

Supports Item No. 1  
P&E Committee Agenda  
February 14, 2008



CITY OF VANCOUVER

POLICY REPORT  
URBAN STRUCTURE

Report Date: January 29, 2008  
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Meeting Date: February 14, 2008

TO: Standing Committee on Planning and Environment  
FROM: Director of Planning  
SUBJECT: Chinatown Community Plan: Society Buildings Rehabilitation Strategy

RECOMMENDATION

- A. *THAT Council congratulate the Chinatown community for its successful fundraising event "Building a Cultural Legacy" held in June 2007;*
- B. *THAT Council endorse the overall Society Buildings Rehabilitation Strategy, as described in this report, to further support community efforts to rehabilitate Society-owned heritage buildings; and*
- C. *THAT Council approve the Chinatown Society Buildings Planning Grant Program: Phase 1, in accordance with the Program's Draft Policies and Procedures (Appendix A) at a cost of \$500,000. Source of funds is \$400,000 from the 2006 Capital Budget (Downtown Eastside) and \$100,000 from the 2008 Capital Budget (Downtown Eastside), subject to approval of the 2008 Capital Budget. Staff will report back to Council for approval of the grants.*

GENERAL MANAGER'S COMMENTS

The General Manager of Community Services RECOMMENDS approval of the foregoing.

## CITY MANAGER'S COMMENTS

The City Manager RECOMMENDS approval of the foregoing.

## COUNCIL POLICY

*In July 2002 Council approved the Chinatown Vision Directions to help guide City policy decisions, priorities, budgets and capital plans in the Chinatown community.*

*In July 2003 Council approved heritage incentives for Gastown and Chinatown, including the Heritage Façade Rehabilitation Program and the Heritage Building Rehabilitation Program.*

*In February 2005 Council approved a 32 month work program to develop a Chinatown Community Plan, including a rehabilitation strategy for the buildings owned by the Family Associations and Benevolent Societies in Chinatown.*

*In July 2007 Council approved the Terms of Reference for the Heritage Buildings Rehabilitation Program and Transfer of Density Program Review.*

## SUMMARY

Benevolent Societies and Family Associations (“Societies”) represent extensive social and cultural networks that have been central to Chinatown’s early development, and continue to contribute to the development of Chinese-Canadian culture in Vancouver and Canada. There are twelve heritage buildings owned by Societies. Rehabilitation of these buildings is of critical importance to the long-term revitalization of Chinatown because they contribute significantly to its distinct urban and cultural identity.

The Societies face three key challenges for rehabilitation of their buildings. First, they have limited financial resources and complex decision-making processes due to their member-based organizational structure. Second, the physical condition and architectural constraints of their aging buildings present a technical rehabilitation challenge. And last, the Societies are volunteer-based and have limited development experience or capacity.

In the past few years City staff have instigated or participated in a number of studies and committee efforts related to Society buildings in collaboration with the Societies, government officials, academics, and the community at large.

This report outlines for Council endorsement an overall Society Buildings Rehabilitation Strategy:

- The Chinatown Society Buildings Planning Grant Program: Phase 1 is proposed to provide grants of up to \$100,000 each to five Societies this year to support the preparation of comprehensive Rehabilitation Plans (including Conservation Plan, Business Plan, and Implementation Plan). The Program would be administered by Chinatown Community Plan staff in the Planning Department. Funding for Phase 1 would be in the amount of \$500,000, with the source of funds being \$400,000 from the 2006 Capital Budget (Downtown Eastside) and \$100,000 from the 2008 Capital Budget (Downtown Eastside), subject to approval of the 2008 Capital Budget. Each Society would be required to contribute \$20,000 to the Rehabilitation Plan work.

- Participation of Chinatown planning staff in the Heritage Building Rehabilitation Program Review to ensure that the incentives included in the Program better meet the needs of non-profit groups, including the Societies, in relation to rehabilitation of their heritage buildings.
- Contributions to the community's capacity to rehabilitate the buildings, including liaison with the newly-formed Chinatown Society Heritage Buildings Association; and with UBC School of Architecture's proposed Chinatown Design and Development Research Centre.

A map showing where the Society buildings are located in Chinatown, as well as photos and other details, is provided in Appendix B.

## PURPOSE

This report recommends that Council endorse the three-part Chinatown Society Buildings Rehabilitation Strategy, including the Chinatown Society Buildings Planning Grant Program: Phase 1 that will provide grants to assist five Family Associations and Benevolent Societies in planning and moving forward with rehabilitation of their heritage buildings as part of Chinatown revitalization.

## BACKGROUND

### *A Renewed Vision for Chinatown*

When one thinks of Chinatown, rich images of colours, sounds, smells, tastes and textures come to mind. Most people have stories of their Chinatown; stories either based on personal relationships with this community, actual experiences in the neighbourhood or memories constructed from movies, books and art. Chinatown is also a living community, a place of economy, a reminder of the City's rich heritage, and a significant cultural symbol to Vancouver and Canada.

