



To: General Purposes Committee
From: Wayne Craig
Director, Development
Date: November 4, 2020
File: SC 20-893905
SC 20-895413
SC 20-895414
Re: **Application by PC Urban (Viking Way) Holdings Corp. for Strata Title Conversion at 3671 & 3691 Viking Way and 13511 & 13520 Crestwood Place**

Staff Recommendation

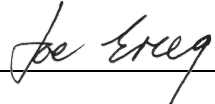
1. That the three applications for Strata Title Conversion by PC Urban (Viking Way) Holdings Corp. for the properties located at 3671 & 3691 Viking Way and 13511 & 13520 Crestwood Place be approved on the fulfilment of the following conditions within 180 days of the date of this resolution:
 - a) Payment of all City utility charges and property taxes up to and including the current year;
 - b) Registration of a flood indemnity covenant on title;
 - c) Registration of an aircraft noise indemnity covenant on title;
 - d) Registration of a covenant on title identifying that no separate sales of strata lots are permitted unless the strata lots are separated by a demising wall;
 - e) Completion of remediation works identified in the Building Code Compliance Report prepared by CFT Engineering Inc., to the satisfaction of the Building Approvals Department;
 - f) Receipt of a Letter of Credit in the amount of \$36,410 to secure the provision of six additional accessible vehicle parking spaces, 24 Class 2 bicycle parking spaces, and pedestrian connections from the buildings to the sidewalk; and
 - g) Submission of appropriate plans and documents to the City and execution of the same by the Approving Officer.

2. That the City, as the Approving Authority, delegate to the Approving Officer the authority to execute the strata conversion plan on behalf of the City, as the Approving Authority, on the basis that the conditions set out in Recommendation 1 have been satisfied.



Wayne Craig
Director, Development
(604-247-4625)

WC:jl
Att. 7

REPORT CONCURRENCE
CONCURRENCE OF GENERAL MANAGER


Staff Report

Origin

PC Urban (Viking Way) Holdings Corp. has applied to the City of Richmond for permission to facilitate the Strata Title Conversion of four existing industrial buildings at 3671 & 3691 Viking Way and 13511 & 13520 Crestwood Place into a total of 59 strata title lots. A location map and aerial photograph is provided in Attachment 1. The draft strata plans are shown in Attachment 2.

Findings of Fact

The subject site includes three properties that are located in an established industrial area in the East Cambie Area Plan and are zoned “Industrial Business Park (IB1)”.

Development immediately surrounding the subject site is as follows:

- To the North: A lot zoned “Industrial Business Park (IB1),” with vehicle access from Viking Way and the subject site.
- To the East: Across Viking Way, lots zoned “Industrial Business Park (IB1),” with access from Viking Way.
- To the West: Lots zoned “Industrial Business Park (IB1),” with vehicle access from Crestwood Place.
- To the South: A lot zoned “Industrial Business Park (IB1),” with vehicle access from Viking Way.

There are four existing buildings on the subject site with a total floor area of 14,860 m² (159,954 ft²). These four buildings are currently demised into 39 industrial units of various sizes. Required parking spaces are located at the front of each building, and loading facilities are provided at the rear of each building. Access to the subject site is proposed to be maintained via four existing driveway crossings to Viking Way, three of which are used for shipping and receiving, and five existing driveway crossings to Crestwood Place. No changes to the vehicle access are being proposed.

The proposed Strata Title Conversion would create 59 strata lots, which aligns with the original building layout and would result in one strata lot per existing loading bay (Attachment 2). Due to changes in tenancy and tenant needs since the buildings’ construction in the late 1980’s, several units in the buildings had been consolidated, resulting in the current 39-unit layout. The owner’s intention is to create 59 strata lots based on the original building layout. Existing tenants will be provided the opportunity to purchase the strata lots based on the current 39-unit layout. This would enable future purchaser to have discretion to either maintain the strata lots as one large industrial unit or separate the strata lots into multiple units through the Building Permit process. A legal agreement will be registered on title for each property identifying that no separate sales of the strata lots are permitted unless the strata lots are separated by demising walls as per the current B.C. Building Code. Table 1, below, provides a summary of the existing units and proposed strata lots in each building.

Table 1: Summary of Proposed Strata Title Conversion

Application File Number	Building Address	Total Floor Area	Number of Existing Tenants	Number of Existing Units	Number of Proposed Strata Units
SC 20-893905	3671 Viking Way	3,205 m ²	9	10	14
	3691 Viking Way	3,238 m ²	5	7 (1 vacant)	14
SC 20-895413	13511 Crestwood Place	4,699 m ²	7	7	15
SC 20-895414	13520 Crestwood Place	3,718 m ²	12	15 (1 vacant)	16
Total:		14,860 m²	31*	39	59

* One tenant occupies units within three different buildings (i.e., 3671 Viking Way, 3691 Viking Way, and 13520 Crestwood Place) and is counted as one tenant in the total calculation.

Two accessible parking spaces and no indoor or outdoor bicycle parking spaces exist on the subject site. To comply with Richmond Zoning Bylaw 8500, the applicant proposes to provide six additional accessible parking spaces (eight spaces total or two spaces per building) and Class 1 and Class 2 bicycle parking on the subject site. Class 1 bicycle parking spaces will be provided within each strata lot, and 24 Class 2 bicycle parking spaces (six spaces per building) are proposed to be installed along the Viking Way frontage.

The front and exterior side yards are landscaped with a combination of trees, shrubs, and groundcovers which is in compliance with the landscaping requirements in the Zoning Bylaw. As part of the City's Neighbourhood Traffic Safety and Walkway Program, a new 1.7 m wide sidewalk is in the process of being constructed by the City along the west side of Viking Way, which provides an opportunity for improved pedestrian connections to the four industrial buildings. The applicant has proposed to extend the existing pedestrian pathways from the building entrances to the new Viking Way sidewalk.

A site plan showing the proposed accessible vehicle parking spaces, bicycle parking areas, and pedestrian connections are provided in Attachment 3. In order to ensure that the works are completed, the applicant is required to provide a Letter of Credit in the amount of \$36,410 in association with the Strata Title Conversion.

Analysis

City of Richmond Council Policy 5031 (Strata Title Conversion Applications – Commercial and Industrial) outlines Council's Policy in determining how staff process Strata Title Conversion applications for three or more proposed strata lots (Attachment 4). The applicant has submitted all of the necessary information required by Policy 5031, including a Baseline Property Condition Assessment Report and a Building Code Compliance Report.

- Staff received a Baseline Property Condition Assessment Report by Pinchin Ltd. confirming that no increase in maintenance or repair costs associated with the buildings' condition are expected within approximately 10 years.
- A letter provided by Pinchin Ltd., dated April 14, 2020, indicates that the life expectancy of the buildings is at least 30 years.

