



## COUNCIL REPORT

Report Date: February 2, 2024  
Contact: Chris Robertson  
Contact No.: 604.873.7684  
RTS No.: 16110  
VanRIMS No.: 08-2000-20  
Meeting Date: February 27, 2024  
[Submit comments to Council](#)

TO: Vancouver City Council  
FROM: Acting General Manager of Planning, Urban Design and Sustainability  
SUBJECT: Approval of Business Improvement Area (BIA) Renewals and Expansion 2024

### Recommendations

- A. THAT Council approve the application of the Vancouver Chinatown Business Improvement Area Society (VCBIAS) as described in this report;
- FURTHER THAT Council instruct the Director of Legal Services, in consultation with the General Manager of Planning, Urban Design and Sustainability, to bring forward by-laws to re-establish the Vancouver Chinatown BIA, to establish a new funding ceiling, and to remit monies for the business promotion scheme.
- B. THAT Council approve the application of the South Hill (Fraser Street) Business Association (SHBA) as described in this report;
- FURTHER THAT Council instruct the Director of Legal Services, in consultation with the General Manager of Planning, Urban Design and Sustainability, to bring forward by-laws to re-establish the Fraser Street BIA, to establish a new funding ceiling, and to remit monies for the business promotion scheme.
- C. THAT Council approve the application of the Gastown Business Improvement Society (GBIS) as described in this report;
- FURTHER THAT Council instruct the Director of Legal Services, in consultation with the General Manager of Planning, Urban Design and Sustainability, to bring forward by-laws to re-establish the Gastown BIA, to establish a new funding ceiling, and to remit monies for the business promotion scheme.
- D. THAT Council approve the application of the Point Grey Village Business Association (PGVBA) as described in this report;
- FURTHER THAT Council instruct the Director of Legal Services, in consultation with the General Manager of Planning, Urban Design and Sustainability, to bring

forward by-laws to re-establish the Point Grey Village BIA, to establish a new funding ceiling, and to remit monies for the business promotion scheme.

- E. THAT Council approve the application of the South Granville Business Improvement Association (SGBIA) as described in this report;

FURTHER THAT Council instruct the Director of Legal Services, in consultation with the General Manager of Planning, Urban Design and Sustainability, to bring forward by-laws to re-establish the South Granville BIA, to establish a new funding ceiling, and to remit monies for the business promotion scheme.

- F. THAT Council approve the application of the Strathcona Business Improvement Association (SBIA) as described in this report;

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

- G. THAT Council approve the application of the Victoria Drive Business Improvement Association (VDBIA) as described in this report;

FURTHER THAT Council instruct the Director of Legal Services, in consultation with the General Manager of Planning, Urban Design and Sustainability, to bring forward by-laws to re-establish the Victoria Drive BIA, to establish a new funding ceiling, and to remit monies for the business promotion scheme.

- H. THAT Council approve the application of the Yaletown Business Improvement Association (YBIA) as described in this report;

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

- I. THAT Council approve the application of the Mount Pleasant Commercial Improvement Society (MPCIS) as described in this Report,

FURTHER THAT Council instruct the Director of Legal Services, in consultation with the General Manager of Planning, to bring forward by-laws to expand the Mount Pleasant BIA by establishment of a separate expansion-area by-law and funding ceiling, and to remit monies for the business promotion scheme.

## **Purpose and Executive Summary**

The purpose of this report is to renew the terms for eight BIAs that will expire March 31, 2024, and for Council to consider approving the Mount Pleasant BIA's request to expand their existing BIA boundary south along Main Street to include the properties between 19<sup>th</sup> and 29<sup>th</sup> Avenues.

On November 28, 2023, Council received eight renewal requests and the MPBIA's expansion request and directed staff to notify all businesses and property owners in affected areas. This formal process, led by the City provides impacted parties the opportunity to object to the

proposed renewal and expansion. Per the Vancouver Charter<sup>1</sup>, if more than *one-half* of the assessed property owners in the affected area, representing more than *one-half* of the value according to the last revised real-property assessment roll object to the proposed renewal or expansion, Council must reject the business association's application. Per Council adopted policy, if more than one half of businesses in the affected area, counted separately from owners, object to the proposal, the application will generally not be approved (Appendix A).

As of the official deadline on January 26, 2024, the number of objections received for the eight areas seeking renewal and the Mount Pleasant, South Main expansion area, were below the statutory and Council-adopted thresholds.

This report recommends that Council approve the proposed renewals and expansion for the terms specified in this report and instruct staff to prepare by-laws to re-establish each renewing BIA and establish the expansion area, to establish the respective funding ceilings, and to remit monies for the business improvement schemes.

### **Council Authority/Previous Decisions**

- Council Authority to establish, renew and expand BIAs by By-law is set out in [the Vancouver Charter, Part XXI](#).
- [Section 462 of the Vancouver Charter](#) was amended on September 23, 1998, to permit BIA terms of up to 20 years, as opposed to the previous 5-year limitation.
- Requirements for the notifications process and threshold for Council approval of a BIA formation, renewal or expansion are articulated in the [Vancouver Charter section 506](#) and Council adopted policy from July 30, 1992, [October 14, 1997](#), [November 28, 2017](#) and [March 7, 2023](#).
- On [November 28, 2023](#), Council considered renewal applications for the eight BIAs referenced in the Recommendations of this Report and an expansion application from MPCIS and approved commencement of the 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.

