



# 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)

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### **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	<b>588</b>

\* 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) Method<sup>1</sup>, 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

<sup>1</sup> <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
<b>Applications</b>	1	6	9	16
<b>New Units</b>	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



## HOUSING TARGET PROGRESS REPORT FORM

Housing Targets Branch  
BC Ministry of Housing and Municipal Affairs

### PURPOSE

Municipalities will use this form to complete the requirements for progress reporting under the [Housing Supply Act](#) (Act). The information provided will be evaluated to determine whether targets have been met or satisfactory progress has been made toward meeting targets.

### REPORT REQUIREMENTS

The report must contain information about progress and actions taken by a municipality to meet housing targets as identified in the Housing Target Order (HTO).

The progress report must be received in a meeting that is open to the public and by Council resolution within 45 days after the end of the reporting period.

Municipalities must submit this report to the minister and post it to their municipal website as soon as practicable after it is approved by Council resolution.

### ASSESSMENT

The Housing Targets Branch evaluates information provided in the progress report based on Schedule B - Performance Indicators in the HTO. If targets have not been met and satisfactory progress has not been made, the Minister may initiate compliance action as set out in the Act.

### REPORT SUBMISSION

Please complete the attached housing target progress report form and submit to the Minister of Housing at [Housing.Targets@gov.bc.ca](mailto:Housing.Targets@gov.bc.ca) as soon as practicable after Council resolution.

**Do not submit the form directly to the Minister's Office.**



## HOUSING TARGET PROGRESS REPORT FORM

Housing Targets Branch  
BC Ministry of Housing and Municipal Affairs

Section 1: MUNICIPAL INFORMATION	
Municipality	District of Central Saanich
Housing Target Order Date	July 1, 2024
Reporting Period	July 1, 2024 – December 31, 2024
Date Received by Council Resolution	To be added once approved
Date Submitted to Ministry	To be added once submitted
Municipal Website of Published Report	To be added once published
Report Prepared By	<input checked="" type="checkbox"/> Municipal Staff <input type="checkbox"/> Contractor/External
Municipal Contact Info	Jarret Matanowitsch Director of Planning and Building Services <a href="mailto:Jarret.Matanowitsch@csaanich.ca">Jarret.Matanowitsch@csaanich.ca</a> 250-544-4214
Contractor Contact Info	<input checked="" type="checkbox"/> N/A (name, position/title, email, phone)

Section 2: NUMBER OF NET NEW UNITS				
Record the number of new net housing units delivered during the reporting period, and cumulatively since the effective date of the HTO. Net new units are calculated as completions (occupancy permits issued) minus demolitions. <u>Legalizing existing unpermitted secondary suites or other housing types does not count toward completions.</u>				
<b>Section 8 must be completed if a housing target has not been met for the reporting period.</b>				
	Completions (Reporting Period)	Demolitions (Reporting Period)	Net New Units (Reporting Period)	Net New Units (Since HTO Effective Date)
<b>Total</b>	304	0	304	304

Section 3: NUMBER OF HOUSING UNITS BY CATEGORY AND TYPE (Unit Breakdown Guidelines)				
Record the number of housing units in each category below for the reporting period and cumulatively since the effective date of the HTO. Definitions are provided in the endnote.				
	Completions (Reporting Period)	Demolitions (Reporting Period)	Net New Units (Reporting Period)	Net New Units (Since Effective HTO Date)
<b>Units by Size</b>				
Studio	23	0	23	23
One Bedroom	171	0	171	171
Two Bedroom	72	0	72	72

Three Bedroom	37	0	37	37
Four or More Bedroom <sup>1</sup>	1	0	1	1
<b>Units by Tenure</b>				
Rental Units <sup>2</sup> – Total	248	0	248	248
Rental – Purpose Built	246	0	246	246
Rental – Secondary Suite	2	0	2	2
Rental – Accessory Dwelling	0	0	0	0
Rental – Co-op	0	0	0	0
Owned Units	56	0	56	56
<b>Units by Rental Affordability</b>				
Market	296	0	296	296
Below Market <sup>3</sup> - Total	8	0	8	8
Below Market - Rental Units with On-Site Supports <sup>4</sup>	0	0	0	0

