



Date: November 5, 2025

To: The Municipality of North Cowichan  
Re: **Grant-in-Aid Application for Development Cost Charges**

Dear Council Members:

The Community Land Trust would like to provide additional supporting documentation for the North Cowichan Council reviewing committee, to request a full waiver in the amount of \$543,316 which would cover a proportion of building permit fees and DCCs. This is required to satisfy the lending commitments expected from CMHC and BC Housing as required under the current funding approvals for the Project.

BC Housing, the Municipality of North Cowichan, and CLT have been working in collaboration to advance the design and permitting through City approval. BC Housing has granted Provisional Project Approval and laid out the conditions in which Final Project Approval will be granted. The review of the request is critically important to ensure that there will be no further delays to the start of construction of the project.

On June 28, 2022, North Cowichan Council invited the Community Land Trust (CLT) to submit a "2023 grant-in-aid" application for up to \$432,000. Based on communication with Municipal staff, the current calculated fees for the project as of November 2025 are \$543,316 for the total DCC fees and \$262,428 for the building permit fees. The proposed waiver amount of \$432,000 is not sufficient based on the lending requirements from both BC Housing and CMHC. The project has been granted BC Housing funding under the CHF program and allows for a cooperative housing project with up to 92 housing units provided at different levels of affordability as per the provincial CHF funding program which includes 20% at deep subsidy, 50% at RGI (Rent Gear to Income) rates, and 30% at LEM (Low End Market) rates with a 60-year operating agreement and ongoing annual subsidy.

The partnership between CMHC, BC Housing, the Municipality of North Cowichan, and the Community Land Trust is a vital step towards meeting local non-market housing needs. To secure the funding required to proceed, CLT is requesting fee waivers totalling \$543,316. With this support, the foundation is set for the successful delivery of these 92 affordable housing, which will have a significant impact on the community. Unfortunately, without this consideration, the project will not be able to proceed as planned. Please contact Mania Hormozi at Community Land Trust and Tara Schmidt at BC Housing for more information.

Sincerely,

Handwritten signature of Mania Hormozi in black ink.

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Mania Hormozi  
Associate Executive Director of  
Development

Community Land Trust

Handwritten signature of Tara Schmidt in black ink.

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Tara Schmidt  
Acting Director, Regional Development  
(Vancouver Island)

BC Housing

Cc:

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