

# Agenda

## Town of Gibsons

### Planning & Development Committee

**January 12, 2021 at 3:00pm**

Council Chambers  
Town Hall, 474 South Fletcher Road, Gibsons  
604-886-2274 - [www.gibsons.ca](http://www.gibsons.ca)

***Council***



Mayor Bill Beamish  
Councillor David Croal  
Councillor Annemarie De Andrade  
Councillor Aleria Ladwig  
Councillor Stafford Lumley

# STRATEGIC PLAN 2019 - 2022

## OUR CORE OBJECTIVES

### Increase Community Engagement

- We will inspire and encourage citizens of all ages to engage in the decision-making process
- We will actively listen to the ideas of all our stakeholders
- We will help our citizens understand the challenges and competing demands facing the community

### Manage Our Assets

- We will focus on fiscal sustainability and support our staff in the prudent management of our natural and engineered assets, to ensure the Town can continue to deliver critical services and infrastructure in perpetuity

### Plan for Sustainable Growth

- We will plan for the future in a manner that reflects our finite resources
- We will value the unique character of our Town and its neighbourhoods
- We will create spaces that promote a sense of community and are accessible to all
- We will preserve our green spaces
- We will support local business and foster a diverse economy

### Advocate for and Facilitate A Range of Housing Types

- We will actively work toward increasing the supply and range of safe, secure and attainable affordable housing options

### Increase Resilience to the Changing Climate

- We will apply a climate lens to the planning and development of actions, plans, policies and infrastructure projects
- We will adapt Town infrastructure to increase its resiliency to the local impacts and risks from climate change
- We will reduce the greenhouse gas emissions produced by the community and through the provision of municipal services to meet regional targets

### Advocate and Collaborate on Regional Issues

- We will collaborate and partner with our neighbouring jurisdictions to effectively address shared opportunities and challenges



To view the Strategic Plan in full,  
please go to: [gibsons.ca/strategic-plan](https://gibsons.ca/strategic-plan)

visit [gibsons.ca](https://gibsons.ca)



# Planning & Development Committee **AGENDA OF**

January 12, 2021

Council Chambers, 3:00pm

474 South Fletcher Road, Gibsons, BC

*We acknowledge that we are fortunate to be able to gather on the  
unceded territory of the Skwxwú7mesh Nation.*

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## 1. CALL TO ORDER

## 2. APPROVAL OF THE AGENDA

## 3. REPORTS

- 3.1 **Kirsten Rawkins, Planner I - Development Permit for Form  
and Character for a Garden Suite at 313 Headlands Road** Page(s)  
5 - 19

### RECOMMENDATION(S)

THAT the report titled Development Permit for Form and  
Character for a Garden Suite at 313 Headlands Road be  
received;

AND THAT the Planning and Development Committee  
recommend that Development Permit DP-2020-23 be issued  
subject to the registration of a Section 219 Covenant to ensure  
that future parking needs may be met at the request of the Town  
through the provision of an additional parking space on site,  
including installation of a culvert as needed per Town  
requirements.

- 3.2 **Director of Planning - Housing Needs Report Implementation  
Framework** Page(s)  
21 - 70

### RECOMMENDATION(S)

THAT the report titled Housing Needs Report Implementation  
Framework be received;

AND THAT Council endorses, subject to future budget  
constraints, the recommendations in Section 5.1 of the Housing  
Needs Report Implementation Framework as the Town's  
Housing Strategy under the following categories:

1. Facilitate Development through Plans, Regulations, and  
Approvals;
  2. Investing and Incentivizing Desired Unit Types;
  3. Convening Partnerships, Advocating for Housing Needs,
- Planning & Development Committee - 12 Jan 2021*

- and Educating Communities; and
4. Supporting Social Equity.

4. **INQUIRIES**

5. **NEXT MEETING**

- 5.1 *The next Regular Planning & Development Committee meeting to be held on Tuesday, February 9, 2021 in the Town Hall Council Chambers at 3:00pm.*

6. **ADJOURNMENT**





# STAFF REPORT

**TO:** Planning and Development Committee **MEETING DATE:** January 12, 2021  
**FROM:** Kirsten Rawkins **FILE NO:** 3220-Headlands-313  
Planner 1  
**SUBJECT:** Development Permit for Form and Character for a Garden Suite at 313 Headlands Road

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## RECOMMENDATIONS

**THAT** the report titled Development Permit for Form and Character for a Garden Suite at 313 Headlands Road be received;

**AND THAT** the Planning and Development Committee recommend that Development Permit DP-2020-23 be issued subject to the registration of a Section 219 Covenant to ensure that future parking needs may be met at the request of the Town through the provision of an additional parking space on site, including installation of a culvert as needed per Town requirements.

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## BACKGROUND / PURPOSE

The Town of Gibsons has received a form and character Development Permit application for a Garden Suite located at 313 Headlands Road, as shown in the rendering in Figure 1.

The purpose of this report is to provide background information on the application and obtain a recommendation from the Planning and Development Committee to Council with respect to the form and character of the proposal in relation to the Development Permit Area No. 8 guidelines for Garden Suites.

