



# PROPERTY OPPORTUNITY NOTICE



**Municipality:** District of Elkford

**Street Address of Site:** 421 Boivin Road

**Posted:** April 29 2024

**Submission Deadline:** June 28 2024

## Overview

BC Builds is a rental housing program for middle income households. These are households earning a range of \$84,780 and \$131,950 per year for couples with no children for a studio or one-bedroom apartment and \$134,410 to \$191,910 per year for couples with children, needing a 2 or larger bedroom home. The aim of the program is to provide housing for households within these ranges. To help achieve this goal BC Builds can provide:

- Low-cost construction financing for buildings that are owned and operated by for-profit and non-profit developer and First Nations development corporations
- Direct access to CMHC construction financing with up to a 50-year amortization for buildings owned and operated by non-profit and private developers, as approved by CMHC
- Access to low-cost take-out financing with a 35-year amortization for buildings not approved for 50-year amortization.
- Grants of up to \$225,000 per unit for buildings owned and operated by co-operative or non-profit developers and First Nations controlled development corporations, with the goal of having at least 20% of the units at 20% below market rents. Where grants are provided, below market rents will be secured in a range of ways including a forgivable mortgage, housing agreement, section 219 covenant, or operating agreement.

Please refer to the [BC Builds Rental Supply Program Framework](#) for full program details before submitting your proposal.

## Site Context

### Satellite Map



Figure 1: Subdivision and site servicing completed in 2023

### Plan Map



Figure 2: Site is Designated District Core Mixed Use and Zoned C-1 Town Centre Commercial

Parcel Identification (PID)	031-887-139, 031-887-147, 031-887-155, 031-887-198, 031-887-163 Plus a portion of land currently dedicated as road on Plan EPP121292
Registered Owner	District of Elkford
Civic Address	421 Boivin Road
Lot Area (Size)	4769 m2 (1.18 acres)
Lot Frontage	86 metres on Alpine Way, 57 metres on Boivin Road
Site Servicing	<p>Servicing drawings are included with the attachment. Private water/sewer services have been provided to this site with connections to municipal water/sewer mains.</p> <p>As this site was originally envisioned to contain several separately owned buildings, there are several individual services within the site that may be decommissioned as part of this development process.</p>
Links to relevant planning policies (OCP, Local Area Plan, other relevant documents)	<a href="#">Official Community Plan</a> <a href="#">Zoning Bylaw</a> <a href="#">Downtown Plan</a> <a href="#">Revitalization Tax Exemption Bylaw</a> <a href="#">Elkford Investor Package</a> <a href="#">Development Cost Charge Bylaw</a>

### Property Details

Please enter N/A for fields that don't apply to your site.

Zoning	C-1 Town Centre Commercial
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Permitted Use Within Zoning	Apartment Dwellings, Mixed-Use, Clubs, Officers, Hotels, Indoor Recreation and Entertainment, Funeral homes, Liquor Primary Establishments, Liquor Store, Personal and Professional Services, Child Care Centre, Restaurants, Retail, Cannabis Retail, Breweries and Distilleries, Public Culture and/or Art Centres, Recreation centres and community centres, Libraries, places of worship, Hostel
Permitted Height and Density	Height: 13.5 metres Density: No limit
Applicable Development Permit Controls	Two relevant development permit areas: Form & Character Guidelines (See Page 63 of OCP) Energy Efficiency & Water Conservation Guidelines (See Page 61 of OCP)
Current Use	Vacant
Surrounding Use	West: Post Office (C-1 zoning) North: Vacant (C-1 zoning) East: Vacant (C-1 zoning) South: 25 Unit Apartment Residential under development
Environmental features (stream, creek, grades, soils etc)	Relatively flat – see massing study for topography.  Outside of 30 metre setback from Boivin Creek.
Any easements or restrictive covenants on title	BC Hydro and Telus SRW in southeastern corner of property.
Community engagement requirements or expectations	Not applicable. This area went through a community planning process in 2020 which led to the adoption of the Downtown Plan (see relevant documents section).
Amenity/Bonusing Requirements	Not applicable

Sustainability/Energy Requirements (for anything beyond BC Building Code)	Not applicable.
Accessibility Requirements (for anything beyond BC Building Code)	Not applicable.

## Applicant Type

Please indicate which of these apply to your site. **Please check all that apply:**

- Seeking a developer **and also** a housing owner/operator and willing to enter into a long-term lease (60 – 99 years) with successful proponent with a land cost of \$0.
- Seeking a developer **and also** a housing owner/operator and willing to dispose of land to successful proponent at \$0.
- Seeking **only** a developer/builder to provide a turn-key building to an operator you've preselected.
- Owner/operator **must be** a non-profit society, co-op or First Nations development corporation.
- Owner/operator **must be** a private developer.
- Owner/operator can be either a non-profit society, co-op or First Nations development corporation or a private developer.

## Additional Property Information

Appendix A:

1. District of Elkford Additional Details
2. Site Photos
3. Massing Study
4. Civil Drawings

## Eligibility and Evaluation Criteria

### General information

- Successful projects must break ground within 12 -18 months (depending on the complexity of the project) of the successful proponent receiving a Conditional Land Contribution Letter following the completion of the evaluation period.
- The land must be used to create new housing for middle income families as defined in the [BC Builds Rental Supply Program Framework](#).

- Eligible projects must be primarily residential but **must include a portion of** ground floor commercial and/or community uses and/or childcare with the non-residential components not to exceed 30% of floor area or cost.
- Land will be leased at nominal value by the landowner to the successful applicant on 60- to 99-year basis or disposed of at nominal value. Please see individual Property Opportunity Notices for details.

## Equity requirements

*“Equity” for the purposes of this application is defined as the financial contribution that an applicant is making to the project.*

Proposals from private market developers that provide more below market units at a greater percentage below market will be given priority. To achieve this, an equity contribution will likely be required from private developers. Sites seeking a developer/builder only to provide development management services for a turnkey building to a non-profit, co-op or municipal/regional housing corporation are exempt from this equity requirement.

For non-profit and co-operative developers and First Nations controlled development corporations intending to own and operate buildings, there is no equity contribution required during the proposal submission process. However, these proponents are eligible to access capital grants of up to \$225,000 per unit. Applicants may bring additional equity or equity partners to the proposal to increase affordability. Proposals from non-profits, co-operatives and First Nations development corporation that require a lower grant per unit amount while still achieving at least 20% of the units at at least 20% below market will be given priority.

## Eligibility Criteria

All proposals will be assessed first to determine qualification based on these eligibility criteria. Proposals that qualify will then be assessed according to the evaluation criteria below.

## Eligible Applicant

Applicant must:

- Be registered and in good standing with the BC Corporate Registry or partner with a business or organization that is.
- Have previous property development and property management experience or engage professional third-party consultants or property management company.
- Have a plan for construction and operations that’s financially viable.
- Meet equity requirements. See below.

## Target Household Incomes

Project targets households in BC Builds income ranges with rents that don't require households in this range to spend more than 30% of their income on rent: \$84,780 and \$131,950 per year for couples with no children for a studio or one-bedroom apartment and \$134,410 to \$191,910 per year for couples with children, needing a 2 or larger bedroom home. *See evaluation criteria and evaluation matrix below for information about how this will be scored for applicants that are deemed eligible.*

**Property Management (Applies only to properties where a housing owner/operator is being sought):** Applicants must have a minimum of five (5) years' property management experience. In lieu of property management experience, applicants may hire or partner with a professional third-party property management firm or organization to help build their organization's capacity over the first five years of operation.

