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**Planning Committee  
Electronic Meeting**

**Anderson Room, City Hall  
6911 No. 3 Road**

**Tuesday, December 16, 2025  
4:00 p.m.**

Pg. #      ITEM

**MINUTES**

**PLN-3**      *Motion to adopt the minutes of the meeting of the Planning Committee held on December 2, 2025.*



**NEXT COMMITTEE MEETING DATE**

January 6, 2026, (tentative date) at 4:00 p.m. in the Anderson Room.

**DEPUTY CAO'S OFFICE**

- 1. HOUSING AGREEMENT AMENDMENT APPLICATION FOR 5766 AND 5788 GILBERT ROAD**  
(File Ref. No. 08-4057-05) (REDMS No. 8226870)

**PLN-6**

**See Page PLN-6 for full report**

*Designated Speaker: Greg Newman*

**Planning Committee Agenda – Tuesday, December 16, 2025**

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Pg. #      ITEM

**STAFF RECOMMENDATION**

*That Housing Agreement (5766 and 5788 Gilbert Road) Bylaw No. 9739, Amendment Bylaw No. 10692 be introduced and given first, second, and third readings.*

**2. MANAGER'S REPORT**

**ADJOURNMENT**



## **Planning Committee**

Date: Tuesday, December 2, 2025

Place: Anderson Room  
Richmond City Hall

Present: Councillor Bill McNulty, Chair  
Councillor Alexa Loo  
Councillor Carol Day (entered the meeting at 4:02 p.m.)  
Councillor Andy Hobbs

Absent: Councillor Chak Au

Also Present: Councillor Michael Wolfe (by teleconference)

Call to Order: The Chair called the meeting to order at 4:00 p.m.

### **MINUTES**

It was moved and seconded

*That the minutes of the meeting of the Planning Committee held on November 18, 2025, be adopted as circulated.*

**CARRIED**

### **PLANNING AND DEVELOPMENT DIVISION**

1. **APPLICATION BY PETER LIU FOR A ZONING TEXT AMENDMENT TO THE “RESIDENTIAL MIXEDUSE COMMERCIAL (ZMU17) – RIVER DRIVE/NO. 4 ROAD (BRIDGEPORT)” ZONE TO ADD “HEALTH SERVICE, MINOR” AS A PERMITTED USE AT UNIT 2005 - 10011 RIVER DRIVE**  
(File Ref. No. ZT 25-007646) (REDMS No. 8216986)

Staff provided a brief overview of the report.

It was moved and seconded

**Planning Committee**  
**Tuesday, December 2, 2025**

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*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10726, for a Zoning Text Amendment to the “Residential Mixed Use Commercial (ZMUI7) – River Drive/No. 4 Road (Bridgeport)” zone to add “Health service, minor” as a permitted use at Unit 2005 - 10011 River Drive, be introduced and given first reading.*

*Councillor Day entered the meeting (4:02 p.m.)*

The question on the motion was not called as discussion ensued with respect to the use of the second floor of the building.

In response to queries from Committee, staff advised that (i) there are a range of commercial uses already permitted in the ZMUI7 zone, this application is to add “Health Service, Minor” as a permitted use in order to permit a dental office to operate in the existing building, and (ii) there is an indoor amenity space provided for the residential uses on site.

Discussion ensued with respect to (i) site specific zoning and (ii) the provision of medical and dental office uses elsewhere in the City.

Staff noted that “Health Service, Minor” is a permitted use in many of the City’s standard commercial zones.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10726, for a Zoning Text Amendment to the “Residential Mixed Use Commercial (ZMUI7) – River Drive/No. 4 Road (Bridgeport)” zone to add “Health service, minor” as a permitted use at Unit 2005 - 10011 River Drive, be introduced and given first reading.*

The question on the motion was then called and it was **CARRIED**.

2. **HOUSING AGREEMENT AMENDMENT APPLICATION FOR 7378 & 7388 GOLLNER AVENUE (FORMERLY 6251 MINORU BOULEVARD)**  
(File Ref. No. 08-4057-05) (REDMS No. 8210765)

It was moved and seconded

*That Housing Agreement (6251 Minoru Boulevard) Bylaw No. 8996, Amendment Bylaw No. 10677 be introduced and given first, second, and third readings.*

The question on the motion was not called as discussion ensued with respect to the possibility of amending the Housing agreement to prioritize non-market rental units for long-time Richmond, low-income seniors.

In response to a query from Committee, staff advised that the property owner and operator of the site have a mandate to service Richmond residents.

## Planning Committee

### Tuesday, December 2, 2025

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Direction was given to staff to provide a memorandum prior to Council consideration, outlining the site's resident demographic breakdown.

The question on the motion was then called and it was **CARRIED**.

### 3. MANAGER'S REPORT

#### *(i) Bill 25- Housing and Municipal Affairs Statutes Amendment Act*

Staff provided Committee with an update on the new Bill highlighting that it is intended to address inconsistencies in the implementation of small-scale multi-unit housing (SSMUH). It gives the Provincial government expanded powers to regulate building type, form, floor area ratio and off-street parking requirements. The Province is not proposing to use these expanded powers at this time provided that municipalities comply with its regulations. The City's zoning bylaw complies with the Province's requirements.

#### *(ii) Permitting Optimization Project-*

Staff advised that effective December 8, 2025 applicants can apply for rezoning applications online through the City's online application portal called MyPermit, which can be found on the City's MyRichmond platform. The City's permitting optimization project aims to streamline application intake and improve customer experience for all development and building permit applications. The MyPermit portal offers step-by-step guidance, identifies application requirements based on proposed project details and allows electronic document submission and online fee payment.

### ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (4:12 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on December 2, 2025.

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Councillor Bill McNulty  
Chair

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Raman Grewal  
Legislative Services Associate



# City of Richmond

## Report to Committee

**To:** Planning Committee **Date:** November 14, 2025  
**From:** Peter Russell **File:** 08-4057-05/2025-Vol 01  
Director, Housing  
**Re:** **Housing Agreement Amendment Application for 5766 and 5788 Gilbert Road**

### Staff Recommendation

That Housing Agreement (5766 and 5788 Gilbert Road) Bylaw No. 9739, Amendment Bylaw No. 10692 be introduced and given first, second, and third readings.