**Section 4: MUNICIPAL ACTIONS AND PARTNERSHIPS TO ENABLE MORE HOUSING SUPPLY**

**A)** Describe applicable actions taken in the last 12 months to achieve housing targets, in line with the Performance Indicators in the HTO. Each entry should include a description of how the action aligns with achieving the housing target, the date of completion, and links to any publicly available information. For example:

- Streamlined development approvals policies, processes or systems.
- Updated land use planning documents (e.g., Official Community Plan, zoning bylaws).
- Updated Housing Needs Report.
- Innovative approaches and/or pilot projects.
- Partnerships (e.g., BC Housing, CMHC, or non-profit housing organizations except First Nations – see Section 4 B).
- Other housing supply related actions.

**Action 1: Modernized [Online Application Permitting](#) – January 2024**

The District has transitioned to an online permit application (eApply), which allows the submission of digital applications, documents, and plans. This web-based tracker offers a more efficient and streamlined building permit application process to the community and developers and assists staff to collect application information directly from the internal tracker.



This online portal is connected with the District's permit database (Tempest) so that applicants can directly submit the building permit applications online. The eApply online services have enhanced communication and collaboration both internally and externally to improve permit review time, transparency and up-to-date information for the applicant and community. Currently, all Building and Plumbing Permits are available for online submissions, and all Building Inspections can be booked online, and the District is currently in the process of launching online planning application services in the near future.

**Action 2: [Development Approval Process and Efficiencies](#) – January 22, 2024**

The District has updated the [Development Applications Procedures Bylaw](#) and the Council Policy – Development Applications Process, amended the [Delegation of Authority Bylaw](#), and established an updated [Public Notice Bylaw](#), with the purpose of addressing Phase 1 of the District's "Provincial Housing Legislation Summary and Implementation Plan" for development approval process efficiency and alignment with the provincial legislation.

**Action 3: Introducing the [Priority Application Policy](#) – January 22, 2024**

A Draft Priority Application Policy has been introduced to Council, with the purpose of prioritizing the processing of development applications that would result in more non-market housing or applications increasing the supply of housing that specifically address housing gaps as identified in the most recent Housing Needs Assessment report (2020). Consideration of the [Draft Priority Application Policy](#) is deferred to June of 2025.

**Action 4: Zoning Amendments: [Small-Scale Multi Unit Housing \(SSMUH\) Bylaws and Regulations](#) – June 24, 2024**

As of June 24, 2024, the zoning bylaw was amended for residential lots [inside](#) and [outside](#) the Urban Containment Boundary.

According to the [Bylaw inside the Urban Containment Boundary](#), single-family or duplex lots are permitted to build three or four dwelling units in most areas, in line with Provincial requirements. Certain properties along main corridors in the District are permitted four, six, or eight units depending on lot size, exceeding Provincial requirements. To achieve the requirements outlined by Bill 44, the current residential zones have been replaced with two new [Residential Neighbourhood](#) and [Residential Corridor](#) zones.

To meet the Provincial mandate Outside the Urban Containment Boundary, Secondary Suites or Detached Accessory Dwellings are permitted on Rural and Agricultural zoned lots.

**Action 5: [Interim Housing Need Report](#) – September 9, 2024**

Staff have calculated the number of housing units needed in the District, based on the standardized Housing Needs Report (HNR) Method<sup>1</sup> by the Province, and provided a [staff report](#) along with the Interim HNR to Council on September 9, 2024. The Interim Housing Need Report is publicly available, and currently submitted to the Province.