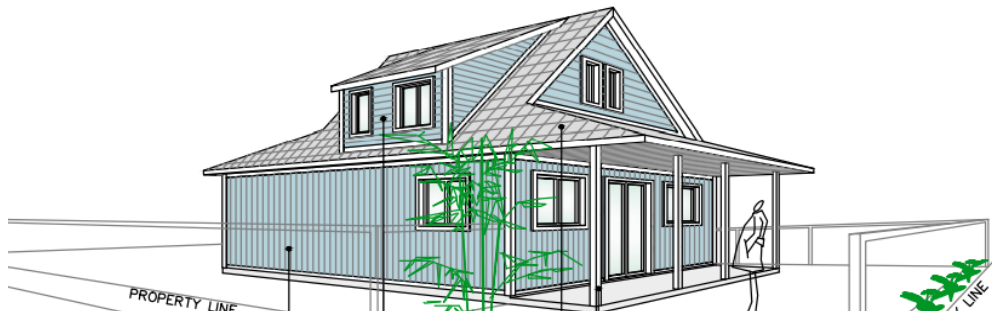


Figure 1 - Garden suite as it will be seen from Wells Lane; existing cedar hedge on lane frontage not pictured.

The subject lot, shown in Figure 2, is the southwest neighbor to 317 Headlands Road, for which a garden suite application was approved in mid-December.

The two-level Garden suite is proposed to be sited at the rear of the property, on Wells Lane. It is sited to retain most of the property's mature landscaping including fruit trees, gardens and a cedar hedge fronting the lane. Additional tree and shrub plantings are proposed to improve screening around parking and to neighbouring properties.



Figure 2 - Property and approximate garden suite location (2018 Ortho)

Figures 3 through 7, show the site plan and elevation drawings of the proposed suite, while complete development plans are attached to this report as Attachment A. The draft Permit is enclosed as Attachment B.

## DISCUSSION

### Zoning

An initial review of the proposal in relation to the Zoning Bylaw, as shown in Table 1, confirms that the application conforms to the requirements of the Zoning Bylaw.

Table 1 - Zoning Bylaw Review

	BYLAW	PROPOSED	MET?
Setback to Lane	1.5 m	3.05 m	Y
Setback from Principal Dwelling	5 m	16 m	Y
North Side Setback	1.5 m	5.19 m	Y
South Side Setback	1.5 m	4.27 m +	Y
Height	6 m	6 m	Y
Lot Cover	45%	28%	Y
Parking	1 additional	1 additional	Y
Second Storey Building Floor Area	Max 75%	65%	Y
Total Floor Area Maximum	90m2	89.8 m2	Y

Table 1 - Zoning Review

Staff notes that parking for the principal dwelling is non-conforming, as occupants and guests of the home access the property from Headlands road and use established, public pullout parking spaces fronting the lot on Headlands. A grade differential prevents reasonable onsite driveway access to be established for the dwelling from the street. The Garden Suite plan provides two parking spaces to be accessed off Wells Lane, with a location for an additional third space on the plan at the northwest corner of the lot to be developed for the principal dwelling at the owner's cost should future use of the principal dwelling require it. As the frontage currently has an open ditch, a second culvert would also be required. It is staff's opinion that requiring development of the added parking space at this time, at the expense of planted greenspace, would not be in the public interest. A covenant will be required to ensure that the Town may require the parking should use of the lot demand it in future or should the parking on Headlands Rd. become unavailable.

### Form and Character Review

Garden Suites fall under Development Area Number 8 (DPA8) for intensive residential development. Applicants wanting to build a Garden Suite must apply for a Development Permit before applying for a Building Permit.

The intent of the Development Permit Area is to ensure that intensive residential development fits with the character of the Town and its neighbourhoods, and to provide residents with high quality, livable forms of housing and high quality affordable housing options.

Table 2, below, summarizes staff's evaluation of the proposal in relation to the DPA 8 guidelines. A site plan and elevation drawings are provided in figures 3 through 7. Full Development plans are attached to the report as Attachment A.

Table 2 - Form and Character Review

DPA 8 Guidelines	Staff Comments	Met?
<i>General Form and Character</i>		
Development should fit with the small town character of Gibsons by demonstrating architecture, landscape design and site design that respects the surrounding context.	<i>“Cottagey” design and details to reduce apparent massing and well-fit with the neighbourhood context and seaside village character of the Landing area.</i>	Y
Local and natural building materials such as timber and stone are preferred. The use of vinyl siding is discouraged.	<i>Hardie Board siding provides durability with wood look, in keeping with West Coast character</i>	Y
The use of natural colours is encouraged, and the use of a variety of complementary colours as accents is also encouraged to promote visual interest.	<i>White trim with a soft blue siding that varies in geometry</i>	Y
Vary materials and/or colours to distinguish individual dwelling units on the property	<i>Proposed materials and colours are harmonious with but distinct from the existing home, which is cream coloured with olive trim.</i>	Y
Reflect an environmentally friendly (“green”) image through the design and exterior features of the development. This may be achieved in such ways as: <ul style="list-style-type: none"> <li>• buildings and driveways should be sited to retain existing trees, vegetation, and other important natural features where possible</li> <li>• incorporation of visible “green” landscaping features such as rain gardens and infiltration trenches</li> <li>• incorporation of visible “green” building features and materials such as skylights, rain barrels, local wood and stone, green walls and roofs, rain gardens, solar panels, recycled exterior materials, exterior elements for window shading</li> <li>• incorporation of permeable pavement or wheel strips for parking spaces to reduce the visual and environmental impact of driveways</li> </ul>	<ul style="list-style-type: none"> <li>• <i>Modest building design serves to reduce the ecological footprint of the dwelling.</i></li> <li>• <i>The suite and parking are sited to retain existing landscaping and garden areas.</i></li> <li>• <i>Additional plantings proposed.</i></li> <li>• <i>Parking is minimized to a single vehicle width and is constructed of permeable gravel.</i></li> </ul>	Y
Design lighting to minimize light spill, glare and sky glow by using non-glare full cutoff fixtures.	<i>Exterior lighting, including two sconces on the front porch and one at the sliding door facing the principal dwelling, will be full cut-off and positioned to minimize light spill, glare and sky glow.</i>	Y
<i>Building Massing and Street Rhythm</i>		
To achieve harmonious integration with surroundings, Garden Suites should be sensitive to scale, mass and form of adjacent buildings.	<i>The garden suite conforms with the size regulations of the Zoning Bylaw, and massing is visually reduced with steep roof pitches and dormers to serve the reduced second storey.</i>	Y