### **City Manager's Comments**

The City Manager concurs with the foregoing recommendations.

### **Context and Background**

Before a BIA designation, expansion or renewal application can be approved, a proposal must be made to Council by applicant business associations. Prior to considering the BIA application,

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<sup>1</sup> Section 506(2)(b)

the Council directs staff to notify all commercial property owners and business tenants in the affected area, providing an estimate of the proposed levy<sup>2</sup> and instruction on filing objections.

After the period for objections, Council is advised of the number 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 more than one-half of the commercial assessed property value **or**, per Council policy, if more than one half of business tenants, counted separately, object, the BIA proposal will be defeated.

If the applications are approved, Council directs that a by-law be prepared:

- Establishing or renewing the BIA or,
- Establishing an expansion BIA or expanding existing BIA boundaries; and
- Establishing a funding ceiling.

Appendix B provides an overview of common issues and considerations relevant to the tabulation of objections. Further explanation of the outreach and notification and approval process follows.

#### Applicant Outreach to Affected Owners and Businesses

BIA sponsors (applicant groups) are required to conduct outreach with affected commercial property owners and business tenants within the proposed BIA expansion or renewal areas. Summaries of the outreach conducted for each application are included in the appendices of the November 28, 2023 Council report ([Approval of Business Improvement Area \(BIA\) Council Initiatives 2024](#)).

#### 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.

#### **Discussion**

On November 28, 2023, Council considered applications by eight business associations to commence a Council Initiative to renew their respective BIAs and from MPBIA to expand its boundary south along Main Street from 19<sup>th</sup> Ave to 29<sup>th</sup> Ave (maps in Appendices E - M). Council referred the applications to Court of Revision and directed staff to notify affected owners and businesses prior to considering the Initiative.

By December first, 2023, notification letters had been mailed<sup>3</sup> to all owners of commercial assessed property and to tenants of all non-residential addresses in the areas affected by the renewal and expansion applications. The notification letters included a January 26, 2024, 5:00

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<sup>2</sup> As the BIA levies will be based on the 2024 BC Assessment Authority (BCA) property assessment, the actual BIA levies may differ slightly from the estimates provided in the City's property-owner notifications, which was based on the 2023 BCA assessment.

<sup>3</sup> Notifications mailed to business tenants through the same established process used for every City rezoning notification.

pm deadline for objections. Generic samples of the letters are included in the appendices for both property owners (Appendix C) and business tenants (Appendix D).

The following sections provide a summary of the objections received by the City of Vancouver for each BIA renewal and expansion initiative.

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, the City Clerk will have available for Council copies of all objections received prior to the meeting date, including correspondence received after the deadline. Council will also have an opportunity to hear delegations, if any.

### Objection Summary

The table below provides a summary of the objections City staff received by January 26, 2023 at 5:00 pm deadline. The table lists the objections for each BIA initiative separating property owners from business tenants. For property owners, assessed value is also included.

|                                       | China-town    | Fraser Street | Gas-town        | Point Grey Village | South Gran-ville | Strath-cona     | Victoria Drive | Yale-town       | MPBIA South Main Exp Area |
|---------------------------------------|---------------|---------------|-----------------|--------------------|------------------|-----------------|----------------|-----------------|---------------------------|
| <b>Property Owner Objections</b>      |               |               |                 |                    |                  |                 |                |                 |                           |
| Total owners in area                  | 125           | 70            | 100             | 63                 | 78               | 276             | 179            | 260             | 105                       |
| Number of objections received         | 1             | 1             | 0               | 1                  | 0                | 6               | 2              | 1               | 30                        |
| % of total owners                     | 1%            | 1%            | 0%              | 2%                 | 0%               | 2%              | 1%             | 0%              | 29%                       |
| Total assessed value in area          | \$633,060,887 | \$313,459,500 | \$1,120,639,902 | \$342,014,629      | \$1,052,956,700  | \$1,725,417,570 | \$463,417,411  | \$2,108,271,066 | \$379,467,600             |
| Assessed value of objections received | \$29,595,000  | \$1,324,100   | \$0             | \$3,605,000        | \$0              | \$124,448,600   | \$14,119,160   | \$69,093,199    | \$100,176,400             |
| % of total assessed value             | 5%            | 0%            | 0%              | 1%                 | 0%               | 7%              | 3%             | 3%              | 26%                       |
| <b>Business Objections</b>            |               |               |                 |                    |                  |                 |                |                 |                           |
| Total businesses in area              | 385           | 225           | 514             | 117                | 166              | 451             | 399            | 696             | 232                       |
| Number of objections received         | 2             | 0             | 0               | 0                  | 1                | 3               | 0              | 3               | 61                        |
| % of total businesses                 | 1%            | 0%            | 0%              | 0%                 | 1%               | 1%              | 0%             | 0%              | 26%                       |

### Additional information about MPBIA expansion area objections

As of January 26, 2024, the City had received objections from 29% of property owners representing 26% of assessed value of properties in the MPBIA expansion area. In addition, 26% of businesses had registered objections by the deadline.