Peter Russell  
Director, Housing  
(604-276-4130)

| REPORT CONCURRENCE                                   |  |                                      |  |
|--|--|--------------------------------------|--|
| <b>ROUTED To:</b><br>Development Applications<br>Law | <b>CONCURRENCE</b><br><input checked="" type="checkbox"/><br><input checked="" type="checkbox"/> | <b>CONCURRENCE OF DEPUTY CAO</b><br> |  |
| <b>SENIOR STAFF REPORT REVIEW</b>                    | <b>INITIALS:</b><br>   | <b>APPROVED BY CAO</b><br>           |  |

## Staff Report

### Origin

On November 12, 2024, Council approved changes to the City's Low-End Market Rental (LEMR) Program, updating the permitted rents and income thresholds as described in the report titled "Updating the Low-End Market Rental (LEMR) Program to Support the Delivery of Affordable Housing" dated October 16, 2024. The subject application by Az-Zahraa Housing Society would, if approved, amend the definitions of permitted rent and eligible tenants to align with the recently updated rates. The inclusion of a LEMR Tenant asset limit was endorsed by Council on July 28, 2025, as part of the creation of the "Low-End Market Rental Parking, Tenant Asset and Income Limit Exceedance Policy", being Council Policy No. 5475. The amendments proposed would establish an asset limit of \$100,000 applicable to new eligible tenants. The items included, and excluded, in determining the value of assets align with those set out in the Policy.

This report supports Council's Strategic Plan 2022–2026 Focus Area #2 Strategic and Sustainable Community Growth:

*Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.*

*2.2 Develop and implement innovative and proactive solutions that encourage a range of housing options and prioritize affordability.*

### Analysis

Az-Zahraa Housing Society have applied to amend their housing agreement to align with the updated rent rates and income thresholds endorsed by Council in November 2024. As outlined in Table 1 below, the 14 LEMR homes secured through DP 15-700007 issued September 25, 2017, and Housing Agreement (5766 and 5788 Gilbert Road) Bylaw 9739 adopted September 25, 2017 at the subject property are currently occupied. The ability to charge the updated rent rates and apply the noted income thresholds would only apply at the time of any tenant turnover. Consideration of assets would form part of any future statutory declaration process.

**Table 1: Details for 5766 and 5788 Gilbert Road**

| Owner / Beneficial Owner  | Address  | No. of LEMR Units | Construction / Occupancy Status | Operator / Owner          | Amendment Bylaw  |
|---------------------------|--|-------------------|---------------------------------|---------------------------|--|
| Az-Zahraa Housing Society | 5766 and 5788 Gilbert Road (formerly 7100 Elmbridge Way) | 14                | Completed 2022, Occupied        | Az-Zahraa Housing Society | Housing Agreement (5766 and 5788 Gilbert Road) Bylaw No. 9739, Amendment Bylaw No. 10692 |

The amending bylaw, if adopted, would have the effect of repealing and replacing the existing housing agreement. The repeal and replace approach ensures consistency in the terms of the agreement and lessens the administrative burden when carrying out the statutory declaration

process. In addition to amendments pertaining to rents and income thresholds, the changes include minor drafting updates that modernize the older agreement without altering the core obligations of the owner. Notable changes to the agreement are outlined below:

- The application seeks to amend the definitions of “permitted rent” and “eligible tenant”. Council’s approval of the requested amendment would bring maximum rent rates and income thresholds into alignment with the rates established within the City’s updated LEMR Program framework. Specifically, the amendment would set permitted rent rates at 10 per cent below CMHC average market rents applicable to the City of Richmond, and income thresholds would be set at the point at which annual rents reflect 30 per cent of the gross (before-tax) household income.
- The amendment bylaw includes a provision to allow the LEMR owner to charge tenants for parking subject to Council Policy 5475.
- The amendment bylaw includes a provision to set a maximum household asset limit of \$100,000.00 per Council Policy 5475.

Existing tenants would not be impacted by the increased rental rates as their rents are subject to the protections provided under the *Residential Tenancy Act*.

### **Financial Impact**

None

### **Conclusion**

The proposed housing agreement amendment aligns maximum permitted rents and tenant eligibility with the rates and limits endorsed by Council in November 2024. It is recommended that Housing Agreement (5766 and 5788 Gilbert Road) Bylaw No. 9739, Amendment Bylaw No. 10692 be introduced and given first, second, and third readings.



Laurel Eyton  
Planner 1, Affordable Housing  
(604-247-4944)



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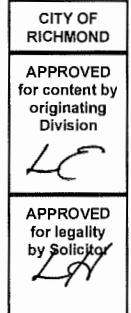
**Housing Agreement (5766 and 5788 Gilbert Road) Bylaw No. 9739,  
Amendment Bylaw No. 10692**

The Council of the City of Richmond enacts as follows:

1. **Housing Agreement (5766 and 5788 Gilbert Road) Bylaw No. 9739** is hereby amended by deleting Schedule A thereto and replacing it with Schedule 1 to this Bylaw.
2. This Bylaw is cited as "**Housing Agreement (5766 and 5788 Gilbert Road) Bylaw No. 9739, Amendment Bylaw No. 10692**".

FIRST READING

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SECOND READING

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THIRD READING

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ADOPTED

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MAYOR

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CORPORATE OFFICER

**SCHEDULE A**

**To Housing Agreement (5766 and 5788 Gilbert Road) Bylaw No. 9739**

**HOUSING AGREEMENT BETWEEN AZ-ZAHRAA HOUSING SOCIETY AND THE  
CITY OF RICHMOND**

**AFFORDABLE HOUSING AGREEMENT**  
**(Section 483, *Local Government Act (BC)*)**

**THIS AGREEMENT** is dated for reference \_\_\_\_\_, 2025

BETWEEN:

**AZ-ZAHRAA HOUSING SOCIETY** (Inc. No. S0068752), a society incorporated pursuant to the Societies Act (BC), having an address at 3103 – 667 Howe Street, Vancouver, BC V6C 0B5

(the “Owner”)

AND:

**CITY OF RICHMOND**, a municipal corporation pursuant to the *Local Government Act* and having its offices at 6911 No. 3 Road, Richmond, British Columbia V6Y 2C1

(the “City”)

WHEREAS:

- A. Capitalized terms used in these Recitals and in this Agreement shall have the meanings ascribed in Section 1.1;
- B. Pursuant to Development Permit Application no. DP 15-700007, the original owner (the “Developer”) of the Parent Parcel, which includes the Lands, entered into a housing agreement (the “Original Housing Agreement”) dated for reference August 21, 2017, with the City pursuant to Section 483 of the *Local Government Act*, which permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements that may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent that may be charged for housing units;
- C. The Original Housing Agreement was noted on title to the Parent Parcel under number CA6619194;
- D. In connection with completion of the Development, the Developer subdivided the Parent Parcel to create, *inter alia*, the Lands and transferred its registered and beneficial interests in the Lands to the Owner; and
- E. In order to address certain updates regarding affordable housing, the Owner has requested and the City has agreed to replace the Original Housing Agreement with this Agreement to provide for affordable housing, pursuant to the Affordable Housing Strategy, on the terms and conditions set out in this Agreement.