**Real Estate Development Experience:** Applicants must have successfully completed a similar project on time and within budget. Alternatively, applicants may hire or partner with a third-party developer who has experience building similar projects and/or assemble a design and construction consultant team to carry out the project.

## Evaluation Criteria

Proposals received during the submission period will be ranked in comparison to other proposals. More specifically, the following criteria will be used to evaluate, rank, and determine a proposals' overall strength and level of project suitability. Please see scoring matrix below.

**Financial Viability and Sustainability:** The project is feasible and viable, both through capital financial assembly and ongoing operating pro-forma, as well as the project environment (geotechnical, environmental, site constraints etc.) Projects must demonstrate a means to be financially sustainable without an ongoing operating subsidy from BC Builds (BC Housing). All potential funding sources must be disclosed, including the potential to apply for financing and grant funding through BC Builds, together with details of the intended funding strategy and any supporting documentation. If the building will require an ongoing operating subsidy, the applicant must provide information about how they would provide that subsidy to the project and demonstrate how that will be in place over the life of the building.

**Household incomes and rents:** BC Builds targets middle-income households, with income thresholds for eligibility set at the middle-income Limits which are defined as follows:

*Units with less than two bedrooms:* Middle-income households are those whose gross household income does not exceed the 75<sup>th</sup> income percentile for families without children, as determined by BC Housing from time to time. The current range of middle-income households that are the target of the BC Builds program is \$84,780 and \$131,950.

*Units with two or more bedrooms:* Middle-income households are those whose gross household income does not exceed the 75<sup>th</sup> income percentile for families with children, as



determined by BC Housing from time to time. The current range of middle-income households that are the target of the BC Builds program is \$134,410 to \$191,910.

For projects involving a mix of unit sizes, the corresponding income threshold will be applied to each unit type.

Priority will be given to projects that target household incomes as low as possible in these income ranges while still maintaining project viability without the need for ongoing operating subsidy from BC Builds.

Rents must be suitable for middle income households, as defined above.

Projects with non-profit partners, public housing corporations or First Nations-controlled development corporations receiving capital grants of up to \$225K/unit:

- Units must target eligible households for a minimum of thirty-five (35) years
- Include minimum of 20% of units rented at 20% below market for a minimum of thirty-five (35) years.

Projects with private developers:

- Units must target eligible households for a minimum of ten (10) years

The rent structure will vary depending on the characteristics of the project and whether or not funding from other partners is layered into the project. All units in the development must be rented at or below market as determined by an appraisal of current market rents in the community, and at rents suitable for eligible households considering the location and average household income for the area but must not exceed 30% of the Middle-Income Limits in effect at time of occupancy and at unit turnover.

**Speed to Market:** How rapidly does the proposed timeline bring new homes to market? How realistic is the proposed timeline? Processes to speed up the development and construction timelines and innovative construction methods will be given priority.

**Environmental Sustainability Considerations:** Projects must be built to the BC Building Code. Priority will be given to projects that can provide additional environmental sustainability benefits while maintaining project viability.

**Accessibility Considerations:** Projects must be built to the BC Building Code. Priority will be given to projects that can provide additional accessibility benefits while maintaining project viability.

**Unit Mix Considerations:** No requirement for a particular unit mix, but priority will be given to projects that provide two- three- and four-bedroom units while maintaining project viability and staying below the per unit maximum grant amount of \$225,000 for co-operative and non-profit developers and First Nations controlled development corporations.

**Equity Contribution:** For private developers, does the proposed equity contribution help deliver more below market units at a greater percentage below market? For non-profit and co-operative developers and First Nations controlled development corporations, what is the lowest grant amount per unit required (up to a maximum of \$225,000) to achieve at least 20% of the units at at least 20% below market?

**Scoring Matrix**

Mandatory Requirements
Eligible Applicant
Meets Target Household Incomes
Demonstrated Property Management Experience (if seeking operator)
Demonstrated Development Experience
Ranked Criteria (Overall Weighting)
Financial Viability & Sustainability (20%)
Amount of per-unit subsidy required (15%)
Percentage of units at 20% below market (15%)
Target Household Incomes (15%)
Speed to Market (15%)
Financial Equity Contribution (5%)
Unit Mix (5%)
Additional Accessibility Benefits (5%)
Additional Sustainability Benefits (5%)

**How to Apply and Proposal Submission Requirements**

1. Review detailed property information, criteria and deadlines in this Property Opportunity Notice.
2. Attend an optional Property Information for this opportunity. Please see the property listings page for times and dates.
3. Contact BC Builds [info@bcbuildshomes.ca](mailto:info@bcbuildshomes.ca) if you have any questions about a Property Opportunity Notice. Please do not contact landowners directly. Doing so will result in immediate disqualification from the application process.
4. Review the [BC Builds Rental Supply Framework](#).
5. Applicants can present their submission in the form and format of their choice, with the option of using [this capital and operating budget template](#). A development schedule and typical schematic design that includes drawings and site concept plan including massing, renderings, basic floor plans, and an indication of how the building(s) is located on the property is expected as part of the proposal submission. Total submission should include no more than 20 type-written pages.
6. Letters of reference can be submitted to demonstrate experience in delivery of similar projects.

7. Proposals must be sent to [info@bcbuildshomes.ca](mailto:info@bcbuildshomes.ca) on or before the due date listed in the Property Opportunity Notice.

### **How long it takes**

It should take several weeks (goal of 4 to 6 weeks) for BC Builds to review your project proposal and let you know if your proposal is approved. The successful proponent will be required to sign a Conditional Land Contribution agreement between the proponent, BC Builds and the landowner which lays out a 12-to-18-month timeline to securing funding, financing, Development Permit, Building permit and begin construction and a shared and collaborative approach to meeting or exceeding this timeline.

### **Cost**

There is no cost to apply.

### **Additional Information**

This PON is available to projects that meet and/or exceed the minimum requirements as outlined in the above criteria. Verification of project details and evaluation will determine whether a project is selected. Simply meeting the minimum requirements will not guarantee that a proposal will be selected. Applicants are responsible to provide sufficient documentation that will verify compliance with the eligibility requirements.

Note that BC Builds will consider all proposals but is under no obligation to approve any application and move forward with the PON if, in BC Builds' opinion, no suitable submissions are received.

### **Disclaimer**

The PON is a non-binding document. BC Builds does not make any representation or provide any undertaking to prospective respondents other than to invite them to submit a proposal. This PON does not oblige BC Builds to negotiate or execute an agreement with any prospective respondents, not to grant rights of any sort to any prospective respondents and, BC Builds shall incur no liability to any prospective respondent as a result of responding this PON.

BC Builds will not be liable for, nor will it reimburse any prospective respondent for costs incurred in the preparation, submission or presentation of any proposal, for interview or any other activity that may be requested as part of the PON process.

## BC Builds – Property Opportunity Notice

### District of Elkford

The District of Elkford is excited to be a part of the BC Builds program. We are very supportive of the creation of much needed purpose-built rental housing in our community. The BC Builds opportunity will be a major step in addressing the rental housing supply issues while also jumpstarting our new and revitalized District downtown core. The site selected for this project is our flagship site, a corner lot with high visibility and access.