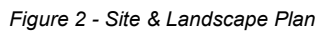
Garden Suites should be smaller than and complement the scale, mass, built form and character of the principal dwelling unit as well as the neighbourhood.	<i>The garden suite, similar in size to the modest existing dwelling, complements the cottage character of the dwelling. It is further reduced in relation to the principal dwelling due to its location lower on the slope of the lot.</i>	Y
Roof ridges should be orientated roughly in the same direction as the slope allowing for overlook and views from uphill properties should be taken into consideration.	<i>The roof ridge is oriented with the slope, reducing shadow and view impacts to neighbours above.</i>	Y
<b>Relationship to the Lane</b>		
Garden Suites positioned at the rear of the property should have a clear and obvious approach from the street or lane.	<i>To retain the existing hedge along the lane, the entrance is oriented to the southwest side, clearly approachable via the driveway opening on Wells lane.</i>	Y
Provide a clearly identifiable door to the street or lane and public open space.	<i>A central front door and patio provide welcoming and identifiable entrance from the lane.</i>	Y
<b>Relationship Between Buildings</b>		
Garden Suites should be screened from the principle building to create privacy between the two buildings.	<i>The existing garden containing shrubs and mature fruit trees provides a privacy buffer between the principal building and the Garden Suite.</i>	Y
Windows and balconies should be placed to reduce overlook.	<i>Patio is located at grade, reducing overlook to neighbor; upper floor windows facing neighbouring sides are reduced and located away from main living spaces for improved privacy. The applicant has indicated that a partial privacy film treatment and window coverings on the larger second storey bedroom/office window will provide light while addressing overlook and privacy concerns.</i>	Y
<b>Solar Orientation</b>		
Building orientation and massing should ensure that a majority of primary living space receives direct sunlight and therefore is positioned to face towards the South, East or West.	<i>Glass doors and largest window areas are oriented to the southeast and southwest.</i>	Y
Garden Suites should be positioned and scaled to minimize the impact of shadows on adjacent developed properties.	<i>The suite is located centrally in the rear lot, with the roof pitched to the side yards, reducing or eliminating any shadow impact to neighbouring properties.</i>	Y
<b>Parking and Access</b>		
All buildings should be sited to provide for safe fire access to all dwellings on site from the front yard of the lot.	<i>Fire access is available from the front lot on foot or directly to the suite via the lane.</i>	Y
Parking should not dominate the proposed Garden Suite.	<i>Parking is minimized on the site and buffered with landscaping.</i>	Y
If the parking space for the Garden Suite is not enclosed in the building, permeable pavement or wheel strips should be used, to minimize additional impermeable surfaces.	<i>Parking surface is permeable gravel.</i>	Y

<i>Screening and Landscaping</i>		
Retain the existing landscaping to the extent possible, especially where it can function as a buffer between adjacent properties.	<i>The suite was sited to maintain the existing trees, gardens and cedar hedge.</i>	Y
A usable private open space should be provided for the Garden Suite, either at grade or on a balcony. If on a balcony, this open space should be no less than 5ft deep and no less than 50 ft <sup>2</sup> . If at grade, the open space should be no less than 100 ft <sup>2</sup> .	<i>Private open space for the Garden Suite is provided in a covered front and side yard patio and with private yard space screened from the principal dwelling by a 'hedge' of raspberries and the gardens and greenhouses beyond.</i>	Y
Vehicle access should be screened from the view of neighbouring properties.	<i>A fence and hedge of Native Black huckleberry screens the parking from the property to the SW, while an existing cedar hedge and a proposed tree provide additional screening from the lane and NE neighbor.</i>	Y
A landscaping plan is required showing how the site is landscaped and screened with the goal of ensuring privacy for the Garden Suite and adjacent properties.	<i>A landscape plan showing screening is provided.</i>	Y
<i>Other</i>		
The location of extra garbage and recycling should be taken into consideration and should be sited away from the primary entrance of both the principal building and the Garden Suite, and should be screened from public views.	<i>Garbage and recycling storage for both the principal dwelling and garden suite will be located in the existing shed at the rear of the suite, at the northwest corner of the lot."</i>	Y

Staff conclude that the proposal substantially conforms with the design guidelines for garden suites and that the proposed siting and design are well-considered within the neighbourhood context.



The following images (Figures 3 through 7) show details of the Garden Suite and landscape design, including a suggested location for future parking should it be required. The complete development plans are enclosed as Attachment A.