- Staff received a Building Code Compliance Report by CFT Engineering Inc. which identified several existing non-conforming items within the buildings that have an impact on the fire and life safety of the building occupants. The City's Building Approval Department has reviewed the report and recommends that the non-conforming items be resolved prior to stratification of the property. As a condition of Strata Title Conversion approval, the applicant is required to remediate the non-conforming items identified in the Building Code Compliance Report, to the satisfaction of the City's Building Approval Department. These items include, but are not limited to, the following:
 - Remove barred exit doors and door hardware.
 - Upgrade suite-to-suite fire separations.
 - Confirm water pressure for the existing sprinkler system meets existing Code requirements and upgrade the system if necessary.
 - Upgrade the fire separation of electrical rooms.
 - Confirm existing outdoor generators locations conform to Code requirements.
- The Building Code Compliance Report also identified an interior structure within a unit at 13511 Crestwood Place that was constructed without a Building Permit. The applicant has removed the non-compliant structure to the satisfaction of the Building Approvals Department, and a building inspection was completed by staff in August, 2020.
- A Parking Study was conducted by R.F. Binnie & Associates Ltd. to understand the existing parking facilities and the parking needs of each proposed strata lot as per the Zoning Bylaw. The number of existing vehicle parking and loading spaces exceed the minimum Bylaw requirement, and six new accessible parking spaces are required. Designated parking and loading spaces for each strata lot will be secured as limited common property with visitor and accessible parking spaces remaining as common property. As part of a business license, each business will need to verify that they have access to the Bylaw-required parking and loading facilities.
- No physical or structural upgrading of the building will take place. Upon stratification approval, the applicant intends to undertake minor exterior alterations to the buildings, such as exterior painting of buildings, replacement of rear exit and overhead doors, improved exterior lighting, parking lot upgrades, and new wayfinding and business signage, which will be subject to issuance of a Sign Permit. The addition of bicycle parking areas and the extension of the pedestrian pathways to the sidewalk will have minor impacts on existing landscaped areas.
- There are 39 total units in the existing buildings, and no changes to the existing demising walls are proposed at this time. The owner's intention is to create 59 strata lots and sell the lots based on the existing 39-unit layout (i.e., one unit may comprise of several strata lots), providing future buyers with flexibility in the size of unit they wish to occupy or lease. The existing unit layout is shown in the proposed site plan included as Attachment 3. A legal agreement is required to be registered on title identifying that no separate sales of the strata lots are permitted unless the strata lots are separated by demising walls. Any future separation of units and construction of demising walls will be subject to the Building Permit process and the current B.C. Building Code.

- There are currently 31 tenants occupying 37 units in the buildings. Two units are currently vacant. Lease agreements will be honoured until the lease terms expire, and all existing tenants will be offered right-of-first-refusal to purchase their unit at pre-market value upon stratification approval. Where existing tenants are not in a position to purchase a unit, PC Urban's brokerage team will be made available to work with tenants to find suitable leasing options within one of the four buildings or elsewhere in Richmond and the Lower Mainland. The proposal and tenant relocation plan was communicated to tenants through two rounds of meetings with tenants during fall 2019 and summer 2020. Individual letters, dated July 6, 2020, were sent to each tenant to further communicate the proposed Strata Title Conversion (Attachment 5).
- The applicant had also sent a survey to each tenant to understand their views and level of support for the proposed Strata Title Conversion. 27 of the 31 tenants had completed surveys, representing 33 of the 37 occupied units. Four tenants did not provide a response, and confirmation of receipt of the letters and surveys via registered mail has been provided by the applicant and placed in the development file. Written correspondence received from the tenants are provided in Attachment 6.
- Of the correspondence received, 19 tenants expressed support for the Strata Title Conversion, five tenants did not indicate their level of support, and three tenants expressed opposition. Attachment 7 and Table 2, below, summarize the responses received by building.

Table 2: Summary of Tenant Responses by Building

Application File Number	Building Address	Occupied Floor Area*	Number of Existing Tenants	Tenant Responses by Number of Tenants			
				Support	Neutral	Oppose	No Response
SC 20-893905	3671 Viking Way	3,205 m ²	9	6	0	1	2
	3691 Viking Way	2,919 m ²	5	5	0	0	0
SC 20-895413	13511 Crestwood Place	4,699 m ²	7	5	2	0	0
SC 20-895414	13520 Crestwood Place	3,509 m ²	12	5	3	2	2
Total:		14,332 m²	31**	19**	5	3	4
Percent of Tenants with a Response:		n/a	n/a	89%		11%	n/a
Percent of Occupied Floor Area:		100%	n/a	85%		5%	10%

* Two vacant units are excluded from summary table.

** One tenant occupies units within three different buildings (i.e., 3671 Viking Way, 3691 Viking Way, and 13520 Crestwood Place) and is counted as one tenant in the total calculation.

- The applicant has noted that approximately 65% of existing tenants have expressed interest in purchasing a strata lot based on the proposed pre-market values, and three tenants have submitted official Letters of Intent to purchase strata lots upon Strata Title Conversion approval.

- The following concerns were expressed by the tenants that had expressed opposition to the Strata Title Conversion:
 - The Strata Title Conversion may have a negative impact on the existing business relationships between tenants of the business park and create uncertainty.
 - Strata Title Conversion might result in big increases in property tax and management fees which small business cannot afford.
 - There is not enough details provided, such as the number of parking spaces, any improvements before sale (i.e., other than new exterior painting), and the amount of reserve fund carried forward.
 - The asking price for each strata lot is too high.
 - The currently proposed improvements to the buildings do not help build business image and operation and only include power washing and repainting the exterior. The buildings are over 30 years old and are in need of upgrades and improvements.

Staff worked with the applicant to address their concerns in the following ways:

- The applicant has been in contact with all tenants that had expressed opposition to address their concerns.
- In response to a concern regarding potential impacts to existing business relationships within the buildings, the applicant has noted that stratification may provide opportunities for stable, long-term relationships between existing and/or new businesses that choose to purchase a strata lot. For existing tenants that do not wish to purchase a strata lot, PC Urban's brokerage team will be made available to work with tenants to find suitable leasing options within one of the four buildings or elsewhere in Richmond and the Lower Mainland.
- The applicant has noted future strata management fees will ultimately be determined by the future strata council in which all future strata owners will have an input.
- Proposed upgrades and improvements to the subject site include, at minimum, exterior painting of buildings, replacement of rear exit and overhead doors, improved exterior lighting, new wayfinding and business signage, new bicycle parking, new pedestrian pathways, and parking lot upgrades. The applicant has noted that the proposed upgrades and improvements to the buildings have been consistent throughout the tenant consultation process and will be at the sole cost of the current property owner.
- The applicant has advised that each strata lot will be allocated limited common property rights over a certain number of parking spaces located in close proximity to the entrance of the strata lot. The number of stalls allocated to an individual purchaser will be based on the individual's business requirements and City of Richmond Zoning Bylaw requirements.

- The pre-market values of the strata lots are based on a professional valuation and comparative analysis of light industrial strata lot sales in North Richmond and surrounding areas.
- The applicant has noted that those tenants that are in support of or have no objection to the Strata Title Conversion represent 89% of respondents and 85% of occupied floor area, as illustrated in Attachment 7.
- The subject site is located in an area with a Flood Construction Level (FCL) of 3.0 m GSC. A restrictive covenant must be registered on title of each property as part of the document registration package, the purpose of which is to address public awareness and identify a minimum FCL of 3.0 m GSC. This will apply to all future construction.
- The subject site is located within Aircraft Noise Area 4. A restrictive covenant must be registered on title of each property as part of the document registration package, the purpose of which is to address public awareness and ensure aircraft noise mitigation is incorporated into the design and construction of buildings and additions, as required. This will apply to all future construction.

In light of this, staff support the proposed Strata Title Conversions subject to:

1. Payment of all City utility charges and property taxes up to and including the current year for each property.
2. Registration of a flood indemnity covenant on title identifying a minimum flood construction level of 3.0 m GSC for each property.
3. Registration of an aircraft noise indemnity covenant for Area 4 on title for each property.
4. Registration of a covenant on title for each property identifying that no separate sales of strata lots are permitted unless the strata lots are separated by a demising wall.
5. Completion of remediation works identified in the Building Code Compliance Report prepared by CFT Engineering Inc., to the satisfaction of the Building Approvals Department.
6. Receipt of a Letter of Credit in the amount of \$36,410 for the provision of six additional accessible vehicle parking spaces, 24 Class 2 bicycle parking spaces, and pedestrian connections from the buildings to the sidewalk.
7. Submission of appropriate plans and documents to the City (i.e., Strata Plan Surveyor's Certificate, Application to Deposit, Form T, etc.) and execution of the same by the Approving Officer within 180 days of the date of a Council resolution.

Financial Impact

None.

Conclusion

PC Urban (Viking Way) Holdings Corp. has applied to convert four existing industrial buildings at 3671 & 3691 Viking Way and 13511 & 13520 Crestwood Place into a total of 59 strata lots. Staff have no objection to the three applications and recommend approval of the Strata Title Conversion.