The City Clerk also received an opposition petition as general correspondence against the proposed expansion. The petition is not part of the formal objection process and not included in the objection count as described in Appendix B.

### BIA Renewal Council Initiatives

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

- Chinatown BIA 7-year renewal term
- Fraser Street BIA 5-year renewal term
- Gastown BIA 5-year renewal term
- Point Grey Village BIA 5-year renewal term
- South Granville BIA 5-year renewal term
- Strathcona BIA 7-year renewal term
- Victoria Drive BIA 5-year renewal term
- Yaletown BIA 5-year renewal term

For each of the eight 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.

### Mount Pleasant BIA, South Main Expansion Council Initiative

The Mount Pleasant Commercial Improvement Society (MPCIS) has applied to expand the Mount Pleasant BIA to include commercial properties between 19th and 29th Avenue along Main Street. The proposed expansion would be implemented through enactment of a separate expansion by-law titled Mount Pleasant South Main Expansion BIA. The MPCIS proposes a two-year term so that this by-law will expire in 2026, at the same time as the existing by-laws for the original BIA. Expiry of both by-laws at the same time will permit coordinated renewals and, if desired, consolidation into one BIA bylaw. Council must first approve designation of the proposed expansion area before it can approve the expansion-area budget and assess a BIA levy on the expansion properties. This report recommends that Council approve the proposed expansion for a two-year term and instruct staff to establish by-laws to establish the proposed expansion-area BIA, to establish a two-year funding ceiling, and to remit monies for the business improvement scheme. MPBIA is not requesting any change to the 7-year term or funding ceiling for the main BIA area.

### Conclusion

As of January 26, 2024, neither the number of business tenants, nor the number and assessed value of properties/ property owners is sufficient to defeat the proposed renewals and expansion described in this report. Therefore, this report recommends approval of each of the BIA renewals and the MPBIA expansion.

**Financial Implications**

There are no financial implications associated with this report's recommendations.

**Legal Implications**

There are no legal implications associated with this report's recommendations.

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**APPENDIX A  
VANCOUVER CHARTER AND COUNCIL POLICY**

*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 *Vancouver 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.

Council has adopted policy for approval of BIA Council Initiatives at various times as follows:

- For BIA renewal, approved July 30, 1992;
- For BIA establishment and expansion, approved October 14, 1997; and
- Policy amendments for BIA renewal, establishment and expansion, approved November 28, 2017.

Council policy for approval of BIA Council Initiatives may be summarized as follows:

*A BIA is established, renewed, and/or expanded by Council Initiative process; under a Council Initiative, affected property owners receive a notification that sets out a description of the Initiative, the designated area, and the estimated annual charge and rate. The notification includes instructions for filing objections to the Initiative, which are reported to Council after they are received and tabulated. Council also hears delegations as to whether or not the Initiative should proceed. Commercial tenants also receive a notification, and the Initiative generally will not be approved if more than one-half of the commercial tenants, counted separately from owners, submit objections.*

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## APPENDIX B TABULATION ISSUES

### Tabulating Process for 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.

All objection letters must be received by the City Clerk either by email or by mail within the objection period stated in the notice. Staff verify letters from property owners using the most recent property tax roll. Staff verify objection letters from businesses using the business licence database. Letters from outside the initiative area are filtered out of the count.

Duplicate letters or multiple letters from one business are counted once. Properties with multiple owners listed on the roll are counted once.

### 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. Staff accept petitions as correspondence related to the report to Council, but petitions are not included in the objection tabulation. Mass-reproduced 'form-letters' that have been collected by opposition organizers in the same way as petitions, are only considered if the person submitting can be uniquely identified, e.g., an email or name matches the business licence record or property tax roll.

### 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, the City Clerk will have available for Council copies of all objections received prior to the meeting date.

\* \* \* \* \*



November 29, 2023

**Notice of Proposed «BI\_Area\_Name» Business Improvement Area (BIA) Renewal**

Dear Property Owner(s):

Why are you receiving this notification?

The City's records show that you own commercial property within the «BI\_Area\_Name» 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. Your BIA and the many other BIAs located across Vancouver have made important contributions to the continued success and sustainability of our City and its business districts.

Provincial legislation requires that BIAs be established with expiry dates. «BI\_Area\_Name» BIA's current term will expire early in «Renewal\_Year». 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 property value. As part of an existing BIA, your property 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, the «Association\_name» («Association\_acronym») 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), «Association\_acronym» 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 «Association\_acronym» which outlines the types of programs and activities they offer as a BIA. The enclosed materials also include contact information in case you have questions about BIA activities or the renewal proposal.

