

STILL CREEK HOUSING CO-OPERATIVE

107 - 2765 Co-operative way
Vancouver, BC V5M 4S4
(On the corner of Grandview and Slocan Street)

Telephone: 604-433-8035 Fax: 604-433-7020

Email: applications@stillcreekcoop.com

www.stillcreekcoop.com

Are you looking for a great family-oriented place to call home?

Do you want to form friendships and actively participate in a community with good neighbours who have a variety of different ages, family types and income levels?

Thank you for your interest in Still Creek Housing Co-op. Please read the following information regarding Co-op housing before you complete your application.

WHO MAKES UP THE STILL CREEK COMMUNITY?

Still Creek is a Mixed Income Housing Co-operative with a diverse range of members. The people who live in Still Creek Co-op represent a broad cross-section of cultural, ethnic, income groups, and abilities. Members range in age from infant to retirees. There are many families.

WHAT IS A CO-OP AND HOW DOES IT RUN?

Members run Still Creek Housing Co-op. There are no landlords. The Co-op depends on its members to help run Co-op affairs and maintain the buildings and grounds. Members participate in numerous aspects of Co-op operations such as maintenance, gardening, membership, social functions, and finances. The members also define and approve policies and elect a Board of Directors. The Board of Directors takes direction from the membership and helps to oversee the running of the Co-op.

All members of Still Creek are required to attend General Membership meetings about every 6 weeks. All members are required to participate about 4 hours per month in helping run and maintain the Co-op. This required participation keeps housing costs more affordable and is a great way to get to know your neighbours.

A housing Co-op is a corporation owned equally by each member. As a Co-op member you do not directly own your own unit. Instead, you have shares in the co-operative corporation which owns the property.

FEATURES / AMENITIES

1-, 2-, 3- and 4-bedroom apartments and townhouses

Some units are wheelchair accessible

Units have a patio or balcony

Full size fridge and stove
Washer, dryer and dishwasher hook-ups in suite
On site laundry facilities
Venetian blinds and track lighting
Sprinkler system and smoke detectors
Large in-unit storage rooms. Additional storage in secured area
Gated resident parking
Community room with kitchen
Two pets allowed - all dogs must have a current municipal license
Lots of common gardens, green space, play areas

We are close to:

Schools, parks, community centers, a library, and Trout Lake
Skytrain and bus routes
Superstore, Walmart, restaurants

WHAT ARE THE ADVANTAGES OF CO-OP LIVING?

- Still Creek Housing Co-op is for those who want to be an active part in positive, inclusive, diverse, engaged community of neighbours who become friends.
- Financial — The required member participation in running the co-op keeps the housing charge lower. There is no landlord profiting from our members.

WHAT DOES IT COST?

Still Creek is a mixed-income Index-Linked Mortgage Co-op. This means that our housing charges or monthly payments are considered "market rent". The Co-op has a limited number of housing subsidies. The number and amount of subsidies are externally dictated by the Canadian Mortgage and Housing Corporation (CMHC) and the BC Housing and Mortgage Corporation (BCHMC).

Members' housing charges cover operating costs, taxes, maintenance, management and replacement reserves. Members pay their own hydro (electricity and heat) and optional cable/internet.

To become a member of Still Creek Housing Co-op, you must purchase a share at a cost of \$3,000. Your share, less any damage costs, is returned to you without interest when you leave the Co-op.

PARTICIPATION IS MANDATORY

IT KEEPS HOUSING COSTS LOWER AND IT IS A GREAT WAY TO GET TO KNOW YOUR NEIGHBOURS!

HOUSING FEES - MARCH 1, 2024 to FEBRUARY 28, 2025

VERIFICATION OF INCOME and a CREDIT CHECK FEE ARE REQUIRED AT TIME OF INTERVIEW

QTY	TYPE	SQ FT	MONTHLY HOUSING CHARGE	MIN INCOME ANNUALLY **	MIN INCOME MONTHLY **
3	1 BDR ACCESSIBLE APT	750	\$ 1,243	\$ 49,720	\$ 4,143
12	1 BDR APT	750	\$ 1,243	\$ 49,720	\$ 4,143
2	2 BDR ACCESSIBLE APT	1000	\$ 1,528	\$ 61,120	\$ 5,093
18	2 BDR APT	900-980	\$ 1,528	\$ 61,120	\$ 5,093
18	3 BDR STACKED APT	1180-1250	\$ 1,694	\$ 67,760	\$ 5,647
8	3 BDR TOWNHOUSE	1250	\$ 1,860	\$ 74,400	\$ 6,200
4	4 BDR TOWNHOUSE	1345	\$ 1,995	\$ 79,800	\$ 6,650

** Subsidies may be available for people with lower incomes.

APPLICATION PROCESS

If this sounds like a good fit and you are interested in becoming a positive, actively participating member, we look forward to receiving your application.