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

**Action 6: Application to CMHC Housing Accelerator Fund (HAF) Grant**

The District has applied for the CMHC HAF in 2024 (for the second round<sup>2</sup>). The Action Plan prepared for HAF consists of eight initiatives to increase housing supply over the next 3 years. These initiatives are anticipated to support approximately 599 additional housing units by 2027, collectively. This includes 30 additional units of single-family housing, 239 units of missing middle housing, and 289 of multi-family housing. Additionally, 20% of new units are anticipated to be affordable.

**Action 7: Expanding [Accessory Dwelling Units in Agricultural and Rural Areas](#) – November 4, 2024**

The District is considering draft bylaws and recommendations regarding expanding the opportunity for accessory dwelling units on agricultural and rural zoned lots, including lots within the Agricultural Land Reserve (ALR). This bylaw [was adopted by Council on January 13, 2025](#), and would permit up to 3 dwelling units on properties 1 ha or larger.

As 61% of the District is designated as the Provincial Agriculture Land Reserve (ALR), this Bylaw would provide the opportunity for additional housing on ALR lands in accordance with Agricultural Land Commission (ALC), District regulations and the proposed development permit guidelines.

**Action 8: [Official Community Planning \(OCP\) Land Use Designations Capacity Analysis \(Bill 44 Alignment\)](#) – December 2024 – Ongoing**

The District's OCP was updated in 2023, prior to the BC Bill 44 mandates for the local government being established, however, increasing and diversifying the housing stock through [infill housing](#) and densification policies were already included in the District's housing strategy, at the time.

The District is reviewing the current OCP (2023), including policies that address a wide range of housing types, e.g., affordable housing, rental housing, housing for families, multi-unit families, etc. Additionally, staff are analyzing the capacity of the current land use designations to ensure that the OCP (2023) identifies areas for residential development to meet anticipated housing needs within the next 5 years and 20 years. The staff report is underway and will be presented to Council in Q1, 2025.

**Action 9: Comprehensive Zoning Bylaw Update – December 2024 – Ongoing**

The District is in the process of a comprehensive Zoning Bylaw update. The District has issued an RFP (December 2024) to hire a consultant in early 2025. This update is driven by BC Bill 44 to meet provincial 20-year housing needs, as well as the implementation of the District's OCP (2023). The updated zoning bylaw will aim to support diverse housing options, sustainable land use, and environmental resilience. This

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<sup>2</sup> The second round of the Housing Accelerator Fund (HAF) is designed to provide \$400 million in additional funding for municipalities that were not successful in the initial 2023 application process.

proactive approach will help Central Saanich address housing demand and environmental goals while meeting legislative requirements.

**Action 10: Developing an Enhanced Housing Data Tracking System – Ongoing**

Prior to the BC Bill 44 mandates, the District had a different approach to collecting information for the Occupancy Permits, Building Permits, Development Permits, and Rezoning Applications. Therefore, the District had not intentionally collected the unit size and tenure information before July 1, 2024 (HTO Effective date). Therefore, staff have defined the data tracking system in Tempest, based on the requirements for reporting to the Province to provide the sound accurate information for HTO reporting. An enhanced housing data tracking system will be available to the public on the District's [website](#) in the near future.

**Action 11: [1183 Verdier Avenue Affordable Housing Project](#) – Collaboration between the District and Capital Region Housing Corporation (CRHC) – Ongoing**

The District Council directed staff to commence a District initiated rezoning process to expedite the consideration of 1183 Verdier Avenue affordable housing project. Therefore, the District has been collaborating with the CRHC on 1183 Verdier Avenue – 110 Units Affordable Housing Project for Rezoning and Development Permit. This [affordable housing project was introduced to Council on June 24, 2024](#).

On September 23, 2024, the [Zoning Bylaw Amendment and Housing Agreement](#) were given third reading, which to enables the CRHC to construct and maintain a multi-unit rental housing development on the Lands for affordable rental housing. Staff are currently working with the CRHC to facilitate the Building Permit in 2025.