Vancouver has one of the largest Chinatowns in North America, only second to San Francisco. Regeneration of this neighbourhood is of great significance to many people and has captured attention both locally and internationally. In the last 30 years, residential and commercial settlement of the Chinese-Canadian community in Greater Vancouver gradually decentralized and spread out across the Lower Mainland. Chinatown no longer has the advantage as the only place providing Asian goods and services.

To ensure the area's long-term viability, the Chinatown community developed a renewed vision to reposition itself as a neighbourhood with a distinct cultural identity in Vancouver's increasingly diversified society. That Vision was approved by Council in 2002 and has guided many revitalization initiatives in past years. The revitalization efforts to date focus on working with the existing community, including the many community organizations, to enhance the area's cultural and heritage assets while bringing in new energy and investment. In particular, there has been an emphasis on cultural and economic development.

### *Chinatown Societies*

From its earliest days, Benevolent Societies and Family Associations (“Societies”) have played a vital role in Chinatown, contributing to its economic, social and cultural development. These Societies are member-based and were structured on family clans or the immigrants’ home provinces or regions in China. In general, societies and associations provided a range of services for their own members. There were also other broader-based groups, such as the Chinese Benevolent Association, who served a wider role advocating for the welfare of the Chinese-Canadian community at large.

During Chinatown’s early development at the turn of the 20<sup>th</sup> century, its people were excluded from certain activities and professions. The establishment of the Societies filled a void in services and support that the government and mainstream society failed to provide. The Societies’ presence demonstrated the Chinese community’s resiliency and ability to work together and adapt. These organizations offered mutual help, cooperation and general welfare that provided a sense of stability and inclusion.

Some of their key roles included receiving new immigrants, providing affordable housing, and generally establishing members and their families in the community. They also provided a necessary support network to the large Chinese immigrant working population on whom the Canadian economy depended. Historically and presently, their programs have always been diverse, providing services for seniors, athletic and educational programs for youth, programs for women and other social activities.

Many of these Societies also have chapters and affiliation with similar organizations in other North American cities, such as Seattle, San Francisco and New York. They also extend support back to their “home” provinces in China. Decisions on major issues are sometimes jointly made between the local chapters and national headquarters, and regular conferences are held, creating an extensive local and global network of Societies.

Collectively, Societies strived to defend against discrimination and segregation. In many ways, they were a portal between Canada and Asia, and a vital bridge connecting early Chinese immigrants to their new homeland. These organizations and the functions they performed have formed a strong social and economic network that is still the basis of Chinatown’s culture and economy today.

### *Society Heritage Buildings*

Most Societies in Chinatown were first established without a physical presence. As Societies became more prosperous, buildings were purchased to give them a more permanent presence in the community. Societies often added to these buildings and adapted them over time to meet their needs for service delivery and activities. To this day, these buildings remain owned and occupied by the Societies. The ability for these non-profit organizations to acquire, manage and maintain such large assets is a testament to the commitment of their members. Further, their long-term presence in the community has also enabled them to secure long-term tenants with a similar commitment to Chinatown.

The heritage value of these buildings is not only their rich architectural character that defines the image of Chinatown, but also in the elaborately decorated meeting halls inside the buildings that are full of historic documents and artifacts documenting the stories of

Chinatown and the early Chinese-Canadian pioneers. There is also heritage value in the unique building typology, which has led to the pedestrian and community oriented urban development pattern of Chinatown.

The building typology typically includes a small retail or commercial space at grade that tenants small independent businesses and a mix of community-based uses on the upper floors, including a Society meeting hall floor (see Figure 1). Upper floor uses range from affordable housing units, to space for a variety of cultural and social activities. There also are often courtyards and breezeways providing additional connections between buildings and much needed open space in a dense urban environment. This building typology and the incremental way in which the Society buildings were developed have resulted in an urban pattern that is dynamic and encourages pedestrian and community interaction.



Figure 1 - Society Building Typology

### *Society Building Challenges and Actions Taken*

Today, there are twelve heritage buildings owned by eleven societies in Chinatown (See Appendix B for a map of Society heritage buildings in Chinatown). Most of these buildings are nearly 100 years old and are in urgent need of rehabilitation or they could be lost forever. Finding a way to rehabilitate these buildings presents a challenge to both the Societies and the broader community. There are three key challenges for these buildings:

#### 1) Limited financial resources and complex decision-making processes

Societies rely on rental revenue (often at lower than market rates) and membership fees and donations to finance their operational budgets. Unlike conventional developers, the Societies have limited cash flow, and they cannot afford to pay for the initial soft costs (e.g. for feasibility studies and other consultancies) to start up a rehabilitation project.

