

## Attachment 3

*December 11, 2023 - Renewal of Uptown New  
Westminster Business Improvement Area -  
Results from Notification of Affected Property  
Owners*

## **REPORT**

### ***Office of the Chief Administrative Officer***

**To:** Mayor Johnstone and Members of Council  
**Date:** December 11, 2023

**From:** Peter DeJong  
Corporate Officer  
**File:**

**Item #:** 2023-798

**Subject:** **Renewal of Uptown New Westminster Business Improvement Area - Results from Notification of Affected Property Owners**

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#### **RECOMMENDATION**

**THAT** the Corporate Officer's report dated December 11, 2023, regarding the results from the notification of property owners affected by renewal of the Uptown New Westminster Business Improvement Area be received for information.

**THAT** Council approve the Uptown New Westminster Business Improvement Area Bylaw No. 8424, 2023 for adoption.

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#### **PURPOSE**

To provide Council with the results of the notification of affected property owners of local service tax, Uptown New Westminster Business Improvement Area Bylaw No. 8424, 2023, prior to consideration of adoption of the bylaw.

#### **BACKGROUND**

New Westminster has two BIA's, one in the Downtown commercial area and the other in the Uptown commercial area. The Uptown Business Association was established in 2013, for a five year period, and renewed in 2018 for another five year period, ending December 31, 2023. The Uptown Business Improvement Association (BIA) has been broadly supported during past renewal processes.

- The 2013 establishment recorded 4 of 50 properties opposed (8%), equal to 2% of assessed value opposed

- The 2018 renewal recorded 3 of 49 properties opposed (6%), equal to 1% of assessed value opposed

At the September 18, 2023 Uptown Business Association board meeting, the membership passed a resolution to request a five-year renewal term for the Uptown Business Improvement Area, based on four program pillars: Street Beautification, Street Activation, Promotion and Marketing and Outreach. **Attachment 1** includes the formal request by the Uptown Business Association for Council to initiate the process along with their mandate and business promotion scheme for renewal.

At the October 16, 2023 Council meeting, Council recommended that the renewal process be commenced and that the notice requirements under the *Community Charter* be initiated. Uptown Business Improvement Area Bylaw No. 8424, 2023 was given three readings.

## **ANALYSIS**

In accordance with the *Community Charter* Section 213, in order for Council to proceed with the renewal of the initiative plan for the Uptown New Westminster Business Improvement Area affected property owners must first be given an opportunity to respond. Notices of the intention to establish a BIA for a five year period commencing January 1, 2024 were mailed to all affected property owners per the last revised assessment roll and published on October 19, 2023 via the CityPage e-newsletter per the City's Public Notice Bylaw. Second notices were provided via posting on October 20, 2023 to Library notice boards per Public Notice Bylaw. Property owners were given 30 days to submit written opposition to the initiative plan. The deadline for receiving submissions was November 20, 2023 at 5:00 p.m.

Section 213 (4) of the *Community Charter* stipulates that a work for which notice is given in accordance with Sections 212 and 213 may be undertaken as a local improvement unless, within thirty (30) days after publication of the notice property owners, representing at least 50% of the parcels subject to the local service tax and representing at least 50% of the assessed value of the parcels that are liable to be specially charged, petition the Council not to proceed.

Section 212 (4) of the *Community Charter* also requires that the sufficiency of a petition is to be determined by the municipal officer assigned responsibility for corporate administration (Corporate Officer). The Corporate Officer must verify if submissions of opposition are made in accordance with Sections 212 and 213 of the *Community Charter*. A determination of sufficiency must be evidenced by a certificate of the City Clerk.

In accordance with Section 212 of the *Community Charter*, the following information is provided for Council's consideration:

<b>Uptown Business Improvement Area Bylaw No. 8424, 2023</b>		
	Number of Properties in BIA	54
	Number of Property Owners opposed	3
	<b>Percentage of properties opposed</b>	<b>5.5%</b>
	Total Assessed Values	\$ 571.6M
	Total Assessed Values opposed	\$ 27.7M
	<b>Percentage of assessed value opposed</b>	<b>4.8%</b>

According to the above results, the petition in opposition to the initiative plan for the Uptown BIA is certified as insufficient and Council may proceed with consideration of final adoption of Bylaw No. 8424, 2023.

The total number of submissions of written opposition shown above reflects only those responses which were verified as meeting the requirements of Section 212(6) of the *Community Charter*.

Attached to this report for Council's reference are:

1. Letter from Uptown New Westminster Business Improvement Society dated September 19, 2023 (Attachment 1)
2. Notices published in CityPage e-newsletter and at the Library (Attachment 2).
3. Sample notice sent to property owners (Attachment 3)
4. List of property owner's opposed to the initiative plan (Attachment 4).