**B)** Please provide any information about First Nation partnerships and/or agreements including planning, servicing and infrastructure that support delivery of housing on First Nation land including delivered and/or projected housing units.

- Servicing Agreement between the District and the S̓ÁUTW̓ (Tsawout) and W̓JOL̓E̓LP (Tsartlip) First Nations for Servicing & Infrastructure
- Regular monthly meeting between the District's and First Nations' senior staff
- Reviewing housing development applications for Fire and Servicing purposes

**Section 5: APPROVED HOUSING DEVELOPMENT APPLICATIONS**

Report the number of approved applications issued by type since the effective date of the HTO. Each project should only be recorded once for the **most current** application type. Provide the estimated number of net new housing units to be delivered for each application category.

NOTE: units issued occupancy permits should be recorded in Section 2.



**HOUSING TARGET PROGRESS REPORT FORM**

Housing Targets Branch  
BC Ministry of Housing and Municipal Affairs

	Rezoning	Development Permit	Building Permit	Total
<b>Applications</b>	1	6	9	16
<b>New Units</b>	5	25	71	101
<b>Unit Breakdown</b>				
<b>Units by Size</b>				
Studio	0	0	7	7
One Bedroom	2	1	32	35
Two Bedroom	2	9	17	28
Three Bedroom	1	14	14	29
Four or More Bedroom <sup>1</sup>	0	1	1	2
<b>Units by Tenure</b>				
Rental Units <sup>2</sup> – Total <sup>2</sup>	5	1	66	69
Rental – Purpose Built	0	0	62	62
Rental – Secondary Suite	2	1	3	6
Rental – Accessory Dwelling	0	0	1	1
Rental – Co-op	0	0	0	0
Owned Units	3	24	5	32
<b>Units by Rental Affordability</b>				
Market	5	25	71	105
Below Market <sup>3</sup> - Total	0	0	0	0
Below Market - Rental Units with On-Site Supports <sup>4</sup>	0	0	0	0

**Section 6: WITHDRAWN OR NOT APPROVED HOUSING DEVELOPMENT APPLICATIONS**

**A)** Indicate the number of applications and the estimated number of proposed units withdrawn by applicants, and /or not approved by staff or Council during this reporting period. Please include rezoning applications, development permits, and building permits.

	Applications Withdrawn	Applications Not Approved
<b>Applications</b>	0	0



**HOUSING TARGET PROGRESS REPORT FORM**

Housing Targets Branch  
BC Ministry of Housing and Municipal Affairs

<b>Proposed Units</b>	0	0
<b>B) Provide a description of each application (e.g., rezoning, development permit, building permit) and brief summary of why each project was withdrawn or not approved.</b>		
Not Applicable		

**Section 7: OTHER INFORMATION**

Provide any other information not presented above that may be relevant to the municipality's effort and progress toward achieving the housing target.

The District has hired new staff dedicated to housing application reviews and addressing Provincial housing mandates through funding, which has facilitated these processes. Maintaining sustainable funding by the Province would result in staff work continuity which assists the District to continue delivering more housing to the community, and meet the Housing Target Order. The District request that the Province continue grant funding to enable municipalities to achieve our housing targets and needs.

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<sup>1</sup> If needed due to data gaps, it is acceptable to report "Three Bedroom" and "Four or More Bedroom" as one figure in the "Three Bedroom" row.

<sup>2</sup> **Rental Units** include purpose built rental, certain secondary rentals (secondary suites, accessory dwellings) and co-op.

<sup>3</sup> **Below Market Units** are units rented at or below 30% of the local Housing Income Limits (HIL) per unit size.

<sup>4</sup> **Below Market Rental Units with On-Site Supports** are units rented at the Income Assistance Shelter rate providing permanent housing and on-site supports for people to transition out of homelessness.