To this end the District has provided the following supports for this project, in addition to contribution of land as described in the Property Opportunity Notice:

- Revitalization Tax Incentives – Project will be eligible for significant municipal tax waivers. See [bylaw](#) for precise details. The bylaw is also linked in the Property Opportunity Notice. Permissive tax exemptions are also available.
- Low Development Cost Charges with potential for waivers – in accordance with *Local Government Act*. A waiver bylaw must be adopted to give this effect.
- Minimal off-site infrastructure requirements. The District has invested in sidewalks, public space improvements and underground infrastructure adjacent to the site so the development is not required to provide those. Note that if the development requires water/sewer/power infrastructure upgrades those would be at the expense of the development.
- Zoning changes to make development more flexible. This includes no density limit, and removing of minimum parking requirements. While we expect that on site parking will be desirable for the marketability of the units, the District is not dictating that parking requirement.
- The District has allocated a direct financial contribution of \$125,000 for the successful proponent of the BC Builds opportunity. This contribution may be used for design work and is provided as part of the incentive package for the affordable housing component of the work.
- The District maintains a list of businesses that are seeking more accommodation for their staff. We are prepared to connect the successful proponent with businesses who may be available for rent guarantees.





Site



STOP

4-WAY

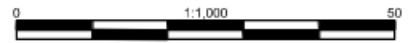
Site

STOP FRONT



??? SPOT ELEVATION (AFTER CONSTRUCTION)  
 SPOT ELEVATION (ORIGINAL GROUND)

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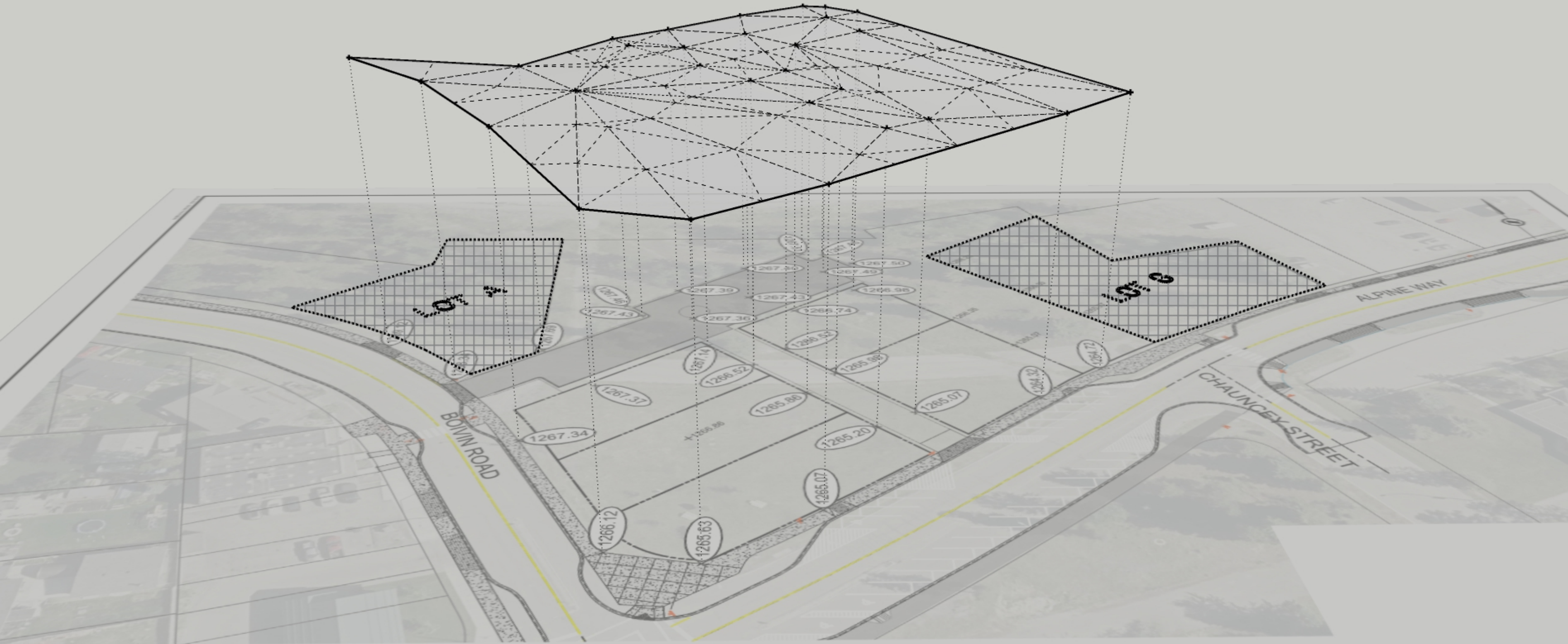


PO Box 413  
 Unit C - 402 Highway 3  
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 T 250 425 0158

DISTRICT OF ELKFORD  
 744 FORDING DRIVE, ELKFORD, BC C0B 1H0  
 DOWNTOWN CORE  
 INFORMATION SKETCH

Drawing No.	SK1
Project Number	24410127801
Rev.	0

Rev	Date	Description	Drawn	Design	App'd
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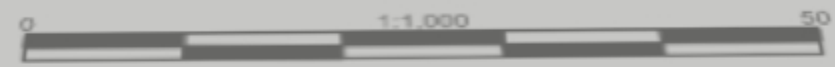


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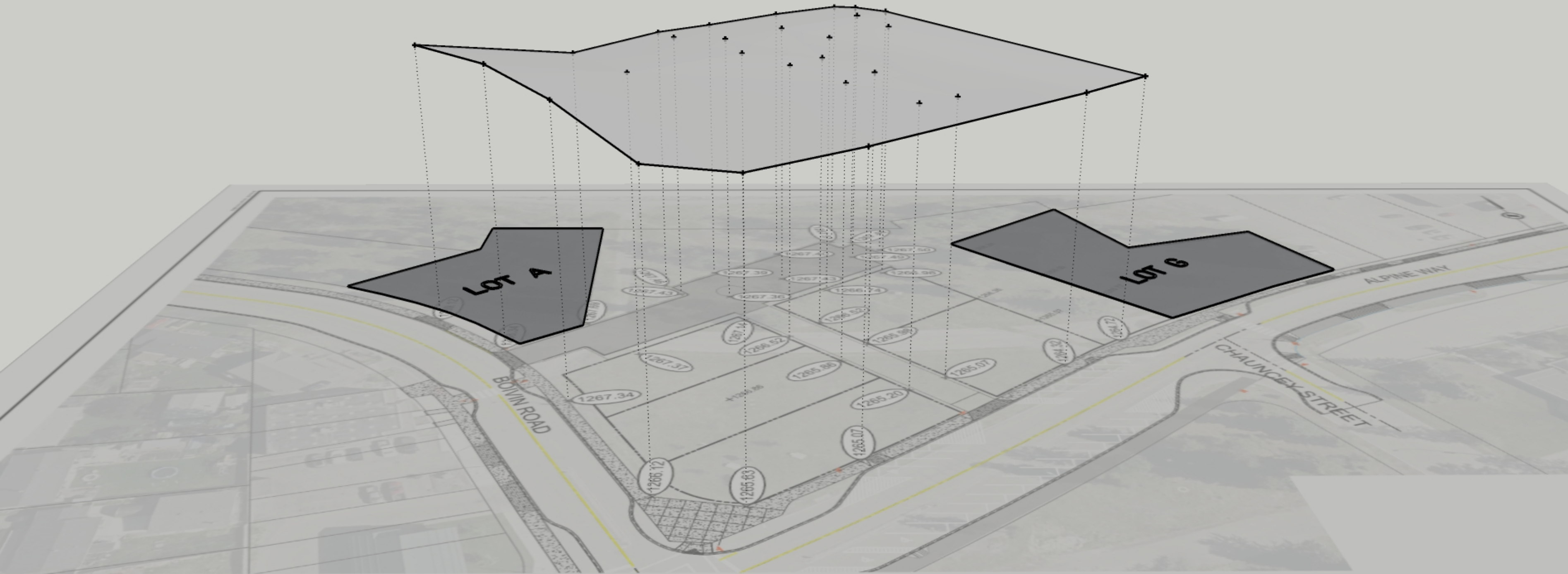