Jessica Lee
Planner 1
(604-247-4908)

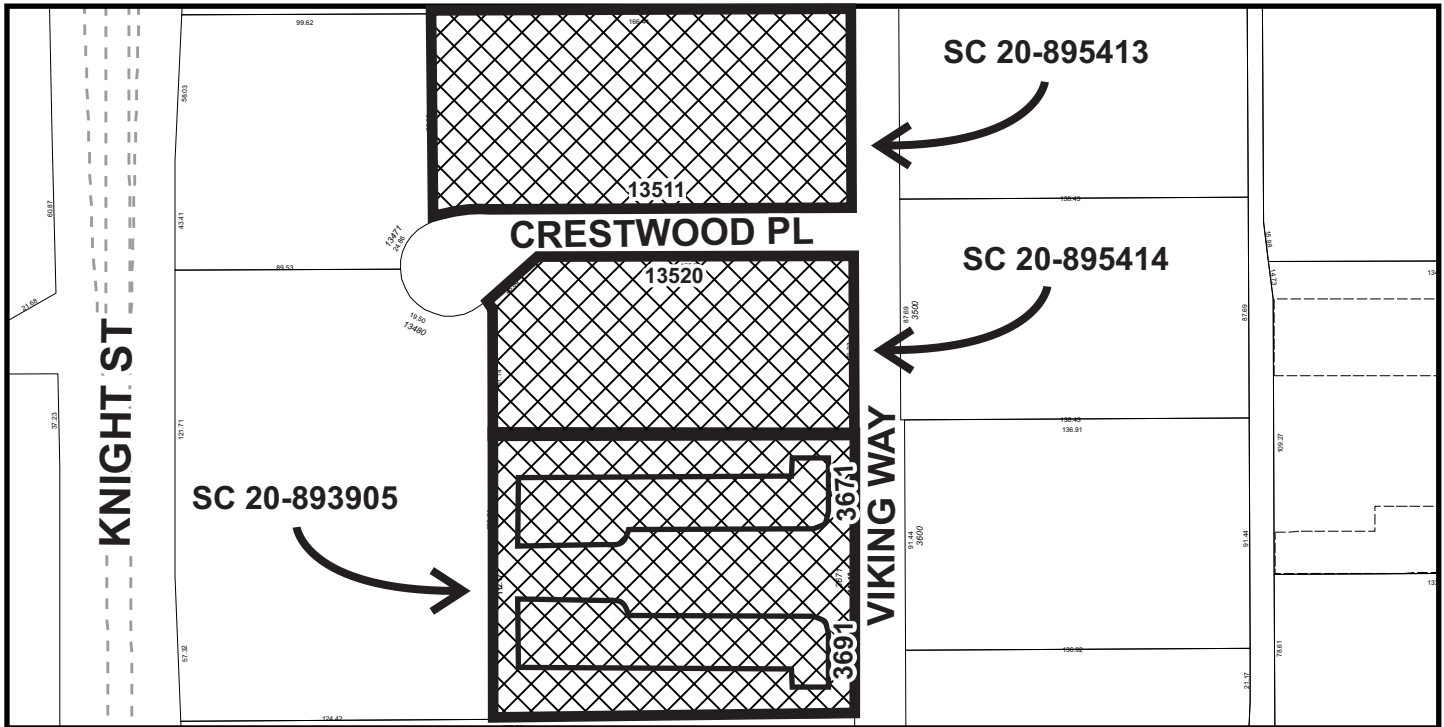
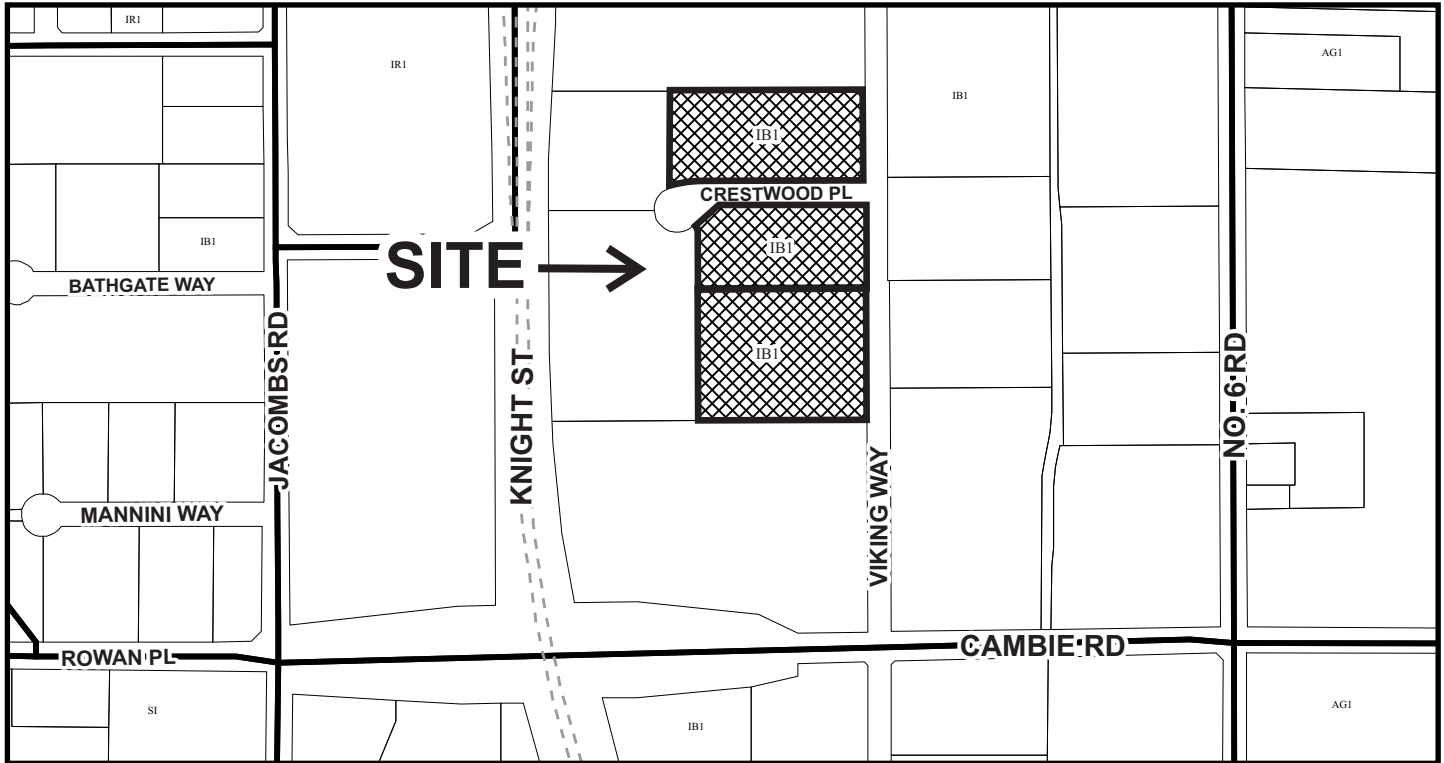
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Attachments:

- Attachment 1: Location Map and Aerial Photo
- Attachment 2: Draft Strata Plan
- Attachment 3: Proposed Site Plan
- Attachment 4: Policy 5031: Strata Title Conversion Applications – Commercial and Industrial
- Attachment 5: Letter to Tenants, dated July 6, 2020
- Attachment 6: Tenant Surveys and Correspondence
- Attachment 7: Tenant Survey Results by Unit



