	Letters of opposition as of January 26, 2018	
		#	% of total
# of property owners	43	1	1.2%
# of assessed properties*	59	1	0.9%
Total assessed value	\$186,973,200.01	\$421,200	0.1%
OR # of business tenants	95	0	0%

*Note: Since there are many multiple owners, the number of assessed properties is greater than the number of actual owners.

Results

As of January 26, 2018, neither the number of business tenants, nor the number and assessed value of properties /property owners is sufficient to defeat the proposed BIA renewal.

HASTINGS NORTH BIA RENEWAL APPLICATION: Analysis and Results

Application to Re-establish (Renew) BIA

On November 28, 2017, Council considered an application by the Hastings North Business Improvement Association (HNBIA) to commence a Council Initiative to re-establish (renew) the Hastings North BIA (map, Appendix F). Council referred the application to Court of Revision and directed staff to notify affected owners and businesses prior to considering the Initiative.

The proposed BIA levy ranges from \$38.03 to \$16,987.89 annually, depending upon the assessed value of the property. One hundred and one properties will have a levy under \$500, 160 properties will have a levy between \$500 and \$2,000, and 46 properties will be charged over \$2,000 annually.

As the BIA levy will be based on the 2018 BCA property assessment, the actual BIA levies may differ slightly from the estimates provided in the City’s notification, which was based on the 2017 BCA assessment.

Notification

Individually addressed letters were mailed, postmarked on or before December 22, 2017, to 234 property owners, owning 307 assessed properties located within the BIA area. Letters were hand delivered to all 443 businesses within the BIA area.

Letters of Opposition

The table below shows the letters of objection, by number and assessed value, received as of 5pm, January 26, 2018. For information, based on the Vancouver Charter threshold of 50% +1 and Council policy, the centre column shows the numbers and assessed value of objections (subject to adjustments) needed to defeat the proposed BIA renewal.

Objection Categories	Needed to defeat BIA renewal (50%+1 opposed)	Letters of opposition as of January 26, 2018	
		#	% of total
# of property owners	118	6	2.6%
# of assessed properties*	154	7	2.3%
Total assessed value	\$348,742,999.51	\$9,912,000	1.4%
OR # of business tenants	222	1	0.2%

*Note: Since there are many multiple owners, the number of assessed properties is greater than the number of actual owners.

Results

As of January 26, 2018, neither the number of business tenants, nor the number and assessed value of properties /property owners is sufficient to defeat the proposed BIA renewal.

HASTINGS NORTH EXPANSION BIA RENEWAL APPLICATION: Analysis and Results

Application to Re-establish (Renew) BIA

On November 28, 2017, Council considered an application by the Hastings North Business Improvement Association (HNBIA) to commence a Council Initiative to re-establish (renew) the Hastings North Expansion BIA (map, Appendix G). Council referred the application to Court of Revision and directed staff to notify affected owners and businesses prior to considering the Initiative.

The proposed BIA levy ranges from \$51.99 to \$16,008.87 annually, depending upon the assessed value of the property. Twenty three properties will have a levy under \$500, 45 properties will have a levy between \$500 and \$2,000, and 26 properties will be charged over \$2,000 annually.

As the BIA levy will be based on the 2018 BCA property assessment, the actual BIA levies may differ slightly from the estimates provided in the City’s notification, which was based on the 2017 BCA assessment.

Notification

Individually addressed letters were mailed, postmarked on or before December 22, 2017, to 61 property owners, owning 94 assessed properties located within the BIA area. Letters were hand delivered to all 103 businesses within the BIA area.

Letters of Opposition

The table below shows the letters of objection, by number and assessed value, received as of 5pm, January 26, 2018. For information, based on the Vancouver Charter threshold of 50% +1 and Council policy, the centre column shows the numbers and assessed value of objections (subject to adjustments) needed to defeat the proposed BIA renewal.

Objection Categories	Needed to defeat BIA renewal (50%+1 opposed)	Letters of opposition as of January 26, 2018	
		#	% of total
# of property owners	31	3	4.9%
# of assessed properties*	48	3	3.2%
Total assessed value	\$147,647,406.51	\$5,778,000	2.0%
OR # of business tenants	52	0	0%

*Note: Since there are many multiple owners, the number of assessed properties is greater than the number of actual owners.

Results

As of January 26, 2018, neither the number of business tenants, nor the number and assessed value of properties /property owners is sufficient to defeat the proposed BIA renewal.

ROBSON STREET BIA RENEWAL APPLICATION: Analysis and Results

Application to Re-establish (Renew) BIA

On November 28, 2017, Council considered an application by the Robson Street Business Association (RSBA) to commence a Council Initiative to re-establish (renew) the Robson Street BIA (map, Appendix H). Council referred the application to Court of Revision and directed staff to notify affected owners and businesses prior to considering the Initiative.

The proposed BIA levy ranges from \$485.41 to \$71,138.73 annually, depending upon the assessed value of the property. One property will have a levy under \$500, 16 properties will have a levy between \$500 and \$2,000, and 38 properties will be charged over \$2,000 annually.

As the BIA levy will be based on the 2018 BCA property assessment, the actual BIA levies may differ slightly from the estimates provided in the City’s notification, which was based on the 2017 BCA assessment.

Notification

Individually addressed letters were mailed, postmarked on or before December 22, 2017, to 41 property owners, owning 55 assessed properties located within the BIA area. Letters were hand delivered to all 177 businesses within the BIA area.

Letters of Opposition

The table below shows the letters of objection, by number and assessed value, received as of 5pm, January 26, 2018. For information, based on the Vancouver Charter threshold of 50% +1 and Council policy, the centre column shows the numbers and assessed value of objections (subject to adjustments) needed to defeat the proposed BIA renewal.

Objection Categories	Needed to defeat BIA renewal (50%+1 opposed)	Letters of opposition as of January 26, 2018	
		#	% of total
# of property owners	21	2	4.9%
# of assessed properties*	28	2	3.6%
Total assessed value	\$544,042,133.51	\$13,326,000	1.2%
OR # of business tenants	89	0	0%

*Note: Since there are many multiple owners, the number of assessed properties is greater than the number of actual owners.

Results

As of January 26, 2018, neither the number of business tenants, nor the number and assessed value of properties /property owners is sufficient to defeat the proposed BIA renewal.

CAMBIE VILLAGE BIA EXPANSION APPLICATION: Analysis and Results

Application to Establish Expansion-area BIA

On November 28, 2017, Council considered an application by the Cambie Village Business Association (CVBA) to commence a Council Initiative to establish the proposed Cambie Village Expansion BIA (map, Appendix I). Council referred the application to Court of Revision and directed staff to notify affected owners and businesses prior to considering the Initiative.

The proposed expansion BIA levy ranges from \$0.39 to \$24,437.41 annually, depending upon the assessed value of the property. Two hundred and fifteen properties will have a levy under \$500, 32 properties will have a levy between \$500 and \$2,000, and 29 properties will be charged over \$2,000 annually.

As the BIA levy will be based on the 2018 BCA property assessment, the actual BIA levies may differ slightly from the estimates provided in the City’s notification, which was based on the 2017 BCA assessment.

Notification

Individually addressed letters were mailed, postmarked on or before December 22, 2017, to 166 property owners, owning 276 assessed properties located within the expansion BIA area. Letters were hand delivered to all 276 businesses within the expansion area.

Letters of Opposition

The table below shows the letters of objection, by number and assessed value, received as of 5pm, January 26, 2018. For information, based on the Vancouver Charter threshold of 50% +1 and Council policy, the centre column shows the numbers and assessed value of objections (subject to adjustments) needed to defeat the proposed BIA expansion.

Objection Categories	Needed to defeat BIA expansion (50%+1 opposed)	Letters of opposition as of January 26, 2018	
		#	% of total
# of property owners	84	46	27.7%
# of assessed properties*	139	103	37.3%
Total assessed value	\$317,488,066.51	\$347,892,000	54.8%
OR # of business tenants	138	17	6.2%

*Note: Since there are many multiple owners, the number of assessed properties is greater than the number of actual owners.