### What happens next?

«Association\_acronym» 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 attached Notice of Special Assessment estimates the amount to be charged to your property in «Renewal\_Year» should the BIA renewal be approved. The estimate is based on «Renewal\_Year» assessed values. Over the program's lifespan, it is possible 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 renewal Initiative will not proceed if more than one-half of the assessed property 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 the 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](mailto: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, 2024.***

If you want further information about the City's role in the BIA renewal process, please reach out to the City's BIA program staff by email at [biainquiries@vancouver.ca](mailto:biainquiries@vancouver.ca).



November 29, 2023

**ADDRESS HERE**

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

Dear **CONTACT NAME**,

This 'Special Assessment Notification' relates to the proposed **BIA NAME** 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 **BIA SOCIETY NAME** outlining the programs and services they provide to commercial owners and their business tenants

You're receiving this Notification because City of Vancouver records indicate you are the owner of at least one commercial property in the **BIA NAME** BIA (see next page for details).

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

For each property you own within this BIA, the table below lists an estimate of its share of the BIA levy and its commercial assessed property value<sup>1</sup>. If there are errors you wish to report with respect to owner name, parcel measurements, or any any variation applied pursuant to section 508 (g) and (j) of the Vancouver Charter, a Court of Revision will be held on Thursday, February 8, 2024 at 3:00 p.m. in Council Chambers, 3rd floor, City Hall.

If you wish to address Council about the proposed BIA renewal, that can be done in writing or at a meeting that will be scheduled later for Council to make a decision on the proposed renewal. See the enclosed letter for more information. If you have other questions, the attached materials provide phone numbers to contact the **BIA SOCIETY NAME** and the City of Vancouver BIA Program.

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<sup>1</sup> For the purpose of this notification, each property's share of the annual BIA levy in 2024 is an estimate based on its **2023** taxable assessed commercial value proportionate to the value of all the other commercial properties in the BIA. When billed in May 2024, your property's share would be calculated using the 2024 BC Assessment values. Over the 7-year BIA renewal term, your share of the BIA budget would be reapportioned annually to reflect any further changes in the assessed value of your property compared with other commercial properties in the BIA.

| COORDINATE | PROPERTY ADDRESS | ESTIMATED SHARE OF BIA LEVY | COMMERCIAL ASSESSED PROPERTY VALUE |
|------------|------------------|-----------------------------|------------------------------------|
|            |                  |                             |                                    |

If you want further information about the City's role in the BIA renewal process, please reach out to the City's BIA program staff by email at [biainquiries@vancouver.ca](mailto:biainquiries@vancouver.ca).



November 29, 2023

**Notice of Proposed «BI\_Area\_Name» Business Improvement Area (BIA) Renewal**

Dear Business Owner/Manager:

Why are you receiving this notification?

The «Association\_name» («Association\_acronym») 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. 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. Your BIA and the many other BIAs located across Vancouver have made important contributions to the continued success and sustainability of our City and its business districts.

Provincial legislation requires that BIAs be established with expiry dates. «BI\_Area\_Name» BIA's current term will expire early in «Renewal\_Year». 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 property 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, «Association\_acronym» 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), «Association\_acronym» 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 «Association\_acronym» which outlines the types of programs and activities they offer as a BIA. The enclosed materials also include contact information in case you have questions about BIA activities or the renewal proposal.