Soft costs for heritage rehabilitation projects, including business plan development, historic significance assessment, and architectural and structural feasibility reports, could cost approximately \$100,000 to \$120,000. This level of financial investment before any construction occurs is a significant challenge for the Societies, often discouraging them from taking action. Further, their organizational structure, with large boards and shared ownership of the building, can make the decision-making process time-consuming and difficult, thus further discouraging them from taking on a full building rehabilitation project.

## **2) Physical and architectural constraints of their aging buildings**

Most Society buildings are nearly 100 years old and have had minimal maintenance or upgrading since they were built. Full building rehabilitation would require significant infrastructure improvements, including seismic and other building code upgrades, which are costly. Further, most Society buildings are built on small narrow lots: seven buildings are on 25' wide lots, three are on 50' wide lots, and only two are on 75' or wider lots. The physical constraints of the building sites require a delicate and strategic approach for introducing new development, which if done successfully could assist to finance the costs related to upgrading the heritage building.

## **3) Limited development experience**

Societies are volunteer based, thus they rely on the personal expertise of their members to administer and oversee major initiatives. As a result, Societies are in need of assistance to articulate the vision for their buildings, as well as education and support on the development and permitting process. There is also a need to strengthen the linkage between the Societies and the City's policy development, specifically the discussion and development of revitalization initiatives.

A series of actions have been taken in the past few years to better understand the issues facing Chinatown and to explore ideas to address them. These actions involved the participation of the Societies, government officials, academics and the community at large. The following provides a brief summary:

### *Historic Study of the Society Buildings in Chinatown by the Chinese Canadian Historical Society of British Columbia (2005)*

- This study commissioned by the City of Vancouver examined the rich cultural, social, architectural and historical significance of five Society buildings. This study raised awareness and increased understanding of how these organizations are key underpinnings of Chinatown's past and present.

### *Formation of the Chinatown Society Heritage Buildings Committee (CSHBC) (August 2006)*

- This Committee has members from the eleven Societies who own heritage buildings in Chinatown. Its mandate includes assisting the Societies to take advantage of the City's heritage incentives, information sharing, identifying a common strategy for the rehabilitation of the buildings, and soliciting support and resources.

*Urban Acupuncture Study by the UBC School of Architecture and Landscape Architecture, with funding support from the Canadian Housing and Mortgage Corporation (2006)*

- The purpose of the study was to explore development strategies, known as “urban acupuncture”, that support sustainable revitalization of Chinatown. The study recognized the challenge faced by the area, especially the high pressure for redevelopment of an aging building stock. The study was premised on an understanding of the dynamics of Chinatown, including its cultural assets such as Society buildings. The study proposed a sensitive and flexible form of development that would retain the historic fabric while introducing active re-use, allowing the Society buildings to become the basis for long-term neighbourhood-wide regeneration.

*Seattle-Vancouver Community Exchange hosted by the City of Vancouver, the Vancouver Chinatown Revitalization Committee (VCRC) and the University of Washington (January 2007)*

- As part of this exchange, representatives from Vancouver’s Chinatown community organizations, planners, property owners, and academics met with their counterparts from Seattle. While the two cities presented a contrasting community development and policy framework for Societies, common challenges and approaches were explored. The study contributed to an understanding of each city’s experiences and how to prepare and set priorities for the future by building and pursuing a community-based vision. Experiences from Seattle echoed the importance of strong community leadership and commitment, youth involvement and organizational development.

*“Building a Cultural Legacy” Fundraising Event, hosted by the VCRC and sponsored by the Vancouver Heritage Foundation (June 2007)*

- The VCRC successfully raised \$70,000 from the community to assist with the rehabilitation of Society buildings. Such efforts reflect the enthusiasm and commitment in the community and recognition of the Societies as important cultural and economic assets to Chinatown’s revitalization.

## DISCUSSION

In order to address the challenges and capture community momentum, staff has worked with the Chinatown Society Heritage Buildings Committee, now known as the Chinatown Society Heritage Buildings Association (CSHBA), since 2006 to prepare the Society Buildings Rehabilitation Strategy. This Strategy has three components and will assist the Societies with project planning, building rehabilitation and capacity building. Each component of the Strategy is outlined below.

### 1) Chinatown Society Buildings Planning Grant Program: Phase 1 (“Program”)

To overcome the above-mentioned challenges facing Societies, this Program will provide grants to Societies to fund their development of a Rehabilitation Plan for their building. Details of the Program and grant application process are outlined in Appendix A. The Program will be administered by Chinatown Community Plan staff in the Central Area Division of the Planning Department.