Results

As of January 26, 2018, the assessed value of properties is sufficient to defeat the proposed BIA expansion. As a result CVBA reached out to the owners of a number of high-value properties to determine whether any of those owners had decided to object to inclusion in the expansion-area. One owner of two adjacent major properties confirmed they had objected. Accordingly, CVBA has requested that Council consider approving a reduced BIA

boundary that would exclude the properties in question and one small property that would be left isolated. The proposed boundary revision is attached as Appendix J.

The City' past practice has been not to entertain exclusions within a BIA area, on the basis that exclusions erode the fundamental BIA principle of universal contribution. However, the City has previously approved boundary adjustments that would allow a BIA to proceed in a reduced area where the BIA is supported, including establishment of the Chinatown BIA (2000), Collingwood BIA (2001), and Fraser Street BIA (2007). In the present case, the proposed exclusion would result in a boundary reduction rather than an exclusion within the expansion area.

The proposed revision would remove two property owners, three assessed properties, and 30 mostly office tenants from the BIA expansion. The removal of the properties would bring the assessed value of opposition properties below the 50%+1 threshold. Although the resulting assessed value of opposition properties would remain high (45.7%), the number of property owners is less significant (27.4%).

A revised calculation of objections based on the reduced boundary is shown in the following table. If Council approves the boundary revision, the CVBA will reduce its proposed expansion BIA budget so that individual owner levies do not increase as a function of the reduced assessment area.

Objection Categories	Needed to defeat BIA expansion (50%+1 opposed)	Letters of opposition as of January 26, 2018	
		#	% of total
# of property owners	83	45	27.4%
# of assessed properties*	137	101	37%
Total assessed value	\$264,034,733.01	\$241,404,000	45.7%
OR # of business tenants	124	17	6.9%

*Note: Since there are many multiple owners, the number of assessed properties is greater than the number of actual owners.

PROPOSED CREEKSIDE BIA APPLICATION: Analysis and Results

Application to Establish BIA

On November 28, 2017, Council considered an application by the Creekside Economic Development Association (CEDA) to commence a Council Initiative to establish the proposed Creekside BIA (map, Appendix K). Council referred the application to Court of Revision and directed staff to notify affected owners and businesses prior to considering the Initiative.

The proposed BIA levy ranges from \$1.99 to \$13,477.55 annually, depending upon the assessed value of the property. Two hundred and two properties will have a levy under \$500, 215 properties will have a levy between \$500 and \$2,000, and 49 properties will be charged over \$2,000 annually.

As the BIA levy will be based on the 2018 BCA property assessment, the actual BIA levies may differ slightly from the estimates provided in the City’s notification, which was based on the 2017 BCA assessment.

Notification

Individually addressed letters were mailed, postmarked on or before December 22, 2017, to 311 property owners, owning 466 assessed properties located within the proposed BIA area. Letters were hand delivered to all 726 businesses within the proposed BIA area.

Letters of Opposition

The table below shows the letters of objection, by number and assessed value, received as of 5pm, January 26, 2018. For information, based on the Vancouver Charter threshold of 50% +1 and Council policy, the centre column shows the numbers and assessed value of objections (subject to adjustments) needed to defeat the proposed BIA.

Objection Categories	Needed to defeat BIA (50%+1 opposed)	Letters of opposition as of January 26, 2018	
		#	% of total
# of property owners	156	76	24.4%
# of assessed properties*	234	114	24.5%
Total assessed value	\$974,498,940.51	\$555,995,940	28.5%
OR # of business tenants	364	64	8.8%

*Note: Since there are many multiple owners, the number of assessed properties is greater than the number of actual owners.

Results

As of January 26, 2018, neither the number of business tenants, nor the number and assessed value of properties /property owners is sufficient to defeat the proposed BIA. However, the number and assessed value of objections is not insignificant, being roughly 25% of total. These objections are largely the result of an organized effort that was unsuccessful, but organisers have criticized the BIA approval process as requiring 50% +1 of affected owners to respond negatively in order to defeat a BIA. In the case of a large proposed area like Creekside, it can be difficult to meet the 50% + 1 threshold within the prescribed 30-day response period. The opposition group has been advised that a majority of property owners and businesses could still vote down the proposed BIA budget at the required BIA society general meeting, in which case no BIA levies would be charged, and the BIA would not operate.

The Vancouver Charter does not require Council to approve a BIA application that falls within the allowable threshold; however, as the present objections fall well below the 50%+1 threshold in all categories, this report recommends the proposed BIA be approved.

Implications/Related Issues/Risk

Financial

There are no financial implications.

CONCLUSION

Six BIAs have applied to renew their respective BIAs, and one of those (Cambie Village BIA) has also applied for an expansion. In addition, the Creekside Economic Development Association applied to establish the proposed Creekside BIA.

In November 2017 and December 2017 (proposed Creekside BIA), Council approved commencement of Council Initiatives and instructed staff to notify affected commercial property owners and business tenants.

BIA Renewals: As of January 26, 2018, very few objections had been received in response to the notifications; therefore, this report recommends approval of all of the BIA renewals.

Proposed Creekside BIA: In response to the notifications for the proposed Creekside BIA, a significant number of objections were received from property owners, as part of an organized opposition campaign. Those organizers feel it is too onerous to achieve the required 50%+1 objections to defeat a large proposed BIA within a 30-day period. However, as the objections are only about half the number required to defeat the application, this report recommends approval of the proposed BIA.

Proposed Cambie Village Expansion BIA: In response to the notifications for the proposed Cambie Village Expansion BIA, the assessed value of properties for which objections were received exceeds the 50%+1 value required to defeat the BIA. The Cambie Village Business Association (CVBA) has requested that Council approve a reduced BIA area to exclude specified high-value properties along the proposed boundary. Council has previously approved boundary adjustments in similar circumstances. The boundary, as amended, would bring the assessed value in opposition below the threshold and allow the proposed expansion to proceed. The CBVA will reduce the proposed expansion area budget so that properties in the reduced area are not charged more than under the original proposal. Therefore, this report recommends approval of the requested boundary adjustment and approval of the proposed BIA expansion area as amended.

* * * * *



[TEMPLATE SPECIAL ASSESSMENT NOTIFICATION FOR BIA RENEWALS]

[Month] XX, 20XX

Name of Property Owner
Street Address
CITY, PROVINCE VXX XXX

RE: PROPOSED RENEWAL OF XXXXXXXXXXXX BUSINESS IMPROVEMENT AREA (BIA)
SPECIAL ASSESSMENT NOTIFICATION

COORDINATE: 000-000-00-0000

PROPERTY ADDRESS: STREET ADDRESS, VANCOUVER

Dear [Property Owner]

This 'Special Assessment Notification' relates to the proposed xxxxxxxx Business Improvement Area (BIA) renewal. This Notification and the enclosed materials include:

1. A map of the BIA boundary
2. A letter from the City of Vancouver about BIAs and the BIA approval process
3. A brochure from the xxxxx BIA [society] outlining the programs and services they provide to commercial owners and their business tenants, as well their ongoing and proposed renewal programs and budget.

You're receiving this Notification because City of Vancouver records indicate you are the owner of the property at the above address.

BIA programs and services are funded through a special BIA levy billed annually with the property taxes. Your property contributes a share of the levy based on its commercial value. If Council approves the proposed BIA renewal, a BIA levy would continue to be assessed.

If the BIA renewal is approved, your estimated share would be: \$0,000.00

Based on your included commercial assessed property value of: \$0,000,000.00

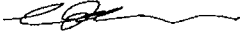
A Court of Revision will be held on XXXXday, [month] xx, 20xx at 9:30 a.m. in Council Chambers, 3rd floor, City Hall. At that time Council will hear complaints from property owners concerning errors only with respect to the names of the assessed owners and the length of the frontage of other measurements of the parcel, and any variation applied pursuant to section 508 (g) and (j) of the Vancouver Charter.