### **CERTIFICATION AS TO SUFFICIENCY AND VALIDITY**

*In accordance with Sections 213(5) and 212(4) of the Community Charter, the Corporate Officer certifies that written opposition to the initiative plan for the renewal of the Uptown New Westminster Business Improvement Area from property owners liable to be specially charged for the area is insufficient to prevent Council from proceeding with the plan.*

### **NEXT STEPS**

The process of renewal under the initiative plan is summarized by the following steps:

<b>Activity</b>		<b>Target Date</b>
1	BIA establishing bylaw delineating area and establishing dollar amount for each year, given 3 readings, not adopted until after the report on sufficiency and validity of petition against.	Oct. 16, 2023
2	Mailing of notice to all affected property owners per last revised assessment roll and first notice provided via CityPage e-newsletter per Public Notice Bylaw of intention to establish BIA for a five year period commencing January 1, 2024.	Oct. 19, 2023

3	Second notice provided via posting to Library notice boards per Public Notice Bylaw. Property owners have 30 days from the date of this notice to respond in the negative (petition against).	Oct. 20, 2023
4	Documentation of responses by property owners (report on sufficiency and validity of petition against) by Corporate Officer. The petition against must be signed by property owners representing at least 50% of the number of property owners and 50% of the assessed values in the designated areas in order to be successful.	Nov. 20, 2023
5	BIA establishing bylaw adopted if petition against is not successful.	Dec. 11, 2023
6	Council bylaw directing staff to prepare BIA Assessment Roll and set time of Assessment Roll Review Panel.	Spring 2024
7	Parcel Tax Roll Review Panel advertised, and detailed notices mailed to all property owners.	Spring 2024
8	Review Panel held to confirm Parcel tax Roll.	Spring 2024
9	Local Service Parcel Tax bylaws prepared and adopted.	Spring 2024
10	Levy calculated and billed with normal property tax notices.	Spring 2024

### **FINANCIAL IMPLICATIONS**

Annual BIA budgets are funded through a local area service property tax on business and light industry properties (BC Assessment Class 5 and Class 6 properties) within the boundaries established by the BIA bylaw. Through that tax, the grant provided by the municipality for the business promotion schemes of the business improvement area is recovered. Since BIAs are funded through property taxes levied on Class 5 and 6 within the designated BIA boundaries, there are no financial implications to the City of New Westminster.

### **INTERDEPARTMENTAL LIAISON**

This report has been prepared by Office of the CAO and Finance Department staff and the results of the renewal process have been certified by the Corporate Officer.

### **OPTIONS**

The results from the petition in opposition to the initiative plan for the Uptown BIA have been certified as insufficient, therefore Council has the following options available to them:

1. THAT the Corporate Officer's report dated December 11, 2023, regarding the results from the notification of property owners affected by renewal of the Uptown New Westminster Business Improvement Area be received for information.
2. THAT Council approve the Uptown New Westminster Business Improvement Area Bylaw No. 8424, 2023 for adoption.

3. That Council instruct staff to not proceed with adoption of Bylaw No. No. 8424, 2023.

Staff recommends options 1 and 2.

### **ATTACHMENTS**

Attachment 1 - Letter from Uptown New Westminster Business Improvement Society dated September 19, 2023

Attachment 2 - Notices published in CityPage e-newsletter and at the Library

Attachment 3 – Sample Notice sent to property owners

Attachment 4 - List of Property Owners opposed to renewal of initiative plan

### **APPROVALS**

This report was prepared by:

Carolyn Armanini, Senior Planner Economic Development

This report was reviewed by:

Blair Fryer, Senior Manager Communications & Economic Development

Indeep Johal, Manager, Financial Services

This report was certified by:

Peter DeJong, Corporate Officer

This report was approved by:

Lisa Spitale, CAO

Attachment #1

*Letter from Uptown New Westminster Business  
Improvement Society  
dated 09/19/2023*



September 19, 2023

City of New Westminster  
511 Royal Avenue  
New Westminster, B.C.  
V3L 5H1

**Attention: Mayor and Council**

Dear Mayor and members of City Council

**Re: Uptown Business Association's BIA mandate renewal**

We write to request your consideration for the renewal of the BIA Bylaw for the Uptown Business Association. The current mandate expires December 31, 2023. We request that the Bylaw be renewed for a further 5 years.

Attached to this letter you will find an outline providing history and context, as well as our plans for the period from 2024 to 2028. Lastly, the attachment includes the proposed budget, the BIA levy area, and levy allocation method.

We look forward to working with the City Council and staff on this mandate renewal.

Sincerely,

**Uptown Business Association of New Westminster**

A handwritten signature in black ink, appearing to be "Bart Slotman", with a long horizontal line extending to the right.

Bart Slotman  
Chairperson

c.c. UBA Board of Directors  
Carolyn Armanini - CNW  
Blair Fryer - CNW

## UPTOWN BUSINESS ASSOCIATION AND THE CURRENT BIA LEVY

### Uptown Business Association

The Uptown Business Association of New Westminster (“UBA”) is a not-for-profit society with a mandate to promote the retail sector in the Uptown district of New Westminster.

The UBA’s members consist of business owners and property owners in the Uptown area. The UBA area follows the definition by the City of New Westminster and extends to Royal Avenue.

### BIA Levy

In 2013, the UBA obtained the City of New Westminster’s approval to establish a Business Improvement Area (BIA) within a part of its service area. The BIA is a mechanism to collect fees from properties within the BIA area for the purposes set out in the BIA bylaw. The initial BIA mandate was for a 5 year term, which was renewed in 2018 for a further 5 years expiring December 31, 2023.

The BIA area extends primarily along Sixth Street from Fifth Avenue to Eighth Avenue, and along Sixth Avenue from Fifth Street to Eighth Street and includes certain side streets such as Belmont Street and part of Seventh Street.

The BIA levy is based on a frontage foot basis. Based on the width of a typical storefront, the fees per retail business amount to approximately \$400 per year.

