

**Refers to Item #1  
Public Hearing of December 12, 2019**

## MEMORANDUM

December 11, 2019

TO: Mayor and Council

CC: Sadhu Johnston, City Manager  
Paul Mochrie, Deputy City Manager  
Katrina Leckovic, City Clerk  
Lynda Graves, Administration Services Manager, City Manager's Office  
Rena Kendall-Craden, Communications Director  
Anita Zaenker, Chief of Staff, Mayor's Office  
Neil Monckton, Chief of Staff, Mayor's Office  
Alvin Singh, Community Relations Director, Mayor's Office  
Gil Kelley, General Manager, Planning, Urban Design and Sustainability  
Theresa O'Donnell, Deputy Director of Current Planning, Planning, Urban Design and Sustainability

FROM: Karen Hoese, Assistant Director – Rezoning Centre, Planning, Urban Design and Sustainability

SUBJECT: CD-1 Rezoning: 2543-2583 Renfrew Street and 2895 East 10th Avenue – Eligible Tenancy under the Tenant Relocation and Protection Policy

This memorandum recommends an additional condition of approval which requires the applicant to comply with the *Tenant Relocation and Protection Policy* (the "TRP Policy") relating to one eligible existing tenant not previously noted in the Policy Report dated October 22, 2019, entitled "CD-1 Rezoning: 2543-2583 Renfrew Street and 2895 East 10th Avenue".

### **RECOMMENDATION**

THAT the following additional condition of approval be included with Part 2: Conditions of By-law Enactment of Appendix B:

- "12. *Enter into a Section 219 Covenant and/or such other agreements as the General Manager of Arts, Culture and Community Services and the Director of Legal Services determine are necessary to require the applicant to:*
- (a) *Provide a Tenant Relocation Plan to the satisfaction of the General Manager of Arts, Culture and Community Services as per the Tenant Relocation and Protection Policy that is effective at the time of submission of the Development Permit Application.*

- (b) *Provide a notarized declaration that demonstrates that each tenant has been given written notice of the intent to redevelop the property; that indicates the number of units occupied on the date of the notice; and includes copies of a letter addressed to each tenant summarizing the Tenant Relocation Plan offer and signed as received by each tenant.*
- (c) *Provide an Interim Tenant Relocation Report prior to issuance of the Demolition Permit. The Report must outline the names of any tenants who have ended their tenancy; the reason for its end (e.g. tenant decision or mutual agreement to end tenancy); the outcomes of their search for alternate accommodation (if assistance was requested by the tenant); the names of tenants still remaining in the building; the status of the applicant's search for relocation options (if assistance was requested by the tenant) and/or additional assistance rendered, as required through their Tenant Relocation Plan.*

*Note to Applicant: if a long period of time elapses between Public Hearing and before issuance of Demolition Permit, the City may request an additional Interim Tenant Relocation Report be submitted.*

- (d) *Provide a Final Tenant Relocation Report prior to issuance of the Occupancy Permit. The Report must outline the names of tenants; indicate the outcome of their search for alternate accommodations; summarize the total monetary value given to each tenant (moving costs, rents, any other compensation); and include a summary of all communication provided to the tenants.”*

## **DISCUSSION**

The newly amended TRP Policy extends policy coverage to projects involving consolidation of two or more lots that contain existing secondary rental. This includes single-family homes, basement suites, duplexes, or individually-rented condos where the new development is proposing five or more dwelling units. The TRP Policy exempts tenancies entered into after the purchase of the property that are of a length of two years or less as of the date of the rezoning application.

Incorrect information was provided by the applicant with their application submission indicating the tenancy for 2551 Renfrew Street began on May 1, 2017. Supplementary information provided by the applicant at a later date confirmed that this tenancy actually began on April 1, 2017. Given that the date of submission for the rezoning application was April 9, 2019, the above noted tenancy is therefore eligible for compensation under the TRP Policy. ACCS Affordable Housing staff, in consultation with Legal Services, will be looking to include language in future rezoning reports that would aim to capture this scenario should information regarding tenants that would be eligible for protections comes to light after referral but prior to Public Hearing or following approval in principle but prior to Development Permit approval.

This additional recommendation requires approval of Council to ensure compensation is provided to the eligible tenant through the permitting process and prior to occupancy of the proposed rental building.

Sincerely,

A handwritten signature in black ink that reads "Karen Hoese". The signature is written in a cursive, flowing style.

Karen Hoese,  
Assistant Director – Rezoning Centre, Planning, Urban Design and Sustainability  
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