### What happens next?

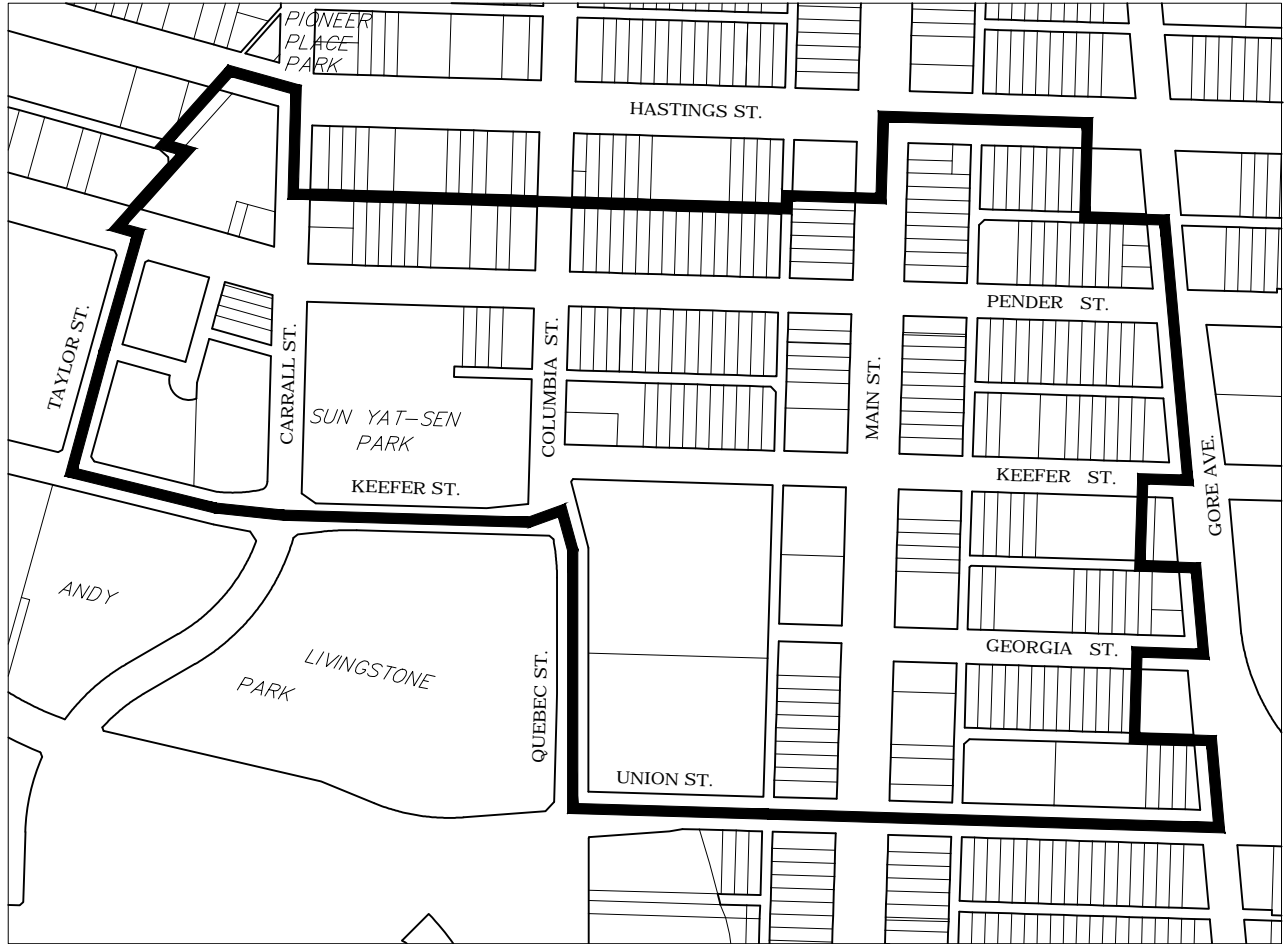
«Association\_acronym» has submitted a BIA renewal application to the City. Before the BIA renewal can be approved, the proposal must be considered by City Council. If approved by Council, the BIA will continue to provide area-wide benefits through an annual property levy.

The City has mailed a letter to each property owner estimating their share of the proposed 2023 BIA levy. The amount of each property owner's BIA levy will be different because the levies are based on the commercial property 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 «Renewal\_Year» BIA contribution, consider contacting your landlord or property manager, or contact «Association\_acronym».

A BIA renewal Initiative will not proceed if 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](mailto: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, 2024*.**

If you want further information about the City's role in the BIA renewal process, please reach out to the City's BIA program staff by email at [biainquiries@vancouver.ca](mailto:biainquiries@vancouver.ca).