A copy of the Special Assessment Roll, which includes the names of property owners, is filed in the office of the Collector of Taxes, ground floor of City Hall, and is available for inspection during office hours.

Note: A meeting will be scheduled at a later date for Council to decide whether or not to approve the BIA renewal. Therefore, there is no need to attend the Court of Revision hearing unless you wish to report an error in the Special Assessment information respecting this property. If there is no error, but you wish to address Council about the proposed BIA renewal, please write to City Clerk as instructed in the enclosed letter. The Clerk's office will notify you once the date and time for the Council meeting is set. If you have questions, the

attached materials provide phone numbers to contact the [BIA not-for-profit society] and the City of Vancouver BIA Program.

Yours truly,



Peter Vaisbord, BA, LLB, MA(PIn)
Coordinator, BIA Program

453 W. 12th Ave., Vancouver, BC V5Y 1V4
tel: 604.871.6304
peter.vaisbord@vancouver.ca

PV/pv

Enclosures



November 28, 2017

Name of Property Owner
Street Address
CITY, PROVINCE VXX XXX

**RE: PROPOSED EXPANSION OF CAMBIE VILLAGE BUSINESS IMPROVEMENT AREA (BIA)
SPECIAL ASSESSMENT NOTIFICATION**

COORDINATE: 000-000-00-0000

PROPERTY ADDRESS: STREET ADDRESS, VANCOUVER

Dear [Property Owner]

This 'Special Assessment Notification' relates to the proposed expansion of the Cambie Village Business Improvement Area (BIA). This Notification and the enclosed materials include:

1. A map of the proposed expansion-area boundary
2. A letter from the City of Vancouver about BIAs and the BIA approval process
3. A brochure from the Cambie Village Business Association outlining the programs and services they provide to commercial owners and their business tenants, as well the proposed expansion-area programs and budget.

You're receiving this Notification because City of Vancouver records indicate you are the owner of the property at the above address.

BIA programs and services are funded through a special BIA levy billed annually with the property taxes. If Council approves the proposed BIA expansion, your property would contribute a share of the levy based on its commercial value.

If the BIA expansion is approved, your estimated share would be: \$0,000.00

Based on your included commercial assessed property value of: \$0,000,000.00

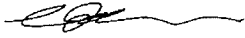
A Court of Revision will be held on Tuesday, February 20, 2018 at 4:00 p.m. in Council Chambers, 3rd floor, City Hall. At that time Council will hear complaints from property owners concerning errors only with respect to the names of the assessed owners and the length of the frontage of other measurements of the parcel, and any variation applied pursuant to section 508 (g) and (j) of the Vancouver Charter.

A copy of the Special Assessment Roll, which includes the names of property owners, is filed in the office of the Collector of Taxes, ground floor of City Hall, and is available for inspection during office hours.

Note: A meeting will be scheduled at a later date for Council to decide whether or not to approve the BIA expansion. Therefore, there is no need to attend the Court of Revision hearing unless you wish to report an error in the Special Assessment information respecting this property. If there is no error, but you wish to address Council about the proposed BIA expansion, please write to City Clerk as instructed in the enclosed letter. The Clerk's office will notify you once the date and time for the Council meeting is set. If you have questions, the

attached materials provide phone numbers to contact the Cambie Village Business Association and the City of Vancouver BIA Program.

Yours truly,



Peter Vaisbord, BA, LLB, MA(Pln)
Coordinator, BIA Program

453 W. 12th Ave., Vancouver, BC V5Y 1V4
tel: 604.871.6304
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PV/pv

Enclosures



November 28, 2017

NOTICE OF PROPOSED CAMBIE VILLAGE BUSINESS IMPROVEMENT AREA (BIA) EXPANSION

Dear Property Owner(s):

Why are you receiving this notification?

The City's records show that you own commercial property within the Cambie Village Business Improvement Area (BIA) proposed expansion area. The City encourages BIAs as a way for commercial property owners and business tenants to effectively promote business, enhance services, and make their area more attractive for customers. The BIAs allocate funds for the purpose of improving commercial area profile, through various marketing, beautification, revitalization, safety and advocacy initiatives on behalf of their members.

The BIA movement in the City of Vancouver has a very long history starting with the first associations being formed in Gastown and Mt. Pleasant in 1989. I would like to take this opportunity to acknowledge the contribution that the Cambie Village BIA and the many other BIAs located across Vancouver have made to the continued success and sustainability of our City and its business districts.

Provincial legislation sets out the process by which BIAs are established or expanded. For the Cambie Village BIA to provide programs and services in your area, an expansion must be approved by City Council. This letter explains your role in the expansion approval process.

How do BIAs work?

The BIAs are associations managed by a Board of local owners and business tenants elected by their fellow owners and tenants. Funding for BIA programs and activities comes from a special BIA levy paid by all commercial property owners in the BIA, based on each owner's share of the total BIA commercial assessed value. Property owners in the existing Cambie Village BIA have been paying a BIA levy annually along with the property taxes since the BIA was established in 2006. That levy is based on a budget approved every year by BIA members at their association's annual general meeting (AGM).

After the City receives the BIA levy from the property owners, it turns all of the money over to each BIA association to fund activities on behalf of both the owners and their business tenants.

As most of the property owners pass the cost of the levy to their business tenants, most of the businesses indirectly contribute their share of the cost to promote and improve the business district. As BIA expenses are spread out among all the businesses, the cost per business is small, but the total funding is large enough to impact potential customer traffic and area appeal.

What's been happening?

Earlier this year, the Cambie Village BIA reached out to expansion-area businesses and commercial property owners to receive input on your needs and priorities, to solicit comments on the BIA expansion proposal and budget, and to assess support for the proposal. As part of its AGM, the proposed expansion was approved in principle by the BIA's current membership. If the proposed expansion is approved by City Council, the Cambie Village BIA by-laws will be amended to include expansion-area owners and businesses as eligible members.

Please read the enclosed information from the Cambie Village BIA which outlines all their programs and activities, the benefits provided, and their proposed expansion plan and budget. The enclosed materials also include contact information in case you have questions about BIA activities or the expansion proposal.

What happens next?

The Cambie Village BIA has submitted a BIA expansion application to the City. Before the BIA expansion can be approved, the proposal must be considered by City Council. If approved by Council, the BIA will extend its area-wide benefits through an annual property levy.


The attached Notice of Special Assessment indicates the amount to be charged to your property in 2018 should the proposed BIA expansion be approved. Over the program's lifespan, it is possible that your share of the BIA budget may change. Each property owner's share will be reapportioned annually according to the assessed values determined by the BC Assessment Authority.

A BIA expansion Initiative will not proceed if, within one month of mailing the notification, more than one-half of the assessed owners, representing more than one-half of the value according to the last real-property assessment roll, of the parcels liable to be specially assessed have, in writing, given notice to the City Clerk that they object to the BIA Expansion Initiative. Further, Council's policy is to also notify business tenants, and to consider rejection of a BIA expansion initiative if one-half or more of businesses (counted separately) object in writing.

If you support the proposed BIA expansion, you need not respond to this letter. **If you wish to object, please submit your objection in writing to the City Clerk, Vancouver City Hall, 453 West 12th Avenue, Vancouver, BC, V5Y 1V4, or by e-mail to ccclerk@vancouver.ca. The letter or e-mail should include the writer's name and position, (e.g. owner or property manager), the property owner's name, and the address, folio number and/or legal description of the property. Written objections should be filed with the City Clerk *before 5pm on Friday January 26, 2018.***

If you wish further information about the City's role in the BIA expansion process, please call me at (604) 871-6304.