**NOW THEREFORE** in consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

## **ARTICLE 1** **DEFINITIONS AND INTERPRETATION**

1.1 In this Agreement the following words have the following meanings:

- (a) **“Affordable Housing Parking”** means parking allocated for the exclusive use of any Affordable Housing Unit (pursuant to the Housing Covenant);
- (b) **“Affordable Housing Strategy”** means the Richmond Affordable Housing Strategy approved by the City on March 12, 2018, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be amended or replaced from time to time;
- (c) **“Affordable Housing Unit”** means a Dwelling Unit or Dwelling Units located or to be located on the Lands and designated as such in accordance with any Building Permit or Development Permit issued by the City or, if applicable, in accordance with any rezoning consideration applicable to the Development and includes, without limiting the generality of the foregoing, the Dwelling Units located or to be located on the Lands charged by this Agreement;
- (d) **“Agreement”** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (e) **“Assets”** means property owned by a person or company, regarded as having value and available to meet debts, commitments, or legacies, and for the purposes of this Agreement include, in particular, the following:
  - (i) stocks, bonds, term deposits, mutual funds and cash;
  - (ii) business equity in a private incorporated company including cash, GICs, bonds, stocks or real estate; and
  - (iii) real estate equity, net of debt,and exclude, in particular, the following:
  - (iv) Registered Education Savings Plans (RESPs), Registered Retirement Saving Plans (RRSPs), Registered Disability Savings Plans (RDSPs), and Registered Retirement Income Funds (RRIF);
  - (v) trade and business tools essential to continue currently active employment, such as farm equipment, specialized tools and vehicles;
  - (vi) personal effects;
  - (vii) bursaries or scholarships from educational institutions for any household member that is a current student; and
  - (viii) assets derived from compensatory packages from any government, for example Indian Residential School Settlements and Japanese Canadian Redress;
- (f) **“Building”** means any building constructed on the Parent Parcel, including the Lands;

Affordable Housing Agreement (Section 483, *Local Government Act*)  
Cascade City, 5766 & 5788 Gilbert Rd (AZ-Zahraa Housing Society)

Application No. DP 15-700007, DPC 9, Original HA Bylaw 9739, Amendment HA Bylaw 10692

**PLN - 12**

- (g) **“Building Permit”** means a building permit authorizing construction on the Lands, or any portion(s) thereof;
- (h) **“CCAP”** means the portion of the OCP known as the City of Richmond City Centre Area Plan, as may be amended or replaced from time to time;
- (i) **“City”** means the City of Richmond;
- (j) **“City Solicitor”** means the individual appointed from time to time to be the City Solicitor of the Law Division of the City, or his or her designate;
- (k) **“CMHC”** means the Canada Mortgage and Housing Corporation or its successor in function;
- (l) **“CMHC Average Rental Rates”** means the most recent CMHC average market rent per month, reported through the annual CMHC Rental Market Survey, for the City of Richmond and applicable to the unit type and number of bedrooms, based on the rates available at the time a Tenant enters into a Tenancy Agreement, provided that if the number of bedrooms in a unit exceeds three, then such CMHC average market rent applicable to “3 Bedroom +” shall apply;
- (m) **“Common Amenities”** means, together, the Common Recreational Facilities and the Common Transportation Facilities;
- (n) **“Common Recreational Facilities”** means all common space for the active or passive recreation, cultural and social enjoyment, including indoor and outdoor areas, recreational facilities and amenities, provided for the use of all residential occupants of the Development, including all Tenants, as required by the OCP, CCAP, any rezoning consideration applicable to the Development, and the Development Permit process, including without limitation fitness facilities and related access routes;
- (o) **“Common Transportation Facilities”** means all transportation facilities provided for the use of all residential occupants of the Lands, including all Tenants, as required by the OCP, CCAP, any rezoning consideration applicable to the Development, and the Development Permit process, including without limitation visitor parking, any required affordable housing parking and electric vehicle charging stations, loading bays, bicycle storage and supporting bicycle maintenance facilities and related access routes;
- (p) **“CPI”** means the All-Items Consumer Price Index for Vancouver, British Columbia, published from time to time by Statistics Canada, or its successor in function;
- (q) **“Daily Amount”** means \$100.00 per day as of January 1, 2019 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2019, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to Section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;
- (r) **“Development”** means the mixed-use residential and commercial development constructed on the Parent Parcel, including the Lands;

- (s) **“Development Permit”** means the development permit authorizing development on the Lands, or any portion(s) thereof, and includes Development Permit Application No. DP 15-700007;
- (t) **“Director, Housing Office”** means the City’s Director, Housing Office, and his or her designate;
- (u) **“Dwelling Unit”** means a residential dwelling unit located or to be located on the Lands whether such dwelling unit is a lot, strata lot or parcel, or parts or portions thereof, and includes a single family detached dwelling, duplex, townhouse, auxiliary residential dwelling unit, rental apartment, and strata lot in a building strata plan and includes, where the context permits, an Affordable Housing Unit;
- (v) **“Eligible Tenant”** means a Family:
  - (i) having a cumulative gross annual income equal to or less than the amount calculated, from time to time, by the following formula:
    - A. 90% of the then current CMHC Average Rental Rate for the applicable number of bedrooms and unit type, multiplied by 12 and then divided by 0.30,

provided however that:

