

August 24, 2018

Lesley-Ann Staats
Director of Planning
Town of Gibsons
474 South Fletcher Rd.
Box 340
Gibsons, BC V0N 1V0

Re: Memorandum of Understanding - Charman Creek lands, Shaw Road, Gibsons

Dear Lesley-Ann:

The purpose of this Memorandum of Understanding is to establish the terms under which the Town of Gibsons (the Town) and the Sunshine Coast Affordable Housing Society (SCAHS) will continue their collaboration on developing approximately 40 units of affordable rental housing on an approximately 3-acre parcel that is to be subdivided from a larger Town-owned parcel at the southern terminus of Shaw Road in Gibsons (the Site).

The following is acknowledged:

- 1) A feasibility analysis was completed by Urban Matters CCC for the Town which documented the significant need for affordable rental in Gibsons, the type of housing needed, and the basic suitability of the Site;
- 2) An Open House in regard to developing affordable rental housing in the Town hosted by SCAHS, Urban Matters, and the Town was held on June 8, 2017 and was attended by approximately 80 people;
- 3) At its November 7, 2017 meeting, Town Council resolved to designate the Charman Creek lands site as a prospective site for a 40-unit rental housing project to be developed and funded in partnership with the SCAHS and senior governments
- 4) At its November 7, 2017 meeting, Town Council resolved to work with the SCAHS to execute and report back on a three-step consultative process: a world café to discuss the proposal; a design charrette to evaluate design principles appropriate for the Site; an open house to present these design principles and a more refined concept plan.
- 5) A World Café meeting was held on February 1, 2018 at Christensen Village in Gibsons facilitated by Urban Matters, Town staff and Board members of the SCAHS to hear from neighbours and community members about this proposed development; twenty-nine residents attended and a report was submitted to Town Council on April 3, 2018.
- 6) At its November 7, 2017 meeting, Town Council resolved to support fundraising efforts for the project development costs with an application to the Canada Mortgage and Housing Corporation (CMHC); The SCAHS submitted an application on May 8, 2018 for

- predevelopment financing to help cover the cost of architectural and engineering services required for planning and the rezoning of the site;
- 7) An architect was retained to help further develop the concept and support the design charrette. McElhanney Associates Land Surveying Ltd. was retained to provide a site plan and elevations, and identify and plot all trees over 0.5 meters on the plan.
 - 8) A design charrette was held on August 7, 2018 with stakeholders and residents invited to participate. A report was submitted to Town Council on September 4, 2018.
 - 9) An Open House, the third step in the consultative plan, is planned for September 2018.
 - 10) A traffic study has been ordered and a broader ecological review of the 2-acre Site is being ordered to identify particularly sensitive areas and mitigate development impacts on such areas to support the refinement of the plan and preparations for rezoning submission;
 - 11) The SCAHS would like to move forward on the development of the Site and the Town of Gibson would like to support the development.

For its part, SCAHS shall proceed as follows:

- 1) Support the preparation of an Agreement that outlines the conditions of subdivision and rezoning of the site, the terms of a lease agreement, and the delivery of affordability, operations, and other appropriate conditions;
- 2) Continue to coordinate closely with Town staff on the design development of rental housing on the Site and prepare for a rezoning submission in regard to the Site in November of 2018;
- 3) Seek funding from BC Housing and CMHC to support the affordability of the proposed rental housing project;
- 4) Continue to make sure all costs related to the project development are covered by sources other than the Town;
- 5) Work collaborative with Urban Matters and New Commons Development to carry out the development;
- 6) Work primarily with local contractors and professionals to carry out the development;
- 7) Collaborate with critical service providers on the Sunshine Coast such as Sunshine Coast Community Service to ensure that the housing developed furthers the housing needs of the Town of Gibsons.

For its part, the Town would like to proceed as follows:

- 1) Lead the preparation of an Agreement that outlines the conditions of subdivision and rezoning of the site, the terms of a lease agreement, and the delivery of affordability, operations, and other appropriate conditions;
- 2) Endorse the SCAHS in fundraising efforts to finance the development;
- 3) The Town encourages the SCAHS to submit a rezoning application for the proposed development with an expectation that it will include measures to reduce negative impacts on the remaining portion of the parcel and the neighborhood.

Should the terms set forth above reflect the mutual understanding on how Gibsons and SCAHS intend to move this work forward please indicate your agreement by signing below.

We look forward to our continued work with you on this important matter.

Sincerely yours,

SUNSHINE COAST AFFORDABLE HOUSING SOCIETY

By: _____
Dion Whyte
Board Chair

This memorandum of understanding is accepted by:

TOWN OF GIBSONS

By: _____
Mayor Corporate Officer

Date: _____

DRAFT