

May 7, 2025

Alex Tang  
Development Services  
Township of Esquimalt  
1229 Esquimalt Rd  
Esquimalt BC

Dear Alex Tang:

RE: Community Consultation Summary

Please see below engagement summary describing community consultation touchpoints as it relates to the proposed redevelopment located at 1340 Sussex and 1337 Saunders St.

DATE	ENGAGEMENT	SUMMARY
June 2024	Tenant Introduction Letter	Introductory letter distributed to all existing tenants at both addresses, to introduce our intention to redevelop the property and affirm that the project will respect and follow the Tenant Assistance Policy, and tenants will be supported through redevelopment.
June 2024	Site Signage Installed	Installation of 13 separate rezoning notification site signage boards around the properties as notification of the proposed development.
June 2024	Project Posted to Township Development Tracker	Specifics of the rezoning proposal posted on the Township of Esquimalt Development Tracker website, for public viewing and publicly accessible.
July 2024	Tenant Invitation Letter to Information Session	Follow up to introductory letter, outlining the information session invitation details to learn more about the project and how tenants will be supported through the redevelopment process and Tenant Assistance Policy.
July 2024	Tenant Information Session	Kickoff to tenant engagement: Powerpoint presentation by our Tenant Support Team and attended by Township Housing Staff and Intracorp staff. Outlining Tenant supports available as part of the Tenant Assistance Policy, and our benefits plan as part of our Tenant Assistance Plan adhering to the Policy. Question & Answer period for tenant attendees. Attended by a majority of existing tenants.



July 2024	Esquimalt Neighborhood House	Opportunities to facilitate positive impacts in the community through engagement with Esquimalt Neighborhood House. Conversations discussing the project overview and timeline, and tenant support initiatives.
July 2024	Follow-up Tenant Information Package	Hand delivered copy to all existing tenants, consisting of a copy of the Powerpoint presentation material, as well as copies of the Q&A minutes and Tenant Assistance Policy.
August 2024 - ongoing	1 on 1 Tenant Engagements	Following the Virtual Tenant Meeting the tenant support team began 1:1 engagement with tenants. This engagement has been ongoing throughout the project period. Continuous discussions continue to be ongoing and all tenants are being supported as they need. Regular support is being offered to tenants who have indicated they want to stay until the 4 month notice period.
September 2024	Ribfest Sponsorship	Opportunity to build awareness and engagement of Intracorp and the proposed project through event signage with a large number of impressions, event attended by approx. 50,000 attendees.
October 2024	Canadian Forces Base Esquimalt	Meeting with Base Commander Captain Kevin Whiteside and additional executive branch CFB personnel, discussing shortage of housing and the private development role in addressing the need for housing, as it relates to our proposal.
October 2024	Esquimalt Military Family Resource Centre	Meeting with Jackie Carlie, Executive Director of the Esquimalt Military Family Resource Centre, discussing shortage of housing and the private development role in addressing the need for housing, as it relates to our proposal. Opportunities to facilitate positive impact with EMFRC through Belmont Properties as a local rental housing provider.
October 2024	Township Community Arts Council	Meeting with Marie Fidoe, Executive Coordinator of TCAC, discussing our role in supporting TCAC and the nature of our proposal, and opportunities related.



October 2024	Esquimalt Chamber of Commerce	Meeting with Holly Courtwright, President of the Chamber, discussing our role in the community and the nature of our proposal, and opportunities related.
October 2024	Mailout - Notification Postcards for Community Open House	<p>Invitation to in-person and community open house and virtual Q&amp;A following. Expanded the reach of the postcards over-and-above the Township minimum requirement of 100m, to a radius of 400m, to ensure additional community engagement for the proposal to additional neighborhoods and capturing a wider audience.</p> <p>1,954 postcards distributed to a range of neighborhoods, from local business to single family homes, to multi residential buildings and stratas.</p>
October 2024	Door Knocking – Residential Neighborhoods	One of our project representatives walked around the neighbourhood within 1-2 blocks of the site and knocked most every door and put notices of the public meeting in mailboxes. Conversations were short and both points of opposition and support were offered for discussion on varying topics.
October 2024	Door Knocking – Local Businesses	One of our project representatives walked up Esquimalt Rd on either side of Nelson St to engage businesses – including as far as City Hall. Notices of the open house were dropped off and conversations indicated over 90% support for the project.
October 2024	(DRC) Design Review Committee Township of Esquimalt	<p>Presentation by applicant team to provide an overview of the project application and resulting community benefits, namely a large 18,500sf public park space, neighborhood-serving retail, offsite pedestrian realm improvements, and large addition of homes to the neighborhood.</p> <p>Committee comments were overall supportive and positive. Park space was largely supportive as an addition to the neighborhood with presently lacks park space, including it's multiple varying features. Comments regarding an appropriate balance of height and density</p>