As the foundation of the overall Strategy, this Program will enable Societies to work with consultants in order to review rehabilitation options, undertake detailed planning of the

rehabilitation project, and prepare a business and implementation plan that responds to individual Society's future needs as well as the Chinatown Vision. The estimated cost for this work is approximately \$100,000 to \$120,000 per Society.

The City will provide grants to a maximum of \$100,000 each towards the costs of the preparation of the Rehabilitation Plan. Each Society will be required to commit a minimum of \$20,000 to the planning. Total City costs for the first phase of the Program are \$500,000, with the source of funds being \$400,000 from the 2006 Capital Budget (Downtown Eastside) and \$100,000 from the 2008 Capital Budget (Downtown Eastside), subject to approval of the 2008 Capital Budget.

Staff will evaluate the Program upon its completion at the end of 2008. Whether the Program can be extended into a second phase will depend on evaluation of the first phase, interest from Societies that have not yet received a grant, and the availability of additional funding resources. There is interest in this initiative from other partners, such as VanCity Capital, and opportunity exists to leverage funds from senior governments for a possible second phase. Council review and approval will be sought for any extension to the Program.

As a demonstration of the community's enthusiasm for this initiative, the CSHBA will distribute the \$70,000 raised to eligible Societies to further assist and encourage them to apply to the Program. Support for the Program is demonstrated in the letters attached as Appendix C from the Vancouver Chinatown Revitalization Committee and the CSHBA, including mention of their financial contribution to the initiative.

## **2) Heritage Building Rehabilitation Program (HBRP) Review**

Since 2003, the City has had a comprehensive package of incentives available to Societies in the form of the 5 year Heritage Building Rehabilitation Program (HBRP). The available incentives consist of facade grant, property tax exemption, bonus and residual density transfer. Due to the challenges faced by Societies, as discussed earlier in this report, they have not yet been able to fully participate in this program.

As per Council direction of July 26, 2007, staff is reviewing the HBRP and the Transfer of Density market ("the Review"). The report authorizing the Review identified heritage buildings in Chinatown, including the Society buildings, as priorities for future rehabilitation. In the context of the overall Review, Chinatown planning staff will work with the Chinatown Society Heritage Buildings Committee to understand how the HBRP can be improved, particularly to better address the challenges facing the Societies and other similar non-profit organizations.

Staff expects to report out to Council on the initial portion of the Review in summer 2008.

## **3) Community Capacity Building**

In addition to the two initiatives described above, Chinatown planning staff will continue contributing to the community's capacity to rehabilitate the buildings, mainly through liaison to two new bodies.



First, the Societies have established a non-profit organization, the Chinatown Society Heritage Buildings Association, as the community champion for heritage conservation and the central liaison with the City (See Appendix C). This non-profit organization will allow the Societies to collectively build support from governments, foundations, financial institutions and individuals. As the Association develops and grows, it envisions broadening its efforts to the heritage conservation of Chinatown at-large.

Second, the University of British Columbia Chinatown Architecture Studio is proposing to establish the Chinatown Design and Development Research Centre. The Centre is proposed as an external non-profit organization focusing on capacity building within the community to facilitate the implementation of heritage and other redevelopment projects.

The Centre proposes to provide education, technical advice, networking and other support related to the development process to local property owners. It will also conduct research related to Chinatown urbanism, including architectural studies and planning approaches that promote sensitive, incremental redevelopment and community regeneration. It is envisioned that the Centre will maintain a storefront in Chinatown as an activity hub for meetings, exchange of resources and innovation. Currently, the UBC Chinatown Architecture Studio is fundraising for the Design Centre.

## **PUBLIC CONSULTATION**

Staff presented the Society Building Rehabilitation Strategy to the Chinatown Historic Area Planning Committee (CHAPC) for review and comment on January 8, 2008. CHAPC was supportive of the initiative, and unanimously passed the following resolution:

THAT the Chinatown Historic Area Planning Committee supports the Chinatown Society Buildings Revitalization Strategy and recognizes it is a good initiative, with the following recommendations:

- A. that the deliverables of the grant program must include a plan for implementation;
- B. that the extended Heritage Building Rehabilitation Program will be the vehicle for its implementation; and

FURTHER THAT the Chinatown Historic Area Planning Committee supports the extension of the Building Rehabilitation program and recommends that it ensures the unique needs of non-profit organizations, including the Society buildings in Chinatown, are met.

## **FINANCIAL IMPLICATIONS**

The proposed cost of the Chinatown Society Buildings Planning Grant Program: Phase 1 is \$500,000. Source of funds are \$400,000 from the 2006 Capital Budget (Downtown Eastside) and \$100,000 from the 2008 Capital Budget (Downtown Eastside), subject to approval of the 2008 Capital Budget.

Five grants of \$100,000 each will be available to eligible Chinatown Society applicants for 2008. Staff will evaluate applicant proposals and report back to Council with grant recommendations for Council approval.

