



705 Rosser Ave / Brandon, Manitoba / R7A 0K8  
204-441-8575  
sam@southwestmmfhousing.ca

April 13<sup>th</sup>, 2024

Dear Community Members,

This letter is to serve as a letter of intent for 336 6<sup>th</sup> Street.

Brandon Housing First is partnering with the ARCH research team to provide a Women's Safe House for our community. The primary focus will be older indigenous females, or those that identify as female.

Our goal is to be able to provide 7 transitional units, where individuals will create their own safe spaces. The main floor will have a kitchen for life skill development, food gatherings, the living room will be utilized for group sessions, workshops, cultural activities, the bedroom will be utilized for staff room and private counselling (one-on-one sessions), the dining room will be for crafts and activities.

We will have security for the first month or two, in addition to having staff 24 hours.

Regards,

A handwritten signature in black ink, appearing to read "S van den Ham".

Samantha van den Ham  
Program Manager  
Brandon Housing First



Development Services  
638 Princess Avenue, Brandon MB, R7A 0P3  
T: 204.729.2110 F: 204.728.2406  
www.brandon.ca/planning

### Conditional Use

Name of Property Owner: Donna McAvish  
Name of Applicant: Samantha Shupe - Brandon Housing First MMF Southwest  
Civic Address of Property: 336 6th Street Brandon, Manitoba  
Legal Description of Property: \_\_\_\_\_

#### References:

BAPD Development Plan By-law No. 95/01/12  
Applicable Secondary Plan By-law  
City of Brandon Zoning By-Law No. 7124

**\*\*Prior to submitting a formal application, the Planning & Buildings Department strongly recommends that all applicants meet with a Community Planner to complete a pre-application review\*\***

#### Conditional Use Request:

Housing first would like to transform this current rooming house into a womens safe house. This would provide 7 transitional housing units, staff office, cultural / activities room, one-to-one counselling unit, and a spacious kitchen for food gathering, knowledge sharing and life skill development.

*As the applicant, I confirm and verify to the City that the information provided in this application is true and complete, and I undertake to observe and perform all provisions of The Planning Act, the Development Plan, the Zoning By-law, and the provisions of other relevant laws, by-laws or agreements.*

Signature of Applicant: S Shupe Date: April 24/24  
Address: 705 Rosser Ave Brandon Postal Code: R7A0K8  
Phone No.: (Primary) 204-441-8575 (Secondary) 204-441-0888  
Email Address: sam@southwestmmfhousing.ca

Signature of Owner: Donna McAvish Date: Apr 26/24  
Address: 1302-2nd St Brandon Postal Code: R7A 3B1  
Phone No.: (Primary) 204-726-4064 (Secondary) (204) 724-5838 (road)  
Email Address: djmavish@wcgwave.com  
metavishbrad79@gmail.com

The personal information which you are providing is being collected under the authority of The Planning Act and will be used for the purpose of approving this application. Information is also being collected for the purpose of statistical reporting. It is protected by the Protection of Privacy provisions of The Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and/or use of information, contact Jennifer Houlahan, PIPPA Coordinator, City of Brandon Planning & Buildings Department, 638 Princess Avenue Brandon, Manitoba, R7A 0P3, Telephone 204-729-2116

|   |                          |                     |                            |
|---|--------------------------|---------------------|----------------------------|
| <b>FOR PLANNING DEPARTMENT USE ONLY:</b>      |                          |                     |                            |
| Community Planner: _____                      | Planning File No.: _____ | CityView No.: _____ |                            |
| Date Application Received: _____              | Payment Date: _____      | Receipt No.: _____  | Amount: \$ _____           |
| <small>Conditional Use - Applications</small> |                          |                     | <small>REV 01/2023</small> |



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Letter of Authorization

Date: April 19 2024

To: City of Brandon  
Development Services  
638 Princess Avenue  
Brandon, MB R7A 0P3

RE: 336 6th Street (address or legal description of application)

I (We) hereby give authorization to:

Samantha Shupe (Housing First MMF Southwest)  
(Applicant's name)

To apply for a development application for the above address.

Registered Owner(s) on the Current Status of Title:

|                                       |  |                            |
|---------------------------------------|--|----------------------------|
| <u>Donna McTavish</u><br>Name (Print) | <u>Donna McTavish</u><br>Name (Signed) | <u>April 22/24</u><br>Date |
| <u>Brad McTavish</u><br>Name (Print)  | <u>Brad McTavish</u><br>Name (Signed)  | <u>April 22/24</u><br>Date |
| <u>Scott McTavish</u><br>Name (Print) | <u>Scott McTavish</u><br>Name (Signed) | <u>April 22/24</u><br>Date |
| <br>Name (Print)                      | <br>Name (Signed)                      | <br>Date                   |