		<p>commensurate with the public benefits being provided.</p> <p>Committee encouraged applicant to explore reviewing Jr 2 bedroom suites to larger 2 bedroom suites and massing the building to suit.</p>
October 2024	Website	<p>Creation of a publicly accessible website, <a href="http://sussexandsaunders.com">sussexandsaunders.com</a></p> <p>Informative information about the project salient details and public benefits, as well as survey for public engagement.</p> <p>Over 500 page visits across a 6 month time period of webpage being active and live for public viewing.</p>
October 2024	Website Survey	<p>A survey based on the project overview is available on the publicly accessible project website, to solicit feedback on the proposal from the public.</p>
October 2024	Community Open House, In-Person	<p>42 attendees at the project public open house facilitated by Intracorp at the Esquimalt Rec Centre. Attendees were comprised of existing tenants, nearby residents, and nearby business owners.</p> <p>19 information boards were prepared to summarize the project overview, key benefits, design moves, transportation considerations, and tenant support considerations.</p> <p>Key feedback included support for the public park as a community amenity, support for neighborhood-serving retail, and support for the large number of homes being delivered as a result of this development.</p> <p>Additional comments include considerations for tenant supports, a need for adequate parking, and comments on appropriate height and massing.</p> <p>Approximately half of attendees heard about the open house through notification</p>



		mailouts, and the other half through social media, community network, word of mouth, and other.
October 2024	Community Open House Feedback Forms	<p>14 comment cards were completed, 11 generally supportive and 3 opposed.</p> <p>Comment cards included demographic questions along with questions designed to solicit direct feedback on the proposed concept.</p>
November 2024	Virtual Open House	<p>1,954 postcards were distributed as an invitation to the virtual open house as part of the October distribution, with contact information to our project representative to RSVP, and time and date for the virtual open house.</p> <p>Intracorp presented 19 information boards which were prepared to summarize the project overview, key benefits, design moves, transportation considerations, and tenant support considerations.</p> <p>One member of the public joined the virtual open house and Q&amp;A and expressed support for the project.</p>
November 2024	Canadian Forces Base Esquimalt – Real Property Operations	Discussions with Real Property Operations staff and presentation of project plans, to request design-related feedback from CFB provided immediate adjacency of the site along the property line.
November 2024	(APC) Advisory Design Panel Township of Esquimalt	<p>Presentation by applicant team to provide an overview of the project application and resulting community benefits, namely a large 18,500sf public park space, neighborhood-serving retail, offsite pedestrian realm improvements, and large addition of homes to the neighborhood.</p> <p>Commission comments revolved around the public park space as a community amenity and to explore affordability as a community amenity in substitute. Comments regarding scale of density and ensuring appropriateness with the community</p>



		amenity being provided as a result of the application.
November 2024	Esquimalt Farmers Market	<p>Information booth at the Esquimalt Farmers Market to encourage grassroots dialogue, facilitated by our project representative. Information boards with project overview and a facilitated booth allowed for 1 to 1 dialogue with attendees of the Farmers Market.</p> <p>Conversations discussed the project fundamentals, proposed park, traffic, parking, and tenant support initiatives. There were many who voiced support for the project and additional housing in the neighbourhood.</p>
December 2024	Celebration of Lights	Opportunity to build awareness and engagement of Intracorp and the proposed project through event signage with a large number of impressions, event attended by a large number of attendees.
December 2024	Update Letter to Tenants	Letter to tenants to update broadly the overall project timelines and continue to reiterate the availability of tenant assistance plan benefits to support existing tenants as part of the redevelopment. Continuous opportunity for tenants to engage with the tenant support team in addition to ongoing 1-to-1 conversations with each tenant they are working with.
February 2025	BC Rental Protection Fund – Katie Maslechko, CEO	Several discussions with BC Rental Protection Fund on opportunities to collaborate on the proposed development. Project does not meet the mandate of the Fund due to the Fund's nature. Discussed additional funding opportunities to introduce a deeper level of affordability.
March 2025	Update Letter to Tenants	Letter to tenants to update broadly the overall project timelines and continue to reiterate the availability of tenant assistance plan benefits to support existing tenants as part of the redevelopment. Continuous opportunity for tenants to engage with the tenant support team in addition to ongoing



		1-to-1 conversations with each tenant they are working with.
March 2025	Greater Victoria Housing Society – James Munro, Director	<p>Discussion with GVHS on opportunities to collaborate with respect to the proposed development, concluding with a \$100,000 cash contribution to GVHS to support affordable housing initiatives by GVHS.</p> <p>Discussion with GVHS on opportunities to collaborate with respect to the proposed development. Discussed opportunities for funding to assist with deeper levels of affordability. GVHS would require a standalone parcel within a larger site for consideration. Concluded that the proposed development is not a suitable candidate for a GVHS partnership but the project will provide a cash contribution of \$100,000 to support GVHS affordable housing initiatives.</p> <p>Discussions with GVHS on vacancies at nearby properties for existing tenants. Discussions on-going with Staff.</p>
May 2025	Township Community Arts Council	Meeting with Marie Fidoe, Executive Coordinator of TCAC, and Uta Gewald, President of TCAC. Continued discussions on supporting TCAC initiatives. Discussing the nature of the proposal and it's public benefits notably the expansive public park space offering additional space opportunities for outdoor arts and cultural programming.
May 2025	Esquimalt Chamber of Commerce	Meeting with Holly Courtwright, President of the Chamber. Discussing the nature of the proposal and it's public benefits, notably the neighborhood-serving local retail space and the continued need for retail in areas with high density residential population in addition to it's adjacency to the neighboring CFB base. Discussions related to tenant assistance in relation to the Tenant Assistance Policy. Soliciting feedback from the board of the Chamber.



Yours truly,  
INTRACORP PROJECTS LTD.  
on behalf of Belmont Properties

A handwritten signature in black ink, appearing to read 'Matt Kolec'.

Matt Kolec  
Director, Development