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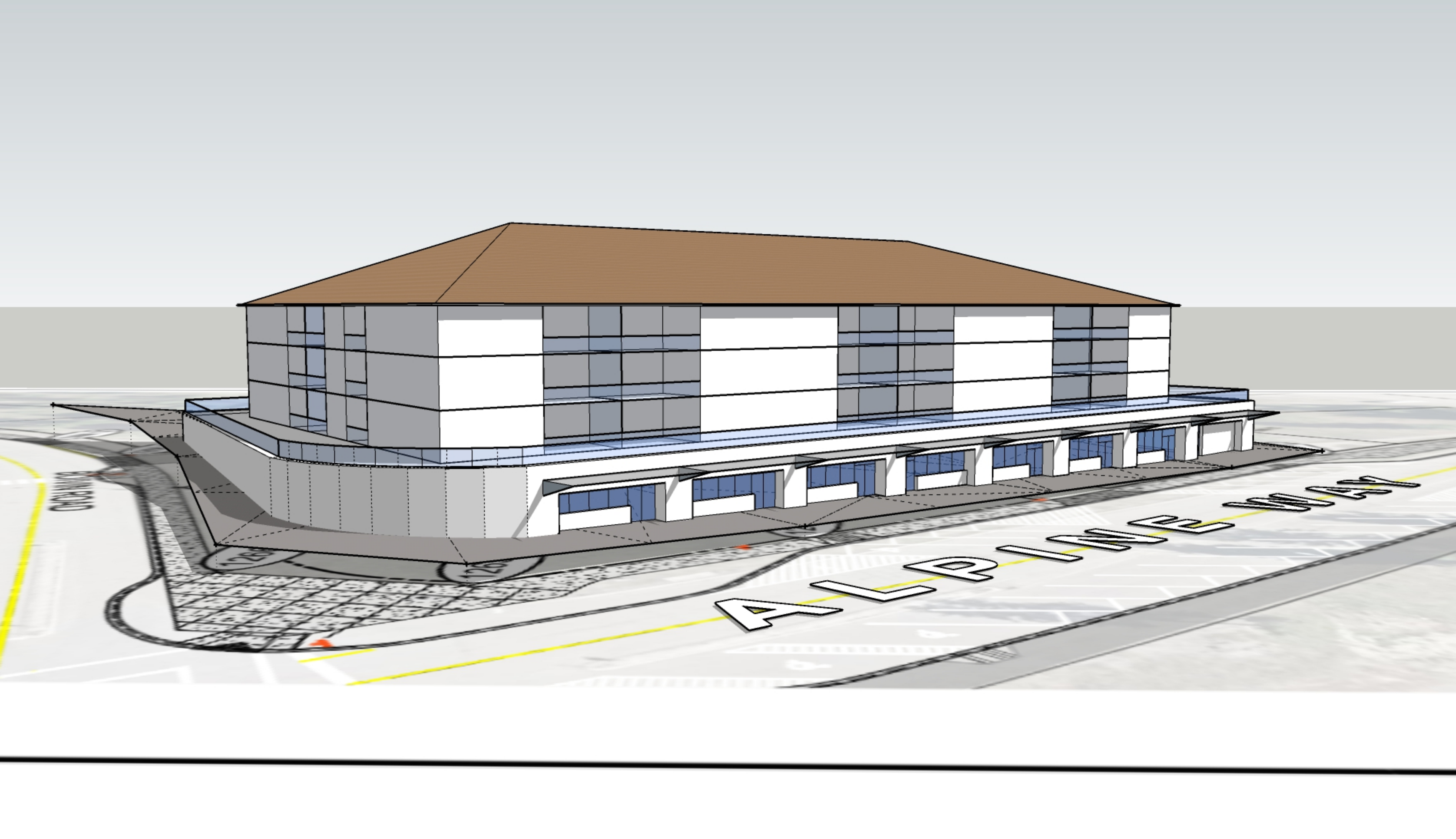