Staff is preparing a funding application to the Western Economic Diversification Canada and exploring other funding opportunities for a possible Phase 2 of the Program. Staff will evaluate Phase 1 of the Program upon its completion, and any recommended extension of the Program will be brought forward to Council for review and approval.

## **SUSTAINABILITY IMPLICATIONS**

Adaptive reuse of the existing heritage building stock contributes to environmental sustainability by reducing the amount of energy and resources needed for demolition and complete reconstruction. Rehabilitating these heritage buildings also preserves a portion of their embodied energy (resources and labour) and minimizes demolition waste.

Society buildings also contribute to Chinatown as a complete community. These buildings are compact, mixed-use structures that provide housing, shops, cultural attractions and jobs in a pedestrian-friendly environment. In addition, the presence of Societies in Chinatown and their social and cultural functions are critical to the social sustainability of the area. Lastly, the distinctive architectural character of these heritage buildings provides Chinatown with a distinct cultural identity, which gives the area a competitive edge for attracting tourism and encouraging economic activity.

## **CONCLUSION**

The Chinatown Society Buildings Rehabilitation Strategy aims to build on past success and existing tools to assist the Societies to rehabilitate their heritage buildings. It works in accordance with the Chinatown Vision and towards the development of Chinatown as a complete neighbourhood with a strong cultural identity.

The Strategy focuses on assisting the Societies in three areas: 1) project planning through a grant program to fund initial start-up costs; 2) building rehabilitation through improvements to the City' existing heritage incentives to better align with the needs of non-profit organizations, including the Societies; and 3) capacity building through staff liaison to support the development of the Chinatown Society Heritage Buildings Association and the Chinatown Design and Development Research Centre.

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## APPENDIX A

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### CHINATOWN SOCIETY BUILDINGS PLANNING GRANT PROGRAM: PHASE 1

#### DRAFT POLICIES & PROCEDURES

Family Associations, Benevolent Societies, and their heritage buildings, are critical to the cultural legacy of Chinatown. Successful rehabilitation of these important buildings will ensure that current and future space and programming needs of the societies are met, and the buildings are preserved for future generations.

The Chinatown Society Buildings Planning Grant is available to eligible Chinatown societies to assist in development of a Rehabilitation Plan for their buildings that responds to their vision, programming and operational needs, heritage building condition, and resources.

Five grants of \$100,000 each are available for 2008. Additional grants may be available in future years, depending on funding availability.

#### PURPOSE

- To foster the cultural legacy of Chinatown through the rehabilitation and revitalization of Society buildings.
- To build capacity within Chinatown Societies to undertake the successful rehabilitation of their heritage buildings.

#### OBJECTIVE FOR PHASE 1 (2008)

- To assist five Societies with the preparation of a Rehabilitation Plan specific to their heritage building, programming and operational needs.

#### ELIGIBILITY CRITERIA

- Member-based organization (Family Association or Benevolent Society)
- Registered non-profit society status
- Ownership of a building, located in Chinatown (HA-1 and HA-1A), that is listed on the Vancouver Heritage Register (VHR)
- Interest in undertaking a full building rehabilitation (major upgrade) of the heritage building
- Minimum commitment of \$20,000 towards the cost of preparing the Rehabilitation Plan.

#### APPLICATION PROCESS

Applications for the Society Buildings Planning Grant shall be submitted in two stages. Details regarding the submission requirements and process are outlined under the "Procedures" section of this document.

Expressions of Interest and Full Proposals shall be submitted by courier to:

Chinatown Community Plan c/o Central Area Division  
Planning Department, City of Vancouver  
#406 - 515 West 10<sup>th</sup> Avenue, Vancouver BC V5Z 4A8

## PROCEDURES

### 1. Application

Applications for Society Buildings Planning Grant will be made in two stages:

**A. Expression of Interest** - Expressions of Interest will be date-stamped as received. The first five Societies to submit a complete Expression of Interest will be notified and invited to prepare a Full Proposal.

**B. Full Proposal** - Full Proposals will be evaluated for completeness and reasonableness by City staff, and will be taken to Council for grant approval.