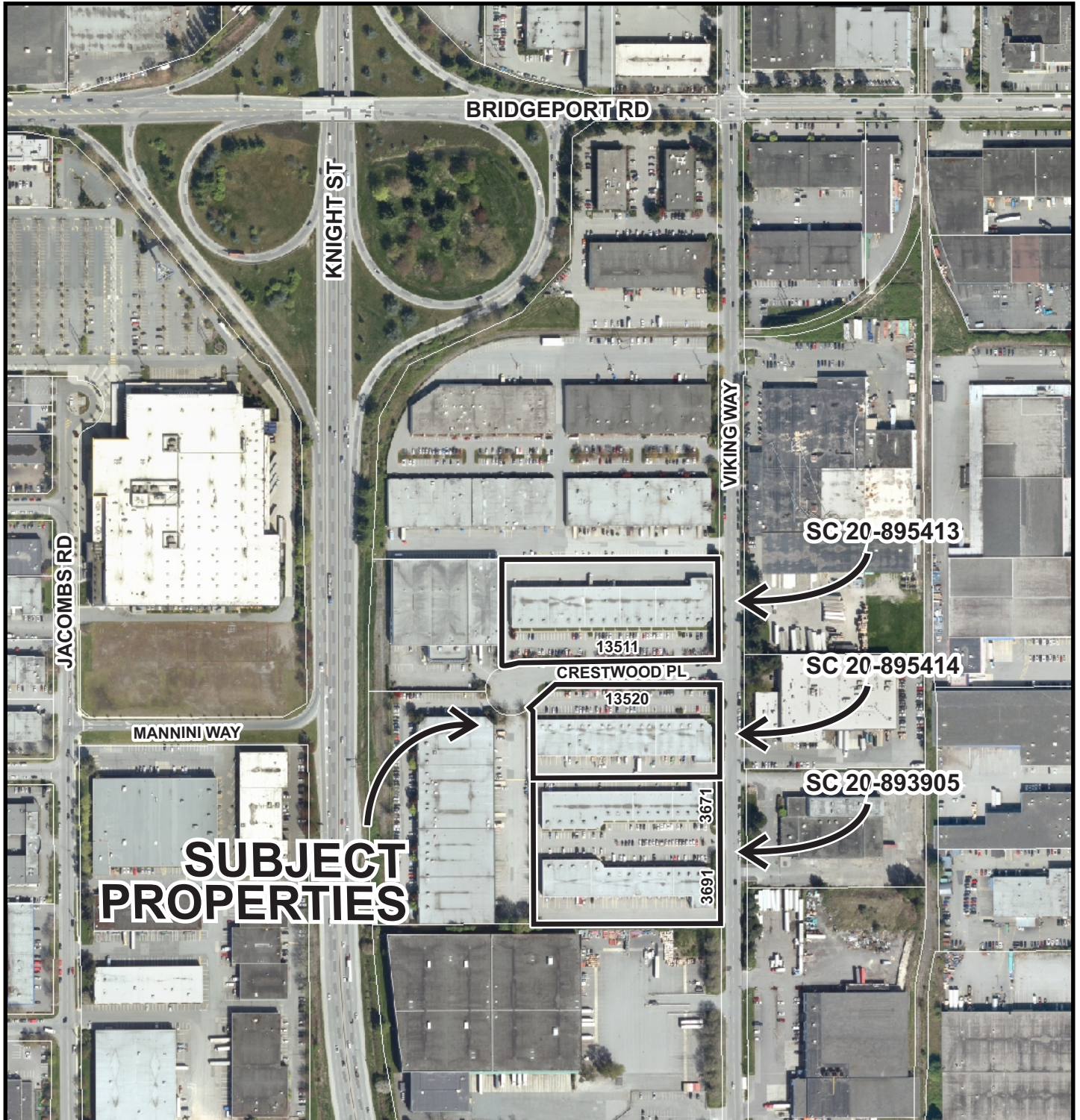
City of Richmond



	<p>SC 20-893905</p>	<p>Original Date: 03/16/20</p>
	<p>SC 20-895413</p>	<p>Revision Date: 06/02/20</p>
	<p>SC 20-895414</p>	<p>Note: Dimensions are in METRES</p>



City of Richmond



**SUBJECT
PROPERTIES**

SC 20-895413

SC 20-895414

SC 20-893905

13511

CRESTWOOD PL

13520

3671

3691



SC 20-893905
SC 20-895413
SC 20-895414

Original Date: 03/24/20
Revision Date: 06/02/20
Note: Dimensions are in METRES

GROUND LEVEL 3671 and 3691 Viking Way

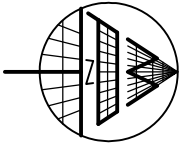
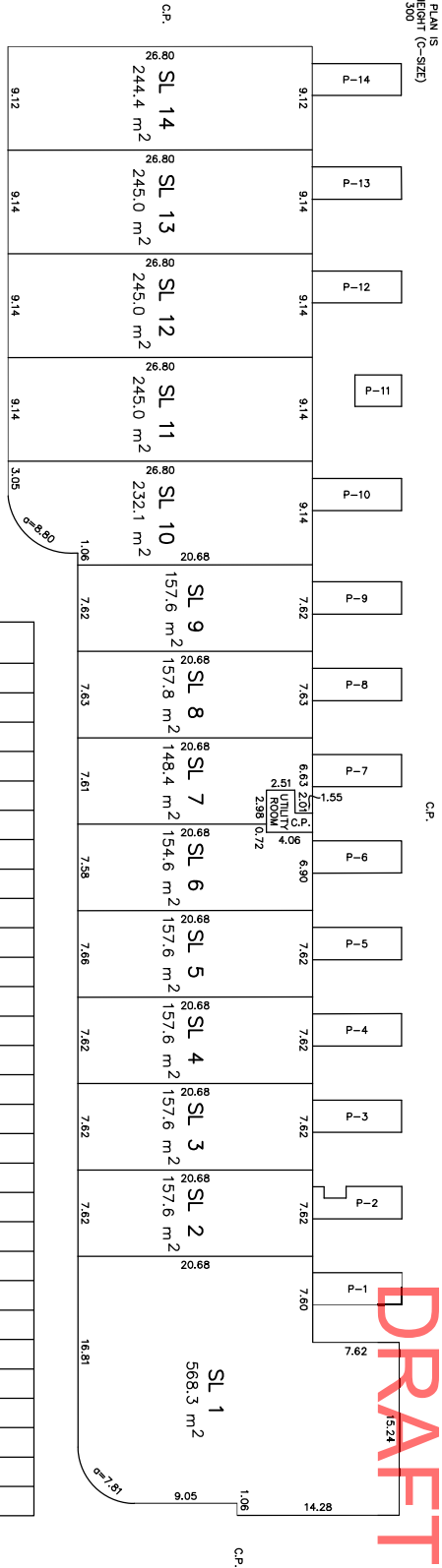
STRATA PLAN EPS

SHEET 2 OF 3 SHEETS

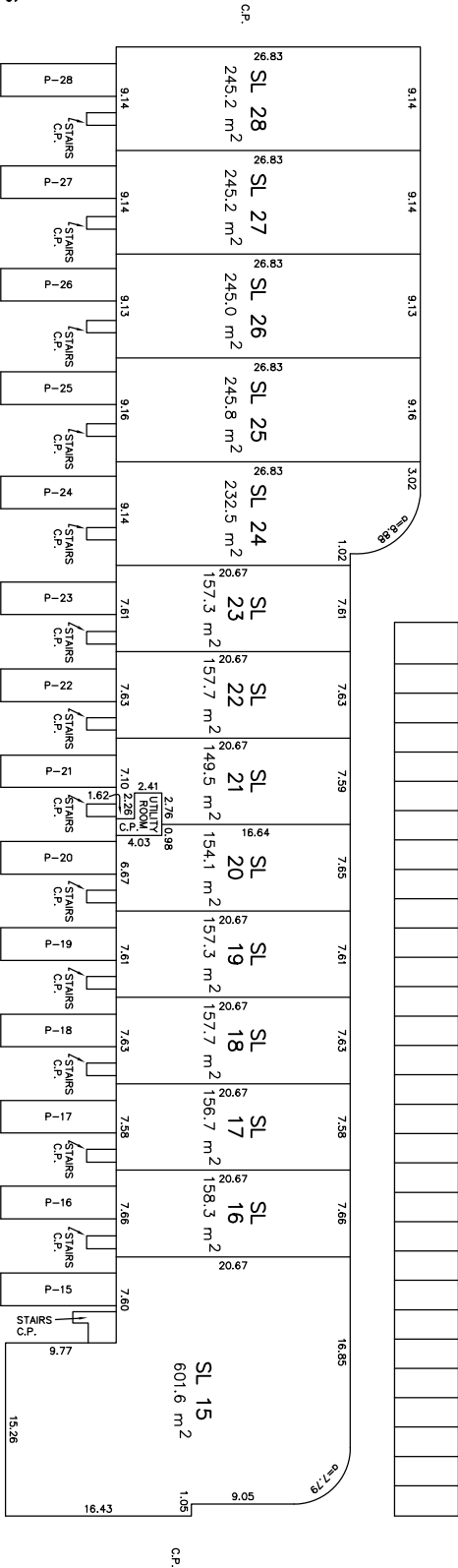
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BUILDING 1