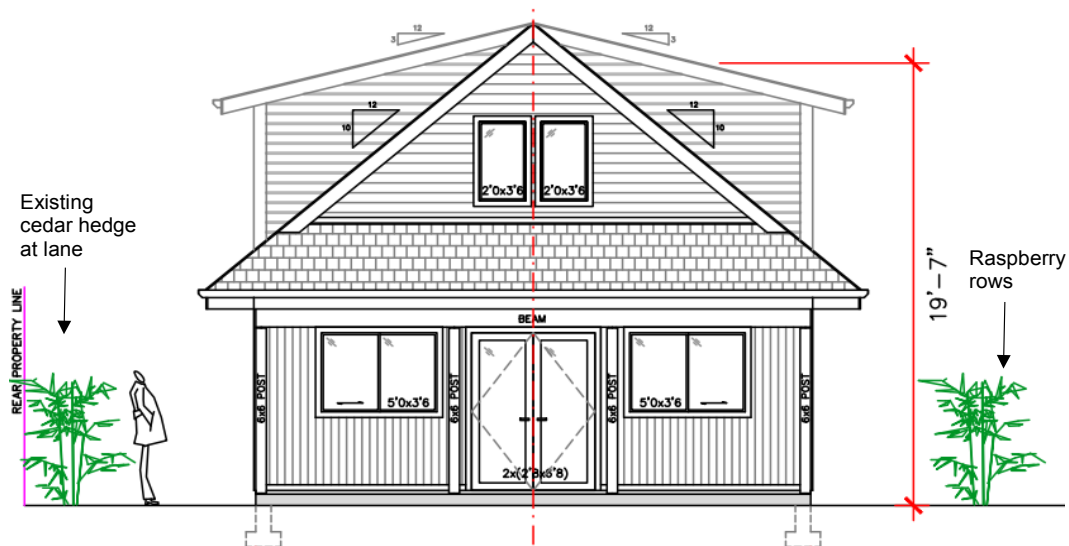


Figure 3 - SW Elevation, faces 309 Headlands Road. View from the lane via driveway looks onto the front porch entrance shown.

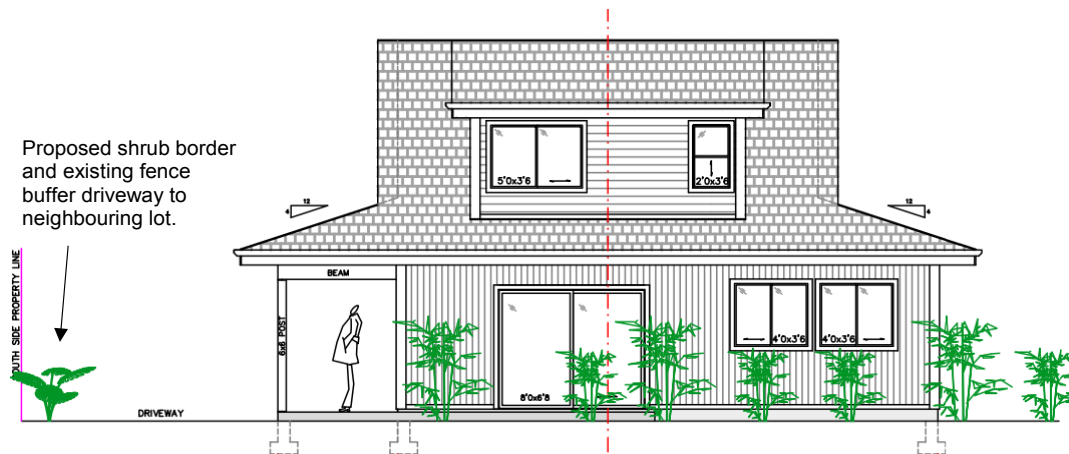


Figure 4 - SE Elevation; view from principal dwelling and garden.

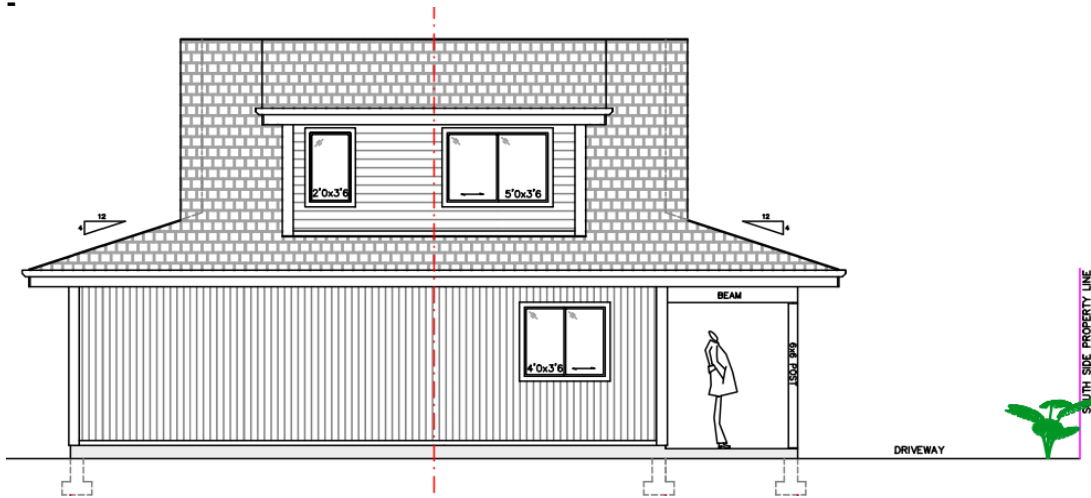


Figure 5 - NW Elevation; as seen from lane side, buffered by cedar hedge.