### 2. Submission Requirements

#### Expression of Interest

To be in letter format (maximum of five pages) and signed by the Society chairperson or a similar officer. The letter must be submitted in hard copy (one copy required), and must include the following information:

- Overview of Society (brief history, number of current members, list of key services and activities, etc.)
- Description of the Society's involvement in Chinatown revitalization initiatives and events
- Description of current and/or proposed programming activities that contribute to revitalization of Chinatown
- Description of heritage building (building name, address, age, current use, physical condition, etc.)
- Description of possible scope of rehabilitation work that could be undertaken and any specific redevelopment ideas the Society may have to date (if any)
- Acknowledgement of the minimum financial commitment (\$20,000) required by the Society for the Rehabilitation Plan project
- Acknowledgement of the Payment of Grant conditions
- Other information deemed relevant by the Society

#### Full Proposal

Full proposals must be submitted in hard copy (one copy required) and must include the following:

- Society's project management structure (including the identification of one Society member as the key contact for the project)
- Proposed consultant team and roles (include consultant profiles/CVs)
- Detailed work program and timeline
- Detailed budget (including amount of grant requested, and the amount the Society will put towards the project)
- Contact information (key contacts for the Society and consultants)
- Letter of Commitment (from the Society indicating the availability of \$20,000 for the study)
- Title Search (copy of current title search from the Land Title Office, for each parcel affected by the proposal)
- Other information as deemed appropriate by the Society and consultants

#### Deadline for Full Proposals

The first five Societies to submit a complete Expression of Interest will be notified and invited to prepare a Full Proposal. Societies will have eight weeks from this notification to submit their Full Proposal. If a Full Proposal is not received by the required deadline, the Society whose Expression of Interest was received next will be invited to submit.

### **Application Costs**

The costs of preparing and submitting an Expression of Interest or Full Proposal, including any consultant fees, are the sole responsibility of the Society. These costs may be recovered as part of the Rehabilitation Plan budget, if the grant is approved.

### **3. Proposal Evaluation**

Staff will review the Full Proposal for completeness and reasonableness and consistency with the Expression of Interest, and will meet with the Society to discuss any adjustments that may be needed.

### **4. Council Approval**

Council approval of the five grants will be sought based on the five full proposals submitted and any recommended revisions by staff.

### **5. Steps in Planning Work**

#### **A. Grant Release - Stage 1**

Once the grant is approved by Council, the Society must establish a trust account for the Rehabilitation Plan project. Proof of deposit of the Society's share of the project budget (\$20,000) into the trust account must be provided to the City of Vancouver before release of the Society Buildings Planning Grant funds will be made. Once confirmation of the trust account and deposit is received, 50% of grant (to a maximum of \$50,000) will be released (Stage 1) and the planning work can begin.

#### **B. Meeting - Review of Options**

The Society and their consultants must arrange to meet with City staff when options for rehabilitation have been developed and the preferred option has been identified.

The purpose of this meeting is to review the work undertaken to date, the various options considered, and discuss the Society/consultant rationale for the preferred option. Also required will be a status review of planned deliverables. This meeting is an opportunity to provide feedback and address any questions or issues.

#### **C. Final Report**

One copy of the final Rehabilitation Plan report and associated deliverables must be submitted to the City in accordance with the timelines identified in the work program. A meeting of staff, the Society and their lead consultant will be scheduled to discuss the Rehabilitation Plan and related deliverables, and to assess Phase 1 of the Program.

#### **D. Grant Release - Stage 2**

After the submission of the final report and presentation to the City, the Society must provide documentation of the project budget and actual costs incurred (invoices) for the Rehabilitation Plan project. Once confirmed, the final grant amount will be issued (Stage 2).

## **DELIVERABLES**

In order to qualify for the full grant amount, the Society must provide a Rehabilitation Plan that includes the components outlined below, as well as any others as deemed appropriate by the Society and their consultants. These may be submitted as separate documents or as one major document.

### **Executive Summary**

- Overview of Society (brief history, number of current members, list of key services and activities, etc.)

- Description of heritage building (building name, address, age, current use, physical condition, etc.)
- Overall Vision - a vision for the Society building and its integration with Chinatown
- Programming Vision - description of activities and space needs, and how the rehabilitated building will contribute to revitalization of Chinatown
- Review of options and rationale for preferred rehabilitation scheme

#### Conservation Plan

- Statement of Significance (per the *Standards & Guidelines for the Conservation of Historic Places in Canada*)
- Structural Engineer's Report - analysis of the building's existing condition and compliance with the Vancouver Building By-law
- Assessment of the building's existing condition, description of proposed rehabilitation scheme, and proposed conservation strategies and procedures
- Plans, elevations, sections to identify the building's existing condition, building elements for removal/retention/replacement, and conservation procedures.
- Other graphic materials as appropriate and possible with the available budget (i.e. photos of building facades and character defining elements, streetscape, digital models, etc.)

#### Business Plan

- Proforma for rehabilitation scheme and identification of shortfall
- Rehabilitation funding strategy including existing Society resources, options for fundraising and financing
- Operational budget & management plan for the building post-rehabilitation

#### Implementation Plan for Building Rehabilitation

- Work program for implementation of the rehabilitation scheme (next steps/key tasks), including identification of who will undertake the work and a proposed timeline

### ADMINISTRATION AND CITY ROLE

The Grant Program will be administered by Chinatown Community Plan staff, in the Central Area Division of the Planning Department. The purpose of the Grant Program is to assist Societies in the development of a Rehabilitation Plan for their heritage buildings. Staff review of the Full Proposal, Options, and Final Report is primarily to assess completeness of submission requirements and deliverables.