As we focus on finding good, active participating members, we have very little turnover.

WAITING LIST

You will be contacted for an interview should a vacancy arise.

In the meantime, you will be automatically placed on the Still Creek Housing Co-op housing application waiting list.

IMPORTANT: To remain on the waiting list, you must email applications@stillcreekcoop.com every 12 months to express your interest to keep on the waiting list. Should you not maintain your interest to remain on the waiting list, your application will be destroyed. If your application is destroyed, you may reapply when applications are open.

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Personal Information Protection Act

The policies and procedures of Still Creek Housing Co-operative must follow the guidelines of the Personal Information Protection Act. Since we are asking you to give the Still Creek Housing Cooperative personal information, you need to understand why we are gathering the information and how it will be used. In order for the Co-op to proceed with your application we need you to please read and sign the following agreement.

I/We agree that Still Creek Housing Cooperative may keep the following information about us.

- Financial information to set initial housing charges based on household income (if I/we do not qualify for subsidy the Co-op will destroy this information)
- Financial information yearly to set housing charges based on household income, if I/we apply for and are eligible to subsidy . Eligibility information to qualify for the supplementary Home Owner Grant . Co-op Census information
- Relationship of co-applicant to applicant and date of birth of other occupants in order to establish the size of unit for our household or subsidy and housing charges if applicable
- Information about my/our age to determine whether I/we meet the age requirements for membership
- Information about our current landlord

I/We understand that the Co-op will use personal information about the members of my/our household to:

- Contact me/us about this application
- Determine my/our eligibility for housing and membership in the Co-op
- Establish the size of unit for my/our household
- Decide if I/we qualify for subsidy and to calculate the subsidy and housing charges yearly
- Conduct a landlord check before accepting my/our information
- Comply with the Co-op's operating agreement or program rules with Canada Mortgage and Housing Corporation (CMHC) and BC Housing

I/We understand that personal information gathered by the Co-op may be made available to people in the following positions as needed:

- Co-op auditor
- Employees of CMHC or BC Housing
- Municipal employees dealing with the Home Owner Grant
- Co-op staff or management
- Board of Directors of Still Creek Housing Cooperative
- Credit check agency
- Members of Co-op committees only as they undertake the following official duties: reviewing applications for membership; credit; landlord and other reference checks; income review and setting housing charges; collecting applications and signatures for Home Owner Grant collecting Co-op census information; maintaining secure filing and storage of personal information (both hard copy and computer files)

I/we understand that the Co-op will destroy personal information that it no longer needs.

I/we have read and received a copy of this statement concerning how the Co-op manages our personal information (all members of the household, 19 years of age and older, must sign).

SIGNATURES OF ALL HOUSEHOLD MEMBERS OVER 19 YEARS OF AGE:

DATE	NAME (PLEASE PRINT)	SIGNATURE

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APPLICATION

1. APPLICANT INFORMATION

Last Name: _____ First Name: _____

Address: _____

Telephone: (H) _____ (W) _____

Email: _____

2. CO-APPLICANT INFORMATION

Last Name: _____ First Name: _____

Address: _____

Telephone: (H) _____ (W) _____

Email: _____

3. OTHER HOUSEHOLD MEMBERS

LAST NAME	FIRST NAME	DATE OF BIRTH (To determine correct housing unit size)	GENDER (To determine correct housing unit size)

4. UNIT

Please ensure you are applying for the appropriate sized housing unit, according to the National Occupancy Standards <https://www.bchousing.org/housing-assistance/rental-housing/subsidized-housing>.