    - B. if there is a decrease in such then current CMHC Average Market Rental Rate following the commencement of a tenancy of an Affordable Housing Unit by such Family, such cumulative gross annual income for such Family shall be the cumulative gross annual income for such Family for the immediately preceding calendar year, adjusted on January 1st of the then current calendar year, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, provided that if there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the cumulative gross annual income for the subsequent year shall remain unchanged from the previous year; and
    - C. in the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant’s permitted cumulative gross annual income in any particular year shall be final and conclusive; and
  - (ii) owning Assets valued at \$100,000 or less, as calculated by the City in any particular year, in accordance with the LEMR Parking, Tenant Asset and Income Exceedance Policy; and in the absence of obvious error or mistake, any calculation by the City of the value of an Eligible Tenant’s Assets in any particular year shall be final and conclusive; provided that, for clarity, this subsection (ii) and requirements in this Agreement pursuant to this subsection (ii) will not apply to Existing Tenants, as set out in the LEMR Parking, Tenant Asset and Income Exceedance Policy;

(w) **“Existing Tenant”** means every Tenant in occupation of an Affordable Housing Unit prior to the date of City Council’s adoption of Bylaw no. 10692 approving this Agreement;

(x) **“Family”** means:

- (i) a person;
- (ii) two (2) or more persons related by blood, marriage or adoption; or
- (iii) a group of not more than six (6) persons who are not related by blood, marriage or adoption;

(y) **“GST”** means the Goods and Services Tax levied pursuant to the *Excise Tax Act*, R.S.C., 1985, c. E-15, as may be replaced or amended from time to time;

(z) **“Housing Covenant”** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to Section 219 of the *Land Title Act*) charging the Lands from time to time, in respect to the construction, use and transfer of the Affordable Housing Units;

(aa) **“Interpretation Act”** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;

(bb) **“Land Title Act”** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;

(cc) **“Lands”** means certain lands and premises legally described as:

- (i) 303 – 5788 Gilbert Road, Richmond, BC  
PID: 031-627-099, Strata Lot 3, Section 5 Block 4 North Range 6 West, New Westminster District Strata Plan EPS7688;
- (ii) 308 – 5788 Gilbert Road, Richmond, BC  
PID: 031-627-145, Strata Lot 8, Section 5 Block 4 North Range 6 West, New Westminster District Strata Plan EPS7688;
- (iii) 309 – 5766 Gilbert Road, Richmond, BC  
PID: 031-627-153, Strata Lot 9, Section 5 Block 4 North Range 6 West, New Westminster District Strata Plan EPS7688;
- (iv) 310 – 5766 Gilbert Road, Richmond, BC  
PID: 031-627-161, Strata Lot 10, Section 5 Block 4 North Range 6 West, New Westminster District Strata Plan EPS7688;
- (v) 315 – 5766 Gilbert Road, Richmond, BC  
PID: 031-627-218, Strata Lot 15, Section 5 Block 4 North Range 6 West, New Westminster District Strata Plan EPS7688;

- (vi) 501 – 5788 Gilbert Road, Richmond, BC  
PID: 031-627-226, Strata Lot 16, Section 5 Block 4 North Range 6 West, New Westminster District Strata Plan EPS7688;
- (vii) 502 – 5788 Gilbert Road, Richmond, BC  
PID: 031-627-234, Strata Lot 17, Section 5 Block 4 North Range 6 West, New Westminster District Strata Plan EPS7688;
- (viii) 511 – 5788 Gilbert Road, Richmond, BC  
PID: 031-627-323, Strata Lot 26, Section 5 Block 4 North Range 6 West, New Westminster District Strata Plan EPS7688;
- (ix) 516 – 5788 Gilbert Road, Richmond, BC  
PID: 031-627-374, Strata Lot 31, Section 5 Block 4 North Range 6 West, New Westminster District Strata Plan EPS7688;
- (x) 518 – 5766 Gilbert Road, Richmond, BC  
PID: 031-627-391, Strata Lot 33, Section 5 Block 4 North Range 6 West, New Westminster District Strata Plan EPS7688; and
- (xi) 526 – 5766 Gilbert Road, Richmond, BC  
PID: 031-627-471 Strata Lot 41, Section 5 Block 4 North Range 6 West, New Westminster District Strata Plan EPS7688,
- (xii) 537 – 5788 Gilbert Road, Richmond, BC  
PID: 031-627-587, Strata Lot 52, Section 5 Block 4 North Range 6 West, New Westminster District Strata Plan EPS7688;
- (xiii) 601 – 5788 Gilbert Road, Richmond, BC  
PID: 031-627-595, Strata Lot 53 Section 5 Block 4 North Range 6 West, New Westminster District Strata Plan EPS7688;
- (xiv) 613 – 5788 Gilbert Road, Richmond, BC  
PID: 031-627-714, Strata Lot 65, Section 5 Block 4 North Range 6 West, New Westminster District Strata Plan EPS7688;

including a Building or a portion of a Building located thereon;

- (dd) “**LEMR Parking, Tenant Asset and Income Exceedance Policy**” means the Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy approved by City Council on July 28, 2025, which allows the owner of Affordable Housing Units to charge for parking and to implement an asset test limit for new Tenants, as amended or replaced from time to time;
- (ee) “**Local Government Act**” means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (ff) “**LTO**” means the New Westminster Land Title Office or its successor;

(gg) **“Occupancy Certificate”** means a certificate issued by a City building inspector permitting occupancy of a Building pursuant to the City’s *Building Regulation Bylaw 7230*, as may be amended or replaced from time to time;

(hh) **“OCP”** means together the City of Richmond Official Community Plan Bylaw No. 7100 and Official Community Plan Bylaw No. 9000, as may be amended or replaced from time to time;

(ii) **“Owner”** means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;

(jj) **“Parent Parcel”** means lands formerly legally described as PID: 033-833-887, Lot 83, Section 5 Block 4 North Range 6 West, New Westminster District Plan 36650, and includes any lot or parcel into which said Parent Parcel was Subdivided;

(kk) **“Parking Operator”** means one of (i) the Owner, or (ii) an owner of any air space parcel formed by the registration of an air space subdivision plan in respect of the Lands or (iii) any other company or entity, to whom the Owner grants a long-term lease, or other contractual right, over all (and not only some) of the parking spaces in the Development which are designated for the use of the Tenants, in order to facilitate the use, operation and management of such parking spaces, and the Parking Operator may be related or unrelated to the Owner;

(ll) **“Permitted Rent”** means:

(i) an amount which does not exceed 90% of the then current CMHC Average Rental Rate, as of the time an Eligible Tenant enters into a Tenancy Agreement, provided that:

(ii) such amount may be adjusted by the maximum percentage rental increase permitted by the *Residential Tenancy Act* independent of any exemption status of the Owner (i.e. non-profit housing society) during the period of time that the applicable Affordable Housing Unit is occupied by the Eligible Tenant under the Tenancy Agreement; and

(iii) in the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;

(mm) **“Real Estate Development Marketing Act”** means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;

(nn) **“Residential Tenancy Act”** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;

(oo) **“Residential Tenancy Regulation”** means the *Residential Tenancy Regulation*, B.C. Reg. 477/2003, together with all amendments thereto and replacements thereof;

- (pp) “**Senior**” means an individual of the age defined by the City as a senior for the purposes of City programs, as may be amended from time to time and at the time of this Agreement being defined as 55 years of age and older;
- (qq) “**Strata Property Act**” means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;
- (rr) “**Subdivide**” means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of “cooperative interests” or “shared interest in land” as defined in the *Real Estate Development Marketing Act*;
- (ss) “**Tenancy Agreement**” means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and
- (tt) “**Tenant**” means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of Section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a “party” is a reference to a party to this Agreement and to that party’s respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a “party” also includes an Eligible Tenant, agent, officer and invitee of the party;

- (j) reference to a “day”, “month”, “quarter” or “year” is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided;
- (k) where the word “including” is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word “including”; and
- (l) the terms “shall” and “will” are used interchangeably and both will be interpreted to express an obligation. The term “may” will be interpreted to express a permissible action.

## **ARTICLE 2** **USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS**

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by an Eligible Tenant. An Affordable Housing Unit must not be occupied by the Owner, the Owner’s family members (unless the Owner’s family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant. For the purposes of this Article, “permanent residence” means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor’s discretion, such further amendments or additions as deemed necessary) attached as Schedule A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City’s sole, reasonable determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.
- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.
- 2.4 Notwithstanding that the Owner may otherwise be entitled, the Owner will, in respect of the Development:
  - (a) take no steps to compel the issuance of, and the City will not be obligated to issue, the Development Permit, unless and until the Owner, has:
    - (i) submitted to the City a Development Permit application that includes the Affordable Housing Units and all Common Amenities and other ancillary spaces assigned for the exclusive use of an Affordable Housing Unit; and
    - (ii) at its cost, executed and registered against title to the Lands, or portion thereof, such additional legal agreements required by the City to facilitate the detailed design, construction, operation, and management of the Affordable Housing Units, and all ancillary and related spaces, uses, common areas, and features as

determined by the City through the Development Permit approval process for the Lands, or portion thereof;

- (b) take no steps to compel the issuance of, and the City will not be obligated to issue, a Building Permit, unless and until the Owner has submitted to the City a Building Permit application that includes the Affordable Housing Units and all Common Amenities and other ancillary and related spaces, uses, common areas, and features, in accordance with the Development Permit for the Lands;
- (c) not apply for an Occupancy Certificate in respect of the Development, nor take any action to compel issuance of an Occupancy Certificate, for provisional or final occupancy, unless and until all of the following conditions are satisfied:
  - (i) the Affordable Housing Units and related uses and areas, and the Building(s) in which the Affordable Housing Units are situated, have been constructed in accordance with this Agreement, the Housing Covenant, the Development Permit, the Building Permit, and any applicable City bylaws, rules or policies, to the satisfaction of the City;
  - (ii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the Affordable Housing Units, any facilities for the use of the Affordable Housing Units, including parking and any shared indoor or outdoor amenities; and
  - (iii) the Owner has delivered to the City, a letter of assurance, in form and content satisfactory to the City, from the Owner's architect for the Building(s) in which the Affordable Housing Units are situated, confirming that the Affordable Housing Units, and the Building(s) in which the Affordable Housing Units are situated, have been constructed in accordance with the Development Permit, the Building Permit, and this Agreement;
- (d) not permit the Development or any portion thereof to be occupied, unless and until the Affordable Housing Units have received an Occupancy Certificate granting provisional or final occupancy of the Affordable Housing Units; and
- (e) not Subdivide the Affordable Housing Units into individual strata lots or air space parcels without the City's prior written consent; and in the event that the Affordable Housing Units are Subdivided into individual Strata Lots by a Strata Plan, all of the Affordable Housing Units will be owned legally and beneficially by the same individual or entity, and for clarity, will be subject to subsection 3.3(a).

### **ARTICLE 3** **DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS**

3.1 The Owner will not permit an Affordable Housing Unit or any Common Amenity assigned for the exclusive use of an Affordable Housing Unit to be subleased, or an Tenancy Agreement to be assigned, except as required under the *Residential Tenancy Act* and provided that for the avoidance of doubt, the Owner shall not exercise any discretion afforded to it under the *Residential Tenancy Act* to consent to any sublease or assignment which would result in the occupation or use of an Affordable Housing Unit or Common Amenity assigned for the exclusive

use of an Affordable Housing Unit which is prohibited by or inconsistent with the terms and conditions of this Agreement or which would preclude the Owner from otherwise being able to comply with the terms and conditions of this Agreement.

- 3.2 The Owner will not permit an Affordable Housing Unit to be used for short term rental purposes (being rentals for periods shorter than 30 days), or any other purposes that do not constitute a "permanent residence" of a Tenant or an Eligible Tenant.
- 3.3 If this Housing Agreement encumbers more than one Affordable Housing Unit, the following will apply:
  - (a) the Owner will not, without the prior written consent of the City, sell or transfer less than all of the Affordable Housing Units located in one building in a single or related series of transactions, with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than all of the Affordable Housing Units in one Building; and
  - (b) the Lands will not be Subdivided such that one or more Affordable Housing Units form their own air space parcel, separate from other Dwelling Units, without the prior written consent of the City.
- 3.4 Subject to the requirements of the *Residential Tenancy Act*, the Owner will ensure that each Tenancy Agreement:
  - (a) includes the following provision:

"By entering into this Tenancy Agreement, the Tenant hereby consents and agrees to the collection of the below-listed personal information by the Landlord and/or any operator or manager engaged by the Landlord and the disclosure by the Landlord and/or any operator or manager engaged by the Landlord to the City of Richmond (the "City") and/or the Landlord, as the case may be, of the following personal information which information will be used by the City to verify and ensure compliance by the Owner with the City's Affordable Housing Strategy, policies and requirements with respect to the provision and administration of affordable housing within the municipality and for no other purpose, each month during the Tenant's occupation of the Affordable Housing Unit:

    - (i) a statement of the total, gross annual income, once per calendar year, from all sources (including but not limited to employment, disability, retirement, and investment) of all members of the Tenant's household who are 18 years of age and over and who reside in the Affordable Housing Unit;
    - (ii) a statement of the total value of Assets owned by all members of the Tenant's household who are 18 years of age and over and who reside in the Affordable Housing Unit;
    - (iii) the number of occupants of the Affordable Housing Unit;
    - (iv) the number of occupants of the Affordable Housing Unit 18 years of age and under; and

- (v) the number of occupants of the Affordable Housing Unit who are Seniors;
- (b) defines the term "Landlord" as the Owner of the Affordable Housing Unit; and
- (c) includes a provision requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement.

3.5 If the Owner sells or transfers any Affordable Housing Units, the Owner will notify the City Solicitor and the Director, Housing Office of the sale or transfer within three (3) days of the effective date of sale or transfer.

3.6 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:

- (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
- (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
- (c) the Owner will allow the Tenant and any permitted occupant and visitor to have full access to and use and enjoy all Common Amenities and will not Subdivide the Lands unless all easements and rights of way are in place to secure such use;
- (d) the Owner will not require the Tenant or any permitted occupant to pay any of the following:
  - (i) move-in/move-out fees;
  - (ii) strata fees;
  - (iii) strata property contingency reserve fees;
  - (iv) extra charges or fees for use of any Common Amenities, common property, limited common property, or other common areas, facilities or amenities, including without limitation bicycle storage, electric vehicle and bicycle charging stations or related facilities;
  - (v) extra charges for the use of sanitary sewer, storm sewer, or water; or
  - (vi) property or similar tax;

provided, however, that if either the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees or the Affordable Housing Unit is not part of a strata unit, an Owner may charge the Tenant the Owner's cost, if any, of:

- (vii) providing cable television, telephone, other telecommunications, electricity (including electricity fees and charges associated with the Tenant's use of electrical vehicle and bicycle charging infrastructure) or district energy charges (including for heating, cooling, or domestic hot water heating);

- (viii) a Tenant's exclusive use of one or more Affordable Housing Parking spaces in accordance with and to the maximum amounts set out in the LEMR Parking, Tenant Asset and Income Exceedance Policy; provided that, for clarity, the Owner will not require Existing Tenants to pay for the exclusive use of one or more Affordable Housing Parking spaces as set out in the LEMR Parking, Tenant Asset and Income Exceedance Policy;
- (ix) installing electric vehicle charging infrastructure (in excess of that pre-installed by the Owner at the time of construction of the Development) by or on behalf of the Tenant; and
- (x) paying security fees for the use of guest suites (if any) or security and cleaning fees related to the use of any party or meeting room located on the Lands (if any) that are associated with the Tenant's use of such facilities, provided that such charges are the same as those payable by any other residential occupant of the Development;

- (e) the Owner will attach a copy of this Agreement to every Tenancy Agreement;
- (f) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;
- (g) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
  - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
  - (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in Section 1.1(v)(i) of this Agreement;
  - (iii) the value of the total Assets of an Eligible Tenant rises above the applicable maximum amount specified in Section 1.1(v)(ii) of this Agreement;
  - (iv) the Affordable Housing Unit is occupied by more than the number of people the City determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
  - (v) the Affordable Housing Unit remains vacant for three (3) consecutive months or longer, notwithstanding the timely payment of rent; and/or
  - (vi) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part, except as may be required by the *Residential Tenancy Act* and in such circumstance, the Tenant may not sublease the Affordable Housing Unit or assign the Tenancy Agreement (A) without the prior consent of the Owner, and (B) to anyone who is not an Eligible Tenant,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for Sections 3.6(g)(ii) and 3.6(g)(iii) of this Agreement [*Termination of Tenancy Agreement if Annual Income*

*of Tenant or value of Assets rises above amounts prescribed in Section 1.1(v), Eligible Tenant, of this Agreement], the notice of termination shall provide that the termination of the tenancy shall be effective on the date that is the greater of 30 days following the date of the notice of termination and the minimum amount of notice required by the Residential Tenancy Act. In respect of Section 3.6(g)(ii) and 3.6(g)(iii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;*

- (h) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and
- (i) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.

- 3.7 If the Owner has terminated the Tenancy Agreement, then the Owner shall use reasonable commercial efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.
- 3.8 The Owner shall not impose any age-based restrictions on Tenants of Affordable Housing Units, unless expressly permitted by the City in writing in advance.

#### **ARTICLE 4 DEMOLITION OF AFFORDABLE HOUSING UNIT**

- 4.1 The Owner will not demolish an Affordable Housing Unit unless:
  - (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Affordable Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
  - (b) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that the Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations, as determined by the City in its sole discretion,

and, in each case, a demolition permit for the Affordable Housing Unit, as applicable, has been issued by the City and the Affordable Housing Unit has been demolished under that permit.

Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

## **ARTICLE 5 STRATA CORPORATION BYLAWS**

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- 5.2 Any strata corporation bylaw, which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation, or imposes age-based restrictions on Tenants of Affordable Housing Units, will have no force and effect, unless expressly approved by the City in writing in advance.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any Common Amenities, common property, limited common property or other common areas, facilities, or indoor or outdoor amenities of the strata corporation contrary to Section 3.6(d).
- 5.5 No strata corporation shall pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for anything contrary to Section 3.6(d), including without limitation paying for the use of bicycle storage, electric vehicle and bicycle charging stations or related facilities. For clarity, the strata corporation may levy such bicycle storage, electric vehicle and bicycle charging stations or related facilities charges or fees on all of the other owners, tenants, any other permitted occupants or visitors of all of the strata lots in the applicable strata plan which are not Affordable Housing Units.
- 5.6 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any Common Amenities, common property, limited common property or other common areas, facilities or amenities of the strata corporation except on the same basis that governs the use and enjoyment of these facilities by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

## **ARTICLE 6 DEFAULT AND REMEDIES**

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if:
  - (a) an Affordable Housing Unit is used or occupied in breach of this Agreement;
  - (b) an Affordable Housing Unit is rented at a rate in excess of the Permitted Rent; or
  - (c) the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant,

then the Owner will pay the Daily Amount for each applicable Affordable Housing Unit to the City for every day that the breach continues after ten (10) days written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.