During the project, staff may provide Societies and their consultants with information on City policies and procedures. However, the Societies' discussions during the planning project is not considered to be part of the City's Heritage Revitalization Agreement (HRA) scoping or enquiry process, and advice given by staff does not indicate support or approval for the proposed rehabilitation project. Once the planning work is complete, the Societies may begin the formal enquiry process with the City for their rehabilitation project.

### ELIGIBLE EXPENSES

The following items are eligible expenses for the Society Buildings Planning Grant:

- Consultant fees related to, or for the preparation of:
  - Overall project management
  - Proforma analysis
  - Construction cost analysis
  - Business plan
  - Conservation plan
  - Implementation plan

- Associated production and meeting costs related to the preparation of the foregoing

Grant funds are not to be used for general administrative costs of the Society. Retroactive funding for planning work undertaken prior to submission of the Expression of Interest will not be considered. Costs incurred for preparing the Expression of Interest and Full Proposal may be considered eligible for coverage by the grant, noting that the Society must provide at least \$20,000 toward the total cost of the Rehabilitation Plan.

#### **COST SHARING**

The maximum value of the Society Buildings Planning Grant is \$100,000. The Society must also contribute a minimum of \$20,000 to the development of the Rehabilitation Plan, for a total project budget of \$120,000. If less than the full approved grant is spent on the project, the final grant amount will be reduced accordingly. However, the Society's share of costs will remain at \$20,000 regardless of the final project cost.

#### **PAYMENT OF GRANT PROCESS AND CONDITIONS**

1. The grant will be released in two stages as outlined below, with cheques made payable to the Society:

**Stage 1** - After approval of the grant by Council, the Society must provide the City with documentation showing establishment of a trust account opened by the Society for the Rehabilitation Plan project and a deposit by the Society into this account for \$20,000. Once this has been confirmed, the City will provide the Society with 50% (maximum of \$50,000) of the total grant amount.

**Stage 2** - After the final Rehabilitation Plan report and deliverables have been submitted, and the lead consultant and Society have presented to City staff, the Society must provide the City with the final project budget and actual costs incurred (invoices). Once the project costs have been confirmed, the final grant payment will be made. The size of the final payment will be based on actual costs incurred, less the Society's contribution of \$20,000 and the Stage 1 payment, to a maximum total grant value of \$100,000.

2. In the event that the funds are not used for preparation of the Rehabilitation Plan, or if there are misrepresentations in the Full Proposal, the full amount of grant funds released to the Society will be payable forthwith to the City.

Map of Society Heritage Buildings in Chinatown



**1** 525-531 Carrall  
Lim Sai Hor (Kow Mock)  
Benevolent Association  
Year Built: 1903  
Heritage Category: C



**2** 27 E Pender  
Wong's Benevolent Association  
(Han Shen Building)  
Year Built: 1910  
Heritage Category: B



**3** 33-39 E Pender  
Yue Shan Society  
Year Built: 1920  
Heritage Category: B



**4** 79-83 E Pender  
Cheng Wing Yeong Tong  
Benevolent Association  
(Jang Building)  
Year Built: 1926  
Heritage Category: B



**5** 121 E Pender  
Wong Benevolent Association  
(Mon Keang Chinese School)  
Year Built: 1921  
Heritage Category: A



**6** 135 E Pender  
Lung Kong Kung Shaw  
Year Built: 1923  
Heritage Category: B



**7** 137-139 E Pender  
Mah Society of Canada  
Year Built: 1915  
Heritage Category: C



**8** 104-108 E Pender  
Chinese Benevolent  
Association of Vancouver  
Year Built: 1901-10  
Heritage Category: A



**9** 158-160 E Pender  
Chin Wing Chum Tong  
Society of Canada  
Year Built: 1925  
Heritage Category: A



**10** 254-262 E Pender  
Shon Yee Benevolent Association  
(May Wah Hotel)  
Year Built: 1914  
Heritage Category: B



**11** 525 Gore  
Chinese Nationalist League  
of Canada  
(Kuomingtang Building)  
Year Built: 1920  
Heritage Category: A



**12** 222-226 E Georgia  
Yee Fung Tong Society  
Year Built: 1929  
Heritage Category: C





VANCOUVER CHINATOWN REVITALIZATION COMMITTEE  
溫哥華振興華埠委員會

January 29, 2008

CITY OF VANCOUVER  
453 West 12<sup>th</sup> Avenue  
Vancouver, B.C.  
V5Y 1V4

Attn.: His Worship, Mayor Sam Sullivan and Vancouver City Councillors

Dear Sirs:

Re: Society Buildings Rehabilitation Strategy

The Vancouver Chinatown Revitalization Committee (VCRC) has recently learned that the City of Vancouver is proposing a strategy in hope of assisting the rehabilitation of old buildings owned by various societies in Vancouver Chinatown. In particular:

- A 1-year Planning Grant Program to assist the Societies to prepare a Rehabilitation Plan (including Conservation Plan, Business Plan, and Implementation Plan) as the initial step towards full building rehabilitation
- Participation of Chinatown planning staff in the Heritage Building Rehabilitation Program Review to ensure that the incentives included in the Program shall better meet the needs of non-profit groups, and in particular the Societies, in relation to their buildings.