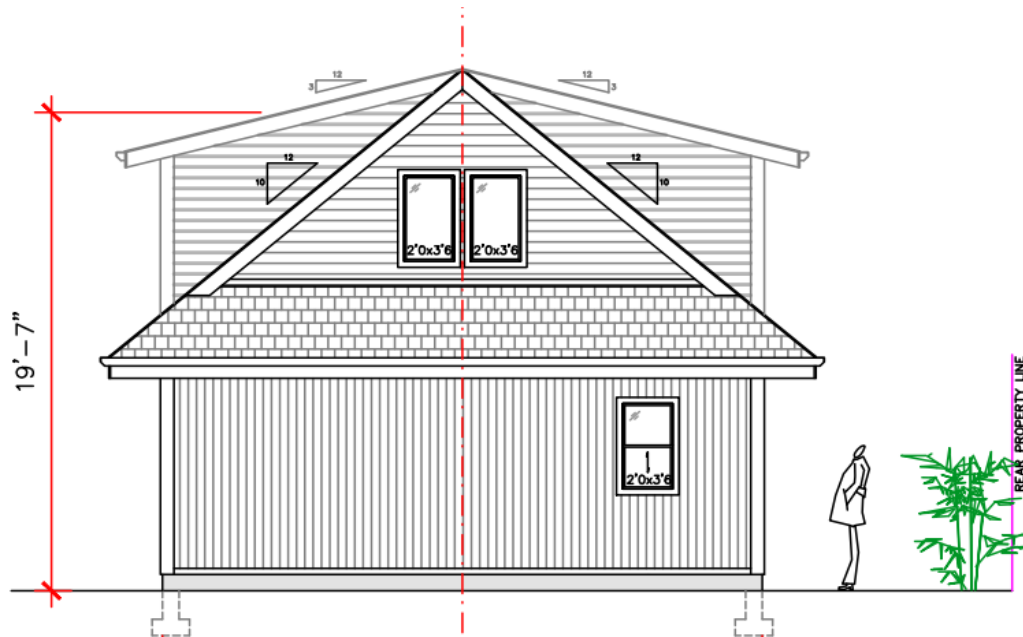


Figure 6 - NE Elevation; faces 317 Headlands Road

## REFERRAL COMMENTS

Referrals were sent to the Gibsons and District Volunteer Fire Department, Skwxwú7mesh Úxwumixw (Squamish Nation) and the Town's Infrastructure Services Department and Building Department. The following comments were received. Any comments received from the Squamish Nation following consideration of the Development may be addressed at the time of Building Permit.

Referral Agency	Comment
Skwxwú7mesh Úxwumixw (Squamish Nation)	<i>No comments</i>
Town of Gibsons Building Department	<i>No concerns</i>
Town of Gibsons Infrastructure Services Department	<i>Culvert &amp; servicing upgrades to be required</i>
Gibsons and District Volunteer Fire Department	<i>Interests unaffected</i>

## NEXT STEPS

Subject to issuance and terms of the Development Permit, the applicant may apply for a Building Permit for the Garden Suite.


## RECOMMENDATIONS / ALTERNATIVES

Staff recommendations are on page 1 of this report.

