

**Greater Vancouver Sewerage and Drainage District (GVS&DD), Greater Vancouver Water District (GVWD),
and Metro Vancouver Regional District (MVRD)**

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

Please submit your completed application form, completed rent roll form, and supporting documents to:
HousingDccWaiver@metrovancover.org

To avoid delays in processing your application, please ensure the application form is filled out accurately and all documents are included in your email. The rent roll form is available on the Metro Vancouver website DCC Waiver page here: [Link to Rent Roll Form](#)

Question 1 : Please fill in information for the development for which you are applying for a DCC Waiver.

Development Information	
Address	
Development name (optional)	
Municipality	
Parcel PID(s)	
If needed, additional PIDs can be added on pg. 5.	

Question 2: Please provide information on ownership of the development, as well information on the leaseholder and housing operator, if relevant.

Ownership Information	
Ownership structure	
Current Registered Owner	
Address of Owner	
Leaseholder (if applicable)	
Address of Leaseholder	
Length of lease	
Housing Operator (if known)	
Address of Housing Operator	

Question 3: Please list of the point of contact for this application (i.e. development management consultant).

Application Representative	
Name	
Title	
Company	
Mailing Address	
Phone Number	
Email	

Question 4: Please provide contact information for a liaison at the municipality in which this development is located.

Municipal Staff Liaison (Planning or Finance Department) Contact Information	
Name	
Title	
Municipality	
Mailing Address	
Phone Number	
Email	

Question 5: Complete Part A or B

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>GVS&DD DCC Waiver Bylaw No. 314, 2018</i> , <i>GVWD DCC Waiver Bylaw No. 256, 2022</i> , and <i>MVRD DCC Waiver Bylaw No. 1409, 2025</i> ?	Yes No
Will the units be operated as rental housing for tenants who meet Eligibility Criteria, as defined in <i>GVS&DD DCC Waiver Bylaw No. 314, 2018</i> , <i>GVWD DCC Waiver Bylaw No. 256, 2022</i> , and <i>MVRD DCC Waiver Bylaw No. 1409, 2025</i> ?	Yes 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 at the time of application ?	Yes No
Is the Not-for-Profit Affordable Rental Housing governed by the terms of an agreement and/or covenant with the Province of BC, BC Housing, CMHC or a municipality regarding the operation of the housing and stipulating how the Dwelling Units will be occupied and managed?	Yes No

B) Not-for-Profit Student Housing - Eligibility Conditions for Reduction (all must apply)		
Does the development meet the definition of Not-for-Profit Student Housing as defined in GVS&DD DCC Waiver Bylaw No. 314, 2018, GVWD DCC Waiver Bylaw No. 256, 2022, and MVRD DCC Waiver Bylaw No. 1409, 2025?	Yes	No
Are the units owned by a Post-Secondary Institution at the time of application ?	Yes	No
Are the units purpose built to provide rental housing for students attending the Post-Secondary Institution and will they be operated on a cost recovery basis?	Yes	No
Has the Post-Secondary Institution entered into a covenant with the Greater Vancouver Sewerage and Drainage District and Greater Vancouver Water District confirming the use of the Development is restricted for a period of 60 years?	Yes	No

If you answered 'No' to one or more of the required conditions in Question 5, you do not meet the eligibility criteria for the GVS&DD, GVWD, and MVRD 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 HousingDccWaiver@metrovancouver.org.

Question 6: Please provide information on what stage this development is in the development process. Note that providing an actual or anticipated date of DP and BP issuance is required.

Stage in Process (check applicable boxes and fill in information)			
Application for Rezoning	Complete	Not complete	Not applicable
Legal agreement governing the operation of the housing (i.e. Housing Agreement)	Draft agreement	Executed agreement	Not applicable
Development Permit	Complete DP Number Date of issuance	Not complete Anticipated date of issuance	
Building Permit	Complete BP Number Date of issuance	Not complete Anticipated date of issuance	

Question 7: Please confirm the supporting documents checklist. Please submit each document with the application form in an email to HousingDccWaiver@metrovancover.org. To avoid delays in your application, please include each document as a separate file with no extraneous pages attached. The rent roll form is available [here](#). Where applicable, it is acceptable to submit draft documents, but an executed copy of the agreements will be required before the waiver can be issued.

Supporting Documents Checklist	
The following documents are required for all applications:	
Rent roll	
Proof of ownership	
Legal agreement governing the operation of the housing	
If applicable, please submit the following documents:	
Lease agreement (one of the following document types)	
A copy of any operating/operator agreement	
The following documents if the property is currently owned or leased by a not-for-profit:	
Current registration with BC Online for Not-for-Profit Society/Registered Charity that currently owns or leases the property	
Bylaws of the Not-for-Profit Society or Registered Charity currently owns or leases the property	
Constitution of Not-for-Profit Society or Registered Charity currently owns or leases the property	
Optional – Partnership Pathway only	
Written recommendation from municipal staff liaison verifying the development’s eligibility for the waiver	

You will receive written notice and confirmation of eligibility for the waiver or reduction of Development Cost Charges from the Greater Vancouver Sewerage and Drainage District, Greater Vancouver Water District, and Metro Vancouver Regional District via email.

Note
<p>This form and attendant information are provided for convenience only and must not be relied upon as authoritative. Please refer to <i>Greater Vancouver Sewerage and Drainage District Development Cost Charge Waiver or Reduction for Not-for-Profit Housing Bylaw No. 314, 2018</i>, <i>Greater Vancouver Water District Development Cost Charge Waiver or Reduction for Not-for-Profit Housing Bylaw No. 256, 2022</i>, and <i>Metro Vancouver Regional District Development Cost Charge Waiver or Reduction for Not-for-Profit Rental Housing Bylaw No. 1409, 2025</i>, which are the relevant authorities for determining the waiver or reduction of development cost charges on behalf of the Greater Vancouver Sewerage and Drainage District, the Greater Vancouver Water District, and the Metro Vancouver Regional District. 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.</p>

Question 8: If you selected "other" for any questions or have any additional information to include, please use the space below to explain.

Comments