



## South Coast British Columbia Transportation Authority

### Development Cost Charge Waiver or Reduction for Not-for-Profit Rental Housing Application Form

#### Section 1

Development Information	
Address	
Owner	
Municipality	

Development Contact Information - Developer	
Name/ Title	
Mailing Address	
Phone and Email	

#### Section 2

Complete Part A for Waiver Request or Part B for Reduction Request

A) Not-for-Profit Affordable Rental Housing – Eligibility Conditions for Waiver (all must apply)	
Does the development meet the definition of Not-for-Profit Affordable Rental Housing as defined in <i>South Coast British Columbia Transportation Authority Bylaw No.125-2018</i> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will the units be operated as rental housing for, and made available to, tenants who meet the Eligibility Criteria in exchange for Rent, as defined in <i>South Coast British Columbia Transportation Authority Bylaw No.125-2018</i> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are the units owned, leased, or otherwise held by a Not-for-Profit Society, BC Housing, CMHC, a Non-Profit Municipal Housing Corporation or a Registered Charity <b>at the time of application</b> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the Not-for-Profit Affordable Rental Housing governed by the terms of an agreement and/ or covenant with the Province of BC, CMHC or a municipality regarding the operation of the housing and stipulating how the Dwelling Units will be occupied and managed?	<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>B) Not-for-Profit Student Housing – Eligibility Conditions for Reduction (all must apply)</b>	
Does the development meet the definition of Not-for-Profit Student Housing as defined in <i>South Coast British Columbia Transportation Authority Bylaw No.125-2018</i> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are the units owned and operated by a Post-Secondary Institution or by a Government Business Enterprise on behalf of such Post-Secondary Institution at the time of application?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are the units being built to provide rental housing for students attending the Post-Secondary Institution and will they be operated on a cost recovery basis?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the Post-Secondary Institution or Government Business Enterprise entered into an agreement with the Greater Vancouver Sewerage and Drainage District confirming the use of the Development is restricted for a period of 60 years <b>or</b> has the Post-Secondary Institution entered into an agreement with the South Coast British Columbia Transportation Authority confirming the use of the Development is restricted for a period of 60 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No

*If you answered 'No' to one or more of the required conditions in Section 2, you do not meet the eligibility criteria for the SCBCTA DCC Waiver or Reduction for Not-for-Profit Housing. If you have questions or concerns about the eligibility of your development or this application form, please contact:*

Tianyi Chen, Senior Manager, Real Estate Finance at [dcc@translink.ca](mailto:dcc@translink.ca)

### Section 3

*Please complete the worksheet or submit a copy of the proposed Rent Roll.*

Note: Residential units no larger than 312.153 sq. ft. (29 square meters) in area are exempt from DCC's under Part 3.1, section 34.23(6) of the *South Coast British Columbia Transportation Authority Act*

<b>Dwelling Unit Type</b>	<b>Starting Monthly Rental Rate per Dwelling Unit Type (\$)</b>	<b>Total No. of Dwelling Units (per Dwelling Unit Type/ Monthly Rent)</b>
<b>Total Dwelling Units</b>		

**Section 4**

<b>A) Stage in Process (check applicable box)</b>	
Application for Rezoning	<input type="checkbox"/>
Housing Agreement	<input type="checkbox"/>
Development Application DP Number _____ Date of Issuance _____	<input type="checkbox"/>
Building Permit BP Number _____ Date of Issuance _____	<input type="checkbox"/>
Occupancy Permit	<input type="checkbox"/>

<b>B) Contact Information for Municipal Staff</b>			
Name/ Title			
Phone		Email	

**Section 5**

<b>Supporting Documents Checklist (required):</b>	
A copy of the housing agreement and / or covenant governing the development	<input type="checkbox"/>
A copy of the operating/ operator agreement or lease terms governing the development	<input type="checkbox"/>
A copy of the applicant Not-for-Profit Society's or Registered Charity's current registration with BC Online, bylaws, constitution and rules of conduct	<input type="checkbox"/>

<b>Note</b>
<p><i>This form and attendant information are provided for convenience only and must not be relied upon as authoritative. Please refer to South Coast British Columbia Transportation Authority Bylaw number 125-2018 and the South Coast British Columbia Transportation Authority Act [SBC 1998] Chapter 30, which are the relevant authorities for determining the waiver or reduction of development cost charges on behalf of the South Coast British Columbia Transportation Authority.</i></p> <p><i>While we have made reasonable efforts to provide accurate and up-to-date information, this form and attendant information are provided "as is" without warranty of any kind, whether express or implied. The form and attendant information are not intended as a substitute for legal or other professional advice and such advice should be sought from qualified professionals.</i></p>

*Thank you for your application. You will receive written notice and confirmation of eligibility for the waiver or reduction of Development Cost Charges from the South Coast British Columbia Transportation Authority via e-mail within 15 business days of submission of your application.*

Please submit the completed application form and supporting documents to: [dcc@translink.ca](mailto:dcc@translink.ca)