Yours truly,



Peter Vaisbord, BA, LLB, MA(Pln)
Coordinator, BIA Program
453 W. 12th Ave., Vancouver, BC V5Y 1V4
tel: 604.871.6304
peter.vaisbord@vancouver.ca

PV/pv

Enclosures



November 28, 2017

Name of Property Owner
Street Address
CITY, PROVINCE VXX XXX

RE: PROPOSED CREEKSIDE BUSINESS IMPROVEMENT AREA (BIA)
SPECIAL ASSESSMENT NOTIFICATION

COORDINATE: 000-000-00-0000

PROPERTY ADDRESS: STREET ADDRESS, VANCOUVER

Dear [Property Owner]

This 'Special Assessment Notification' relates to the proposed Creekside Business Improvement Area (BIA). This Notification and the enclosed materials include:

1. A map of the proposed BIA boundary
2. A letter from the City of Vancouver about BIAs and the BIA approval process
3. A brochure from the Creekside Economic Development Association outlining the programs and services they propose to provide to commercial owners and their business tenants, as well the proposed BIA budget.

You're receiving this Notification because City of Vancouver records indicate you are the owner of the property at the above address.

BIA programs and services are funded through a special BIA levy billed annually with the property taxes. If Council approves the proposed BIA, your property would contribute a share of the levy based on its commercial value.

If the proposed BIA is approved, your estimated share would be: \$0,000.00

Based on your included commercial assessed property value of: \$0,000,000.00

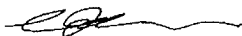
A Court of Revision will be held on Tuesday, February 20, 2018 at 4:00 p.m. in Council Chambers, 3rd floor, City Hall. At that time Council will hear complaints from property owners concerning errors only with respect to the names of the assessed owners and the length of the frontage of other measurements of the parcel, and any variation applied pursuant to section 508 (g) and (j) of the Vancouver Charter.

A copy of the Special Assessment Roll, which includes the names of property owners, is filed in the office of the Collector of Taxes, ground floor of City Hall, and is available for inspection during office hours.

Note: A meeting will be scheduled at a later date for Council to decide whether or not to approve the proposed BIA. Therefore, there is no need to attend the Court of Revision hearing unless you wish to report an error in the Special Assessment information respecting this property. If there is no error, but you wish to address Council about the proposed BIA, please write to City Clerk as instructed in the enclosed letter. The Clerk's office will notify you once the date and time for the Council meeting is set. If you have questions, the attached materials

provide phone numbers to contact the Creekside Economic Development Association and the City of Vancouver BIA Program.

Yours truly,



Peter Vaisbord, BA, LLB, MA(Pln)
Coordinator, BIA Program

453 W. 12th Ave., Vancouver, BC V5Y 1V4
tel: 604.871.6304
peter.vaisbord@vancouver.ca

PV/pv

Enclosures



November 28, 2017

NOTICE OF PROPOSED CREEKSIDE BUSINESS IMPROVEMENT AREA (BIA)

Dear Property Owner(s):

Why are you receiving this notification?

The City's records show that you own commercial property within the proposed Creekside Business Improvement Area (BIA). The City encourages BIAs as a way for commercial property owners and business tenants to effectively promote business, enhance services, and make their area more attractive for customers. The BIAs allocate funds for the purpose of improving commercial area profile, through various marketing, beautification, revitalization, safety and advocacy initiatives on behalf of their members.

The BIA movement in the City of Vancouver has a very long history starting with the first associations being formed in Gastown and Mt. Pleasant in 1989. I would like to take this opportunity to acknowledge the contribution that the many BIAs located across Vancouver have made to the continued success and sustainability of our City and its business districts.

Provincial legislation sets out the process by which BIAs are established. For the proposed Creekside BIA to provide programs and services in your area, the BIA must be approved by City Council. This letter explains your role in the BIA approval process.

How do BIAs work?

The BIAs are associations managed by a Board of local owners and business tenants elected by their fellow owners and tenants. Funding for BIA programs and activities comes from a special BIA levy paid by all commercial property owners in each BIA, based on each owner's share of the total BIA commercial assessed value. That levy is based on a budget approved every year by BIA members at their association's annual general meeting (AGM).

After the City receives the BIA levy from the property owners, it turns all of the money over to each BIA association to fund activities on behalf of both the owners and their business tenants.

As most of the property owners pass the cost of the levy to their business tenants, most of the businesses indirectly contribute their share of the cost to promote and improve the business district. As BIA expenses are spread out among all the businesses, the cost per business is

small, but the total funding is large enough to impact potential customer traffic and area appeal.

What's been happening?

Earlier this year, the Creekside Economic Development Association (CEDA) reached out to businesses and commercial property owners in your area to receive input on your needs and priorities, to solicit comments on the BIA proposal and budget, and to assess support for the proposed Creekside BIA.

Please read the enclosed information from CEDA which outlines all their proposed programs and activities, the benefits to be provided, and their proposed BIA budget. The enclosed materials also include contact information in case you have questions about BIA activities or the proposed BIA.

What happens next?

CEDA has submitted to the City an application to establish a new BIA. Before the proposed Creekside BIA can be approved, the proposal must be considered by City Council. If approved by Council, the proposed BIA will provide area-wide benefits through an annual property levy.

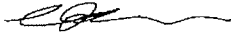
The attached Notice of Special Assessment indicates the amount to be charged to your property in 2018 should the proposed Creekside BIA be approved. Over the program's lifespan, it is possible that your share of the BIA budget may change. Each property owner's share will be reapportioned annually according to the assessed values determined by the BC Assessment Authority.

A BIA Council Initiative will not proceed if, within one month of mailing the notification, more than one-half of the assessed owners, representing more than one-half of the value according to the last real-property assessment roll, of the parcels liable to be specially assessed have, in writing, given notice to the City Clerk that they object to the BIA Initiative. Further, Council's policy is to also notify business tenants, and to consider rejection of a BIA Initiative if one-half or more of businesses (counted separately) object in writing.

If you support establishment of the proposed Creekside BIA, you need not respond to this letter. If you wish to object, please submit your objection in writing to the City Clerk, Vancouver City Hall, 453 West 12th Avenue, Vancouver, BC, V5Y 1V4, or by e-mail to ccclerk@vancouver.ca. The letter or e-mail should include the writer's name and position, (e.g. owner or property manager), the property owner's name, and the address, folio number and/or legal description of the property. Written objections should be filed with the City Clerk *before 5pm on Friday January 26, 2018*.

If you wish further information about the City's role in the BIA formation process, please call me at (604) 871-6304.

Yours truly,



Peter Vaisbord, BA, LLB, MA(Pln)
Coordinator, BIA Program
453 W. 12th Ave., Vancouver, BC V5Y 1V4
tel: 604.871.6304
peter.vaisbord@vancouver.ca

PV/pv

Enclosures



November 28, 2017

NOTICE OF PROPOSED BUSINESS IMPROVEMENT AREA (BIA) RENEWAL

Dear Business Owner/Manager:

Why are you receiving this notification?

The Business Improvement Association (BIA) in your area is proposing to renew its BIA mandate as required at the end of its current term. Since most lease agreements allow property owners to pass the cost of a BIA levy to their business tenants, this letter provides information about the renewal proposal, possible costs, and the procedure for telling the City whether or not you support the proposed renewal. As the letters are being hand delivered, please check the enclosed map to confirm that your business is within the BIA area.

The City encourages BIAs as a way for commercial property owners and business tenants to effectively promote business, enhance services, and make their area more attractive for customers. The BIAs allocate funds for the purpose of improving commercial area profile, through various marketing, beautification, revitalization, safety and advocacy initiatives on behalf of their members.

The BIA movement in the City of Vancouver has a very long history starting with the first associations being formed in Gastown and Mt. Pleasant in 1989. I would like to take this opportunity to acknowledge the contribution that your BIA and the many other BIAs located across Vancouver have made to the continued success and sustainability of our City and its business districts.

Provincial legislation requires that BIAs be established with expiry dates. Your BIA's current term will expire early in 2018. Therefore, in order to continue to provide programs and services to its membership, the BIA will need to be 'renewed' for a further term. This letter explains your role in the renewal approval process.

How do BIAs work?

The BIAs are associations managed by a Board of local owners and business tenants elected by their fellow owners and tenants. Funding for BIA programs and activities comes from a special BIA levy paid by all commercial property owners in the BIA, based on each owner's share of the total BIA commercial assessed value. As part of an existing BIA, your landlord has been

paying a BIA levy annually along with the property taxes. That levy is based on a budget approved every year by BIA members at their association's annual general meeting (AGM).