6.2 Notwithstanding Section 6.1:

- (a) if the breach arises solely as a result of an enactment of a strata bylaw by a strata corporation contrary to this Agreement, the City will not charge the Daily Amount to the registered owner of the Affordable Housing Units, except in their capacity as one of the owners of such strata corporation; and
- (b) if the default cannot be remedied within the applicable cure period, and the Owner has, to the satisfaction of the City:
  - (i) delivered to the City the method and schedule for remedying the default;
  - (ii) commenced remedying the default; and
  - (iii) been diligently and continuously proceeding to remedy the default within the estimated schedule,

the City will not charge the Owner with the Daily Amount with respect to the breach of the Agreement unless, in the City's opinion, the Owner has ceased to diligently and continuously work to remedy the default within the estimated schedule.

6.3 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set out in the Housing Covenant shall also constitute a default under this Agreement.

## **ARTICLE 7** **MISCELLANEOUS**

7.1 **Housing Agreement**

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under Section 483 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under Section 483 of the *Local Government Act* prior to the Lands having been Subdivided, then after the Lands are Subdivided and after an Occupancy Certificate has been issued

for all Affordable Housing Units, this Agreement will secure only the legal parcels which contain the Affordable Housing Units, including the common property of any applicable strata corporation; and the City will partially release this Agreement accordingly, provided however that:

- (i) the City has no obligation to execute the necessary documents for release until a written request therefor from the Owner is received by the City, which request includes the registrable form of release (Form 17 (Cancellation of Charge, Notation or Filing));
- (ii) the cost of the preparation of the aforesaid release, and the cost of registration of the same in the Land Title Office is paid by the Owner;
- (iii) the City has a reasonable time within which to execute such documents for the Form 17 (Cancellation of Charge, Notation or Filing) and return the same to the Owner for registration; and
- (iv) the Owner acknowledges that such release is without prejudice to the indemnity and release set forth in Sections 7.5 and 7.6.

The Owner acknowledges and agrees that notwithstanding a partial release of this Agreement, this Agreement will be and remain in full force and effect and, but for the partial release, otherwise unamended.

#### **7.2 No Compensation**

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

#### **7.3 Modification**

Subject to Section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

#### **7.4 Management**

The Owner covenants and agrees that it will ensure good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands at no cost or charge to the Tenant.

If applicable, the Owner further covenants and agrees that it will vote:

- (a) as owner of the Affordable Housing Units, in any applicable annual general meetings or special general meetings of the strata corporation; and

(b) as the owner of the air space parcel or remainder parcel containing the Affordable Housing Units at any applicable meetings of the owners of the other Subdivided parcels of the Lands,

to ensure that the Common Amenities are maintained in a good state of repair by the strata corporation which includes the Affordable Housing Units and any of the Common Amenities, and the owner of the applicable air space parcel or remainder parcel which includes any of the Common Amenities, and/or the Parking Operator, as applicable.

If the Owner fails to ensure good and efficient management of the Affordable Housing Units and, as applicable, Common Amenities, as applicable, or maintain the Affordable Housing Units and, as applicable, Common Amenities as required by this Section 7.4, then, after applicable notice and cure periods, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage and maintain the Affordable Housing Units and applicable Common Amenities.

#### 7.5 **Indemnity**

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City's refusal to issue a Development Permit, Building Permit, or Occupancy Certificate for, or refusal to permit occupancy of, any Building, or any portion thereof, constructed on the Lands arising out of or in connection, directly or indirectly, or that would not or could not have occurred "but for" this Agreement;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

#### 7.6 **Release**

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;

- (b) the City's refusal to issue a Development Permit, Building Permit, or Occupancy Certificate for, or refusal to permit occupancy of, any Building, or any portion thereof, constructed on the Lands arising out of or in connection, directly or indirectly, or that would not or could not have occurred "but for" this Agreement; or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

#### 7.7 **Survival**

The obligations of the Owner set out in this Agreement, including but not limited to Sections 7.5 and 7.6, will survive termination or discharge of this Agreement.

#### 7.8 **Priority**

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under Section 483(5) of the *Local Government Act* will be filed on the title to the Lands.

#### 7.9 **City's Powers Unaffected**

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

#### 7.10 **Agreement for Benefit of City Only**

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the Building or any portion thereof, including any Affordable Housing Unit; and
- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

**7.11 No Public Law Duty**

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

**7.12 Notice**

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

To: Clerk, City of Richmond  
6911 No. 3 Road  
Richmond, BC V6Y 2C1,

with copies to: City Solicitor, and the Director, Housing Office,

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

**7.13 Enuring Effect**

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

**7.14 Severability**

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

**7.15 Waiver**

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

**7.16 Sole Agreement**

This Agreement, and any documents signed by the Owner contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

**7.17 Further Assurance**

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

**7.18 Covenant Runs with the Lands**

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

**7.19 Equitable Remedies**

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

**7.20 No Joint Venture**

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

**7.21 Applicable Law**

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

**7.22 Deed and Contract**

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

**7.23 Joint and Several**

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

**7.24 Limitation on Owner's Obligations**

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands, or parts thereof, provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, or parts thereof, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands, or parts thereof. For the avoidance of doubt, the Owner shall only be liable for breaches of this Agreement as registered owner of those portions of the Lands from which this Agreement has not been discharged in accordance with and subject to Section 7.1.

*[remainder of page intentionally blank]*

7.25 **Counterparts**

This Agreement may be signed by the parties hereto in counterparts and by facsimile or pdf email transmission, each such counterpart, facsimile or pdf email transmission copy shall constitute an original document and such counterparts, taken together, shall constitute one and the same instrument and may be compiled for registration, if registration is required, as a single document.