BUILDING 2



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MATSON PECK & TOPLUSS
 SURVEYORS & ENGINEERS
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 FAX: 604.270.4137
 CAD/PLE:19087-4-PROPOSED STRATA-ADDWG
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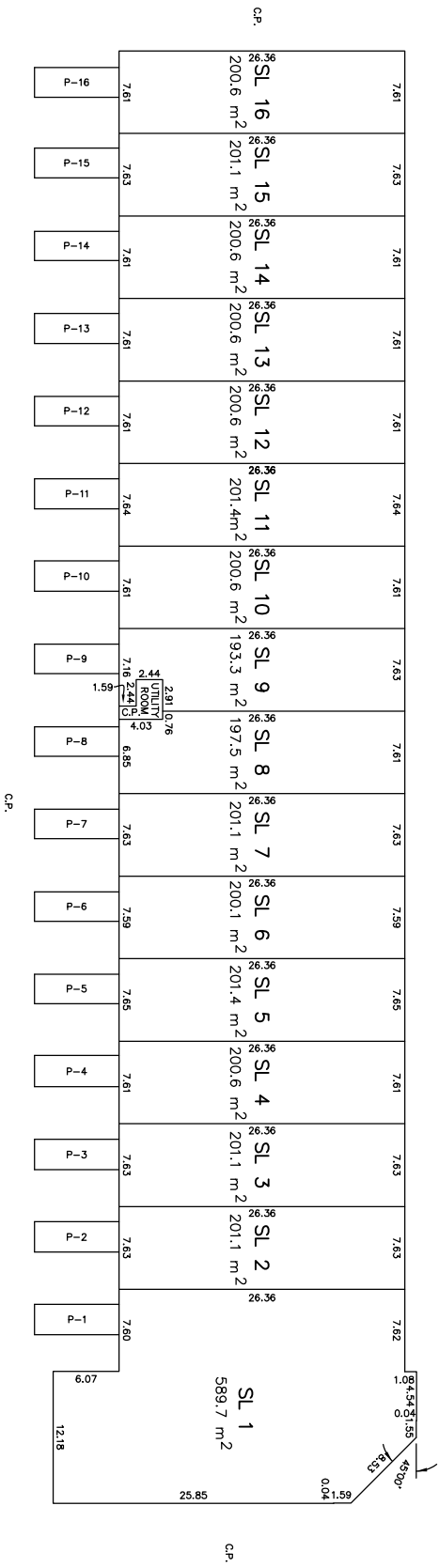
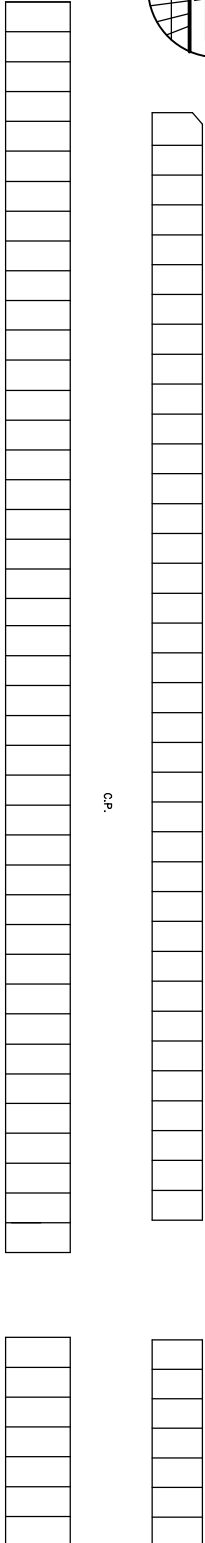
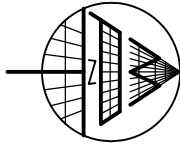
DRAFT 2020 MAY 6

GROUND LEVEL 13520 Crestwood Place

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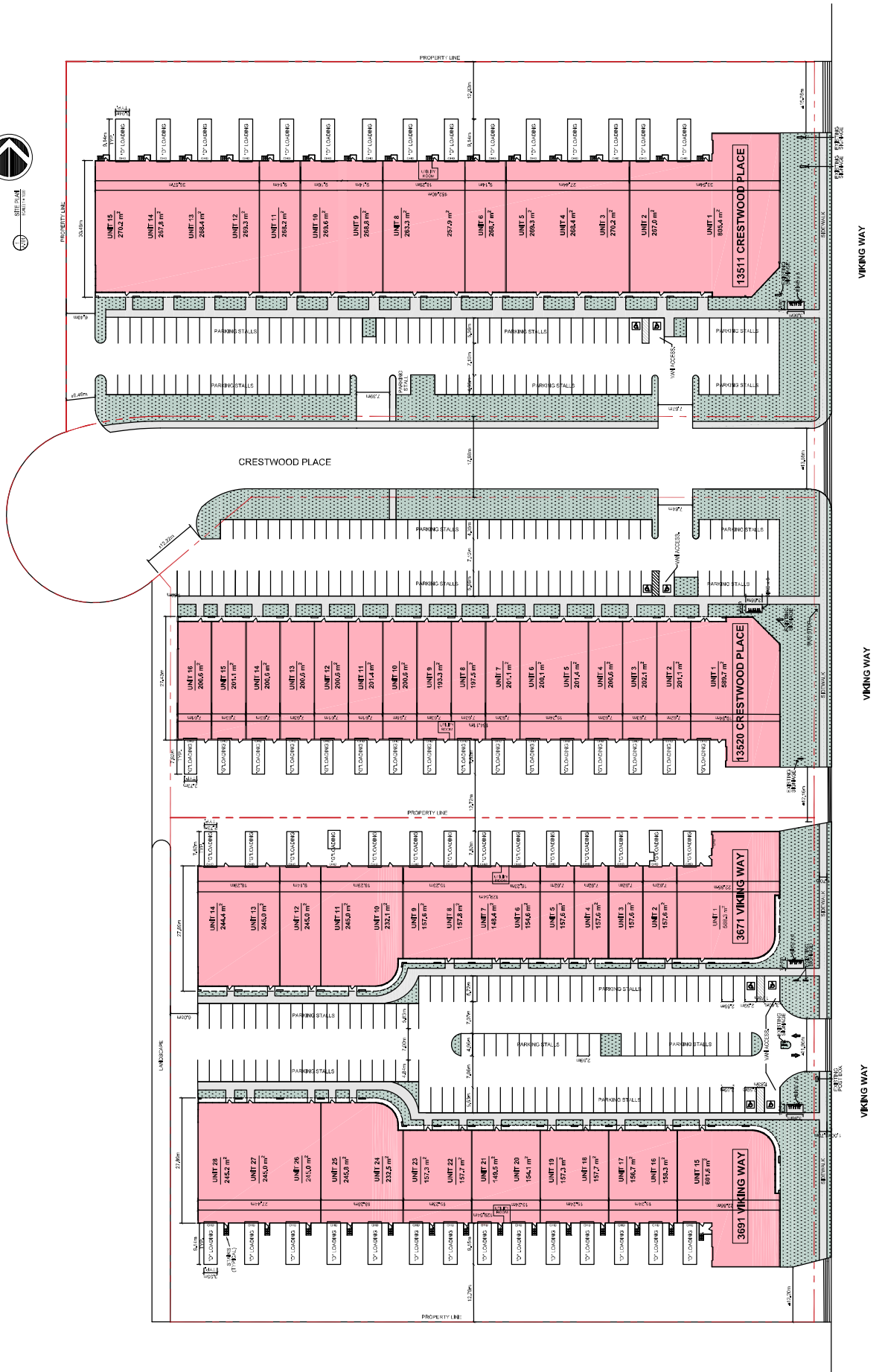
STRATA PLAN EPS
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SHEET 2 OF 3 SHEETS



