Rental Exemption Request

BC HOUSING

This form is used to request an exemption under section 2(2) or 2(2.1) of the Homeowner Protection Act Regulation for purpose-built rental housing.

Please complete this form and return it by email to: rentalexemption@bchousing.org

Include the civic address of the project in the subject line.

A. Project Information

1. **Type of Project (select one):**

   ☐ Multi-unit rental building

   ☐ Three (3) or more detached dwelling units on one parcel for rental purposes

   ☐ Other (describe):

2. **Intended Use:**

   ☐ All residential rental

   ☐ Mixed-use (rental + commercial)

   ☐ Mixed-use (rental + ownership/market units)

   Is any commercial or market component located in a separate airspace parcel?

   ☐ Yes ☐ No

   If yes, please describe:

B. Property Information

3. Civic Address:

Street Address: _____ City: _____

4. Parcel Identifier(s) (PID):

5. Legal Description(s):

6. Current Title Structure (select one):

- ☐ Single legal lot
- ☐ Multiple lots — consolidation planned
- ☐ Multiple lots — no consolidation planned

7. Applicant's legal interest in the property (select one):

- ☐ Registered owner (freehold title)
- ☐ Leasehold interest (registered leaseholder)
- ☐ Other (describe):

If leasehold, please identify the registered fee simple owner:

_____

C. Legal Structure of the Building

8. Which of the following best describes the legal ownership structure of the building? (select one):

- ☐ Owned under a single legal title
- ☐ Strata-titled with all units held under one ownership
- ☐ Other (describe):

9. Are there any plans to subdivide, strata-title, transfer individual units, or otherwise change the legal structure of the property in the future?

☐ Yes ☐ No

If yes, please describe:

D. Construction Information

10. Name of builder/developer: _____

11. Contact Person:

Name: _____

Email: _____ Phone: _____

12. Residential Builder Licence Number (if applicable): _____

13. Number of buildings to be constructed: _____

14. Total number of rental dwelling units: _____

If multiple buildings, provide units per building (e.g., Building A – 64; Building B – 58):

_____

15. Construction Status (select one):

- ☐ Not started
- ☐ Foundation complete
- ☐ Framing underway
- ☐ Enclosed
- ☐ Interior finishing
- ☐ Completed (no occupancy)
- ☐ Occupied

Next Steps

BC Housing will review the submitted information to determine eligibility for the exemption. If the project is eligible, BC Housing will:

1. Provide the draft restrictive covenant template and registration instructions; and
2. Issue the New Home Registration Form (NHRF) once the restrictive covenant has been registered at the Land Title Office.

The NHRF must be submitted to the local building authority **before** a building permit can be issued.