### Programs

The BIA was established to fund the following 4 program pillars:

1. Street Beautification UBA pays for the street banners and Christmas lighting. In previous years, it also paid for the hanging baskets, and various street improvements such as bike racks, banner brackets and street furniture. The UBA has an inventory of tents and event seating (tables and chairs).
2. Street Activation UBA supports various events, including Uptown Live and Recovery Day. In addition, it has worked with community partners, including the Arts Council, in funding Uptown Unplugged and other events and markets.
3. Promotion & Marketing UBA markets and promotes the Uptown area and the retailers and restaurant businesses located Uptown.
4. Outreach UBA partners with community organizations to help fund programs that are mutually beneficial, such as I’s on the Street, providing opportunities for people that are homeless or at risk of being homeless, while enhancing the Uptown area through additional street cleaning.

The UBA's goals have been accomplished primarily through outsourcing to vendors and suppliers, and partnering with third parties. Unlike many other business organizations, the UBA intentionally does not employ any staff (i.e. an executive director) and does not rent office space. This allows us to spend more than 90% of our annual revenues on funding of the actual programs and activities. The balance of our funds pay for the required annual filing and accounting fees to keep the society in good standing.

#### Financial health

The UBA is in a healthy financial position, with a positive cash balance exceeding 6 months of planned expenditures. Its revenues are stable and secure with the consistency of the BIA levies accounting for the majority of its annual income.

The UBA has set aside reserve funds to help furnish Uptown Plaza, the public square that is planned to be constructed on Belmont Street by the City of New Westminster in 2024.

## MANDATE RENEWAL

In order to continue its programs, the UBA seeks to renew its mandate for a further 5 year term from January 1, 2024 to December 31, 2028.

### Goals and objectives

For the renewal period, the BIA will fund the same 4 program pillars, consisting of (1) Street Beautification, (2) Street Activation, (3) Marketing and Promotion, and (4) Outreach. We are not proposing any expansion of our activities into new program areas.

However, the plan is to refocus our efforts more on streetscape enhancement and activities. Over the years, retail has shifted to be more experiential in nature. Customers expect a pleasant retail environment to linger, to enjoy, to meet neighbours and friends. The UBA will adjust its programs and spending to better suit that expectation. For example, a larger portion of the overall budget will go towards street activation, and instead of spending money on promoting the area in general, marketing dollars will be directed to promote a specific event.

### Uptown Plaza Activation

The City of New Westminster plans to make permanent improvements to Uptown Plaza, the newly created public space at the intersection of Belmont Street and Sixth Street. The vision is to create an open plaza that can be programmed by community groups for events and activities.

UBA firmly supports the City's vision for Uptown Plaza. It has created a new program providing micro grants to assist community groups with the financial costs (including City permit fees and premiums for insurance coverage required by the City) of holding events in the plaza.

### BIA levy

The annual levies are proposed to be \$150,000 in the first year (which is lower than the current 2023 levies of \$158,000), increasing by approximately 2.5-2.7% per year for subsequent years to account for inflation. This level of funding is anticipated to be sufficient to meet the planned program expenditures.

Program Pillar	Current Year 2023	mandate renewal period				
		Year 1 2024	Year 2 2025	Year 3 2026	Year 4 2027	Year 5 2028
1 Street Beautification*	34,000	30,000	31,000	32,000	33,000	34,000
2 Street Activation*	60,000	70,000	72,000	74,000	76,000	78,000
3 Marketing & Promotion	40,000	30,000	31,000	32,000	33,000	34,000
4 Outreach	10,000	10,000	10,000	10,000	10,000	10,000
General expenses	14,000	10,000	10,000	10,000	10,000	10,000
Total BIA Levy**	158,000	150,000	154,000 2.7%	158,000 2.6%	162,000 2.5%	166,000 2.5%

We note that the above amounts for Street Beautification and Street Activation are net of grants and other funding sources for specific projects and events. Furthermore, the exact allocation of funds between the 4 program pillars is subject to change depending on opportunities and needs.

As is the case currently, some expenditures are repetitive, such as the cost of twice yearly street banner replacements and the annual Christmas decorations. Other expenditures, such as events and outreach, are dependent on opportunities that arise during the year, and funds are allocated on a project basis as approved by the UBA's Board.

### BIA Levy Area

At present, the BIA levy area is limited to the retail blocks in closest proximity to the key intersection of Sixth Street and Sixth Avenue, and includes the following streets:

- Sixth Street: 500, 600 and 700 blocks
- Sixth Avenue: 500, 600 and 700 blocks
- Seventh Street: part of 500 block
- Belmont Street: 600 block

Attached is a map of the current BIA levy area.

For the 2024-2028 mandate renewal, the BIA area is proposed to remain unchanged.

While the UBA is open to expanding the BIA area in future years to include other parts (i.e. the 200 to 400 blocks of Sixth Street), no support has been expressed by businesses and property owners in those blocks to pay BIA levies in order to expand the UBA's programs into those areas. The UBA feels that support will need to come from business and property owners in those blocks in order to justify expanding the BIA Levy area.

It is important to note that the UBA area does extend to include those blocks, and businesses and property owners in those blocks are free to join the UBA.

### Annual BIA levies

At present, the levies are collected on a "frontage foot" basis.

For the renewal period, the levies are proposed to be collected on the same basis, by frontage foot. For properties located on a street corner, only 1 frontage (the longer one) will count. Properties used solely for residential purposes are exempted.

While City staff have suggested to explore an allocation based on "assessed value" basis, UBA strongly disagrees as it is primarily the retail businesses and restaurants at street level that benefit from the activities the BIA levies support. If allocated based on assessed value, businesses on the upper floors of office buildings will contribute a larger share while receiving no direct benefits. The frontage foot basis is the most equitable method.