After the City receives the BIA levy from the property owners, it turns all of the money over to each BIA association to fund activities on behalf of both the owners and their business tenants.

As most of the property owners pass the cost of the levy to their business tenants, most of the businesses indirectly contribute their share of the cost to promote and improve the business district. As BIA expenses are spread out among all the businesses, the cost per business is small, but the total funding is large enough to impact potential customer traffic and area appeal.

What's been happening?

Earlier this year, your BIA association reached out to businesses and commercial property owners to receive input on member needs and priorities, to solicit comments on the BIA renewal proposal and budget, and to assess support for the proposal.

As part of its Annual General Meeting (AGM), your association notified all property owners and business tenants of a proposed resolution to renew the BIA. The proposed resolution was approved by the association's membership.

Please read the enclosed information from your BIA association which outlines all their programs and activities, the benefits provided, and their proposed renewal plan and budget. The enclosed materials also include contact information in case you have questions about BIA activities or the renewal proposal.

What happens next?

Your association has submitted a BIA renewal application to the City. Before the BIA renewal can be approved, the proposal must be considered by City Council. If approved by Council, the BIA will continue to provide area-wide benefits through an annual property levy.


The City has mailed a letter to each property owner estimating their share of the proposed 2018 BIA levy. The amount of each property owner's BIA levy will be different because the levies are based on the commercial assessment value. Over the BIA's lifespan, it is possible that your share of the BIA budget may change because each property owner's share will be reapportioned annually according to the assessed values determined by the BC Assessment Authority. To estimate your 2018 BIA contribution, consider contacting your landlord or property manager, or contact your BIA association.

A BIA renewal Initiative will not proceed if, within one month of mailing the notification, more than one-half of the assessed owners, representing more than one-half of the value according to the last real-property assessment roll, of the parcels liable to be specially assessed have, in writing, given notice to the City Clerk that they object to the BIA Renewal Initiative. Further, Council's policy is to also notify business tenants, and to consider rejection of a BIA renewal initiative if one-half or more of businesses (counted separately) object in writing.

If you support the proposed BIA renewal, you need not respond to this letter. If you wish to object, please submit your objection in writing to the City Clerk, Vancouver City Hall, 453 West 12th Avenue, Vancouver, BC, V5Y 1V4, or by e-mail to ccclerk@vancouver.ca. The letter or e-mail should include the writer's name and position, (e.g. business owner or manager), and the business name and street address. Written objections should be filed with the City Clerk *before 5pm on Friday January 26, 2018*.

If you wish further information about the City's role in the BIA renewal process, please call me at (604) 871-6304.

Yours truly,



Peter Vaisbord, BA, LLB, MA(Pln)
Coordinator, BIA Program
453 W. 12th Ave., Vancouver, BC V5Y 1V4
tel: 604.871.6304
peter.vaisbord@vancouver.ca

PV/pv

Enclosures



November 28, 2017

NOTICE OF PROPOSED CAMBIE VILLAGE BUSINESS IMPROVEMENT AREA (BIA) EXPANSION

Dear Business Owner/Manager:

Why are you receiving this notification?

The Cambie Village Business Association (CVBA) is proposing to expand its BIA to include your area. Since most lease agreements allow property owners to pass the cost of a BIA levy to their business tenants, this letter provides information about the expansion proposal, possible costs, and the procedure to tell the City whether or not you support the proposed expansion. As the letters are being hand delivered, please check the enclosed map to confirm that your business is within the proposed BIA expansion area.

The City encourages BIAs as a way for commercial property owners and business tenants to effectively promote business, enhance services, and make their area more attractive for customers. The BIAs allocate funds for the purpose of improving commercial area profile, through various marketing, beautification, revitalization, safety and advocacy initiatives on behalf of their members.

The BIA movement in the City of Vancouver has a very long history starting with the first associations being formed in Gastown and Mt. Pleasant in 1989. I would like to take this opportunity to acknowledge the contribution that the Cambie Village BIA and the many other BIAs located across Vancouver have made to the continued success and sustainability of our City and its business districts.

Provincial legislation sets out the process by which BIAs are established or expanded. For the Cambie Village BIA to provide programs and services in your area, an expansion must be approved by City Council. This letter explains your role in the expansion approval process.

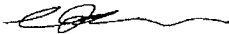
How do BIAs work?

The BIAs are associations managed by a Board of local owners and business tenants elected by their fellow owners and tenants. Funding for BIA programs and activities comes from a special BIA levy paid by all commercial property owners in the BIA, based on each owner's share of the total BIA commercial assessed value. Property owners in the existing Cambie Village BIA have been paying a BIA levy annually along with the property taxes since the BIA was

If you support the proposed BIA expansion, you need not respond to this letter. If you wish to object, please submit your objection in writing to the City Clerk, Vancouver City Hall, 453 West 12th Avenue, Vancouver, BC, V5Y 1V4, or by e-mail to ccclerk@vancouver.ca. The letter or e-mail should include the writer's name and position, (e.g. business owner or manager), and the business name and street address. Written objections should be filed with the City Clerk *before 5pm on Friday January 26, 2018*.

If you wish further information about the City's role in the BIA expansion process, please call me at (604) 871-6304.

Yours truly,



Peter Vaisbord, BA, LLB, MA(Pln)
Coordinator, BIA Program
453 W. 12th Ave., Vancouver, BC V5Y 1V4
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PV/pv

Enclosures



November 28, 2017

NOTICE OF PROPOSED CREEKSIDE BUSINESS IMPROVEMENT AREA (BIA)

Dear Business Owner/Manager:

Why are you receiving this notification?

The Creekside Economic Development Association (CEDA) is proposing to establish a new Business Improvement Area (BIA) in your commercial district. Since most lease agreements allow property owners to pass the cost of a BIA levy to their business tenants, this letter provides information about the BIA proposal, possible costs, and the procedure to tell the City whether or not you support the proposed BIA. As the letters are being hand delivered, please check the enclosed map to confirm that your business is within the proposed Creekside BIA area.

The City encourages BIAs as a way for commercial property owners and business tenants to effectively promote business, enhance services, and make their area more attractive for customers. The BIAs allocate funds for the purpose of improving commercial area profile, through various marketing, beautification, revitalization, safety and advocacy initiatives on behalf of their members.

The BIA movement in the City of Vancouver has a very long history starting with the first associations being formed in Gastown and Mt. Pleasant in 1989. I would like to take this opportunity to acknowledge the contribution that the many BIAs located across Vancouver have made to the continued success and sustainability of our City and its business districts.

Provincial legislation sets out the process by which BIAs are established. For the proposed Creekside BIA to provide programs and services in your area, the BIA must be approved by City Council. This letter explains your role in the BIA approval process.

How do BIAs work?

The BIAs are associations managed by a Board of local owners and business tenants elected by their fellow owners and tenants. Funding for BIA programs and activities comes from a special BIA levy paid by all commercial property owners in each BIA, based on each owner's share of the total BIA commercial assessed value. That levy is based on a budget approved every year by BIA members at their association's annual general meeting (AGM).

After the City receives the BIA levy from the property owners, it turns all of the money over to each BIA association to fund activities on behalf of both the owners and their business tenants.

As most of the property owners pass the cost of the levy to their business tenants, most of the businesses indirectly contribute their share of the cost to promote and improve the business district. As BIA expenses are spread out among all the businesses, the cost per business is small, but the total funding is large enough to impact potential customer traffic and area appeal.

What's been happening?

Earlier this year, the CEDA reached out to businesses and commercial property owners in your area to receive input on your needs and priorities, to solicit comments on the BIA proposal and budget, and to assess support for the proposed Creekside BIA.

Please read the enclosed information from CEDA which outlines all their proposed programs and activities, the benefits to be provided, and their proposed BIA budget. The enclosed materials also include contact information in case you have questions about BIA activities or the proposed BIA.

