

June 23, 2022,

UBC Campus and Community Planning  
2210 West Mall  
Vancouver, British Columbia, Canada V6T 1Z4

Attn: Ms. Karen Russell, RPP, FCIP  
Via email: [karen.russell@ubc.ca](mailto:karen.russell@ubc.ca)

**RE: Carey College Lot 40 & Lot 42, Vancouver, BC. Development Application – CAREY  
THEOLOGICAL COLLEGE STATEMENT OF OPERATIONS, Development Permit #: DP22001.**

Dear Karen,

On behalf of Carey Theological College, Urban Solutions Architecture Ltd. is submitting a statement of operations for the proposed following uses:

1. Within the existing building “Lot 40a” (5-floor, 44,416 sq-ft with underground parking)
  - o Floor 1: planned renovations that include an existing kitchen, student resident lounge space, seating areas, a classroom and small cluster of offices.
  - o Floors 2-5: 71 existing units ranging in size from 220 sq-ft of dorm unit suites (without kitchen) to 1378 sq-ft of 2-bed and den residential suites
  - o Underground (1-level): 33 parking spaces
2. Within the new extension to the existing building “Lot 40b” (4-floor, 37,658 sq-ft with underground parking)
  - o Floor 1: multi-purpose classrooms and offices
  - o Floors 2-4: 57 units of full residential suites ranging in size from 285 to 638 sq-ft
  - o Underground (1-level): 24 parking spaces
3. Within a new separate building “Lot 42” (7-floor, 49,190 sq-ft)
  - o Floor 1: multi-purpose room with rough-in for future potential cafe
  - o Floors 2-7: 75 units of full residential suites ranging in size from 284 to 819 sq-ft

**Operational & Functional Statement:**

Carey Theological College operates a:

- 1) graduate theological college, and
- 2) student residence for UBC students.

Our plan is to expand these operations with two new buildings (Lot 40b and Lot 42) in addition to the existing building (Lot 40a).

**Graduate Theological College: Lot 40a**

As a theological college, we plan to return to our pre-covid operation that includes face-to-face and online classes. Our typical demographic of students are mature (30-50 years old), Christian professionals with families and jobs from across Canada and the United States. This necessitates Carey to offer compressed, often week-long, on-campus intensive courses with supplementary instruction online. This requires us to offer short-term accommodations to our theological college students that would fill all rooms in our Lot 40a building 16 times per year, a week at a time.



Land-use Planning Architecture Building Ecology Project Management  
6189 Elm Street, Vancouver, BC, Canada, V6N 1B2  
Ph.: (604) 261-6106 Fax: (604) 261-6103  
Email: [urbansolutions@telus.net](mailto:urbansolutions@telus.net)  
Website: [www.urbansolutionsarch.ca](http://www.urbansolutionsarch.ca)

With the added meeting space, we plan to expand our continuing education opportunities that will include theological education retreats to church groups and other faith-based organizations.

In addition, the theological college and related denomination has board, senate, ordination, staff & faculty retreats, graduation and new ministers' meetings that require out of town participants to have accommodations up to 20 times per year, anywhere from 2 days to one week at a time.

As part of our core operating plan for the theological college, Carey targets to round out the remainder of available occupancy for UBC affiliated and campus community accommodations on a short-term basis that includes students, their parents, staff, faculty and hospital patients.

#### Student Residence for UBC students: Lot 40b and 42

Carey's student residence program for UBC students will primarily be held in Lot 40b and Lot 42. This will see our student residence program grow from our current 44 students to up to 173 students. As a stipulation of financing, the units should be leased on at least a yearly basis. As with other UBC student resident units, there may be opportunities for these year-long student residents to sublease their units during the summer months.

#### **Occupancy Plan:**

Based on extrapolating the historical occupancy of the existing building and the operational plan intended for the new buildings, Carey has done its best to outline a target demographic breakdown of its fully-developed site.

Constituency	Lot 40a (existing)	Lot 40b (new)	Lot 42 (new)
Student			
Carey or affiliated	40-50%	90-100%	90-100%
UBC or affiliated	2-6%	0-1.5%	0-1.5%
Staff or Faculty			
Carey	0-1%	0-1.5%	0-1.5%
UBC campus community	2-6%	0-1.5%	0-1.5%
Carey continuing education programs	20-30%	0-1.5%	0-1.5%
Hospital	5-10%	0-1.5%	0-1.5%
Others	5-10%	0-1.5%	0-1.5%

#### **Building Management Hours & Days of Operation:**

- Lot 40a, 40b, 42 - On call: 24 hr/day, 7 days/week by mobile phone
- Lot 40a and 40b (first floor) - Mon - Sun: 7:30am to 7pm
- Lot 40b and Lot 42 (residence) - tenants access only



Please let us know if you have any questions or need any clarifications. I thank you in advance for expediting the finalization of our DP. Should you have any questions, please do not hesitate to contact by phone (604) 261-6106, or by email at [urbansolutions@telus.net](mailto:urbansolutions@telus.net)

Sincerely,



Donald Yen Architect AIBC, MRAIC  
**URBAN SOLUTIONS ARCHITECTURE LTD.**

Cc: Sam Nakai – Carey College  
Paul Williams – Williams Consulting

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