## Attachment #2

Notices published in CityPage  
e-newsletter and at the Library

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## Paving roadwork this weekend

### Brunette Ave paving work - EXTENDED

Paving work on Brunette Avenue from Braid Street to the Highway One overpass is continuing for another weekend. Work will commence Friday, Oct. 20 at 9:00 pm and will be completed by Monday, Oct. 23 at 6:00 am. Traffic will be reduced to single lane in both directions during this time.

### Stewardson Way paving work

AllRoads Construction will be repaving both Eastbound and Westbound lanes on Stewardson between 3rd Ave and 5th Ave. The extended hours will allow roadwork to be performed during times with lower traffic volumes. Work will commence Friday, Oct. 20 at 9:00 pm and will be completed by Monday, Oct. 23 at 6:00 am. Traffic will be reduced to single lane alternating during this time.

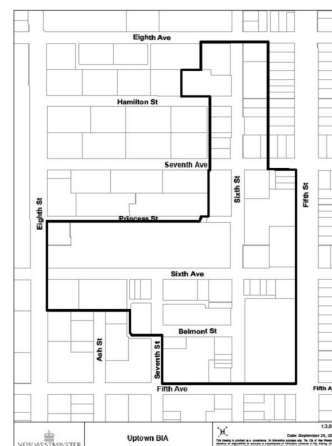
## PUBLIC NOTICES

### Notice of Council Initiative to Establish the Uptown New Westminster Business Improvement Area Service

It is the intention of the Corporation of the City of New Westminster to establish a business improvement area service in Uptown New Westminster pursuant to Part 7, Division 5 of the *Community Charter*

At the request of the Uptown Business Association, the establishment of the Uptown Business Improvement Area Service was initiated by the New Westminster Council at the regular Council meeting of October 16, 2023. Unless within 30 days after the second publication of this notice a majority of the affected property owners, representing at least half of the assessed value of the parcels that are liable to be specially charged, petition the Council not to proceed with the Business Improvement Area program, the program will be undertaken.

Any opposition to the proposed service by affected property owners should be made in writing to the Corporate Officer, City Hall, 511 Royal Avenue, New Westminister, B.C., V3L 1H9 and received no later than **4:30 p.m., Monday, November 20, 2023**. Response forms to petition against the service are available from Legislative Services at City Hall.



[View the full notice.](#)

## **NOTICE OF COUNCIL INITIATIVE TO ESTABLISH THE UPTOWN NEW WESTMINSTER BUSINESS IMPROVEMENT AREA SERVICE**

IT IS THE INTENTION OF THE CORPORATION OF THE CITY OF NEW WESTMINSTER  
TO ESTABLISH A BUSINESS IMPROVEMENT AREA SERVICE IN UPTOWN NEW WESTMINSTER  
PURSUANT TO PART 7, DIVISION 5 OF THE *COMMUNITY CHARTER*

TAKE NOTICE THAT a business improvement area service is proposed to be established by Council  
initiative pursuant to Part 7, Division 5 of the *Community Charter*.

The business promotion scheme proposed to be undertaken consists of:

- a. Street Beautification - Initiatives consisting of tangible aesthetic improvements to the streetscape. These may include street banners, Christmas lighting, hanging baskets, and various street improvements such as bike racks, banner brackets and street furniture.
- b. Street Activation - Support for various events/activities in the public realm that feature the Uptown area and attract visitors, such as Uptown Live and Recovery Day, and partnering with community organizations, including the Arts Council, in funding Uptown Unplugged and other events and markets.
- c. Promotion & Marketing - Various programs to market and promote the Uptown area and the retailers and restaurant businesses located Uptown.
- d. Outreach - Partnering with community organizations to help fund programs that are mutually beneficial, such as I's on the Street, providing opportunities for people that are homeless or at risk of being homeless, while enhancing the Uptown area through additional street cleaning.

The business promotion scheme will be designed to benefit the area shown outlined in heavy black on the map identified below as "Bylaw No. 8424, 2023, Schedule A".

The estimated grant cost of the business promotion scheme will be \$150,000 for 2024, \$154,000 for 2025, \$158,000 for 2026, \$162,000 for 2027 and \$166,000 for 2028. The maximum grant for the term of the bylaw will be \$790,000.

Cost recovery will be in the form of a local service parcel tax, calculated on the basis of property frontage of the benefiting property owners. The estimated 2024 tax based on the frontage of the properties in 2023 is \$85.86 per meter. The charges will be imposed for a period of five years from January 1, 2024 to December 31, 2028.

Land or improvements within the business improvement areas will not be subject to this local service area tax unless they are classified, in whole or in part, as Class 5 or 6 as defined in the Assessment Act Regulation, B.C. Reg. 422/81, as that regulation stood on October 24, 2022. One hundred percent (100%) of the cost of the business improvement scheme will be borne by the benefiting property owners.