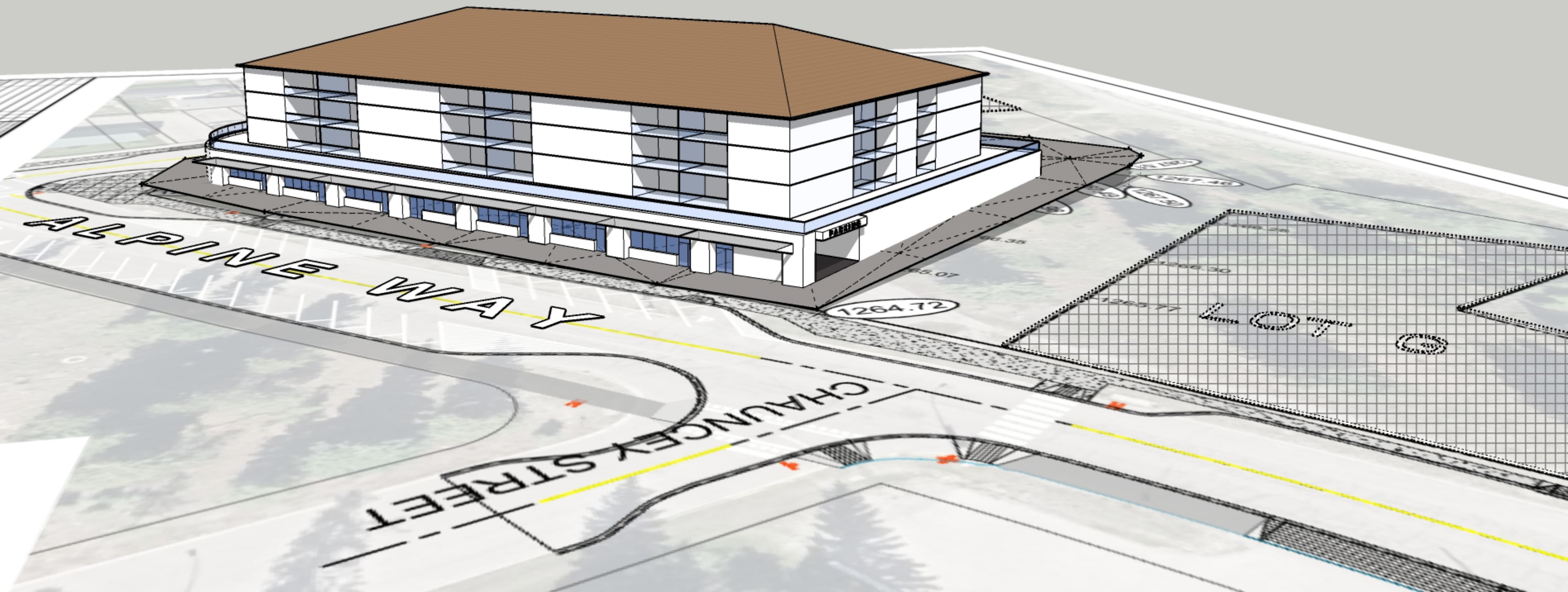
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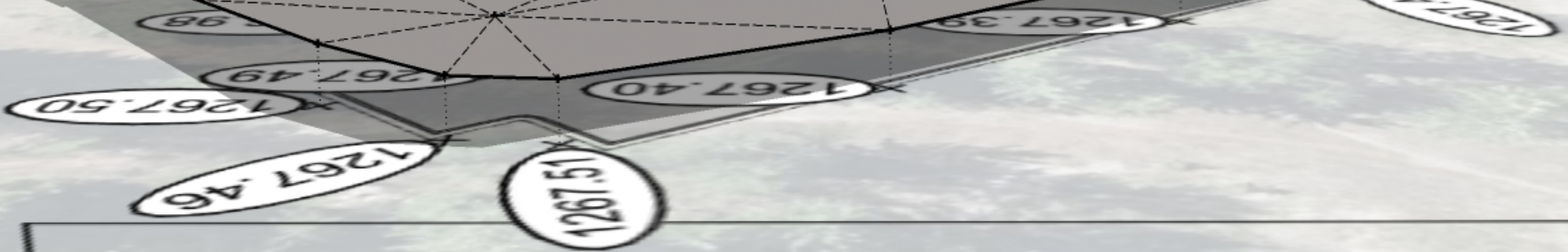
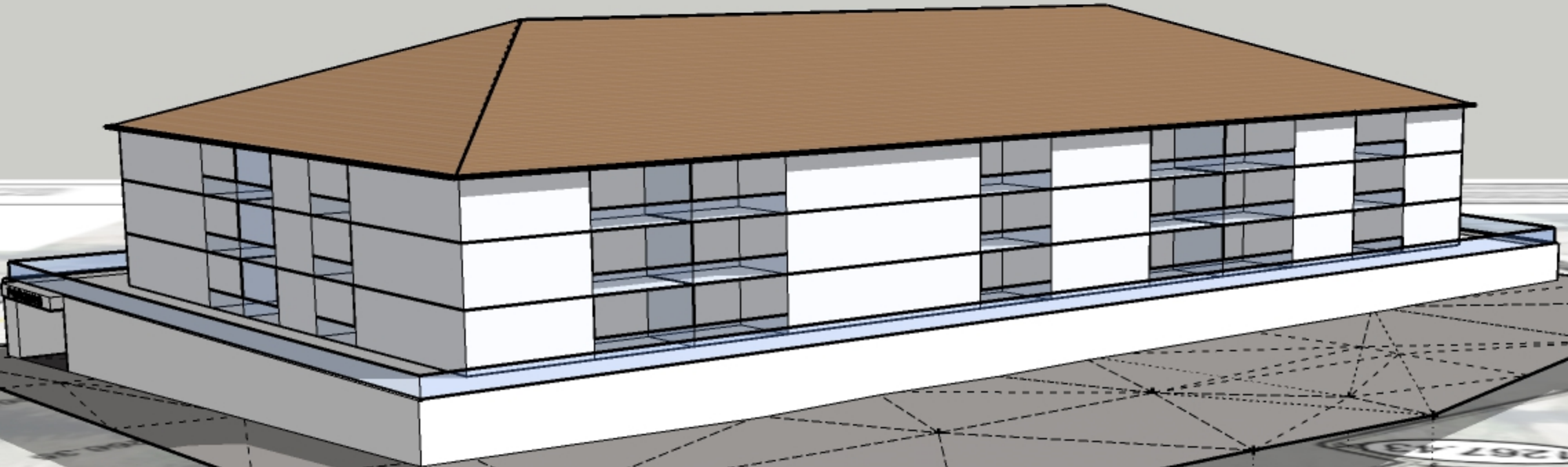
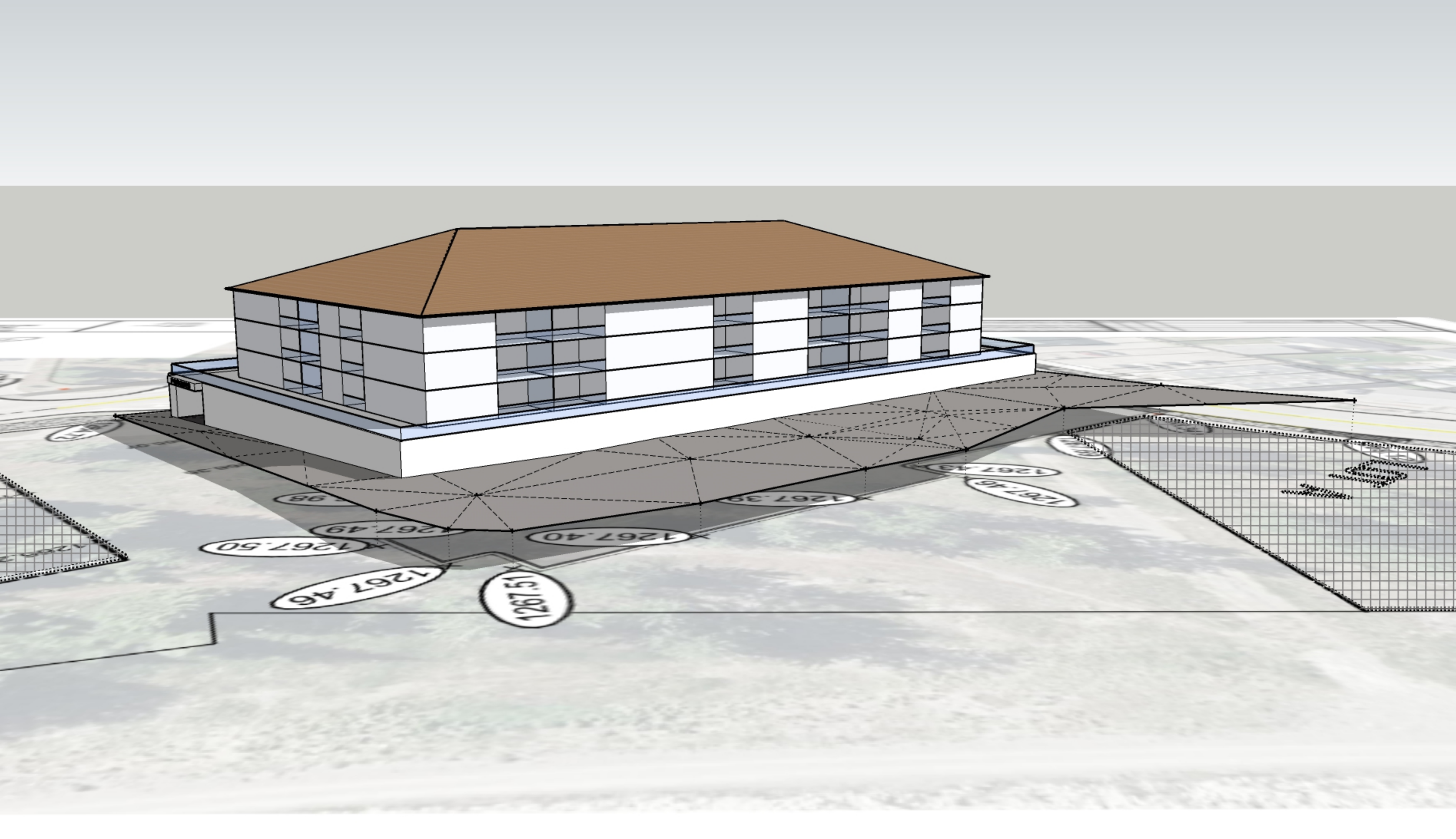
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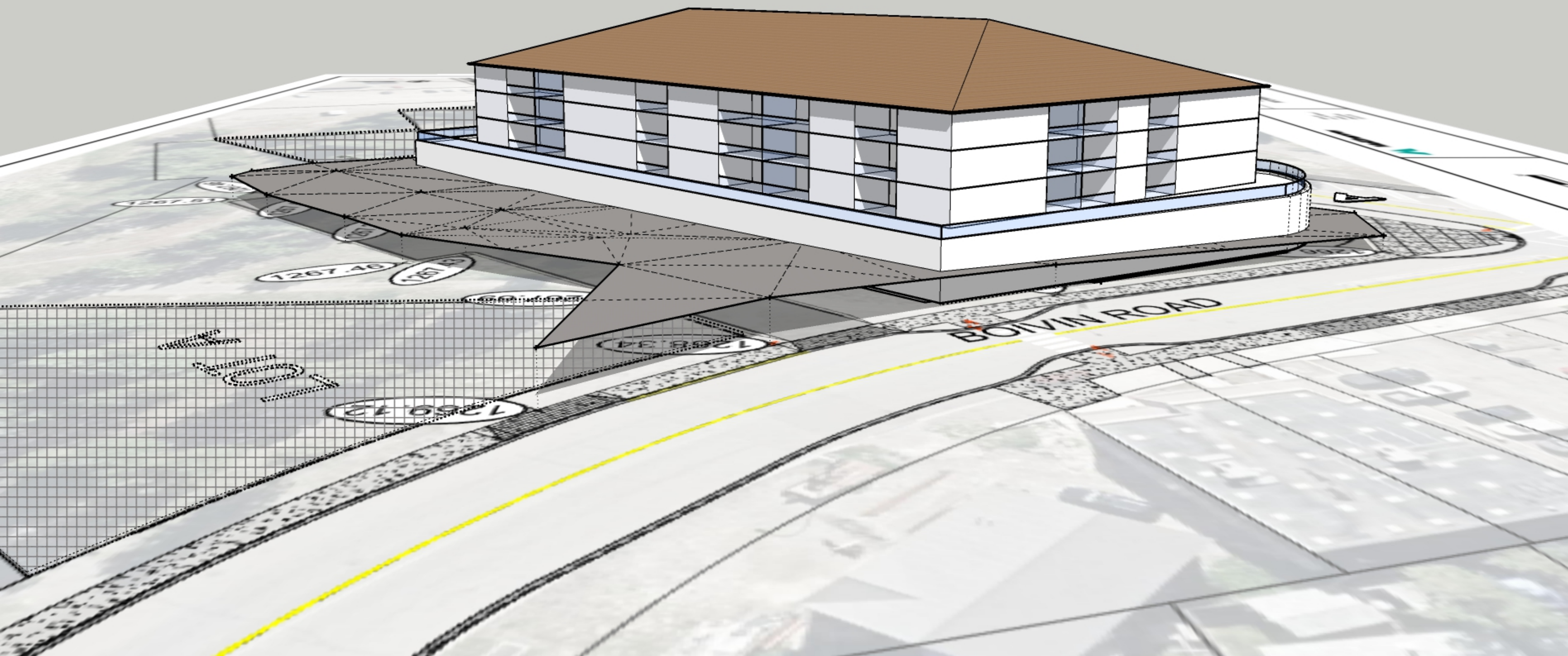