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 R-20-19087-3--PROPOSED--STRATA

DRAFT 2020 MAY 6





City of
Richmond

Strata Title Conversion Applications

Development Applications Department
6911 No. 3 Road, Richmond, BC V6Y 2C1

www.richmond.ca

Tel: 604-276-4000 Fax: 604-276-4052

Commercial and Industrial Policy 5031

It is Council policy that the following matter shall be considered before deciding on any commercial or industrial strata title conversion applications involving three or more strata lots:

1. The life expectancy of the building and any projected major increases in maintenance costs due to the condition of the building. This information shall be supplied by the applicant in the form of a written report in an acceptable form prepared by a registered architect, engineer or similarly qualified professional. The report shall review the building's age, quality, general condition and measure of compliance with current building codes and City bylaws.
2. The impact of the proposal on the existing tenants in terms of their existing leases and their ability to offer to purchase the units they occupy or to relocate into comparable and suitable rental premises if unable to purchase their existing units.
3. The views of the affected tenants as established by a formal canvass by the City staff or agents of the City. A standard form available from the City's Planning and Development Department may be used for this purpose.
4. Any proposals involving upgrading of the buildings or changes affecting open space, landscaping, common facilities, off-street parking and loading spaces. The ownership and management of the off-street parking and loading facilities should be specifically addressed.
5. Any other conditions peculiar to the circumstances of the conversion proposal and requiring special measures to be taken as a condition of approval.
6. All commercial or industrial strata conversion applications must be compatible with the City's bylaws regulating the use and development of the land, and the servicing standards appropriate to the site.



July 6, 2020

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
Attention: Primary Tenant Contact

RE: Viking Way Business Park Strata Application (City of Richmond File No. SC 20-893905, SC 20-895413, SC 20-895414) Survey and Information


Dear [REDACTED]

On February 28, 2020, PC Urban and its partners became the new owners of Viking Way Business Park (3671 & 3691 Viking Way and 13511 & 13520 Crestwood Place) and in advance of this transition date, Avison Young was hired as our property management company. We hope that you have been impressed with their service levels through the landlord transition period, and to date. Now that we have completed the purchase and transition of ownership, we are excited to share with you more details of our plans that we first discussed when we met in October & November of 2019.

PC Urban has recently submitted an application to the City of Richmond for Strata Title conversion of the four existing buildings and is currently working through the process with the City. The stratification plan for the buildings would create fifty-nine separate legal strata lots for sale. This number of lots aligns with each building's original structural grid and matches one rear loading bay per lot. No new demising walls are contemplated in this strata title conversion. Part of our process will also see some upgrades to the buildings, wayfinding, tenant signage and landscaping to further improve the exposure of the business park, and your business presence within the park.

Viking Way Business Park is currently occupied by 31 separate tenants, each of whom will be given the right-of-first opportunity to purchase the unit within which they currently occupy and lease. PC Urban has hired Jones Lang Lasalle (JLL) as brokers to lead the sales. JLL will begin the process of meeting with individual tenants to discuss further details of the sales program, including the exclusive pre-market pricing that will be available to the existing tenants. Some leaseholders currently occupy more than one loading bay and would therefore have the right-of-first opportunity to purchase the number of strata lots matching their leased space. The opportunity to purchase your leased unit will provide your business with long term control and lease rate security over the tenure of your space, while allowing you the opportunity to benefit from equity growth in the North Richmond Industrial Real Estate Market.

We would like to emphasize that we do not intend to alter the existing terms of any current leases within the building, and you will continue to have the absolute right to continue to lease your space until the end of the lease term. If you indicate to our sales team (JLL) during your right-of-first opportunity period, that you do not want to purchase your strata unit(s), PC Urban will continue to honour your existing lease unchanged. In addition, we will work with you to provide a short-term lease extension

 PC Urban Properties Corp. | Suite 880, 1090 West Georgia Street,
Vancouver, BC V6E 3V7 | 604 282 6085 | www.pcurban.ca

should your lease expire any time before July 1, 2021 and should you require a bit more time to find suitable new space. We are committed to providing any short-term extensions at the same financial terms as your current lease. Throughout the remaining lease, our brokerage team will assist your business to find another space to lease, within one of the four buildings, or external to the business park that satisfies your requirements.

As part of City of Richmond Council's consideration of the proposed Strata Title Conversion application, the City would like to obtain your views. The City has requested that each tenant complete and sign the attached survey and provide your opinion regarding PC Urban's proposed Strata Title Conversion application. Additional written feedback may also be provided as an attachment to the survey.

If you have any questions regarding any of the above information or the attached survey please feel free to contact the undersigned (John Reid: 604-428-3315 or jreid@pcurban.ca) or City of Richmond staff (Jessica Lee: 604-247-4908 or jlee3@richmond.ca)

Best Regards,

PC Urban Properties Corp.



John Reid
Senior Development Manager

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	Applied Biological Materials/ GenomeMe		
Respondent Name:	Earnest Leung		
Job Title:	VP Corporate Development		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	1,2,3-3691 Viking Way, 1,2-3671 Viking Way, Unit 1, 12-13520 Crestwood Place		
Years of Occupancy:	10		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

It gives us a choice to purchase the units we are actively operating in.

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: *Earnest Leung* Date: July 14, 2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	MPC Technologies Inc.		
Respondent Name:	MATTHEW CHIANG		
Job Title:	General manager		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	#3 - 3671 Viking Way	Unit:	#3
Years of Occupancy:	9 yrs.		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: _____

Date: July 13, 2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	Hush City Soundproofing Inc.		
Respondent Name:	Peter Heathard		
Job Title:	President.		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	3671 Viking Way	Unit:	4
Years of Occupancy:	1		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: [Signature] Date: Aug 13/20.

Please return the completed survey by Aug 14, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	Three Lamb Investments International Ltd.		
Respondent Name:	Irene Zhao		
Job Title:	Secretary		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	5-3671 Viking Way, Richmond	Unit:	5
Years of Occupancy:	1 year		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: Irene Date: 2020/08/01

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	PlayHeads Fashion Ltd.		
Respondent Name:	Eddie Lin		
Job Title:	Manager		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	3671 Viking Way Richmond	Unit:	6
Years of Occupancy:	5		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

Since we have been in this plaza for the past 5 years, we have been working closely with some of the neighbors, just afraid if they move after the strata title conversion that will create some uncertainty to our work flow and business.

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature:  Date: Aug 25 2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	ASSA INDUSTRIAL LTD		
Respondent Name:	JASON GADHRI		
Job Title:	OWNER		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	3671 Viking way	Unit:	89
Years of Occupancy:	3.5		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes No (please provide reason why): _____

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: [Signature] Date: Aug 13, 2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

**Strata Title Conversion Application
Tenant Survey**

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	Spatial Technologies (2017) Inc.		
Respondent Name:	Brett Findlater		
Job Title:	President		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	10-3671 Viking Way	Unit:	
Years of Occupancy:	11		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: Brett Findlater

Date: July 13, 2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	Ameta West Security Wholesale INC.		
Respondent Name:	Ethan Zhong		
Job Title:	President		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	3691 Viking Way, Suite 4 & 5	Unit:	4 & 5
Years of Occupancy:	4		

(B) Views of Existing Tenant

Please check the following boxes:

I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.

I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.

