



The Corporation of the District of Central Saanich

REGULAR COUNCIL REPORT

For the Regular Council meeting on Monday, January 27, 2025

Re: BC Housing Progress Report on District's Provincial Housing Targets – Reporting Period 1.1 (July 2024 – December 2024)

RECOMMENDATION(S):

1. *That the BC Housing Target Progress Report Form for Reporting Period 1.1 (July 1, 2024 to December 31, 2024) as presented in Appendix A be approved.*
2. *That staff be directed to submit the BC Housing Target Progress Report Form – Reporting Period 1.1 (July 1, 2024 to December 31, 2024) to the Ministry of Housing.*
3. *That the District request the Province for additional funding resources for Housing related initiatives.*

PURPOSE:

This report is to provide Council with the District's first BC Housing Target Progress Report as required by the Province, for the reporting period 1.1 (July 1, 2024 – December 31, 2024), for information and approval.

This report is prepared based on the Ministerial Housing Target Order (HTO) issued by the Province of BC on June 25, 2024 (See Appendix B). Once Council receives the BC Housing Progress Report, per reporting form guidelines, following Council direction, staff will publish on the District's Housing webpage and submit to the Ministry of Housing.

BACKGROUND:

Housing Target Order

As of June 25, 2024, the Province has set out the **5-year housing target order** for the District of Central Saanich as **588 units**, which is the total minimum number of net new completed housing units (occupancy permit issued), required to comply with this Provincial Housing Target.

For the housing targets, municipalities must prepare progress reports for each reporting period, including information on the progress and actions taken by the municipality toward meeting their target for the reporting period. The reporting periods, number of units per reporting period and annual cumulative number of net new housing units set out by the Province for the District of Central Saanich are shown in Table 1.

Table 1: 5-Year Housing Target Orders for the District of Central Saanich

Reporting Period	Year	Number of Units Per Reporting Period/Year	Cumulative Number of units
1.1	July 1, 2024 – December 31, 2024*	77	77
1.2	July 1, 2024 – June 30, 2025		
2	July 1, 2025 – June 30, 2026	90	167
3	July 1, 2026 – June 30, 2027	111	278
4	July 1, 2027 – June 30, 2028	138	416
5	July 1, 2028 – June 30, 2029	172	588

* Current Reporting Period

Housing Needs Report (HNR)

In late 2023, the Province of British Columbia introduced Bill 44 to address the ongoing housing crisis and expand housing options across the province. Bill 44, the Housing Statutes (Residential Development) Amendment Act, mandates all local governments to update their housing needs reports using a standardized methodology for the next 5 and 20 years.

Based on this standardized Housing Needs Report (HNR) Method¹, staff have calculated the number of housing units needed in the District, and provided a staff report along with the Interim Housing Needs Assessment to Council on September 9, 2024. Based on the HNR Method, the total number of new units needed for the next 5 and 20 years are **1,117** and **3,476**, respectively. See Appendix C.

Housing Target Orders vs Housing Needs

The Provincial housing target of 588 units is to meet the ‘current’ housing demand for the District, while the total number of units in the HNR for the next 5 and 20 years (1,117 and 3,476, respectively), includes a demand buffer which accounts for the number of units required to achieve a ‘healthy’ housing supply.

DISCUSSION:

Staff have completed the BC Housing Target Progress Report Form for the Reporting Period 1.1, to inform Council and receive direction to submit to the Ministry of Housing. The fundamental components of this report form are presented as follows.

Sections 2 & 3: Number of Net New Units, and Housing Units by Category and Type

Starting July 1, 2024, staff have calculated the number of net units delivered to the community (Occupancy Permit issued minus Demolition) based on the unit breakdown guidelines defined within the BC Housing Progress Reporting Form. Records indicate that during the Reporting Period 1.1, a total number of **304** new units have been completed, and **zero** units have been demolished in the District. Therefore, a total of **304 net new units** have been completed during this reporting period. See Appendix D for more information.

The total number of **304 net new units** represents **51.7%** of the 2028 cumulative **housing target (588 units)** and exceeds the prescribed housing target order of 77 units for year one (See Table 1). Additionally, the total net new units of 304 accounts for **27.2%** of **2028 housing need (1,117 units)**, which is just above a quarter of the total housing needs (2025-2028), indicating that the District is on track of delivering

¹ <https://hart.ubc.ca/bc-hnr-calculator/>

Section 4: Municipal Actions and Partnerships to Enable More Housing Supply

The applicable actions that the District has taken within last 12 months to achieve housing targets, in line with the Performance Indicators in the HTO includes, but are not limited to:

1. Modernized [Online Application Permitting](#) – January 2024
2. [Development Approval Process and Efficiencies](#) – January 22, 2024
3. Introducing the [Priority Application Policy](#) – January 22, 2024
4. Zoning Amendments: [Small-Scale Multi Unit Housing \(SSMUH\) Bylaws and Regulations](#) – June 24, 2024
5. [Interim Housing Need Report](#) – Date: September 9, 2024
6. Application to CMHC Housing Accelerator Fund (HAF) Grant – Supported by Council on September 13, 2024
7. Expanding [Accessory Dwelling Units in Agricultural and Rural Areas](#) – November 4, 2024
8. [Official Community Planning \(OCP\)](#) Land Use Designations Capacity Analysis (Bill 44 Alignment) – December 2024 – Ongoing
9. Comprehensive Zoning Bylaw Update – Ongoing
10. Developing an Enhanced Housing Data Tracking System – Ongoing
11. 1183 Verdier Avenue Affordable Housing Project – Collaboration between the District and Capital Region Housing Corporation (CRHC) – Ongoing
12. Hiring New Staff through Provincial Funding Dedicated to Housing Projects