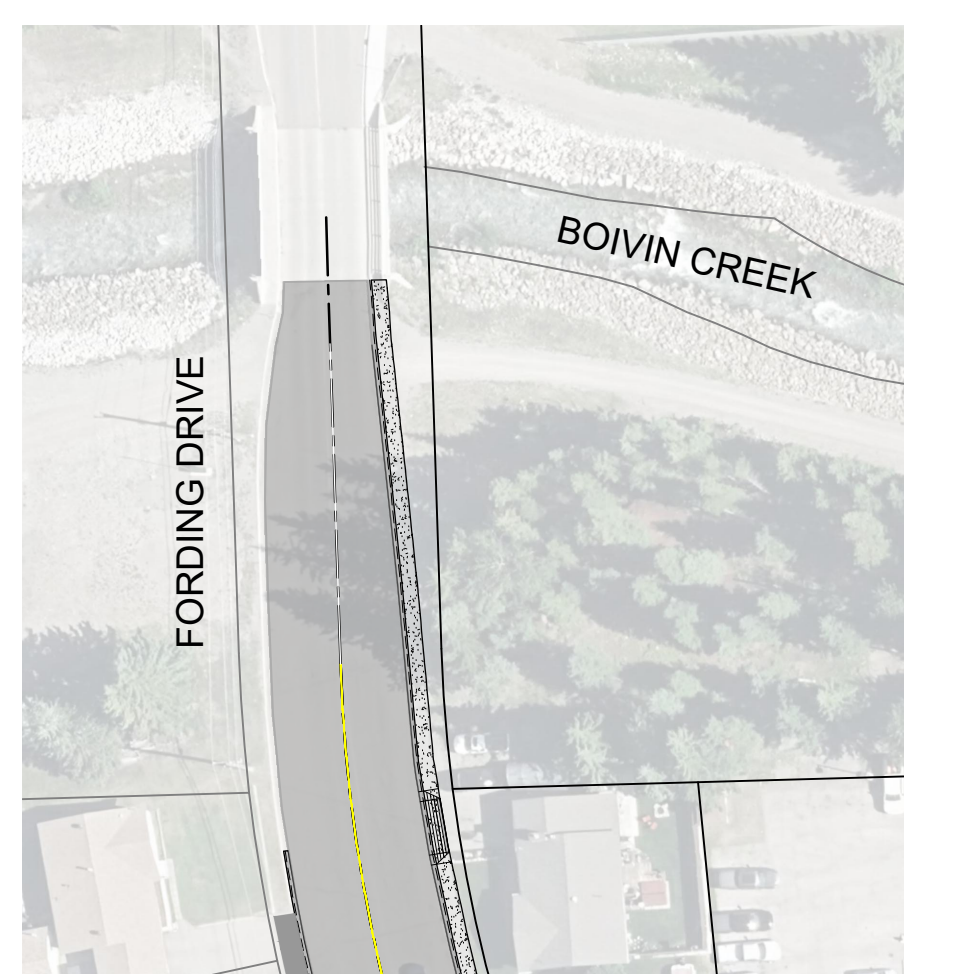
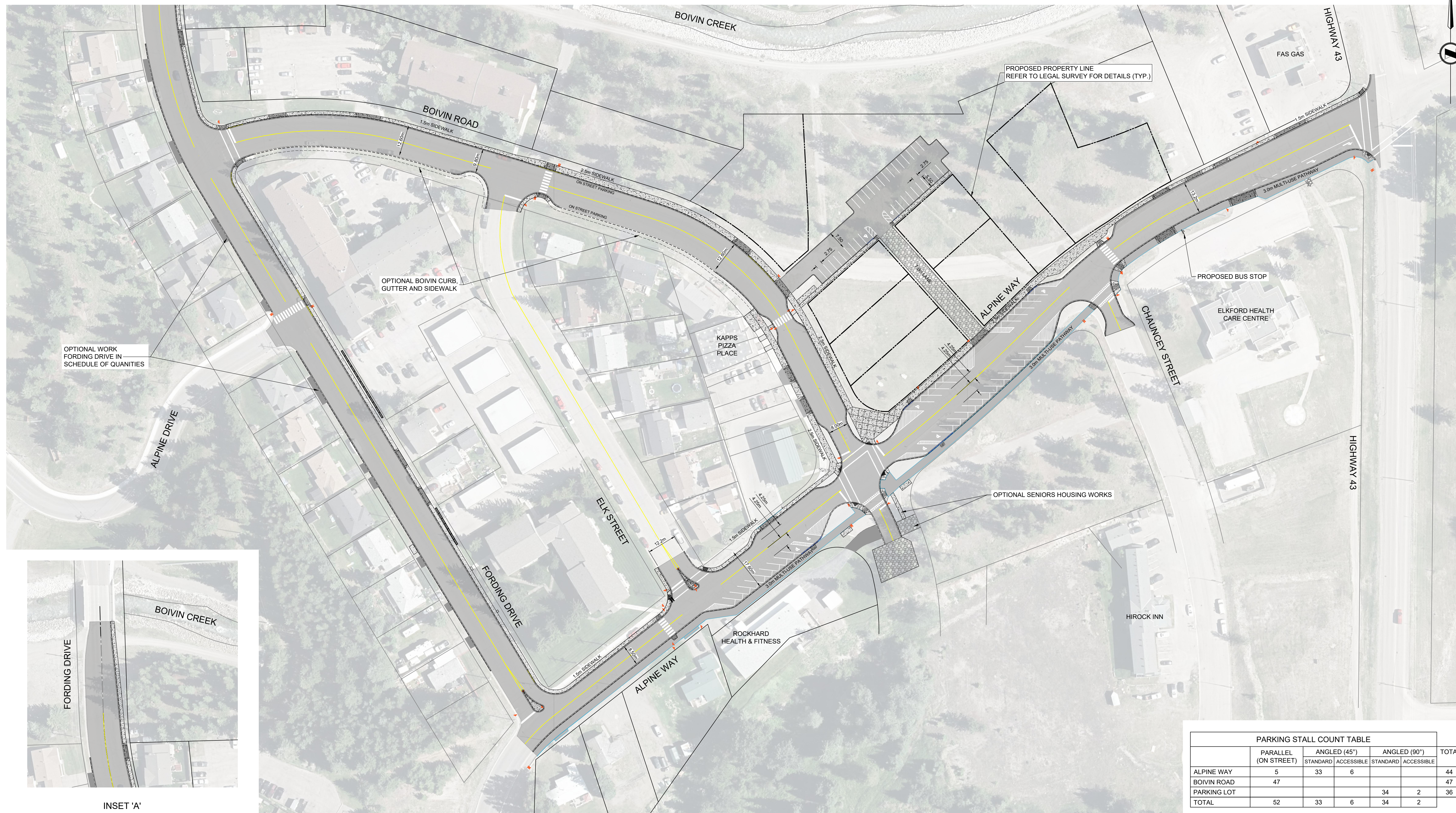