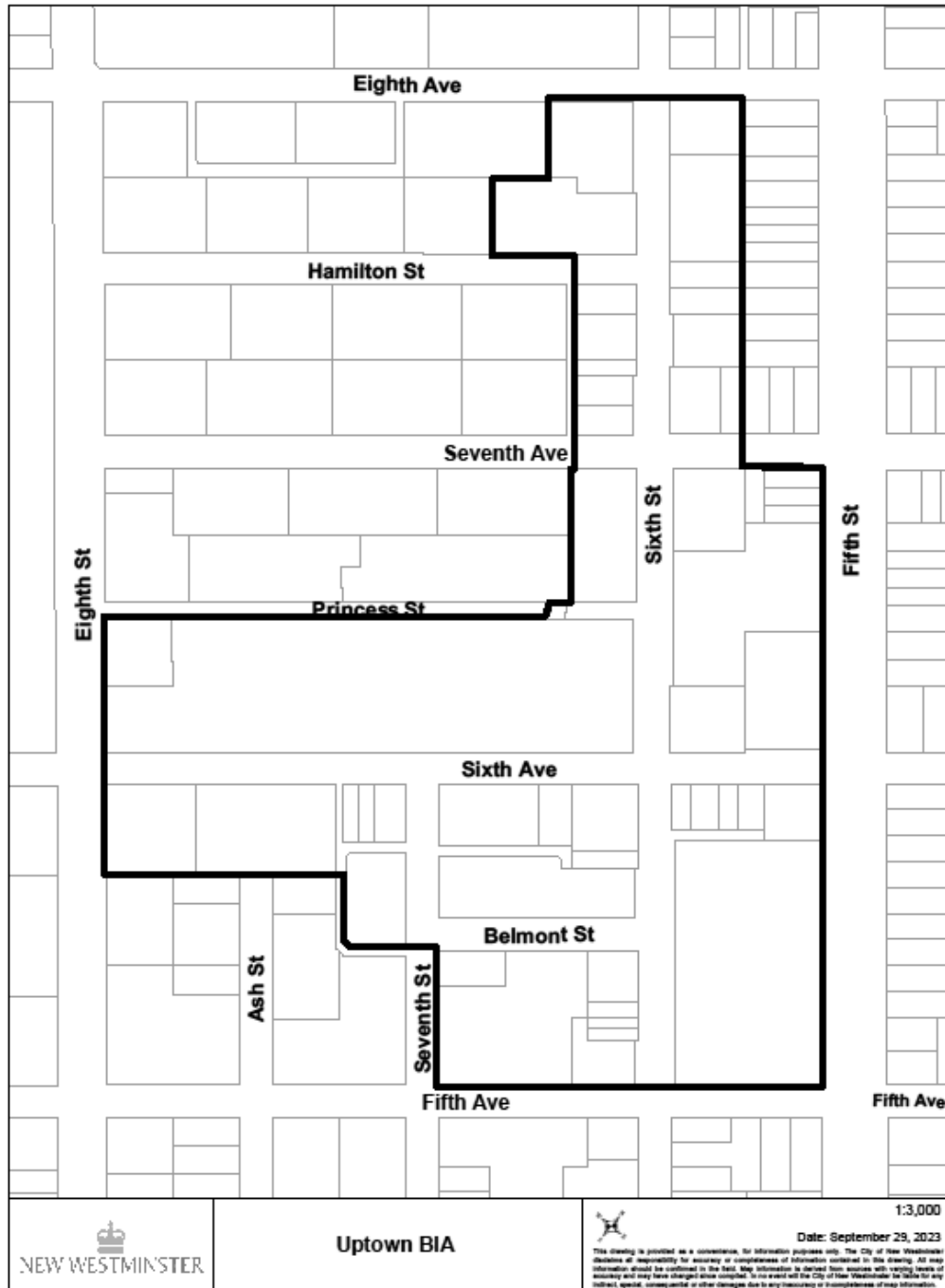
At the request of the Uptown Business Association, the establishment of the Uptown Business Improvement Area Service was initiated by the New Westminster Council at the regular Council meeting of October 16, 2023. Unless within 30 days after the second publication of this notice a majority of the affected property owners, representing at least half of the assessed value of the parcels that are liable to be specially charged, petition the Council not to proceed with the Business Improvement Area program, the program will be undertaken.

The following rules apply for the purposes of a petition under this section:

- (a) if 2 or more persons are owners of a parcel,
  - (i) they must be considered as one owner only,
  - (ii) they are not entitled to petition unless a majority of them concurs, and
  - (iii) unless a petition is signed by a majority of them, their signatures must be disregarded in determining whether the petition is sufficient;
- (b) a person who would be liable for a local service tax by reason of being the holder or occupier of land held in the manner referred to in Part 7, Division 8 [*Tax Liability of Occupiers*] of the *Community Charter* may sign the petition as if the person were the owner;
- (c) in relation to persons referred to in paragraph (b), in computing the values of the land and improvements, only the assessed value of the person's interest in them is to be used.

Any opposition to the proposed service by affected property owners should be made in writing to the Corporate Officer, City Hall, 511 Royal Avenue, New Westminster, B.C., V3L 1H9 and received no later than **4:30 p.m., Monday, November 20, 2023**. Response forms to petition against the service are available from Legislative Services at City Hall.

Bylaw No. 8424, 2023  
Schedule A



Peter DeJong  
Corporate Officer

## Attachment #3

Sample notice sent to property owners

October 19, 2023

NEW WESTMINSTER (CITY)  
511 ROYAL AVE NEW WESTMINSTER BC V3L 1H9

Folio No. 08624000  
716 SIXTH AVE NEW WESTMINSTER BC V3M 2B3

RE: UPTOWN NEW WESTMINSTER BUSINESS IMPROVEMENT AREA SERVICE

Please see the enclosed Notice of Council Initiative to Establish the Uptown New Westminister Business Improvement Area Service.

If you support the initiative, you do not have to respond to this letter. If opposed, please submit the enclosed response form to the Corporate Officer, City of New Westminister, 511 Royal Avenue, New Westminister, B.C., V3L 1H9, no later than **4:30 p.m., Monday, November 20, 2023.**

For further information about the proposed service, please see the Report and Bylaw No. 8424, 2023 as at third reading, in the Council Agenda package for the October 16, 2023 Council meeting at [www.newwestcity.ca](http://www.newwestcity.ca).