## Attachments

- Attachment A – Application Package
- Attachment B – Draft Permit


Respectfully Submitted,

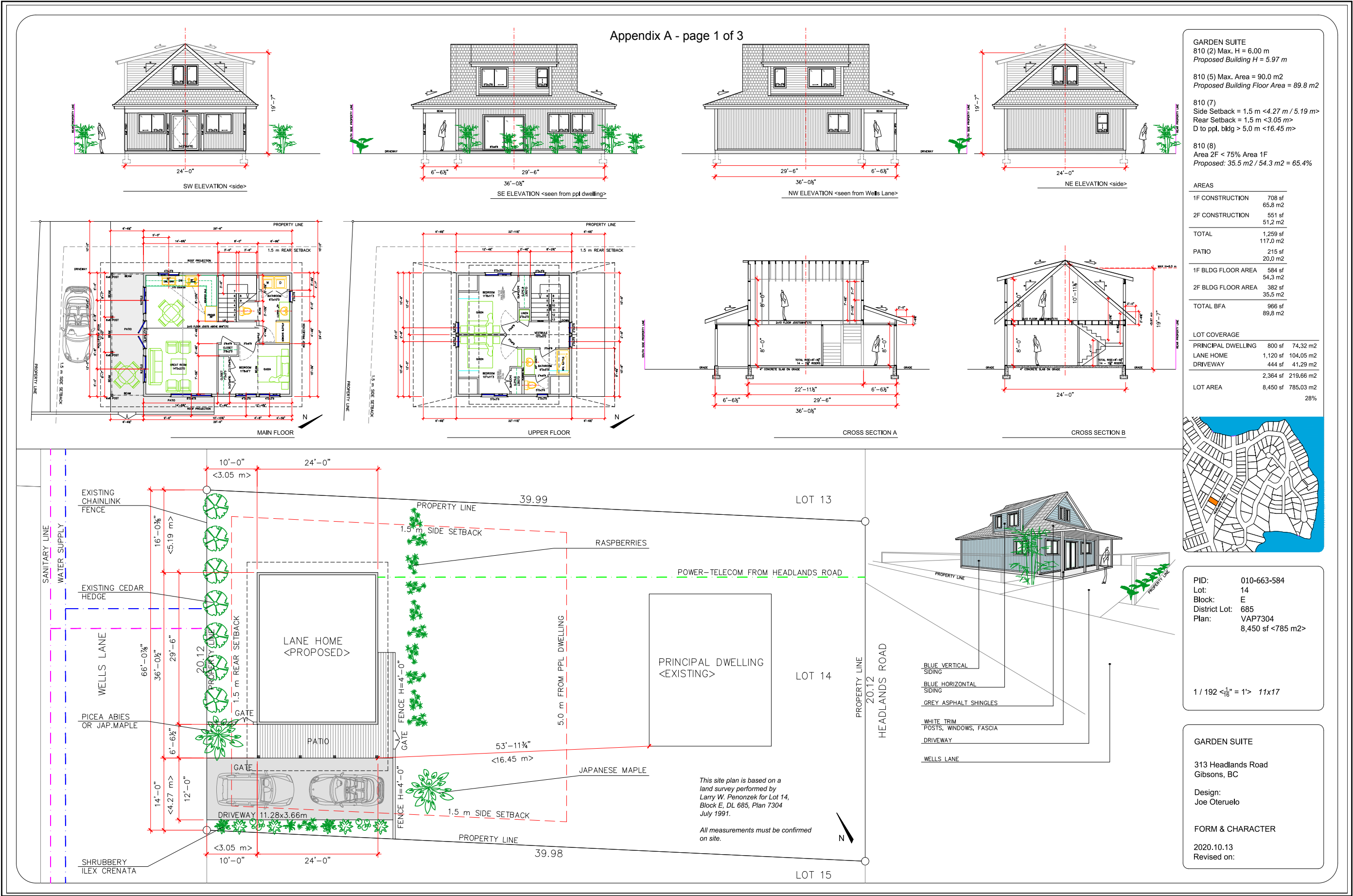
  
Kirsten Rawkins  
Planner I

  
Lesley-Anne Staats, MCIP, RPP  
Director of Planning

## CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:

I have reviewed the report and support the recommendation(s).

  
Emanuel Machado  
Chief Administrative Officer



GARDEN SUITE  
810 (2) Max. H = 6.00 m  
Proposed Building H = 5.97 m

810 (5) Max. Area = 90.0 m2  
Proposed Building Floor Area = 89.8 m2

810 (7)  
Side Setback = 1.5 m <4.27 m / 5.19 m>  
Rear Setback = 1.5 m <3.05 m>  
D to ppl. bldg > 5.0 m <16.45 m>

810 (8)  
Area 2F < 75% Area 1F  
Proposed: 35.5 m2 / 54.3 m2 = 65.4%

AREAS	
1F CONSTRUCTION	708 sf 65.8 m2
2F CONSTRUCTION	551 sf 51.2 m2
TOTAL	1,259 sf 117.0 m2
PATIO	215 sf 20.0 m2
1F BLDG FLOOR AREA	594 sf 54.3 m2
2F BLDG FLOOR AREA	382 sf 35.5 m2
TOTAL BFA	966 sf 89.8 m2
LOT COVERAGE	
PRINCIPAL DWELLING	800 sf 74.32 m2
LANE HOME	1,120 sf 104.05 m2
DRIVEWAY	444 sf 41.29 m2
	2,364 sf 219.66 m2
LOT AREA	8,450 sf 785.03 m2
	28%



PID: 010-663-584  
Lot: 14  
Block: E  
District Lot: 685  
Plan: VAP7304  
8,450 sf <785 m2>

1 / 192 <1/16" = 1'> 11x17

GARDEN SUITE

313 Headlands Road  
Gibsons, BC

Design:  
Joe Oteruelo

FORM & CHARACTER

2020.10.13  
Revised on:

**Garden Suite**

313 Headlands Road

PID: 010-663-584

**PROPOSAL SUMMARY <DP6>**

*October 9<sup>th</sup>, 2020*

The proposed development consists of a new garden suite on Lot 14 Headlands Road.

**BYLAW 1065**

R2 Zone

*912(2) Permitted Uses:*

*In conjunction with a principle building, one garden suite as permitted by Section 810.*

*918 Maximum Lot Coverage: 45% of lot area*

Proposed: 28% with new garden suite and driveway off of Wells Lane.

*612 Number of Required Accessory Off-Street Parking Spaces. Garden Suite: 1/dwelling unit*

Proposed: 2 spaces in new 11.28 x 3.66 m driveway off of Wells Lane.

*810 Garden Suites in R1, R2 and R3 Zones*

*810(2) Maximum Height = 6.0 m*

Proposed: 5.97 m

*810(5) Maximum Building Floor Area < 0.14 x lot area (110 m<sup>2</sup>) OR 90 m<sup>2</sup>*

Proposed Building Floor Area: 89.8 m<sup>2</sup>

*810(7) a) Minimum distance to principle residential building = 5.0 m*

Proposed: 16.45 m

*810(7) b) Rear Setback = 1.5 m*

Proposed: 3.05 m

*810(7) d) Interior Side Setback = 1.5 m*

Proposed: 4.27 m (south) and 5.19 m (north)

*810 (8) The Building Floor Area of a second storey shall not exceed 75% of the Building Floor Area of the first floor of the Garden Suite.*

Proposed: 65.4%

**ADHERENCE TO OCP GUIDELINES**

**FORM AND CHARACTER**

The proposed garden suite is deemed to fit with the small town character of Gibsons. The architectural design, landscape elements and disposition on the site all contribute to a *cottagey* look and feel, in particular when viewed from Wells Lane.