DATE: 2023-02-06, 17:19 FILE: X:\2441\Projects\2441-01278-00 - D+E Downtown Revitalization Project\10 - Drawings\10.3 Sheet Files\01278-C-100.dwg McElhanney ANS D - 2023-09-14

SEE INSET 'A' FOR CONTINUATION



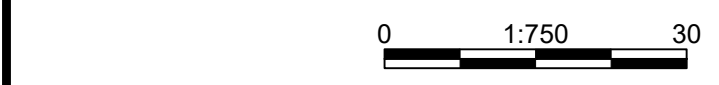
INSET 'A'

	PARKING STALL COUNT TABLE					TOTAL
	PARALLEL (ON STREET)	ANGLED (45°) STANDARD	ANGLED (45°) ACCESSIBLE	ANGLED (90°) STANDARD	ANGLED (90°) ACCESSIBLE	
ALPINE WAY	5	33	6			44
BOIVIN ROAD	47					47
PARKING LOT				34	2	36
<b>TOTAL</b>	<b>52</b>	<b>33</b>	<b>6</b>	<b>34</b>	<b>2</b>	

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ORIGINAL DWG SIZE: ANSI D (22" x 34")

**McElhanney**

PERMIT TO PRACTICE  
McElhanney Ltd.  
PERMIT NUMBER: 1003299  
Engineers and Geoscientists of BC

PO Box 1505  
Unit C - 402 Highway 3  
Fernie BC  
Canada V0B 1M0  
T 250 425 0158

Association of Professional Engineers and Geoscientists  
**D. N. LONG**  
ENGINEERING LICENSE  
Limited License  
23745  
2023-02-08