I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature:  Date: Aug. 13, 2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	ZONE GOLF ACADEMY INC		
Respondent Name:	TJ ATLEY		
Job Title:	PRESIDENT		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	3691 VIKING WAY	Unit:	8 and 9
Years of Occupancy:	4		

(B) Views of Existing Tenant

Please check the following boxes:

I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.

I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.

I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: Jawne Atley Date: Aug 12/2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	DP TILE AND STONE CO., LTD		
Respondent Name:	Bryan		
Job Title:	Sales Manager		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	3691 VIKING WAY	Unit:	10 & 11
Years of Occupancy:	3 YEARS AND A HALF		

(B) Views of Existing Tenant


Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature:  Date: 12 August, 2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	KNP HEADWEAR INC		
Respondent Name:	PHILIP CHONG		
Job Title:	PRESIDENT		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	UNIT # 12 to 14, 3691 Viking Way	Unit:	
Years of Occupancy:	3 years +		

(B) Views of Existing Tenant

Please check the following boxes:

I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.

I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.

I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: _____ Date: 2020/8/13

Please return the completed survey by Aug 14, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.



Strata Title Conversion Application Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	Aviall (Canada) Ltd.		
Respondent Name:	Scott Rightnowar		
Job Title:	Manager		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13511 Crestwood Place	Unit:	1
Years of Occupancy:	10		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): N/A

Aviall, a wholly owned subsidiary of Boeing, does not benefit from the stratification of this property as it results in a forced relocation of our business. That being said, Aviall understands it is the owners building and decision to pursue this strategy.

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: DocuSigned by:
Scott Rightnowar
4E3B79B6C9A646A... Date: 08/21/2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	DISCOVER ENERGY CORP.		
Respondent Name:	LEE ADAMS		
Job Title:	PRESIDENT		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13511 CRESTWOOD PL.	Unit:	3,4+5
Years of Occupancy:	FIVE		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature:  Date: JULY 13TH 2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.



Strata Title Conversion Application Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	ALC Micro (BC) Inc.		
Respondent Name:	Stanley Chan		
Job Title:	GM		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13511 Crestwood Place	Unit:	6
Years of Occupancy:	> 30 years		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

We do not have enough information to answer the question.

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: Stanley Chan Date: July 8 2020

Please return the completed survey by **July 22, 2020** to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.



July 6, 2020

ALC Micro B.C. Inc.
6 - 13511 Crestwood Place
Richmond, BC
V6V 2E9
Attention: Primary Tenant Contact

RE: Viking Way Business Park Strata Application (City of Richmond File No. SC 20-893905, SC 20-895413, SC 20-895414) Survey and Information

Dear Michelle Lee,

On February 28, 2020, PC Urban and its partners became the new owners of Viking Way Business Park (3671 & 3691 Viking Way and 13511 & 13520 Crestwood Place) and in advance of this transition date, Avison Young was hired as our property management company. We hope that you have been impressed with their service levels through the landlord transition period, and to date. Now that we have completed the purchase and transition of ownership, we are excited to share with you more details of our plans that we first discussed when we met in October & November of 2019.

PC Urban has recently submitted an application to the City of Richmond for Strata Title conversion of the four existing buildings and is currently working through the process with the City. The stratification plan for the buildings would create fifty-nine separate legal strata lots for sale. This number of lots aligns with each building's original structural grid and matches one rear loading bay per lot. No new demising walls are contemplated in this strata title conversion. Part of our process will also see some upgrades to the buildings, wayfinding, tenant signage and landscaping to further improve the exposure of the business park, and your business presence within the park.

Viking Way Business Park is currently occupied by 31 separate tenants, each of whom will be given the right-of-first opportunity to purchase the unit within which they currently occupy and lease. PC Urban has hired Jones Lang Lasalle (JLL) as brokers to lead the sales. JLL will begin the process of meeting with individual tenants to discuss further details of the sales program, including the exclusive pre-market pricing that will be available to the existing tenants. Some leaseholders currently occupy more than one loading bay and would therefore have the right-of-first opportunity to purchase the number of strata lots matching their leased space. The opportunity to purchase your leased unit will provide your business with long term control and lease rate security over the tenure of your space, while allowing you the opportunity to benefit from equity growth in the North Richmond Industrial Real Estate Market.

We would like to emphasize that we do not intend to alter the existing terms of any current leases within the building, and you will continue to have the absolute right to continue to lease your space until the end of the lease term. If you indicate to our sales team (JLL) during your right-of-first opportunity period, that you do not want to purchase your strata unit(s), PC Urban will continue to honour your existing lease unchanged. In addition, we will work with you to provide a short-term lease extension

PC Urban Properties Corp. | Suite 880, 1090 West Georgia Street,
Vancouver, BC V6E 3V7 | 604 282 6085 | www.pcurban.ca

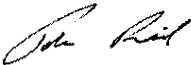
should your lease expire any time before July 1, 2021 and should you require a bit more time to find suitable new space. We are committed to providing any short-term extensions at the same financial terms as your current lease. Throughout the remaining lease, our brokerage team will assist your business to find another space to lease, within one of the four buildings, or external to the business park that satisfies your requirements.

As part of City of Richmond Council's consideration of the proposed Strata Title Conversion application, the City would like to obtain your views. The City has requested that each tenant complete and sign the attached survey and provide your opinion regarding PC Urban's proposed Strata Title Conversion application. Additional written feedback may also be provided as an attachment to the survey.

If you have any questions regarding any of the above information or the attached survey please feel free to contact the undersigned (John Reid: 604-428-3315 or jreid@pcurban.ca) or City of Richmond staff (Jessica Lee: 604-247-4908 or jlee3@richmond.ca)

Best Regards,

PC Urban Properties Corp.



John Reid
Senior Development Manager

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	LEPZI BIOTECHNOLOGY		
Respondent Name:	RADOSLAV STAYKOV		
Job Title:	VP OPERATIONS		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13511 CRESTWOOD PL	Unit:	7-8
Years of Occupancy:			

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: _____ Date: 13-Jul-2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	Edifier Enterprises Canada Inc		
Respondent Name:	Philip Liu		
Job Title:	VP		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13511 Crestwood Pl	Unit:	9, 10
Years of Occupancy:	10		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

_____ It is a good opportunity to own a property _____

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature:  Date: July 13, 2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	PowerGate Access Systems Inc.		
Respondent Name:	Tom Duncan		
Job Title:	Owner		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13511 Crestwood Place	Unit:	11
Years of Occupancy:	8		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

Yes, as long as we do not have to move. However, we do not plan to purchase the unit at this time.

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature:  Date: July 13, 2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

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- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

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(A) Existing Tenant Information

Tenant/Company Name:	COMNAV		
Respondent Name:	MR. S. GULAMANI		
Job Title:	CEO		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13511 CRESTWOOD PL.	Unit:	15
Years of Occupancy:	20+ YEARS		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

— WISH TO SUPPORT PC URBAN PLANS
— MAINTAIN CONTINUITY W/ COMMITTED LANDLORD
— APPRECIATE LANDLORD W/ LOCAL PRESENCE

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature:  Date: 2020-07-10

Please return the completed survey by **July 22, 2020** to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	UNIVERSAL SUPPLY		
Respondent Name:	GEORGE CORNING		
Job Title:	AREA MANAGER		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	1 - 13520 CRESTWOOD PL	Unit:	1
Years of Occupancy:			

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: [Signature] Date: Aug 21/20

Please return the completed survey by Aug 14, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

P1/2

(A) Existing Tenant Information

Tenant/Company Name:	TOPSOURCES LAB INC.		
Respondent Name:	BENJAMIN CHEUNG		
Job Title:	DIRECTOR		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13520 CRESTWOOD PLACE	Unit:	3
Years of Occupancy:	21 YEARS		

(B) Views of Existing Tenant

Please check the following boxes:


- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

I have been here for around 20 years, reason for such a long lease is the prime location and well managed strata. The proposed "RE-DEVELOPMENT" by PC Urban will deteriorate the value of this piece of prime industrial area of Richmond like forever. And affect our business image and cost of operations. Details attached. **P.2**

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature:  P.1/2 Date: AUG., 31, 2020

Please return the completed survey by Aug 14, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application

Tenant Survey

P2/2

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	TOPSOURCES LAB INC.		
Respondent Name:	BENJAMIN CHEUNG		
Job Title:	DIRECTOR		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13520 CRESTWOOD PLACE	Unit:	3
Years of Occupancy:	21 YEARS		

Do you support the Strata Title Conversion? No ✓ (please provide reason why):

Additional written feedback submitting to the City of Richmond

The present re-development plan proposed by PC Urban is very different from the first presentation from their people. The previous one was much nicer and elegant which will help build the business image and operation of the tenants. I was considered to buyout my own unit after the **Original** re-development plan. But the present one even don't have any improvements on the building itself other than power washing and repainting the outside wall. These 30 years old buildings need upgrades and improvements for business operations and even safety reasons.