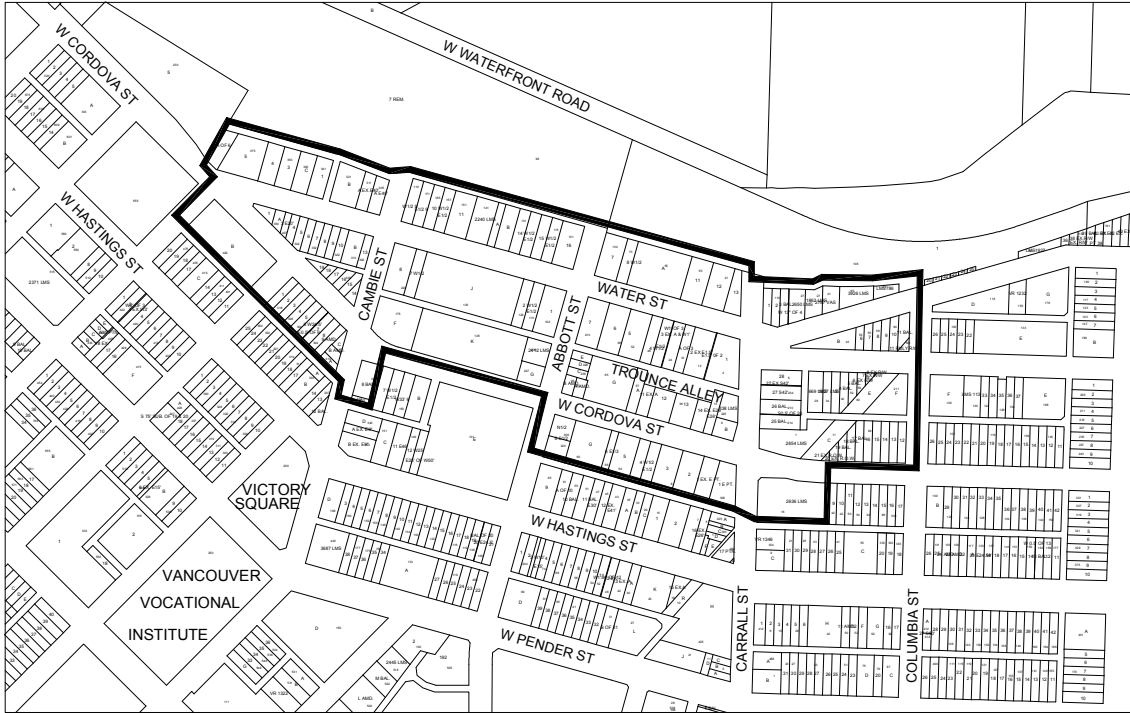


**Chinatown B.I.A.**



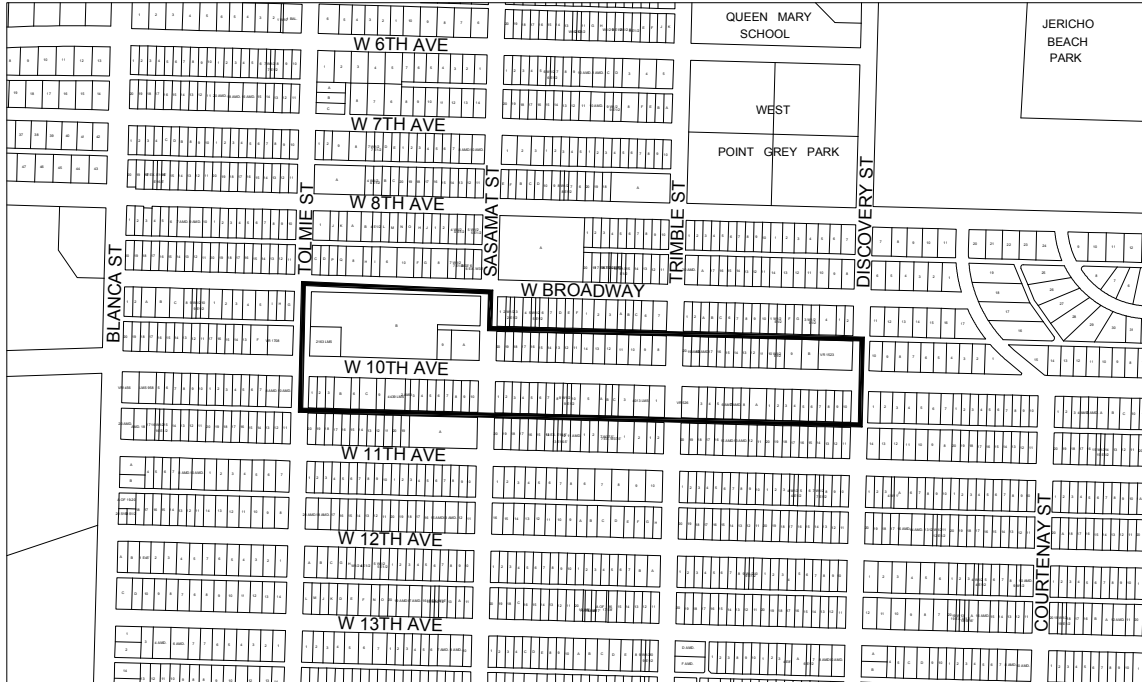






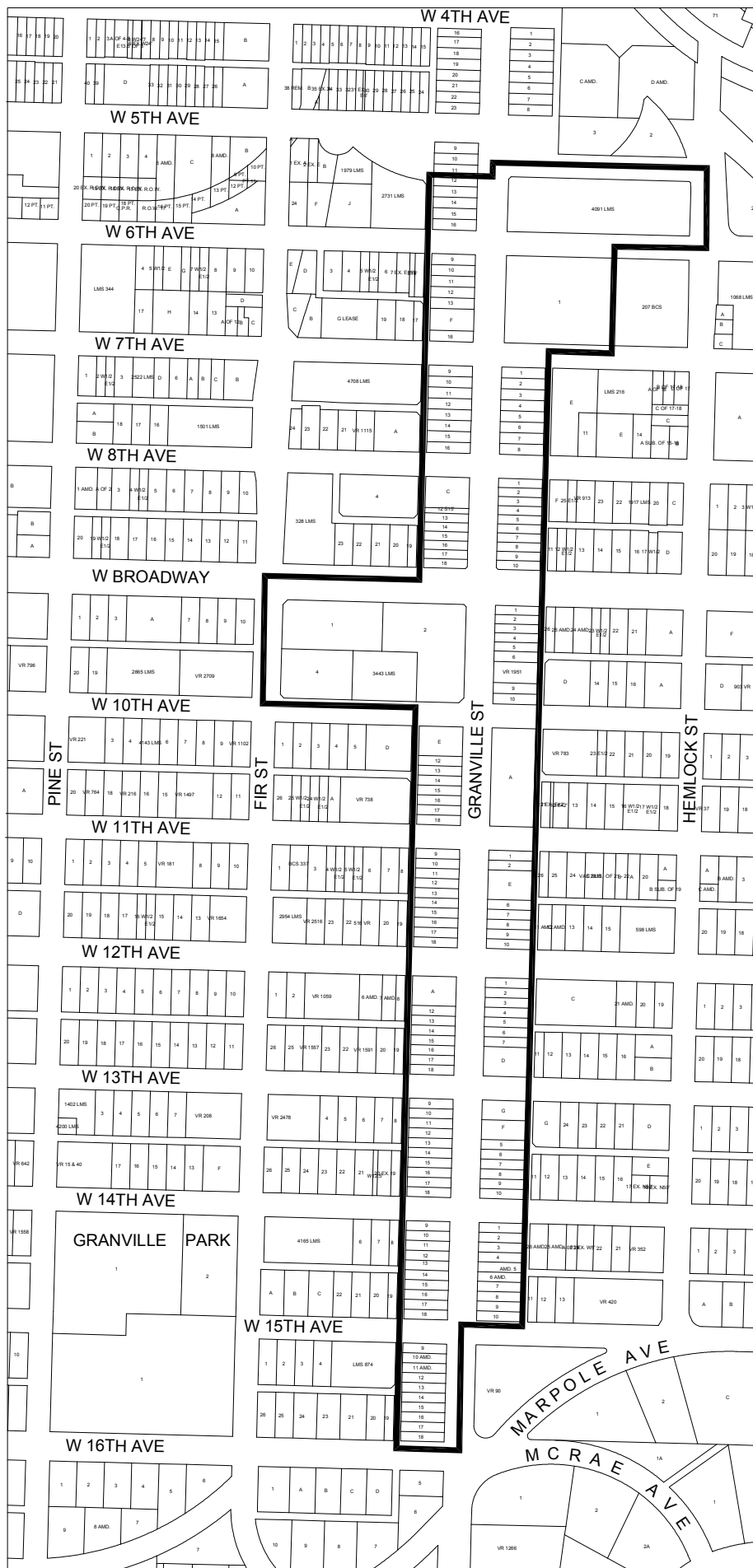
**Gastown B.I.A.