The color scheme is white trim with a soft blue siding that varies in geometry according to the volumes of the home. The main roof is 10:12 pitch and the two opposing dormers have 3:12 pitch.



#### Appendix A - page 3 of 3

The new building and driveway are sited in order to retain most of the current vegetation. Additional landscaping is provided along the western property line (Wells Lane) and south property line (closest neighboring property 309 Headlands Road), as well as new fencing and green screen between the principle dwelling and proposed garden suite.

All exterior lighting will be positioned and selected to minimize light spill, glare and sky glow.

#### BUILDING MASSING AND STREET RHYTHM

Despite a relatively large square footage in the proposed garden suite, lot coverage is well below the permitted amount (28%) and the main volume is on the lower level. The upper level is within the main 10:12 pitched roof and contained within two opposing dormers.

#### RELATIONSHIP TO WELLS LANE

The proposed garden suite has an obvious approach via the ample driveway and covered porch. The overall look is domestic and cozy.

#### RELATIONSHIP BETWEEN BUILDINGS

The proposed garden suite is totally screened from the principle dwelling by existing trees and greenhouses, as well as a new row of raspberry bushes. The rear lot line has a healthy cedar hedge that confers privacy from the lane. A new feature tree is proposed adjacent to the main entry porch of the garden suite. The new driveway is permeable gravel.

#### SOLAR ORIENTATION

The orientation of the garden suite ensures maximal sunlight in the living areas and there is no shadowing onto neighboring properties.

#### PARKING AND ACCESS

Safe fire access is ensured directly from Wells Lane.

#### GARBAGE-RECYCLING

The garbage and recycling station for both the principle dwelling and garden suite will be located away from main entries and screened from public view.

#### SUSTAINABILITY

The proposed garden suite is deemed to be environmentally, socially and economically sustainable for the following reasons:

- Increased density to provide more affordable housing in Lower Gibsons;
- A vernacular architecture that fits in with the environs and is in character with the seaside village look and feel in the Landing;
- Maximum retaining of existing trees and vegetation after careful consultation with an arborist;
- The incorporation of new and tastefully selected landscaping features;
- Dark Sky friendly exterior light fixtures.



## (DRAFT) DEVELOPMENT PERMIT

FILE NO: DP- 2020-23

TO: **Erica Gatz**

ADDRESS: **313 HEADLANDS ROAD  
GIBSONS, BC V0N 1V8**  
(Permittee)

- 1) This Development Permit is issued subject to compliance with all of the Bylaws of the Town of Gibsons applicable thereto, except those specifically varied or supplemented by this Permit.
- 2) The Development Permit applies to those "lands" within the Town of Gibsons described below:

**Parcel Identifier: 010-663-584**

**Legal Description: LOT 14 BLOCK E DISTRICT LOT 685 PLAN 7304**

**Civic Address: 313 Headlands Road**

- 3) The lands are within Development Permit Area No. 8 for form and character.
- 4) The "lands" described herein shall be developed strictly in accordance with the terms and conditions and provisions of this Permit, and any plans and specifications attached to this Permit which shall form a part thereof.
- 5) The building form and character is required to conform to the following plans:
  - *Development Plans titled: Garden Suite, 313 Headlands Road, Gibsons BC, by Joe Oteruelo, and dated 2020-10-13*
- 6) This Development Permit applies to the form and character on the site. For details shown in off-site areas the plans may be subject to change following the provisions of a Servicing Agreement.
- 7) Minor changes to the aforesaid drawings that do not affect the intent of this Development Permit or the general appearance of the buildings and character of the development may be permitted, subject to the approval of the Director of Planning.
- 8) If the Permittee does not commence the development permitted by this Permit within twenty-four months of the date of this Permit, this Permit shall lapse.
- 9) This Permit is NOT a Building Permit.
- 10) As a condition of the issuance of the Building Permit, Council requires that the Permittee provide security for the value of **\$1500** to ensure that the on-site landscaping component of the development is carried out in accordance with the terms and conditions set out in this permit.
  - (a) The condition of the posting of the security is that, should the Permittee fail to carry out the development hereby authorized according to the terms and conditions of this

Development Permit 2020-23

Development Permit within the time provided, the Town may carry out the development or any part of it by its servants, agents or contractors and deduct from the security all costs of so doing, it being understood that the surplus, if any, shall be paid over to the Permittee.

- (b) If on the other hand, the Permittee carries out the landscaping component of the development permitted by this Development Permit within the time set out herein, the security shall be returned to the Permittee.
- (c) Prior to issuance of a Building Permit, the Permittee is to file with the Town an irrevocable Letter of Credit or Certified Cheque as security for the installation of hard and soft landscaping in accordance with approved plans, such Letter of Credit to be submitted to the Town at the time of the Building Permit application.
- (d) The Permittee shall complete the landscaping works required by this permit within six (6) months of issuance of the Building Permit.
- (e) If the landscaping is not approved within this six (6) month period, the Town has the option of continuing to renew the security until the required landscaping is completed or has the option of drawing the security and using the funds to complete the required landscaping. In such a case, the Town or its agents have the irrevocable right to enter into the property to undertake the required landscaping for which the security was submitted.
- (f) Upon completion of the landscaping, a holdback of 10% of the original security, plus any deficiencies, will be retained for a 1-year period, to be returned upon written final approval from the Landscape Architect.
- (g) The following standards for landscaping are set:
  - (i) All landscaping works and planters and planting materials shall be provided in accordance with the landscaping as specified on the Site Plan and Landscaping Plan which forms part of this Permit.
  - (ii) All planting materials that have not survived within one year of planting shall be replaced at the expense of the Permittee.