What happens next?

CEDA has submitted to the City an application to establish a new BIA. Before the proposed Creekside BIA can be approved, the proposal must be considered by City Council. If approved by Council, the proposed BIA will provide area-wide benefits through an annual property levy.

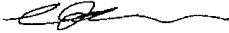
The City has mailed a letter to each property owner estimating their share of the proposed 2018 BIA levy. The amount of each property owner's BIA levy will be different because the levies are based on the commercial assessment value. Over the BIA's lifespan, it is possible that your share of the BIA budget may change because each property owner's share will be reapportioned annually according to the assessed values determined by the BC Assessment Authority. To estimate your 2018 BIA contribution, consider contacting your landlord or property manager, or the Creekside Economic Development Association.

A BIA Council Initiative will not proceed if, within one month of mailing the notification, more than one-half of the assessed owners, representing more than one-half of the value according to the last real-property assessment roll, of the parcels liable to be specially assessed have, in writing, given notice to the City Clerk that they object to the BIA Initiative. Further, Council's policy is to also notify business tenants, and to consider rejection of a BIA Initiative if one-half or more of businesses (counted separately) object in writing.

If you support establishment of the proposed Creekside BIA, you need not respond to this letter. If you wish to object, please submit your objection in writing to the City Clerk, Vancouver City Hall, 453 West 12th Avenue, Vancouver, BC, V5Y 1V4, or by e-mail to ccclerk@vancouver.ca. The letter or e-mail should include the writer's name and position, (e.g. business owner or manager), and the business name and street address. Written objections should be filed with the City Clerk *before 5pm on Friday January 26, 2018*.

If you wish further information about the City's role in the BIA formation process, please call me at (604) 871-6304.

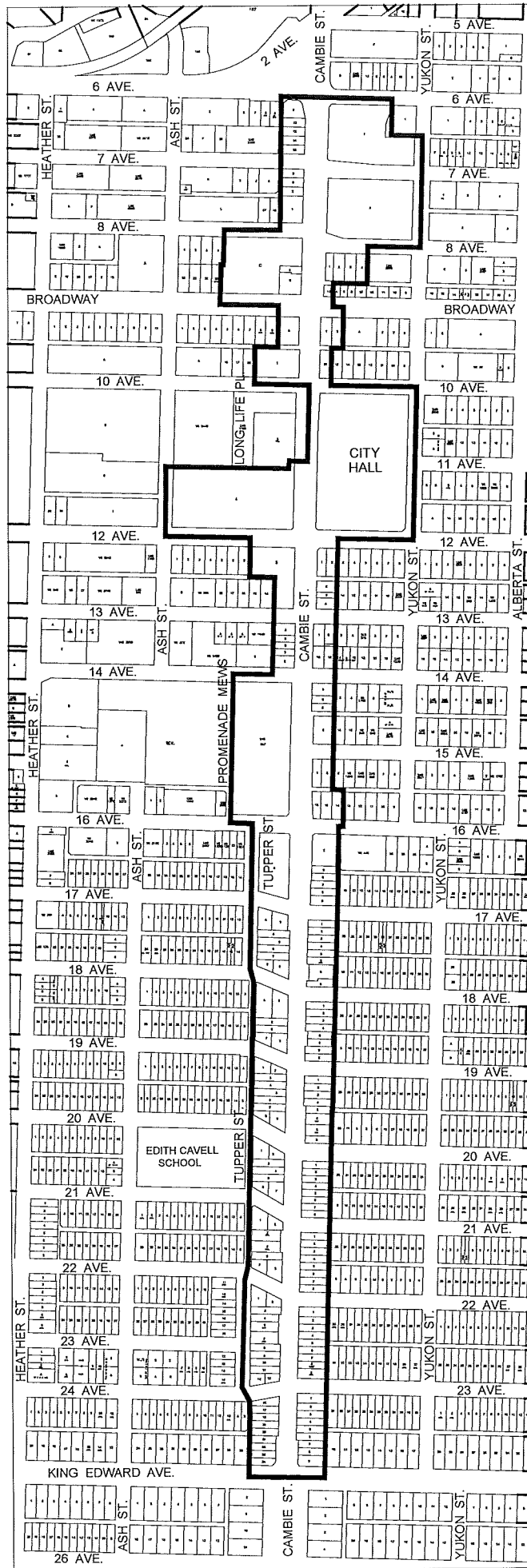
Yours truly,



Peter Vaisbord, BA, LLB, MA(Pln)
Coordinator, BIA Program
453 W. 12th Ave., Vancouver, BC V5Y 1V4
tel: 604.871.6304
peter.vaisbord@vancouver.ca

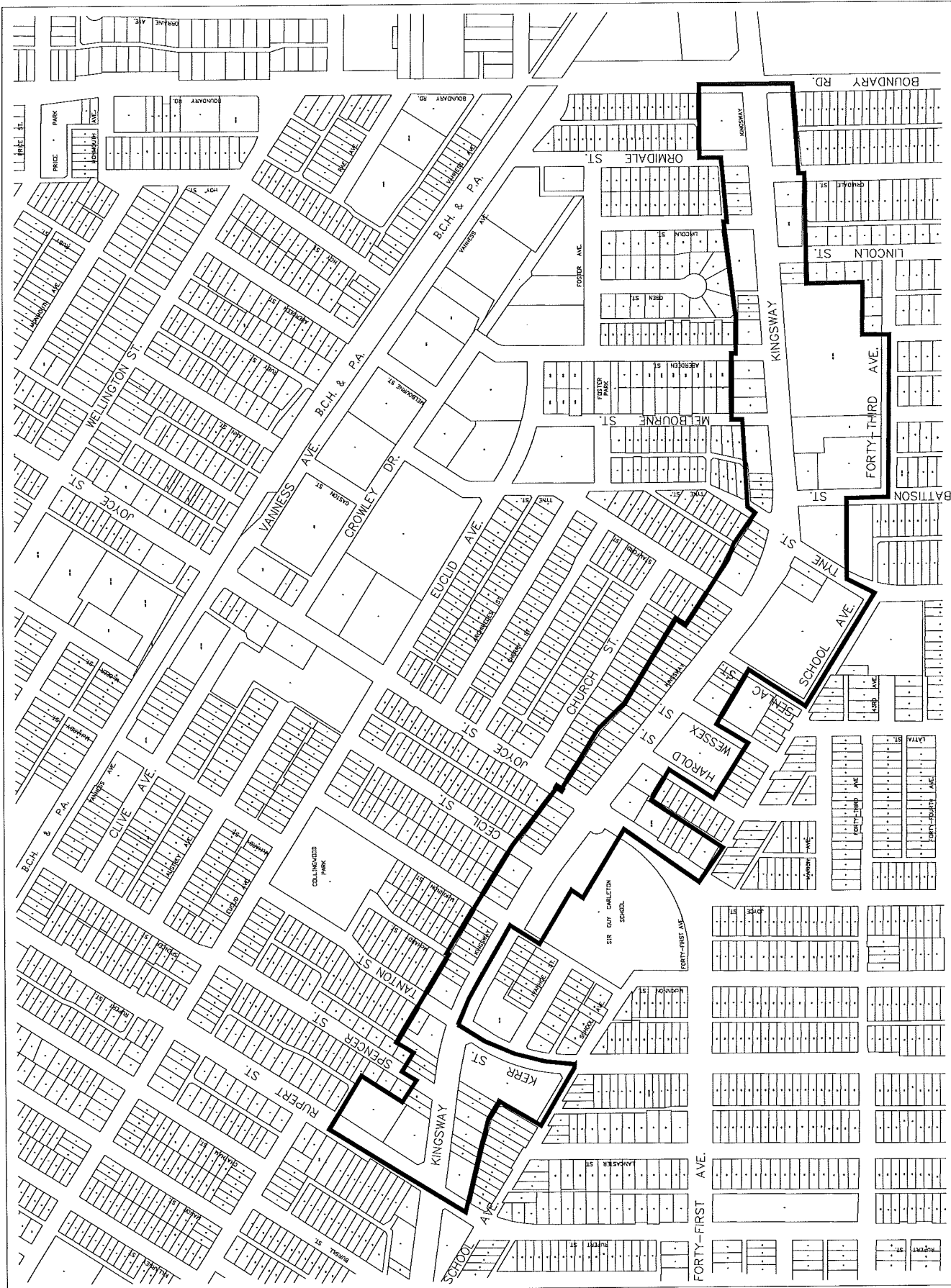
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Enclosures



Cambie Village B.I.A.