The price they are asking is totally out of market price. Now is just like flipping in residential property market. This in turn will raise the rent un-reasonably and will cause all small businesses in this area difficult to survive, especially under the present economic situation.

This piece of industrial land, I think, is the prime most piece of future industrial area in Richmond. Once the stratification changed under the present plan of PC Urban, upgrades and improvements of these 30 years old buildings are impossible in the future. The value of this piece of land will be degraded forever.

Signature: [Signature] P2/2 Date: Aug., 31, 2020

Please return the completed survey by Aug 14, 2020 to John Reid via one of the below methods:

? Email (preferred): jreid@pcurban.com

? Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

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(A) Existing Tenant Information

Tenant/Company Name:	Elite Window Fashions		
Respondent Name:	Abe Lerman		
Job Title:	CFO		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13520 Crestwood Place	Unit:	4
Years of Occupancy:	10		

(B) Views of Existing Tenant

Please check the following boxes:

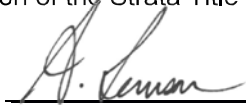
- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

Wish to avoid increasing occupancy costs in the future

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature:  Date: 9 October 2020

Please return the completed survey by August 14, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.ca
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

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(A) Existing Tenant Information

Tenant/Company Name:	GOOD & QUICK GLASS CO 2013 LTD		
Respondent Name:	PETER CHEN		
Job Title:	OWNER		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13520 CRESTWOOD PL, RICHMOND	Unit:	7
Years of Occupancy:	5		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

GIVES COMPANIES A CHANCE TO OWN THEIR SPACE.

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: [Signature] Date: JULY 16, 2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
Tenant Survey

PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	LCF Advanced Technology Ltd		
Respondent Name:	Daniel Lo		
Job Title:	President		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13520 Crestwood Place	Unit:	8
Years of Occupancy:	3 yr 9 months		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

- Might face big increase in property tax and management fee after conversion - we pay triple net & a small business (cannot afford)
- Pre-sale price is quite high when compared with the market (consulted with banker)
- Not enough details of sale provided such as # of parking spaces, any improvement before sale (other than new paint on building), amount of reserve fund carry forward etc

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature:  Date: Aug 31, 2020

Please return the completed survey by July 22, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

Strata Title Conversion Application
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PC Urban has submitted a Strata Title Conversion Application to the City of Richmond for permission to stratify the four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	NEOTYPE PREPRESS CORPORATION		
Respondent Name:	Cathy Scott		
Job Title:			
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13520 CRESTWOOD PLACE	Unit:	#9
Years of Occupancy:	4 1/2 YEARS.		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why): _____

Due to Covid19 and how it has affected business, it would be difficult to make a major business purchase decision at this time.

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: Cathy Scott Date: August 5/2020

Please return the completed survey by **July 22, 2020** to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

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Strata Title Conversion Application
Tenant Survey

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(A) Existing Tenant Information

Tenant/Company Name:	VCC Group Inc.		
Respondent Name:	Grant Rowan		
Job Title:	Manager		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13520 Crestwood	Unit:	10
Years of Occupancy:	Eight		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? **Yes** / **No** (please provide reason why): _____

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: Grant Rowan Date: October 22, 2020

Please return the completed survey by August 14, 2020 to John Reid via one of the below methods:

- Email (preferred): jreid@pcurban.ca
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

four (4) existing industrial buildings at 3671 and 3691 Viking Way and 13511 and 13520 Crestwood Place. As part of the review process by the City, Council policy requires that the views of the affected tenants be obtained. Please complete Sections A and B of the Tenant Survey below.

(A) Existing Tenant Information

Tenant/Company Name:	Jade Clinics (J.J. Desloges Inc.)		
Respondent Name:	Jennifer Desloges		
Job Title:	CEO		
Contact Phone Number:	[REDACTED]		
Address of Leased Premises:	13520 Crestwood Pl.	Unit:	13
Years of Occupancy:	6.5		

(B) Views of Existing Tenant

Please check the following boxes:

- I/we acknowledge receipt of the letter from PC Urban dated July 6, 2020 and, having read its contents, understand the implications of the proposed Strata Title Conversion application.
- I/we acknowledge that I have been given the right-of-first opportunity to purchase my unit before it is offered to the market.
- I/we acknowledge that our existing lease terms will not be changed or impacted by the Strata Title conversion process, and PC Urban will provide leasing services to existing tenants as outlined in the letter from PC Urban dated July 6, 2020.

Do you support the Strata Title Conversion? Yes / No (please provide reason why):

The asking price on my unit is too high.

If desired, additional written feedback may be submitted to the City of Richmond as an attachment to this survey.

By signing the Tenant Survey, I/we acknowledge that, in accordance with the City of Richmond's applicable privacy policies, this survey and any attachments may be made available to the public by the City as part of Council's consideration of the Strata Title Conversion application.

Signature: [Signature] Date: Aug 21, 2020.

Please return the completed survey by Aug 14, 2020 to John Reid via one of the below methods:

- Email (preferred) jreid@pcurban.com
- Mail: 1090 W. Georgia Street (Suite 880), Vancouver, BC, V6E 3V7

Retain one copy for your records.

448902



2020-08-14
Viking_...es).pdf



13511 Crestwood Pl
 Dock Loading | 16' Clear Heights | 50,582sf

Building 1
Avall (Canada) 11,800 sf
Discover Energy 9,000 sf
ALC Micro 3,000 sf
Lepzi Biotechnology 5,782 sf
Editor Enterprises 6,000 sf
Powergate Access 3,000 sf
Cornnav Marine 12,000 sf

13520 Crestwood Pl
 Grade Loading | 13' Clear | 40,022sf

Building 2
Universal Supply 6,450 sf
Vacant 2,250 sf
Topsources Lab 2,250 sf
Elite Window Fashions 2,250 sf
Ink Quest 4,500 sf
Good & Quick Glass 2,250 sf
LCE Advanced Tech 2,208 sf
Neotype Prepress 2,114 sf
UCC Group 2,250 sf
Applied Biological 5,500 sf
JJ Desloges 2,250 sf
Rafa River Naturals 4,500 sf
Argos Products 2,250 sf

3671 Viking Way
 Grade Loading | 14.5 Clear | 34,500sf

Building 3
Applied Biological 8,360 sf
MPC Tech 1,800 sf
Hush City 1,800 sf
Three Lamb Inv 1,800 sf
Play Heads 3,430 sf
Assa Industrial 3,600 sf
Spatial Tech. 5,340 sf
Symax Starlift Co. 2,760 sf
Pacific Film Flooring 5,520 sf

3691 Viking Way
 Dock Loading | 18' Clear | 34,850sf

Building 4
Applied Biological 6,910 sf
Applied Biological 3,600 sf
Ameta West 3,600 sf
Vacant 3,430 sf
Zone Golf Academy 3,600 sf
DP Tile and Stone 5,430 sf
KNP Headwear 8,280 sf

Support or Neutral - 94.3% of area with tenant response - (85.1% of occupied floor area)
 Non support - 5.7% of area with tenant response (5.1% of occupied floor area)
 Non response - (9.8% of occupied floor area)