PROVINCE OF BRITISH COLUMBIA

ORDER OF THE MINISTER OF HOUSING

*Housing Supply Act*

Ministerial Order No. M208


R S

- . The minister has, prior to making this housing Target order, considered the information set out in section 3 1 *Housing Supply Act*, S C 2022, c.38, in relation to the District of Central Saanich.
- . In accordance with section 3 2 and 3 *Housing Supply Act*, S C 2022, c. 38, the minister has consulted with the District of Central Saanich regarding this housing target order.
- C. The minister has:
  - i. provided a description of the proposed housing Target order to the District of Central Saanich.
  - ii. in accordance with section 4 1 , housing Supply Regulation, .C. Reg. 133 2023, provided the District of Central Saanich an opportunity to provide written comments to the minister.
- D. In extension to the consultation period, if any, granted by the minister to the District of Central Saanich, pursuant to section 4 2 , housing Supply Regulation, Reg. 133 2023, has elapsed.

T R F R Pursuant to section 2, *Housing Supply Act*, S C 2022, c. 38, the Minister of housing orders as follows:

1. housing target order is made for the District of Central Saanich, effective July 1, 2024 the **E e t i e Date** .
2. The housing targets for the District of Central Saanich under this housing target order are set out in the attached **S e u e Housing Targets** .
3. The performance indicators by which progress by the District of Central Saanich toward meeting each housing target is to be assessed are described in the attached **S e u e Performance Indicators** .
4. This housing Target order begins on the effective Date and ends on June 30, 2029 the **En Date** .
5. The District of Central Saanich must prepare and submit a housing target progress report at the intervals set out in the attached **S e u e C Housing Targets Progress Reporting** .

June 25, 2024  
Date

  
Minister of Housing

*(This part is for administrative purposes only and is not part of the Order.)*

**Authority under which Order is made:**

Act and section: Housing Supply Act, S.B.C. 2022, c. 38, s 2  
Other: Housing Supply Regulation, B.C. Reg. 133/2023

## **SCHEDULE** **Housing Targets**

The five-year housing target for the District of Central Saanich is **units**, which is the total minimum number of net new completed housing units required to comply with this Provincial Housing Target Order.

The above housing targets reflect 75% of total Provincial Housing Needs Estimate for District of Central Saanich.

For each Progress Reporting Period as set out in Schedule C, the annual cumulative number of net new housing units will be measured as follows:

- a. Year 1: 77
- b. Year 2: 167
- c. Year 3: 278
- d. Year 4: 416
- e. Year 5: 588

**SCHEDULE**  
**Performance Indicators**

The performance indicators to measure annual progress toward achieving the housing target are set out in Table 1 and are based on:

- a. Progress toward achieving the annual cumulative housing target and
- b. Actions taken by the municipality toward meeting the annual housing target.

**Table 1 Performance Indicators**

<b>Category</b>	<b>Performance Indicator</b>	<b>Data to Measure</b>
<b>Annual housing target</b>	Satisfactory progress to meet annual cumulative housing target, measured by completed net new housing units.	Total number of net new housing units completions minus demolitions during the reporting period.
<b>Actions taken to meet the annual housing target</b>	Satisfactory progress demonstrated by: <ol style="list-style-type: none"> <li>1. Update of land use planning documents to align with housing targets</li> <li>2. Adoption of policies and initiatives to meet housing targets and</li> <li>3. Residential approvals complete and or in progress that met or will meet housing targets.</li> </ol>	<ol style="list-style-type: none"> <li>1. Relevant information about updates to land use planning documents such as the Official Community Plan, zoning bylaw, housing needs Report, housing action Plan Strategy other documents, e.g., Strategic Plan including date of last update, and related policies that align with achieving annual housing targets.</li> <li>2. Description of new amended bylaws and policies, innovative approaches, and pilot projects undertaken to achieve housing targets.</li> <li>3. The number of applications received and permits issued in relation to residential development such as development, building and renovations.</li> </ol>