Collingwood B.I.A.

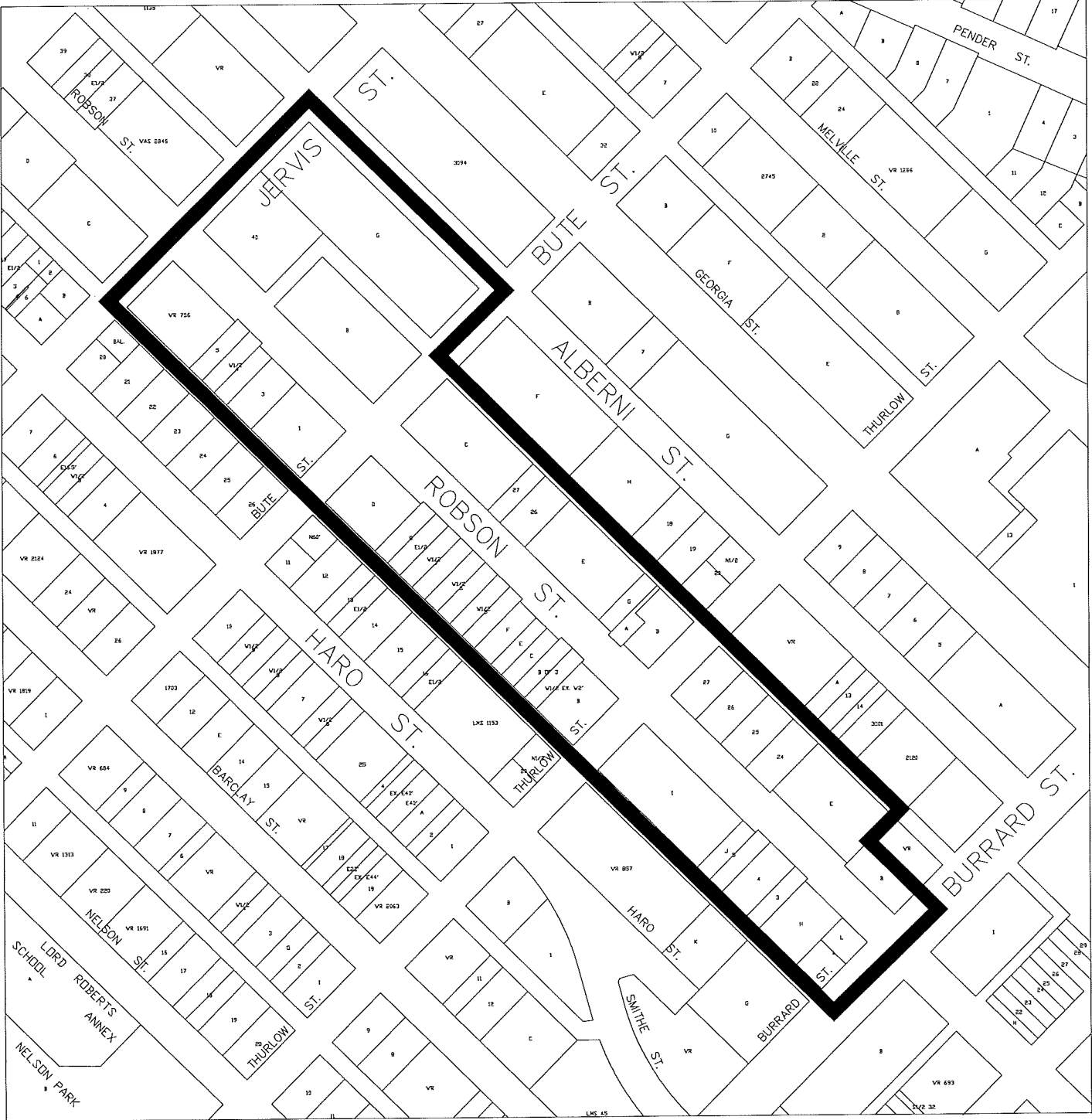


Hastings North B.I.A.



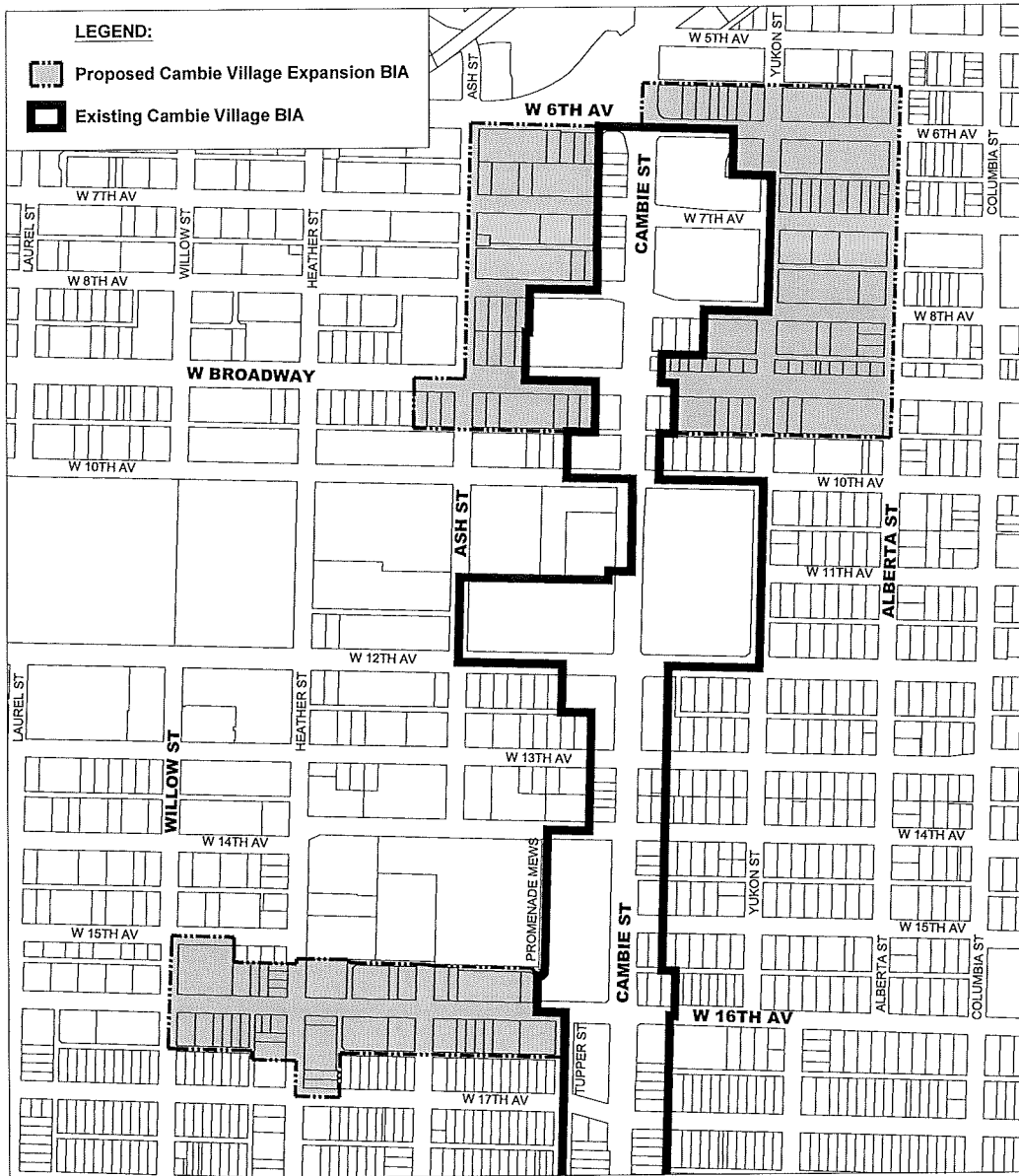
Hastings North Expansion B.I.A.