Approved Sealed

**DISTRICT OF ELKFORD**  
744 FORDING DRIVE, ELKFORD, BC V0B 1H0

**DOWNTOWN CORE**

**ROAD UPGRADE PLAN**

Drawing No.  
**C-100**

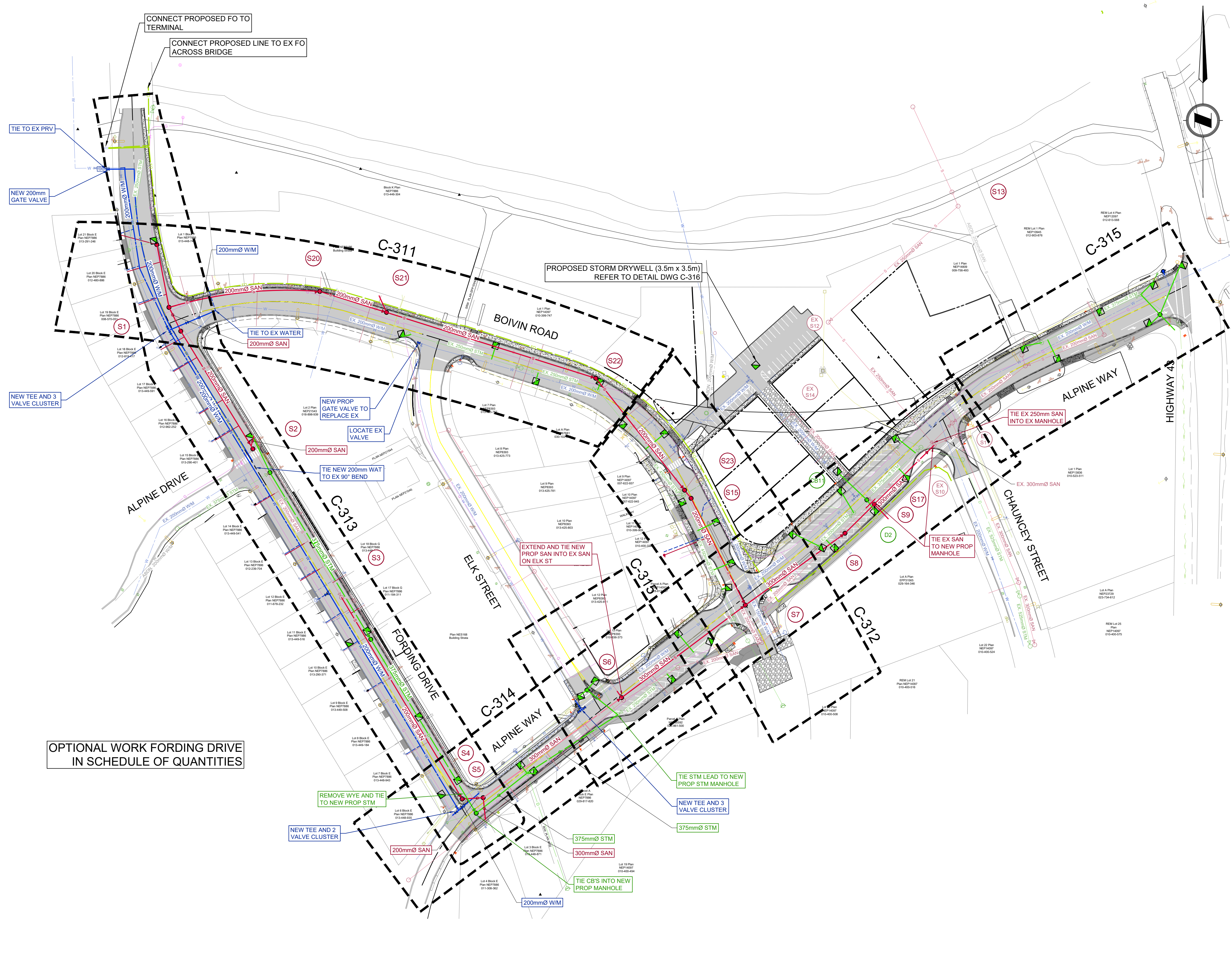
Project Number  
2441-01278-00

Rev.  
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Rev	Date	Description	Drawn	Design	App'd
0	2023-02-01	ISSUED FOR TENDER	CH	II	DL

DESTROY ALL PRINTS BEARING PREVIOUS REVISION



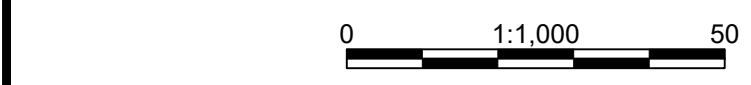


OPTIONAL WORK FORDING DRIVE  
IN SCHEDULE OF QUANTITIES

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ORIGINAL DWG SIZE: ANSI D (22" x 34")



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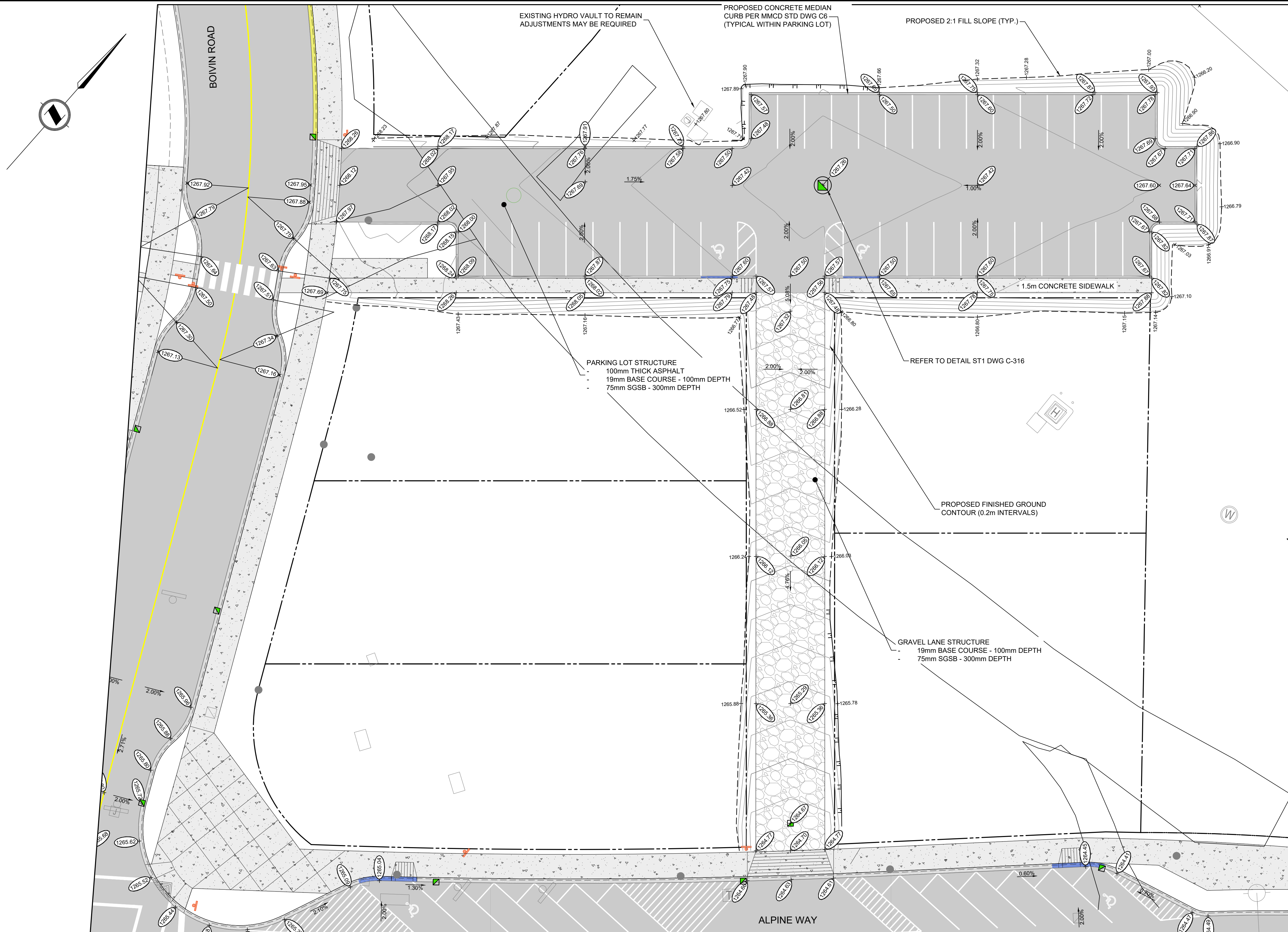
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**DOWNTOWN CORE  
OVERALL UTILITY PLAN**

Drawing No.	
<b>C-101</b>	
Project Number	Rev.
2441-01278-00	0



DATE: 2023-02-06 13:49 FILE: X:\2441\Projects\2441-01278-00 - D&E Downtown Revitalization Project\10 - Drawings\10.3 Sheet Files\01278-C-400.dwg



Rev	Date	Description	Drawn	Design	App'd
2	2023-02-01	ISSUED FOR TENDER	CH	II	DL
1	2022-06-15	RE-ISSUED FOR TENDER	CH	II	DL
0	2022-04-21	ISSUED FOR TENDER	CH	II	DL

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D. N. LONG  
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LIMITED  
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2023-02-08

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**DOWNTOWN CORE  
PARKING LOT GRADING**

Drawing No. **C-400**

Project Number 2441-01278-00 Rev. 2

DESTROY ALL PRINTS BEARING PREVIOUS REVISION