**IN WITNESS WHEREOF** the parties hereto have executed this Agreement as of the day and year first above written.

**AZ-ZAHRAA HOUSING SOCIETY,**  
by its authorized signatory(ies):

Per:   
Name: WILLIAM HARTER  
Title: DIRECTOR

Per: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**CITY OF RICHMOND**  
by its authorized signatory(ies):

Per: \_\_\_\_\_  
Malcolm D. Brodie, Mayor

Per: \_\_\_\_\_  
Claudia Jesson, Corporate Officer

|   |
|---|
| CITY OF RICHMOND                                  |
| APPROVED<br>for content by<br>originating<br>dept |
| Legal Advice                                      |
| DATE OF COUNCIL<br>APPROVAL<br>(if applicable)    |

**SCHEDULE A to Housing Agreement**

**STATUTORY DECLARATION  
(Affordable Housing Units)**

CANADA ) IN THE MATTER OF Unit Nos. \_\_\_\_\_ - \_\_\_\_\_  
PROVINCE OF BRITISH ) (collectively, the "Affordable Housing Units") located at  
COLUMBIA ) \_\_\_\_\_,  
TO WIT: ) (street address), British Columbia, and Housing Agreement  
 ) dated \_\_\_\_\_, 20\_\_\_\_ (the "Housing  
 ) Agreement") between  
 ) \_\_\_\_\_ and the  
 ) City of Richmond (the "City")  
)

I, \_\_\_\_\_ (full name),

of \_\_\_\_\_ (address) in the Province

of British Columbia, DO SOLEMNLY DECLARE that:

1. I am the registered owner (the "Owner") of the Affordable Housing Units;  
or,  
I am a director, officer, or an authorized signatory of the Owner and I have personal knowledge of the matters set out herein;
2. This declaration is made pursuant to the terms of the Housing Agreement in respect of the Affordable Housing Units and information as of the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_;
3. To the best of my knowledge, continuously since the last Statutory Declaration process:
  - a) the Affordable Housing Units, if occupied, were occupied only by Eligible Tenants (as defined in the Housing Agreement); and
  - b) the Owner of the Affordable Housing Units complied with the Owner's obligations under the Housing Agreement and any housing covenant(s) registered against title to the Affordable Housing Units;
4. The information set out in the table attached as Appendix A hereto (the "Information Table") in respect of each of the Affordable Housing Units is current and accurate as of the date of this declaration; and

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5. I obtained the prior written consent from each of the occupants of the Affordable Housing Units named in the Information Table to: (i) collect the information set out in the Information Table, as such information relates to the Affordable Housing Unit occupied by such occupant/resident; and (ii) disclose such information to the City, for purposes of complying with the terms of the Housing Agreement.

And I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

*Declarations should be signed, stamped, and dated and witnessed by a lawyer, notary public, or commissioner for taking affidavits.*

**Appendix A to Statutory Declaration**

| Building Name:<br><br>Property Management Company: |        |           |                     | Building Address:<br><br>Property Manager Email: |  |                          |  | Property Manager Name:<br><br>Property Manager Phone Number:                                |                                    |                                    |                                   | Fees Collected (Provide details and explanation with the Statutory Declaration) |               |                 |              |                     |                   |          |      |      |      |
|--|--------|-----------|---------------------|--|--|--------------------------|--|---|------------------------------------|------------------------------------|-----------------------------------|---|---------------|-----------------|--------------|---------------------|-------------------|----------|------|------|------|
| Unit and Household Information                     |        |           |                     | Income, Assets and Rent                          |  |                          |  | Combined Before-tax Income of Occupants 18 years & Over (Provide one response per occupant) |                                    |                                    |                                   | Income Verification Required (Yes/No)   |               |                 |              |                     |                   |          |      |      |      |
| Row #  | Unit # | Unit Type | Number of Occupants | Related to Owner (Yes/No)                        | Number of Occupants who are "Solemn" as defined in Housing Agreement | Starting Year of Tenancy | Number of Occupants 18 years and Under | Before-tax Income of Occupants 18 years & Over (Provide one response per occupant)          | 3-Years Prior to Year of Soc. Dic. | 2-Years Prior to Year of Soc. Dic. | 1-Year Prior to Year of Soc. Dic. | 1-Years Prior to Year of Soc. Dic.  | Total Assets* | Management Fees | Parking Fees | Attorney Usage Fees | Other Tenant Fees |          |      |      |      |
| 0  | 101    | 3 BR      | 4                   | No   | 1  | 2022                     |  | \$24,120  | \$28,025                           | \$31,040                           | \$31,040                          | \$42,000  | \$54,568      | \$61,038        | Yes          | Yes                 | \$1,811.10        | \$10,000 | \$ - | \$ - | \$ - |
| 1  |        |           |                     | No   |  |                          |  |   |                                    |                                    |                                   |   |               |                 |              |                     |                   |          |      |      |      |
| 2  |        |           |                     | No   |  |                          |  |   |                                    |                                    |                                   |   |               |                 |              |                     |                   |          |      |      |      |
| 3  |        |           |                     |  |  |                          |  |   |                                    |                                    |                                   |   |               |                 |              |                     |                   |          |      |      |      |
| 4  |        |           |                     |  |  |                          |  |   |                                    |                                    |                                   |   |               |                 |              |                     |                   |          |      |      |      |
| 5  |        |           |                     |  |  |                          |  |   |                                    |                                    |                                   |   |               |                 |              |                     |                   |          |      |      |      |

Continue rows as needed.

\* Further information is available in the "Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy" (Council Policy No. 5475)

### **CONSENT AND PRIORITY AGREEMENT**

With respect to the Affordable Housing Agreement (the “**Housing Agreement**”) made pursuant to Section 483 of the *Local Government Act* between the City of Richmond and Az-Zahraa Housing Society, COMPUTERSHARE TRUST COMPANY OF CANADA (Inc. No. A0052313) (the “**Bank**”) is the holder of a mortgage and assignment of rents encumbering the Lands, which mortgage and assignment of rents is/are registered in the Lower Mainland Land Title Office under the following numbers: Mortgage CB281758, modified by CB405558, and Assignment of Rents CB281759 (collectively, the “**Bank Charge(s)**”).

The Bank, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agree to by the Bank, hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall bind the Bank Charge(s) in the Lands and shall rank in priority upon the Lands over the Bank Charge(s) as if the Housing Agreement had been signed, sealed and delivered and noted on title to the Lands prior to the Bank Charge(s) and prior to the advance of any monies pursuant to the Bank Charge(s). The grant of priority is irrevocable, unqualified and without reservation or limitation.

**COMPUTERSHARE TRUST COMPANY  
OF CANADA**, by its authorized  
signatory(ies):

Per: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Computershare Trust  
Company of Canada**