Robson Street B.I.A.






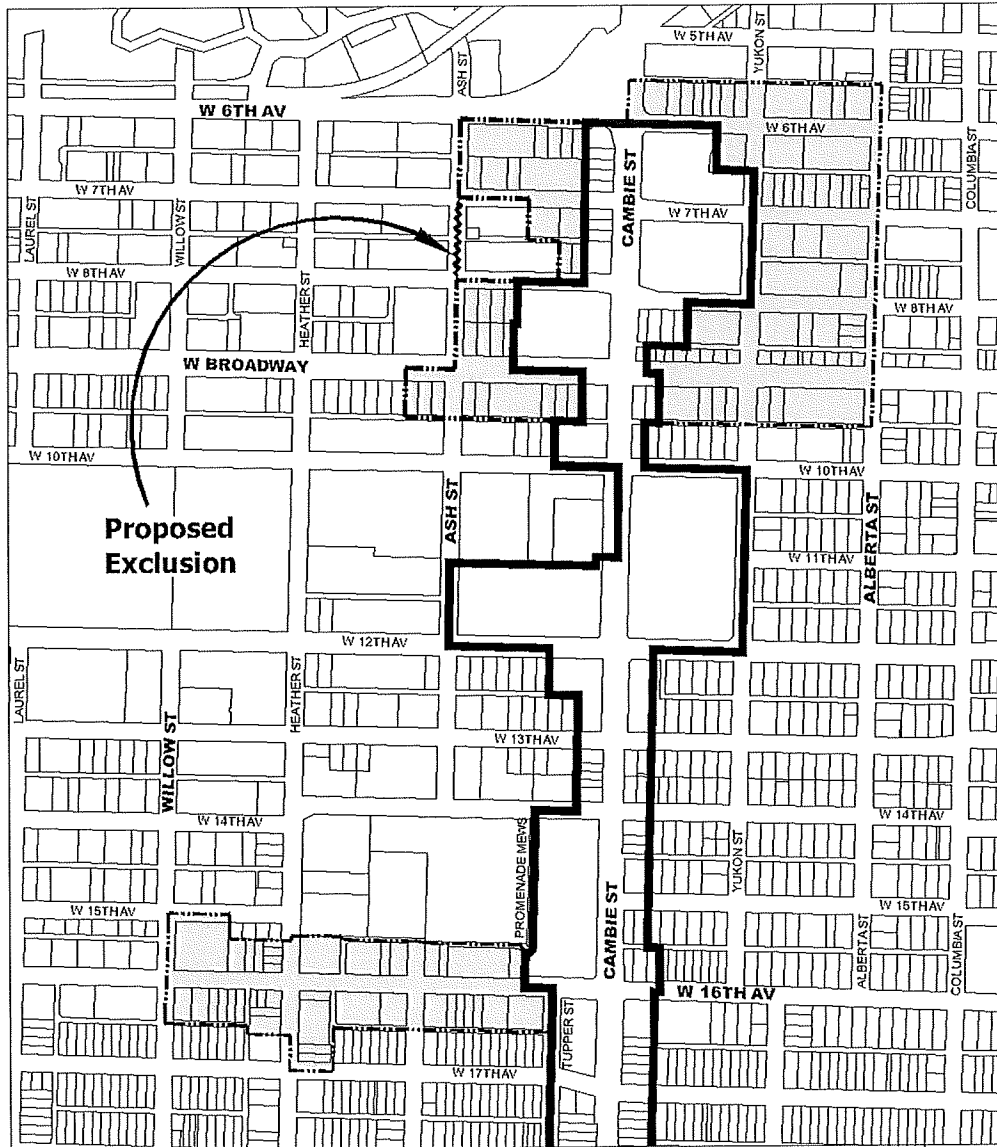


**Proposed Cambie Village Expansion
Showing Existing BIA Area**



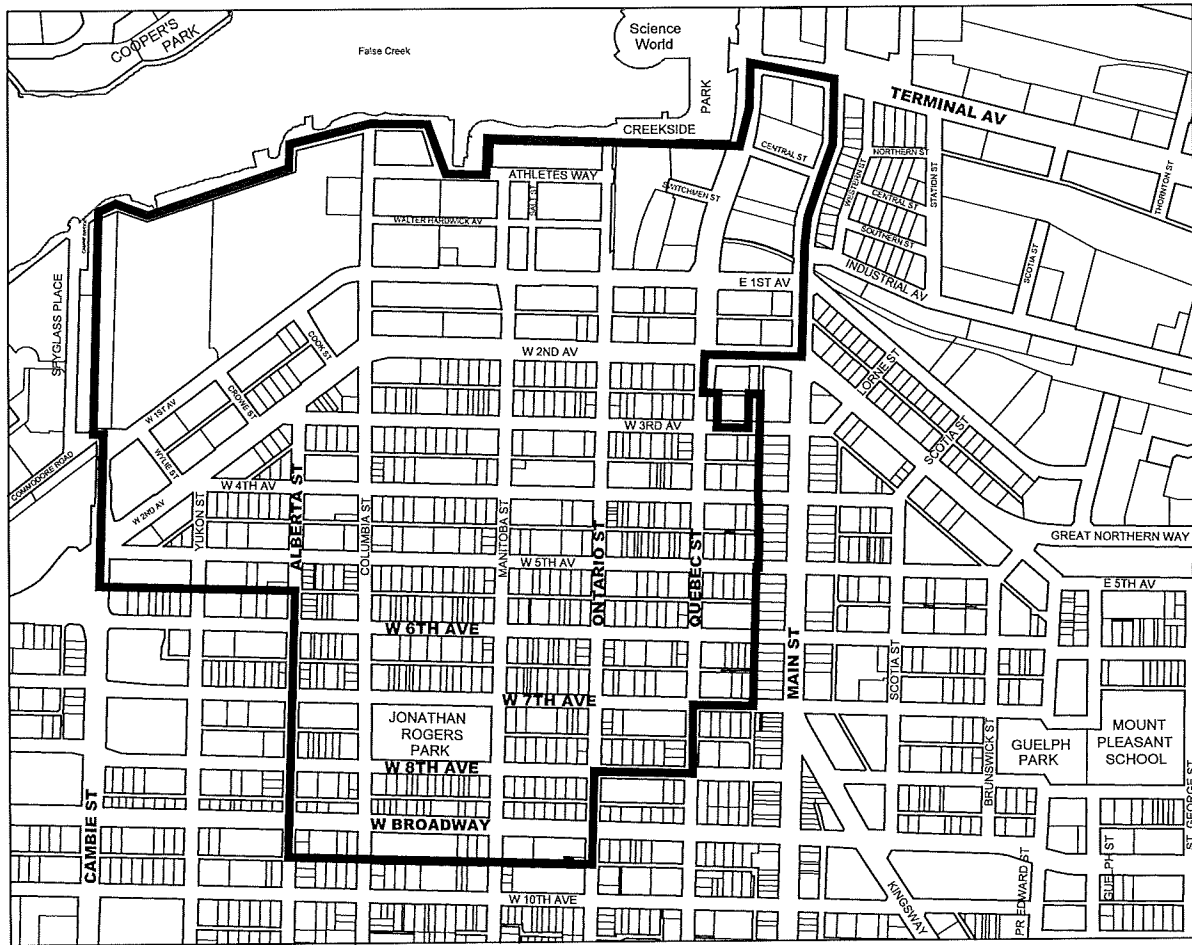
LEGEND:

-  Existing Cambie Village BIA
-  Proposed Expansion Area
-  Proposed Exclusion



**Cambie Village BIA Expansion
Showing Proposed Boundary Amendment**





Creekside BIA