Peter DeJong  
Corporate Officer  
604-527-4523  
[clerks@newwestcity.ca](mailto:clerks@newwestcity.ca)

Att. Notice and Response Form

## **NOTICE OF COUNCIL INITIATIVE TO ESTABLISH THE UPTOWN NEW WESTMINSTER BUSINESS IMPROVEMENT AREA SERVICE**

IT IS THE INTENTION OF THE CORPORATION OF THE CITY OF NEW WESTMINSTER  
TO ESTABLISH A BUSINESS IMPROVEMENT AREA SERVICE IN UPTOWN NEW WESTMINSTER  
PURSUANT TO PART 7, DIVISION 5 OF THE *COMMUNITY CHARTER*

TAKE NOTICE THAT a business improvement area service is proposed to be established by Council  
initiative pursuant to Part 7, Division 5 of the *Community Charter*.

The business promotion scheme proposed to be undertaken consists of:

- a. Street Beautification - Initiatives consisting of tangible aesthetic improvements to the streetscape. These may include street banners, Christmas lighting, hanging baskets, and various street improvements such as bike racks, banner brackets and street furniture.
- b. Street Activation - Support for various events/activities in the public realm that feature the Uptown area and attract visitors, such as Uptown Live and Recovery Day, and partnering with community organizations, including the Arts Council, in funding Uptown Unplugged and other events and markets.
- c. Promotion & Marketing - Various programs to market and promote the Uptown area and the retailers and restaurant businesses located Uptown.
- d. Outreach - Partnering with community organizations to help fund programs that are mutually beneficial, such as I's on the Street, providing opportunities for people that are homeless or at risk of being homeless, while enhancing the Uptown area through additional street cleaning.

The business promotion scheme will be designed to benefit the area shown outlined in heavy black on the map identified below as "Bylaw No. 8424, 2023, Schedule A".

The estimated grant cost of the business promotion scheme will be \$150,000 for 2024, \$154,000 for 2025, \$158,000 for 2026, \$162,000 for 2027 and \$166,000 for 2028. The maximum grant for the term of the bylaw will be \$790,000.

Cost recovery will be in the form of a local service parcel tax, calculated on the basis of property frontage of the benefiting property owners. The estimated 2024 tax based on the frontage of the properties in 2023 is \$85.86 per meter. The charges will be imposed for a period of five years from January 1, 2024 to December 31, 2028.

Land or improvements within the business improvement areas will not be subject to this local service area tax unless they are classified, in whole or in part, as Class 5 or 6 as defined in the Assessment Act Regulation, B.C. Reg. 422/81, as that regulation stood on October 24, 2022. One hundred percent (100%) of the cost of the business improvement scheme will be borne by the benefiting property owners.

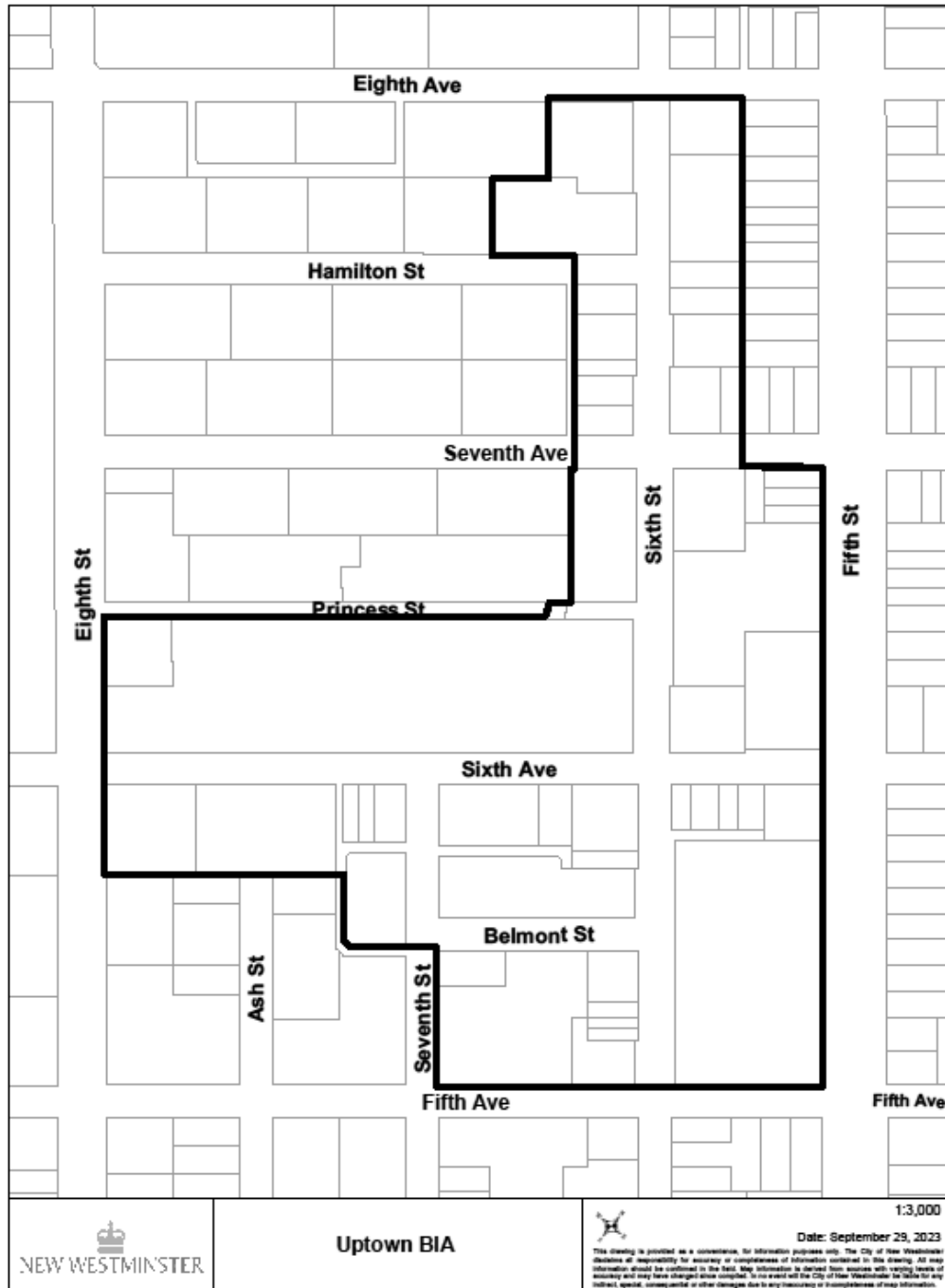
At the request of the Uptown Business Association, the establishment of the Uptown Business Improvement Area Service was initiated by the New Westminster Council at the regular Council meeting of October 16, 2023. Unless within 30 days after the second publication of this notice a majority of the affected property owners, representing at least half of the assessed value of the parcels that are liable to be specially charged, petition the Council not to proceed with the Business Improvement Area program, the program will be undertaken.

