

**AGENDA**  
**HOUSING AFFORDABILITY STANDING COMMITTEE**

To be held in Committee Room 2  
Monday May 27, 2024 from 10:30 am to 12:30 pm

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*The District of Saanich lies within the territories of the ləkʷəŋən peoples represented by the Songhees and Esquimalt Nations and the WSÁNEĆ peoples represented by the Tsartlip, Pauquachin, Tsawout, Tseycum and Malahat Nations.*

*We are committed to celebrating the rich diversity of people in our community. We are guided by the principle that embracing diversity enriches the lives of all people. We all share the responsibility for creating an equitable and inclusive community and for addressing discrimination in all forms.*

**1. CHAIR'S REMARKS**

**2. ADOPTION OF MINUTES**

- February 26, 2024

**3. RAPID DEPLOYMENT OF NON-MARKET HOUSING**

- Chloe Miller, Planner

**4. SAANICH AFFORDABLE HOUSING RESERVE FUND**

- Pam Hartling, Housing Planning and Policy Manager

**5. CO-OP HOUSING**

- Pam Hartling, Housing Planning and Policy Manager

# Rapid Deployment of Non-Market Housing



**Housing Affordability  
Standing Committee  
May 27, 2024**

**Chloe Miller  
Planner (Auxiliary)**

# Purpose of Rapid Deployment

- Help expedite the development of non-market housing in Saanich by:
  - Allowing non-market housing providers to build to the max permitted under the OCP without a rezoning
  - Delegating development permits with or without variances to staff

# Background

- September 25, 2023, Council motion directing staff to draft regulatory and policy changes to:
  - Permit non-market housing providers to build to the upper limit in the Official Community Plan within the Urban Containment Boundary without a rezoning.
  - Delegate DP approval with or without variances for non-market housing projects to staff.

# Technical Framework

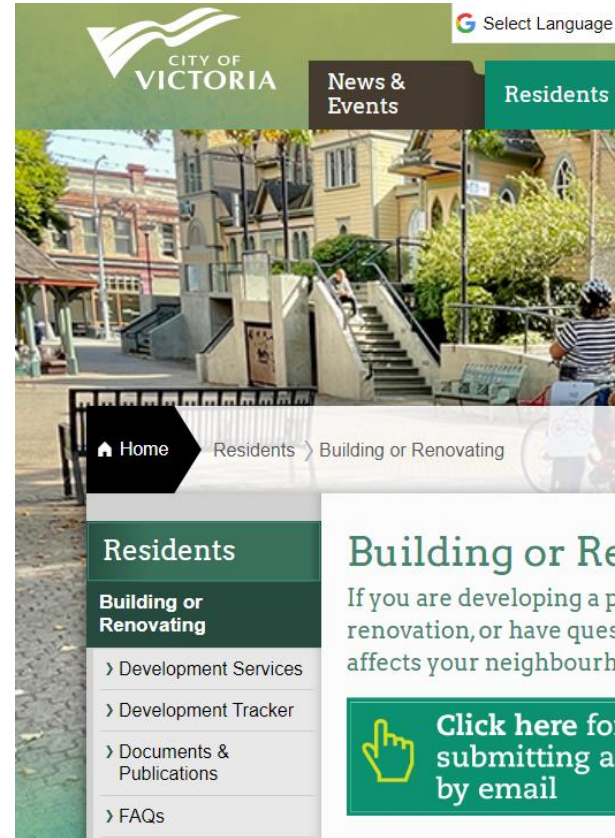
Two key components:

1. Allow non-market housing providers to build to the maximum permitted under the OCP without a rezoning
2. Delegate development permit approvals with or without variances to staff



# 1. Building to the OCP maximum

- New schedule to the zoning bylaw that defines:
  1. Who qualifies for rapid deployment
  2. What they qualify for (height and density)



The screenshot shows the City of Victoria website interface. At the top, there is a navigation bar with the City of Victoria logo, a language selection dropdown, and menu items for 'News & Events' and 'Residents'. Below the navigation bar is a breadcrumb trail: 'Home > Residents > Building or Renovating'. A sidebar menu on the left lists 'Residents' and 'Building or Renovating' (which is expanded to show sub-items: 'Development Services', 'Development Tracker', 'Documents & Publications', and 'FAQs'). The main content area features a heading 'Building or Renovating' followed by introductory text: 'If you are developing a project, renovation, or have questions that affect your neighbourhood...'. A prominent green call-to-action button with a hand cursor icon says 'Click here for submitting a request by email'.

# Who Qualifies?

- Must be located:
  1. Within the Urban Containment Boundary
  2. In a P, R, or C zone
- Must be either:
  1. A non-profit rental housing project, or
  2. A non-market rental housing project.
- Subject to a legal agreement securing affordability and rental tenure
- Projects may include a mixed-use component provided that at least 50% of the site is in residential use

# What do eligible projects qualify for?

- Maximum height allowed in the OCP based on the future land use designation of the site
- Densities that correspond to height maximums
- Apartment-style building forms
- Special provisions for setbacks, etc.