**SCHEDULE C**  
**Housing Targets Progress Reporting**

The District of Central Saanich must receive the progress report by resolution within 45 days of the end of the reporting period:

Reporting Period 1.1: July 1, 2024 – December 31, 2024

Reporting Period 1.2: July 1, 2024 – June 30, 2025

Reporting Period 2: July 1, 2025 – June 30, 2026

Reporting Period 3: July 1, 2026 – June 30, 2027

Reporting Period 4: July 1, 2027 - June 30, 2028

Reporting Period 5: July 1, 2028 – June 30, 2029

Progress Report Forms must be posted to the municipal website and submitted to the Minister as soon as practicable after being received.

# Interim Housing Needs Assessment

## Total 5-year and 20-year housing need

The following table summarizes data from Statistic Canada to determine the total number of new homes needed in the next 20 years, according to provincial guidelines. It also displays 5-year housing need estimates using the multipliers provided in the provincial guidelines and BC Stats household projections from 2021 to 2026.

Central Saanich DM (CSD, BC)		
Component	5 Year Need	20 Year Need
A. Extreme Core Housing Need	60.66	242.66
B. Persons Experiencing Homelessness	43.19	86.38
C. Suppressed Household Formation	82.52	330.09
D. Anticipated Growth	724.14	1,990.64
E. Rental Vacancy Rate Adjustment	5.22	20.90
F. Additional Local Demand	201.26	805.06
<b>Total New Units - 5 years</b>	<b>1,117</b>	
<b>Total New Units - 20 years</b>		<b>3,476</b>

## Housing and Transportation Need Statement

The District of Central Saanich acknowledges the importance of developing housing in proximity to transportation infrastructure. To address this need, the District plans to implement several actions including prioritizing the integration of housing projects with existing and planned transit routes, implementing our Active Transportation Plan by expanding and improving pedestrian and cycling pathways to connect residential areas with key amenities, and enhancing public transit options to ensure reliable and frequent service. Additionally, the District will explore zoning improvements and incentives to

encourage higher-density developments near transportation hubs, promoting sustainable and accessible living environments.

### Housing Actions Taken Since 2020 Housing Needs Report

Since the release of the 2020 Housing Needs Report, the District of Central Saanich has undertaken a series of strategic actions to address the community’s evolving housing needs. These initiatives aim to enhance affordability, increase housing supply, and ensure that our housing strategies align with the latest demographic and market insights. Below is an overview of the key actions taken to improve housing outcomes and meet the objectives outlined in the report.

2020	2021	2022	2023	2024
Completed the Residential Infill and Densification Guidelines and Policy	Updated the Land Use Bylaw as part of the Residential Infill and Densification project	Completed Second Draft of Official Community Plan and public engagement.	Completed the District's new Official Community Plan 2023	Advancing a civic redevelopment initiative, which may achieve increased housing units
Launched the Official Community Plan review	Implemented a professional reliance model for complex building permits, to streamline the approval process.	Launched web-based application platform for building permits and planning applications	Implemented new secondary suite compliance guidelines, to make it easier for homeowners to comply with District bylaws.	Implemented development application process improvements
Completed the Farm Worker Accommodation study	Secured a grant and initiated the e-permitting project	Commenced ALR and Rural Accessory Dwelling Review	All Building and Plumbing Permits are available for on-line submissions. Building Inspections can now be booked on-line	Undertaking engineering infrastructure master plans.
Developed the Saanichton Village Design Plan	Developed an active transportation plan to align land use and transportation priorities			Implemented housing initiatives required by Provincial Bill 44.

In addition to the District's initiatives to support housing development, Central Saanich has approved 558 new dwelling units since 2020. This substantial increase in housing reflects the District's ongoing commitment to addressing the growing demand for both market and non-market housing options. With the recent updates to zoning bylaws and the Official Community Plan (OCP), these numbers are expected to rise even further. The updated policies are designed to encourage higher-density developments, streamline the approval process for new housing projects, and support a diverse range of housing types that cater to the varying needs of the community. As Central Saanich continues to implement these forward-thinking strategies, the District is well-positioned to accommodate future population growth and enhance the availability of affordable housing options for all residents.