The following rules apply for the purposes of a petition under this section:

- (a) if 2 or more persons are owners of a parcel,
  - (i) they must be considered as one owner only,
  - (ii) they are not entitled to petition unless a majority of them concurs, and
  - (iii) unless a petition is signed by a majority of them, their signatures must be disregarded in determining whether the petition is sufficient;
- (b) a person who would be liable for a local service tax by reason of being the holder or occupier of land held in the manner referred to in Part 7, Division 8 [*Tax Liability of Occupiers*] of the *Community Charter* may sign the petition as if the person were the owner;
- (c) in relation to persons referred to in paragraph (b), in computing the values of the land and improvements, only the assessed value of the person's interest in them is to be used.

Any opposition to the proposed service by affected property owners should be made in writing to the Corporate Officer, City Hall, 511 Royal Avenue, New Westminster, B.C., V3L 1H9 and received no later than **4:30 p.m., Monday, November 20, 2023**. Response forms to petition against the service are available from Legislative Services at City Hall.

Bylaw No. 8424, 2023  
Schedule A



Peter DeJong  
Corporate Officer

**Response to Notice of Initiative to Establish  
the Uptown New Westminster Business Improvement Area (BIA) Service**

**PLEASE SEE REVERSE SIDE FOR DETAILS OF PROPOSED BIA SERVICE**

I/we (affected property owner) **oppose** the Council initiative to establish the Uptown New Westminster Business Improvement Area Service for the following reason(s):

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Property Owner Name/s\*: \_\_\_\_\_

Property Address: \_\_\_\_\_

Property Tax Roll No.: \_\_\_\_\_

\* For petition purposes, Section 212(6) of the Community Charter requires that if 2 or more persons are owners of a parcel,

- They must be considered as one owner only
- They are not entitled to petition **unless a majority of them concur**, and
- Unless a petition is signed by a majority of them, their signatures must be disregarded in determining whether the petition is sufficient.

Also, please note that if the affected property is owned by a corporation or limited company, the director/s or principal/s of the corporation/company must sign the response form. The signature of the property manager is not sufficient.

\_\_\_\_\_  
name

\_\_\_\_\_  
signature

\_\_\_\_\_  
name

\_\_\_\_\_  
signature

\_\_\_\_\_  
name

\_\_\_\_\_  
signature

\_\_\_\_\_  
name

\_\_\_\_\_  
signature

\_\_\_\_\_  
name

\_\_\_\_\_  
signature

If opposed, please submit this form to the Corporate Officer, City of New Westminster, 511 Royal Avenue, New Westminster, B.C., V3L 1H9, no later than **4:30 p.m., Monday, November 20, 2023.**

The business promotion scheme proposed to be undertaken consists of:

- a. Street Beautification - Initiatives consisting of tangible aesthetic improvements to the streetscape. These may include street banners, Christmas lighting, hanging baskets, and various street improvements such as bike racks, banner brackets and street furniture.
- b. Street Activation - Support for various events/activities in the public realm that feature the Uptown area and attract visitors, such as Uptown Live and Recovery Day, and partnering with community organizations, including the Arts Council, in funding Uptown Unplugged and other events and markets.
- c. Promotion & Marketing - Various programs to market and promote the Uptown area and the retailers and restaurant businesses located Uptown.
- d. Outreach - Partnering with community organizations to help fund programs that are mutually beneficial, such as I's on the Street, providing opportunities for people that are homeless or at risk of being homeless, while enhancing the Uptown area through additional street cleaning.

The boundaries of the Uptown New Westminster Business Improvement Area are identified in the notice that has been recently mailed out to all property owners.