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508 Taylor Street, Vancouver, B.C., V6B 6M4  
Tel 604-682-8998; Fax: 604-682-8939  
Email: [revitalizechinatownvancouver@yahoo.ca](mailto:revitalizechinatownvancouver@yahoo.ca)

VANCOUVER CHINATOWN REVITALIZATION COMMITTEE  
溫哥華振興華埠委員會

- Contributions to the community's capacity to rehabilitate the buildings which include liaison with the newly-formed Chinatown Society Heritage Buildings Association; and with UBC School of Architecture's proposed Chinatown Design and Development Research Centre.

We believe that this is an admirable proposal and we are in full support of the same. This initiative would play a vital role in the revitalization process of Vancouver Chinatown. Many buildings own by the non-profit Societies in Chinatown are in need of rehabilitation; the Societies, however, are challenged by locating proper resources to address and to undertake this problem. Having the proposed strategy would offer the proper and ideal support and guidance to these Societies. These buildings are an integral part of Vancouver Chinatown; just as Chinatown is an integral part of Vancouver. As such, the rehabilitation of these building is essential for all Vancouverites and proposal of the captioned strategy deserves support from the VCRC as well as from all parties.

Thank you very much for your kind attention and consideration.

Sincerely yours,



Albert Fok  
Chair  
Vancouver Chinatown Revitalization Committee

**CHINATOWN SOCIETY HERITAGE BUILDINGS  
ASSOCIATION**

**華埠僑團傳統建築協會**

**118 Keefer Street, Vancouver, B.C., Canada. V6A 1X4**

**Tel: 604-879 5550**

**Fax: 604-872 7504**

January 30, 2008

Ms. Jessica Chen  
Senior Planner  
Downtown Eastside Revitalization Program  
City of Vancouver Planning Department  
406-515 W 10<sup>th</sup> Ave  
Vancouver, BC V5Z 4A8

Dear Jessica,

First, let me thank you and your team for working on our behalf to revitalize Chinatown. Your hard work and dedication is greatly appreciated.

Our organization, the Chinatown Society Heritage Buildings Association, is a newly formed society. Our main objective is to help each other to fully utilize government programs that will assist us to rehabilitate our heritage buildings. When required we will help our member societies to raise funds to rehabilitate their heritage buildings. Thus far, ten out of eleven societies who own heritage buildings in Chinatown have joined or expressed interest in joining our Association. We anticipate that, before the end of March, we will have all of the eleven societies in our Association.

As you know most of the Chinatown heritage buildings are wood frame structures built at the beginning of last century. These buildings have never been brought up to modern standards such as seismic proofing. All of us know that these buildings are old and badly need rehabilitation. However all of us are keenly aware of the dangers of going ahead with the rehabilitation without an economic feasibility study. At the same time, the Society Boards do not want to risk spending the money to conduct a feasibility study in case it showed that it was not economically feasible to rehabilitate their heritage building without an exhaustive fund raising effort as most of their members believe.

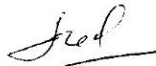
To encourage the Societies to proceed with the feasibility study, we are planning to distribute the \$70,000 that we raised last June with wide community support as well as the support of the Vancouver Heritage Foundation and the Vancouver Chinatown Revitalization Committee.

For the last couple of years we have been looking forward to the Chinatown Plan with a Chinatown Society Heritage Buildings Rehabilitation Strategy. Without question, our

Association supports this strategy whole-heartedly. The Cultural Legacy Planning Grant described in the Strategy will help to kick-start the heritage building rehabilitation to revitalize Chinatown. Through the membership drive, we know that four or five would like to apply for the grant immediately.

We also support the UBC Chinatown Architectural Studio to set up a community-based, non-profit Chinatown Design and Development Research Centre that focuses on capacity building in the community. Such a design and development research centre is badly needed to provide information and professional assistance on development projects to local property owners, including our members. With the city showing its leadership in supporting the Centre, it will show that it is serious about Chinatown revitalization. We strongly urge the city to provide the leadership and support this initiative.

Sincerely,

A handwritten signature in cursive script that reads "Fred".

Fred Mah, Chair  
Chinatown Society Heritage Buildings Association