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June 28, 2022

Julian Ward
Director of Development
Community Land Trust
220 – 1651 Commercial Drive
Vancouver BC V5L 3Y3 via email: jward@cltrust.ca

Dear Julian Ward

Re: North Cowichan Council Commitment to Affordable Housing at 3191 Sherman Road

North Cowichan Council is supportive of the planned affordable housing project on municipal lands at 3191 Sherman Road and has considered options for increasing the municipal contribution to help ensure the project is successful.

To this end, Council would like to invite the Cowichan Land Trust (CLT) to submit a 2023 grant-in-aid application for up to \$432,000. This would cover approximately half of the estimated building permit fees and Development Cost Charges (DCC) of the project. A grant-in-aid is necessary as Council has not yet considered comprehensive bylaws for waiving or reducing DCCs or permit fees so has no legislative authority to do so at this time. [Grant-in-aid applications](#) must be submitted by October 15 for the following year.

Additionally, Council has committed to a \$75,000 contribution from the Affordable Housing Reserve Fund which would be payable upon issuance of an occupancy permit.

Lastly, Council is cognizant of the ongoing operating expenses associated with the project and invites CLT to submit a [permissive tax exemption application](#), following subdivision of the property, for up to half of the property tax payable.

We hope that these actions, as well as the contribution of the land for the project, show Council's commitment to affordable housing in the area.

Sincerely

A handwritten signature in black ink, appearing to read "Debra".

Debra Toporowski
Acting Mayor

debra.toporowski@northcowichan.ca

cc: Rob Conway, Director, Planning and Building, North Cowichan
John McEown, Island Director, BC Housing
North Cowichan Council
Talitha Soldera, Director, Financial Services, North Cowichan
Ted Swabey, Chief Administrative Officer, North Cowichan