

## **HARBOURSIDE COHOUSING RENTAL POLICY**

### **AIMS OF OUR RENTAL POLICY**

- To identify the guidelines for owners wishing to rent their units and balancing the rights of owners and tenants while safeguarding and enhancing the health and well-being of the community as a whole.
- To facilitate the orientation and integration of new tenants into the community, allowing maximum participation in Harbourside.
- To provide information for owners and renters.

### **Important Legal Items:**

- A landlord needs to have a written tenancy agreement with their tenant (Residential Tenancy Act (RTA) section 13). The RTA also requires a unit inspection report at the beginning of a tenancy (section 23) and at the end of the tenancy (section 35).
- Tenants may participate in all meetings, with the exception of voting at a Strata Annual General Meeting (AGM) or Special General Meeting (SGM), unless tenants have a proxy from another voter (Strata Property Act (SPA) section 54(b), or a landlord has assigned their right to vote to the tenant (SPA sections 147 or 148[1]).
- Under the Strata Property Act landlords need to fill out a Form K ensuring tenants are informed about the bylaws and rules in effect and provide the Strata corporation with a copy of the signed Form K within 2 weeks of the commencement of the rental and provide Harbourside with the name and contact information - Harbourside bylaw 4(2).

### **Considerations Recommended by Harbourside:**

- Harbourside suggests using a lease that is renewable.
- Tenants are encouraged to obtain content insurance while renting at Harbourside.

### **Recommendations For Owners**

1. Let the community know that you intend to rent your unit - starting when and for how long?
2. Harbourside has a pool of people who are interested in renting. Owners are encouraged to choose tenants from that pool when possible.
3. Be familiar with, and comply with the B.C. Residential Tenancy Act.
4. Complete a rental application (including a tenant's permission to do a credit check and provide references - see note below\*).
5. Provide renters with a copy of the Living-In-Community Agreements and the Rental Information package.
6. Do whatever you can to make your choice of tenants a right fit for Harbourside.
7. Do whatever you can to help your tenants understand the nature of cohousing and support the efforts to ensure that tenants can be active and vital participants in the Harbourside community.
8. Introduce your tenant(s) to the community at the earliest opportunity.

\* NOTE: Harbourside Cohousing values residents' privacy. The Residential Tenancy act encourages owners to use an application form that contains obtaining permission for a credit check. The results are confidential between the landlord and the tenant

## **How to Become Part of the Harbourside Community**

People who are interested in joining the Harbourside Cohousing community by renting a unit can join a pool of prospective tenants and be notified when units become available for rent. Tenants will be encouraged to follow the suggestions listed below as much as possible as a means of assisting them to integrate into the Harbourside community. The intention of these suggestions is to familiarize people with the goals, values and unique operational features of the cohousing way of living together. Because there are laws and regulations governing the Strata Property operations and the renting of units, the arrangements proposed here are entirely voluntary and only meant to facilitate the inclusion and integration of tenants into the community.

### **Recommendations For Tenants**

1. Read the book "The Senior Cohousing Handbook: (2nd Edition) by Charles Durrett published by New Society Publishers, Gabriola Island, B.C. Canada 2009.
2. Attend the "Dare to Age Well" course available through Royal Roads University, Victoria, B.C.
3. Meet with the Rental Team where questions and concerns could be addressed in a more intimate setting.
4. Read through the Harbourside Cohousing Information package\* that includes the principles, operating procedures and guidelines that Harbourside runs by (includes rights and responsibilities), Harbourside rental policy, bylaws and Living-in-Community agreements.
5. Ask to be paired with a Harbourside "community mentor" or "buddy".
6. Attend some potlucks and community events at Harbourside.
7. Check out the "resident's section" of the Harbourside website.\*
8. Participate in a team or committee.
9. Enjoy all the common amenities at Harbourside.

\* Yet to be completed

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