The estimated cost of the business promotion scheme will be:

Year	Amount
2024	\$150,000
2025	\$154,000
2026	\$158,000
2027	\$162,000
2028	\$166,000

The parcel tax (under section 216(1)(b)) will be levied on land or improvements within the business improvement area; parcels within the specified area will not be subject to the tax unless classified, in whole or in part, as Class 5 or 6 as defined in the Assessment Act Regulation, B.C. Reg. 422/81, as that regulation stood on October 24, 2022.

The estimated 2024 parcel tax levy based on the frontage of the properties in the 2023 assessment roll is \$85.86 per meter.

## Attachment #4

List of property owners opposed to the initiative plan



**Response to Notice of Initiative to Establish  
the Uptown New Westminster Business Improvement Area (BIA) Service**

**PLEASE SEE REVERSE SIDE FOR DETAILS OF PROPOSED BIA SERVICE**

I/we (affected property owner) **oppose** the Council initiative to establish the Uptown New Westminster Business Improvement Area Service for the following reason(s):

not relevant for our building ~~that is~~ (professional)

Property Owner Name/s\*: Jui-Jung Chiang & mei-Hui Chiang

Property Address: 522 7<sup>th</sup> Street

Property Tax Roll No.: 08613000

\* For petition purposes, Section 212(6) of the Community Charter requires that if 2 or more persons are owners of a parcel,

- They must be considered as one owner only
- They are not entitled to petition **unless a majority of them concur**, and
- Unless a petition is signed by a majority of them, their signatures must be disregarded in determining whether the petition is sufficient.

Also, please note that if the affected property is owned by a corporation or limited company, the director/s or principal/s of the corporation/company must sign the response form. The signature of the property manager is not sufficient.

## Personal Information

Jui-Jung Chiang  
name

S

mei-Hui Chiang  
name

S

\_\_\_\_\_  
name

\_\_\_\_\_  
signature

\_\_\_\_\_  
name

\_\_\_\_\_  
signature

\_\_\_\_\_  
name

\_\_\_\_\_  
signature

If opposed, please submit this form to the Corporate Officer, City of New Westminster, 511 Royal Avenue, New Westminster, B.C., V3L 1H9, no later than **4:30 p.m., Monday, November 20, 2023.**



**Response to Notice of Initiative to Establish  
the Uptown New Westminster Business Improvement Area (BIA) Service**

**PLEASE SEE REVERSE SIDE FOR DETAILS OF PROPOSED BIA SERVICE**

I/we (affected property owner) **oppose** the Council initiative to establish the Uptown New Westminster Business Improvement Area Service for the following reason(s):

1) Insufficient information on how the BIA will practically benefit businesses in the Uptown neighborhood. Is there evidence to show the return on investment for BIAs in areas similar to Uptown?

2) Businesses are struggling and the costs would be too much to bear without clear objectives for the BIA or outcomes.

Property Owner Name/s\*: 765 Sixth Street Ltd.

Property Address: 765 Sixth Street

Property Tax Roll No.: 10903000

\* For petition purposes, Section 212(6) of the Community Charter requires that if 2 or more persons are owners of a parcel,

- They must be considered as one owner only
- They are not entitled to petition **unless a majority of them concur**, and
- Unless a petition is signed by a majority of them, their signatures must be disregarded in determining whether the petition is sufficient.

Also, please note that if the affected property is owned by a corporation or limited company, the director/s or principal/s of the corporation/company must sign the response form. The signature of the property manager is not sufficient.

Personal Information

SHAHID PUNJANI

name

signature

name

signature

name

signature

name

signature

name

signature

If opposed, please submit this form to the Corporate Officer, City of New Westminster, 511 Royal Avenue, New Westminster, B.C., V3L 1H9, no later than **4:30 p.m., Monday, November 20, 2023.**



**Response to Notice of Initiative to Establish  
the Uptown New Westminster Business Improvement Area (BIA) Service**

**PLEASE SEE REVERSE SIDE FOR DETAILS OF PROPOSED BIA SERVICE**

I/we (affected property owner) **oppose** the Council initiative to establish the Uptown New Westminster Business Improvement Area Service for the following reason(s):

We are currently contending with already high property taxes and would require tenants to pay more rent. As more rent is directed to the property tax, it will delay other maintenance and capital improvement projects at the building. We believe that our rental increases are also better spent tackling the increase in vagrancy and vandalism that is taking place in the area by hiring additional security for the building.

Property Owner Name/s\*: AMP Moady Mall Ltd.

Property Address: 615 EIGHTH ST., New Westminster, B.C V3M 3S3

Property Tax Roll No.: 10981000

- \* For petition purposes, Section 212(6) of the Community Charter requires that if 2 or more persons are owners of a parcel,
- They must be considered as one owner only
  - They are not entitled to petition **unless a majority of them concur**, and
  - Unless a petition is signed by a majority of them, their signatures must be disregarded in determining whether the petition is sufficient.

Also, please note that if the affected property is owned by a corporation or limited company, the director/s or principal/s of the corporation/company must sign the response form. The signature of the property manager is not sufficient.

**Personal Information**

Caroline Sze  
name

\_\_\_\_\_  
sig

Eddie Sze  
name

\_\_\_\_\_  
sig

\_\_\_\_\_  
name

\_\_\_\_\_  
signature

\_\_\_\_\_  
name

\_\_\_\_\_  
signature

\_\_\_\_\_  
name

\_\_\_\_\_  
signature

**If opposed, please submit this form to the Corporate Officer, City of New Westminster, 511 Royal Avenue, New Westminster, B.C., V3L 1H9, no later than 4:30 p.m., Monday, November 20, 2023.**