## 2. Delegation permit approvals to staff

- Development permits
- Development variance permits (future work)

# Other Supports

1. Removing parking requirements
2. Adding flexibility to bonding requirements (e.g. for off-site works, landscaping)

# Questions / Comments





# Saanich Affordable Housing Reserve Fund (SAHRF)

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Housing Affordability Standing Committee

Molly Rose, Housing Division

27 May 2024

# Purpose

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- To provide an overview of the proposed Saanich Affordable Housing Reserve Fund (SAHRF)
  - To seek feedback on the proposed policy to formalize the SAHRF
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# 1 Background

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## HOUSING STRATEGY

### Action 1.2A (Top Action)

- *Facilitate the development of non-market and below-market housing by clarifying current incentives and identifying potential new incentives, such as; [...] the Affordable Housing Fund.*

### Action 4.1B (Top Action)

- *In alignment with the DPR, develop a program to prioritize affordable housing projects, with a focus on non-market and below-market projects.*

### Action 4.2

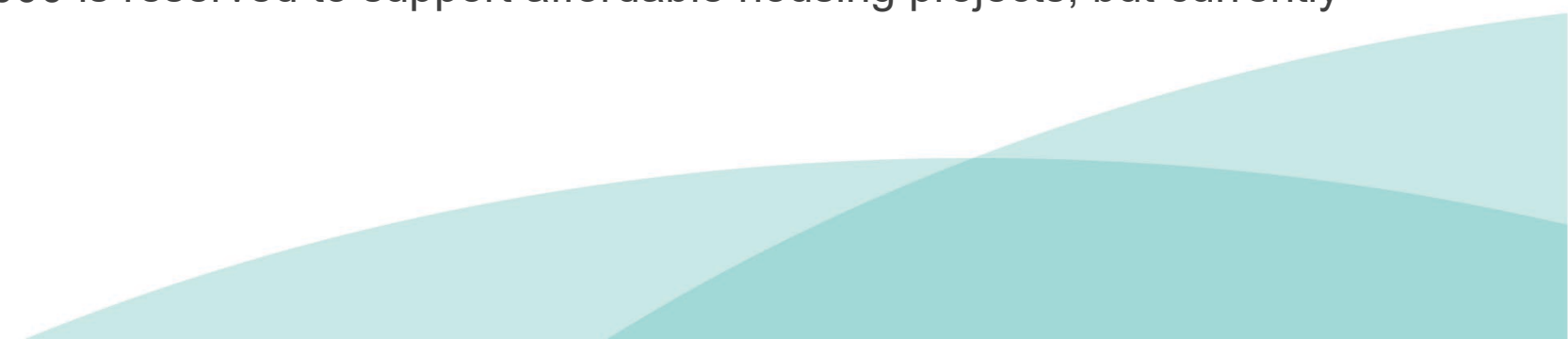
- *Update and revise programs for financing growth while building complete communities and promoting affordable housing.*

### Action 5.1A

- *Work with government and community partners to identify the most effective ways to support the development of new, or redevelopment of existing, affordable and supportive housing.*

# 1 Background

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- Affordable Housing Fund established in Saanich in 2008
  - Created to support the development and retention of non-market rental housing
  - Fund is just *one component* of a suite of supports offered to support non-market housing:
    - Fast-tracking housing developments from non-profit housing providers
    - Community Amenity Contribution exemptions
    - Development Cost Charges waivers
    - Permissive Tax Exemptions
    - Donated land (some cases)
    - Pre-zoning (in progress)
  - Since 2008, over \$800,000 has been distributed to 7 successful non-market housing projects.
  - As of 2024, approx. \$1,800,000 is reserved to support affordable housing projects, but currently no separate **Reserve Fund**.
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# 1 Background

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## **Current Affordable Housing Fund**

- Currently no formalized applicant criteria, eligible projects, application process, funding amounts, or approval process
- Applicants hear of Fund by word of mouth
- Contributions to Fund have been received through CACs, collected at the time of rezoning
- Generally, for capital costs only
- Council has typically awarded between \$2,000 and \$2,500 per door (reflects the amount per door contributed through CACs)
- Beneficiaries currently receive funds after construction is underway, and upon submission of receipts



# 2 Research

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## **Consultation:**

- Wiseman Projects, Cowichan Housing Association, Capital Region Housing Corporation, M'Akola Housing Society, Gorge View Housing Society

## **Jurisdictional Scan / Best Practices Research:**

- Victoria, Colwood, Cowichan Valley Regional District, Vancouver, Nanaimo, Kelowna, Hamilton, Halifax

## **City of Victoria Alignment:**

- Aim to fill gap in funding between Development Permit and Building Permit
- Fall 2023 update – increased from 50% to 80% of funds released upfront


# 3 New Considerations

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- Funding for **feasibility studies** (non-capital costs) should be considered
- **Early** injection of funds from municipality is *most helpful* for non-profit providers:
  - Non-profits face complex patchwork of funding from multiple sources
  - Helps cover upfront costs
  - Allows non-profit providers to leverage funding from other sources (BC Housing & CMHC look for confirmed support by local governments)
  - Demonstrates our commitment to non-market housing
- Clarify focus on **rental** non-market housing (highest need)