	Detached Single Family Dwelling	Suite (new house)	Suite (existing house)	Accessory Dwelling Unit	Multi-family	Total
2020	8	8	5	1	26	56
2021	28	8	13	1	100	158
2022	17	5	3	6	50	86
2023	6	1	8	6	236	258
<b>Total</b>	<b>59</b>	<b>22</b>	<b>29</b>	<b>14</b>	<b>412</b>	<b>558</b>

**Appendix D – Approved Permits Information**

**Approved Occupancy Permits**

<b>Civic Address</b>	<b>Occupancy Permit Issue Date</b>	<b>New Net Units</b>	<b>Unit Type</b>
BENVENUTO AVE 1300	23-Jul-24	2	SFD+Suite
CARMEL WAY 6989	23-Jul-24	1	SFD
HACKETT CRES 2520	2-Oct-24	50	Multi-Unit Residential
WELCH RD 6539	7-Oct-24	1	SFD
CENTRAL SAANICH RD 7074	11-Oct-24	2	SFD
OLDFIELD RD 6621	1-Nov-24	1	Suite
SEA DR 758	14-Nov-24	1	SFD
STELLY'S X RD 1171	18-Nov-24	6	Multi-Unit Residential
KIMPATA WAY 7217	21-Nov-24	1	Suite
CARMEL WAY 6987	26-Nov-24	1	SFD
SEANUS DR 536	5-Dec-24	1	Accessory Residential
WALLACE DR 6950	11-Dec-24	1	Suite
GREIG AVE 1210	12-Dec-24	1	Suite
HACKETT CRES 2505	16-Dec-24	119	Multi-Unit Residential
HACKETT CRES 2515	16-Dec-24	116	Multi-Unit Residential
<b>Total</b>		<b>304</b>	

**Approved Building Permit Applications**

<b>Civic Address</b>	<b>Building Permit Issue Date</b>	<b>proposed New Units</b>	<b>Proposed Unit Type</b>
EAST SAANICH RD 7701	2-Jul-24	61	Multi-Unit Residential
WEST SAANICH RD 8244	23-Jul-24	1	SFD
THOMSON PL 8150	24-Jul-24	1	SFD
CENTRAL SAANICH RD 6437	16-Aug-24	1	SFD
LOCHSIDE DR 8433	17-Sep-24	1	ADU
HAGAN RD 6983	19-Sep-24	2	SFD+Suite
WEST SAANICH RD 8325	25-Sep-24	1	SFD
HAGAN RD 6987	18-Oct-24	2	SFD+Suite
KNUTE WAY 1292	18-Nov-24	1	Suite
<b>Total</b>		<b>71</b>	

**Approved Development Permit Applications**

<b>Civic Address</b>	<b>Building Permit Issue Date</b>	<b>proposed New Units</b>	<b>Proposed Unit Type</b>
SEA DR 788	3-Sep-24	1	SFD
RODOLPH RD 6536	23-Sep-24	2	SFD/Duplex+Suite
VERDIER AVE 1131	23-Oct-24	7	Multi-Family Townhomes
MCPHAIL RD 8111	10-Oct-24	1	SFD
CENTRAL SAANICH RD 7043, 7047, 7053, 7057	31-Oct-24	12	Triplex
MARIE MEADOWS RD 6303	21-Nov-24	2	SFD/Duplex+Suite
<b>Total</b>		<b>25</b>	

**Approved Rezoning Applications**

<b>Civic Address</b>	<b>Building Permit Issue Date</b>	<b>proposed New Units</b>	<b>Proposed Unit Type</b>
VERDIER AVE 938	25-Nov-24	5	SFD+Suite
<b>Total</b>		<b>5</b>	