What size of housing unit do you require? _____

Do you require an accessible unit? **YES** **NO**

5. FINANCES

UNIT SIZE REQUESTED	MINIMUM INCOME ANNUALLY
1 BDR APT	\$ 48,480
2 BDR APT	\$ 59,600
3 BDR STACKED APT	\$ 66,080
3 BDR TOWNHOUSE	\$ 72,560
4 BDR TOWNHOUSE	\$ 77,840

Referring to the above, is your household's total **annual gross income** before tax:

- Greater than the minimum for the size of unit requested? **YES** **NO**
- Under the minimum for the size of unit requested? **YES** **NO**
(subsidy may be available)

You will be asked to provide proof of income for all household members if the Co-op invites you to be interviewed for membership.

6. HOUSING BACKGROUND

How long have you lived at your current address? _____

If you have lived there less than two (2) years, please give your previous address.

How much do you pay in rent each month? _____

If you pay for utilities, how much do you pay? _____

Landlord's Name (please print) _____

Landlord's Telephone Number: _____

7. PET POLICY

The Co-op has a pet policy that allows up to two pets per unit. What pets do you have?

Pet 1: _____ Pet 2: _____

Please note: all dogs must have a current municipal license.

8. PERSONAL REFERENCES EXCLUDING RELATIVES (please list)

NAME	TELEPHONE	HOW THIS PERSON KNOWS YOU

9. PARTICIPATION

In order to build a strong community while at the same time keeping costs down, the Co-op depends on members to help run Co-op affairs and maintain the buildings and grounds.

All members of Still Creek Housing Co-operative are required to attend General Membership meetings and participate about 4 hours per month in helping run and maintain the Co-op.

We have a number of committees with specific tasks designed to meet these goals. Please indicate which committee(s) you might be interested in joining and list some skills you could contribute to our community.

Still Creek Housing Co-operative Committees:

- | | | |
|------------------------|---|---------------------------|
| Emergency Preparedness | Newsletter | Security |
| Finance | Personal Information and Privacy Act (PIPA) | Social / Children & Youth |
| Gardening | Policy | |
| Membership | Property | |

	COMMITTEES I'M INTERESTED IN JOINING	SKILLS I WOULD BRING TO THE CO-OP
Applicant		
Co-Applicant		
Other Applicant over 19 years of age Name:		
Other Applicant over 19 years of age Name:		

ACKNOWLEDGMENT AND SIGNATURE

I/We understand our application will be placed on the Still Creek Housing Co-operative waitlist unless otherwise notified.

I/We understand I/we must contact Still Creek Housing Co-operative, in writing, every 12 months at applications@stillcreekcoop.com to remain on the waitlist. I/We understand that the co-op will destroy our application if we do not contact the Co-op, in writing, to stay on the waitlist.

I/We understand that only the members of Still Creek Housing Co-operative may live in the Co-op.

I/We understand that if the Co-op accepts me/us for membership and offers me/us a unit, I/we must buy a share purchase of \$ 3,000.00 for the principal member and \$10.00 for each associate member.

I/We understand that as a member of Still Creek Housing Co-operative, my/our unit must make a contribution (currently \$24.00 each year) paid into the Cooperative Housing Stabilization Fund (known as the sector support surcharge).

I/We give the Co-op permission to verify any or all of this information and to do a landlord check, personal reference check, and credit check. I/We understand that acceptance of membership depends on the Co-op obtaining satisfactory results from a credit check. I/We agree to provide my/our Social Insurance Numbers for that purpose when needed (and understand that after the credit check information about Social Insurance Numbers will be destroyed).

I/We have read and acknowledge the above information.

I/We apply for membership and declare that all the information in this application is correct.

SIGNATURES OF ALL HOUSEHOLD MEMBERS OVER 19 YEARS OF AGE:

DATE	NAME (PLEASE PRINT)	SIGNATURE

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REFERENCE CONSENT FORM

(When you leave the Co-op)

I/We agree that Still Creek Housing Cooperative may give the following information to prospective landlords.

- 1. Dates of Residency
- 2. Payment history
- 3. Community involvement and Community — related issues

I/We will notify the Co-op in advance of any landlord's call.

APPLICANT

First Name (please print)	_____	Last Name (please print)	_____
Signature	_____	Date signed	_____

CO-APPLICANT

First Name (please print)	_____	Last Name (please print)	_____
Signature	_____	Date signed	_____

WITNESS

First Name (please print)	_____	Last Name (please print)	_____
Signature	_____	Date signed	_____