Section 5: Approved Housing Development Applications

In addition to the net new number of housing units (Occupancy Permit), the District is required to report the number of approved applications issued by type since the effective date of the Housing Target Order (July 1, 2024). Per the BC Housing Target Report Form Guidelines, Table 2 provides the type of approved applications (Rezoning, Development Permit and Building Permit) and estimated number of net new units during the reporting period 1.1.

Table 2: Approved Housing Development Applications – Reporting Period 1.1

	Rezoning	Development Permit	Building Permit	Total
Applications	1	6	9	16
New Units	5	25	71	101

The total number of applications for the reporting period 1.1 is 16 and 101 new units are estimated to be delivered to the community through these applications. See Appendix D for more information.

Section 6: Withdrawn or Not Approved Housing Development Applications

The District is required to report the number of proposed units withdrawn by applicants, and/or not approved by the District during the reporting period. Within Reporting Period 1.1, **zero** housing development application have been withdrawn or not approved by the District.

Section 7: Other Information

To address Provincial housing mandates, the District has hired new staff dedicated to housing initiatives through Provincial funding, which has facilitated these processes. Maintaining sustainable funding by the

Province would result in staff work continuity which assists the District with aligning with the Provincial mandate and meeting the Housing Target Order. As part of the staff recommendation, Council could direct staff to send a letter to the Province requesting continuous grant funding to enable the District to meet its housing targets and needs.

IMPLICATIONS:

Strategic

The BC Housing Progress Report and the number of net new units within this report addresses the priority of “Expanding the Supply of Affordable, Attainable, and Rental Housing” identified in the 2024-2027 Strategic Plan.

Legislative/Policy

Following the introduction of Bill 44, the BC Government has the authority to set housing targets in municipalities with the greatest need and highest projected population growth. This authority comes from the new *Housing Supply Act* and *Housing Supply Regulation*. Municipalities that are issued housing target orders, including District of Central Saanich, must report their progress annually. The deadline is 45 days after the end of the reporting period.

OCP

The Fundamental Principle “Provide a Range of Housing Opportunities and Protect Housing Affordability” and Section “Growth Management and Housing” are identified in the District’s OCP. Under Growth Management and Housing, the objective of “Housing for All” is described as:

‘Encourage the creation of affordable, rental and special needs housing in the District and support various tenure options to ensure adequate housing for a range of income levels and needs in the community, including housing for First Nations.’

The net new units delivered to the community addresses housing diversity and affordability, as described in the OCP.

Strategic Plan 2024-2027

Council’s 2024-2027 Strategic Plan includes the following priority: “Expand the Supply of Affordable, Attainable, and Rental Housing”. The goals of this priority are to:

- *Adapt and respond to emerging legislation that seek to remove barriers and incentivize a broader range of housing options;*
- *Support and encourage development proposals that expand housing diversity, including purpose built rental and legal suites; and*
- *Pursue partnerships with housing providers and government agencies to deliver affordable housing and amenities.*

OPTIONS:

Option 1 (recommended):

1. That the BC Housing Target Progress Report Form for Reporting Period 1.1 (July 1, 2024 to December 31, 2024) as presented in Appendix A be approved.

2. That staff be directed to submit the BC Housing Target Progress Report Form – Reporting Period 1.1 (July 1, 2024 to December 31, 2024) to the Ministry of Housing.
3. That the District request the Province for additional funding resources for Housing related initiatives.

Option 2:

Alternative direction as provided by Council.

CONCLUSION:

This report along with the first BC Report on District's Provincial Housing Target for the reporting period 1.1 (July 1, 2024 – December 31, 2024) are provided in accordance with Provincial Legislation. Following Council direction, staff will submit the BC Housing Target Progress Report, per reporting form guidelines, to the Ministry of Housing, and publish on the District's Housing website.

During the reporting period 1.1, 304 net new units (Occupancy Permit issued minus Demolitions) have been delivered to the community which accounts for 51.7% of the 2028 cumulative housing target (588 units) and 27.2% of 2028 housing needs (1,117 units). Additionally, 16 housing development applications have been approved within this reporting period, and 101 new units are estimated to be delivered to the community through these applications.

Report written by:	Nafiseh Rashidianfar, Community Planner
Respectfully submitted by:	Jarret Matanowitsch, Director of Planning and Building Services
Concurrence by:	Christine Culham, Chief Administrative Officer

ATTACHMENTS:

- Appendix A: BC Housing Target Progress Report – DCS – Reporting Period 1.1
- Appendix B: Ministerial Order – Housing Target Order for District of Central Saanich
- Appendix C: Interim Housing Needs Report
- Appendix D: Approved Permits Information