# 3 New Considerations

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- **Align eligibility** with other District non-market housing supports (e.g., PTEs)
  - Provide **transparency** of funding amounts and application & approval processes to support predictability for applicants
  - Ensure application process is as **simple** as possible (to reduce processing timelines)
  - Position District as “**partner**” (instead of hurdle) in non-market housing development
  - Make Saanich **attractive** to non-profit housing providers
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# 4 Proposed Policy – Eligibility Criteria

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## **PURPOSE:**

- To incent the development of new non-market rental housing supply
- To support the retention and improvement of existing non-market housing supply
- To support pre-development, capital, and construction costs related to non-market housing development

## **ELIGIBLE APPLICANTS:**

- Non-profit organization (as in Community Charter)
- Must offer supportive or affordable housing within their mandate

# 4 Proposed Policy – Eligibility Criteria

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## ELIGIBLE PROJECTS:

- **must** be operated by a non-profit housing provider;
- **must** be primarily residential;
- **must** be rental tenure;

In addition, projects seeking **Capital & Construction** costs must also be:

- owned and operated by a non-profit organization, **OR**
- hold a long-term land lease.

## Considerations:

- **Projects may** include a variety of rent levels (e.g., deeply subsidized, rent geared to income, below- or near-market, and market rental rates);

# 4 Proposed Policy - Eligible Costs & Process

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## Stream 1: Pre-Development Costs (up to \$40,000)

### **Eligible costs, including but not limited to:**

- Feasibility studies;
- Professional appraisal;
- Site or special purpose surveys;
- Preliminary designs.

### **Application Process:**

- Applicant applies for pre-development funding (must identify a specific site)
- Staff reviews and submits recommendation for funding to Council
- Funding distributed upon submission of receipts

# 4 Proposed Policy - Eligible Costs & Process

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## Stream 2: Capital & Construction Costs

### Eligible costs include:

- New construction costs;
- Repair/renovation costs (to retain existing affordable rental stock);
- Renewal (tear down and rebuild).


### Funding for eligible capital projects:

Unit Size (# Bedrooms)	Amount per door (\$)
Studio	\$2,000
1-bedroom	\$2,500
2-bedroom	\$3,000
3-bedroom	\$3,500
4-bedroom	\$4,000

# 4 Proposed Policy – Funding Amounts

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## Stream 2: Capital & Construction Costs

- Support transparency and provide predictability and consistency to applicants
  - Recognize cost of providing larger units
  - Decouple from CACs to support other fund sources
  - Dependent on health of the Fund
  - Amounts to be reviewed and updated over time
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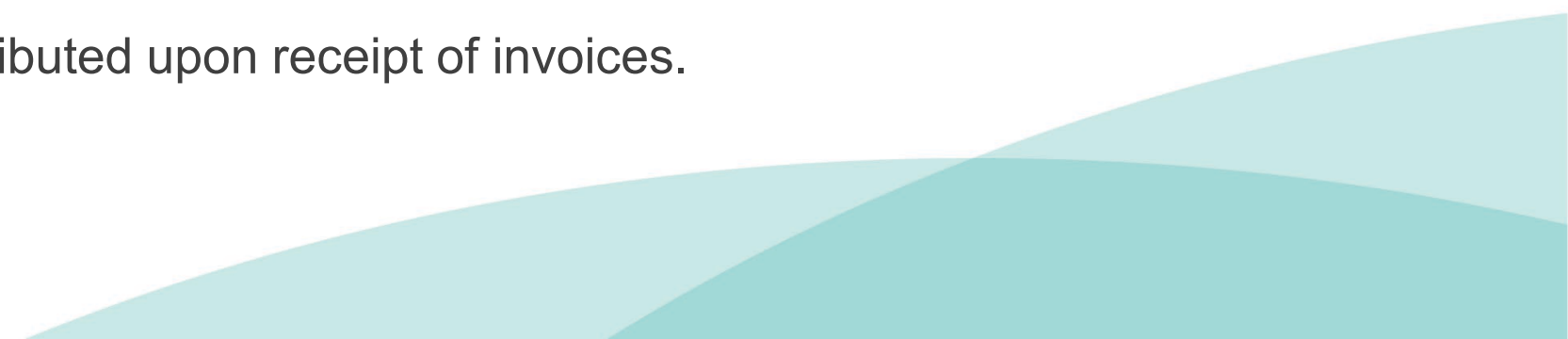


# 4 Proposed Policy - Eligible Costs & Process

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## Stream 2: Capital & Construction Costs

### **Application Process:**

- Applicant submits request for funds along with Development Permit Application
  - Staff review and bring recommendation to Council for approval
  - If applicant wants funds in advance, sign Grant Agreement and 80% of funds are distributed. Remaining 20% of funds are released with Occupancy Permit
  - **OR**, total funds distributed upon receipt of invoices.
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# 5 Next steps

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- Further consultation with Finance and Governance Committee
  - Council agenda (July 15th)
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