**

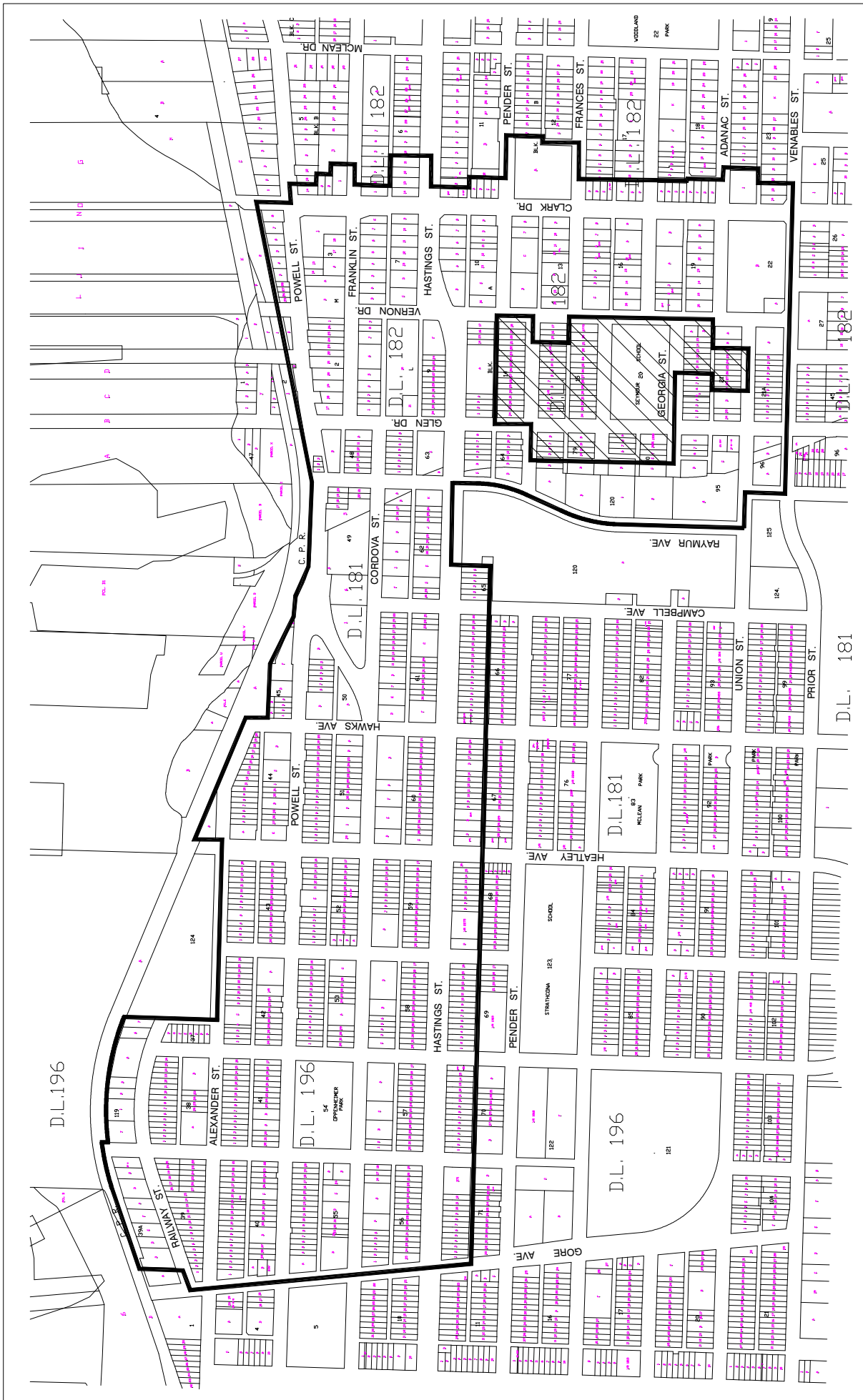




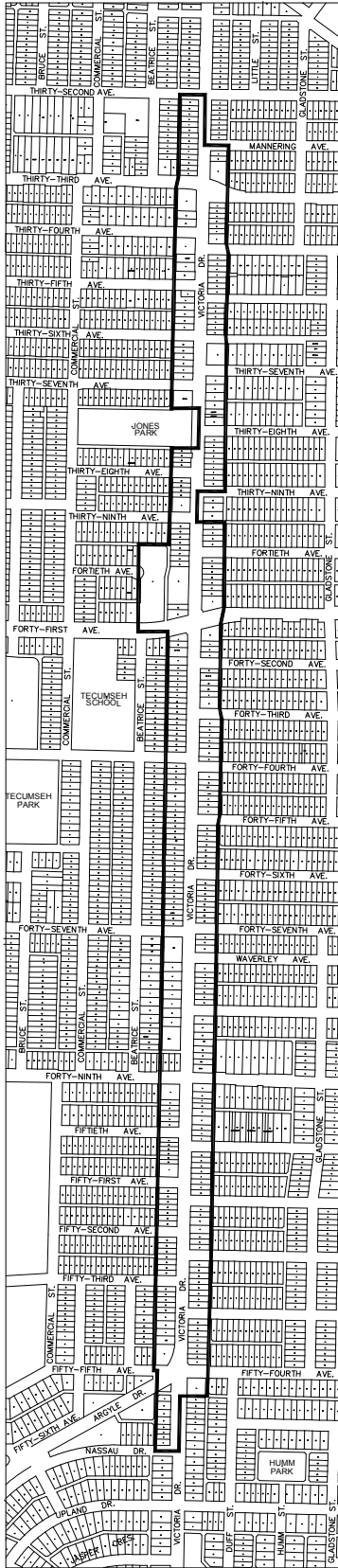
Point Grey Village B.I.A.



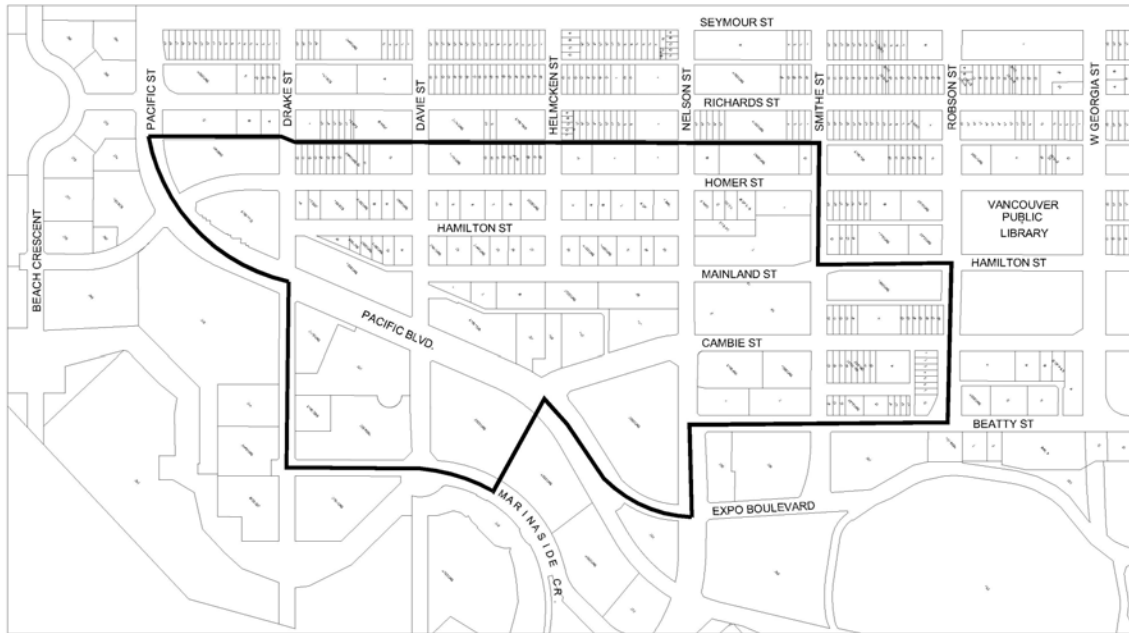




# Strathcona B.I.A.



**Victoria Dr. B.I.A.**





# Yaletown B.I.A.



# APPENDIX M

**LEGEND**

-  Existing Mt. Pleasant BIA
-  Proposed Expansion Area



Proposed Mount Pleasant South Main Street Expansion BIA