AUTHORIZING RESOLUTION PASSED BY COUNCIL

THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 2021.

ISSUED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2021.

\_\_\_\_\_  
Bill Beamish, Mayor

\_\_\_\_\_  
Lindsey Grist, Corporate Officer





# STAFF REPORT

**TO:** Planning and Development Committee **MEETING DATE:** January 12, 2021  
**FROM:** Lesley-Anne Staats, RPP, MCIP **FILE NO:** 6440-41-Housing Policy Report  
Director of Planning  
**SUBJECT:** Housing Needs Report Implementation Framework

## RECOMMENDATIONS

**THAT the report titled Housing Needs Report Implementation Framework be received;**

**AND THAT Council endorses, subject to future budget constraints, the recommendations in Section 5.1 of the Housing Needs Report Implementation Framework as the Town's Housing Strategy under the following categories:**

- 1. Facilitate Development through Plans, Regulations, and Approvals;**
- 2. Investing and Incentivizing Desired Unit Types;**
- 3. Convening Partnerships, Advocating for Housing Needs, and Educating Communities; and**
- 4. Supporting Social Equity.**

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## PURPOSE

The purpose of this report is to present the Housing Needs Report Implementation Framework (Attachment A), which outlines policy recommendations that could be endorsed by Council as a Housing Strategy for the Town of Gibsons.

## BACKGROUND

In January 2020, the Town of Gibsons, together with the Sunshine Coast Regional District and the District of Sechelt, partnered to complete a Housing Needs Assessment for the Lower Sunshine Coast. In October 2020, the final Housing Needs Assessment report was endorsed by all local government Boards and Councils that participated.

In December 2020, the Town received the Housing Needs Report Implementation Framework, which outlines policy options and implementation tools for the Town of Gibsons, District of Sechelt, and SCRD to consider as ways of addressing identified needs identified in the Housing Needs Assessment Report across the Sunshine Coast.

## DISCUSSION

The Implementation Framework report is structured by

- providing a context of the current housing situation within provincial and federal mandates;
- identifying roles and responsibilities of local governments and examples of what other local governments in BC are doing; and
- providing recommendations for the Town of Gibsons, District of Sechelt, and SCRD to address housing needs on the Sunshine Coast.

A list of recommendations identified in Section 5.1 of the Housing Needs Report Implementation Framework could be used as a Housing Strategy for the Town. Many recommendations are already underway and used in current practice, as outlined in Table 1 below. However, there are recommendations that have not yet been tried as further analysis is required (financial and otherwise).

*Table 1: Recommendations from the Housing Needs Report Implementation Framework and examples of Current Practice*

Recommendation		Current Practice
<i>Facilitate Development through Plans, Regulations, and Approvals</i>		
1	Expand the use of density bonusing beyond the live-work and CDA-2 zones to other zones near the town centre to secure non-market and primary market rental units for target groups like seniors, singles, families, and workforce housing.	Density bonus used in Live-Work zone (2018) and in new Mixed-Use Gateway zone (2020) – could take a step further to secure housing for target groups
2	Consider using inclusionary zoning to require a minimum of units in new developments outside the town centre to be affordable rental or attainable homeownership units, secured through housing agreements and restricted to buyers approved by an affordable housing agency.	Not yet – would need to secure an affordable housing agency through an agreement
3	Consider using housing agreements as a condition of rezoning or sale of land to a developer to secure rental and non-market housing units for priority groups long-term.	Has been used for multi-family development projects including Soames Place and the new Maplewood Development
4	Expand pre-zoning for infill density in the Davis Road-Poplar Lane to more areas close to the town centre, with restrictions on short term rentals.	Pre-zoning used for new RM-7 zone (2020) – could look to further expand this zone. Short-term rental bylaw currently under review.
5	Identify and/or pre-zone sites for future shelter, supportive, and/or rental developments.	Not yet – could consider reviewing Public Assembly zones that are underutilized.



Recommendation		Current Practice
6	Consider using policies or inclusionary zoning to integrate universal, accessible, or adaptable design into new developments.	
7	For new secondary suites and/or garden suites, consider using section 219 covenants to require units to be used for long-term rental for a set period of time.	
8	Consider allowing both secondary suites and garden suites in residential zones where they can be supported by servicing, defining affordability levels where additional units are allowed.	Garden Suite program currently under review and can consider this.
<i>Investing and Incentivizing Desired Unit Types</i>		
9	Incentivize the development of secondary suites, garden suites, and lock-off suites.	Secondary Suite program expanded to more housing types and lock-off suites introduced in 2020. Garden Suite program under review.
10	Consider introducing an incentive program to encourage homeowners to rent secondary suites or unoccupied dwellings to local workers at affordable rates.	
11	Expand the use of density bonusing beyond the livework and CDA-2 zones to other zones near the town centre to secure more contributions to the Affordable Housing Reserve Fund.	New MUG zone (2020) uses density bonus provision for CAC contribution, which could include a contribution to the AHRF.
12	Consider regular, established contributions to the Affordable Housing Reserve Fund that are not directly linked to the development market.	
13	Consider establishing a regional housing service that dovetails with municipal reserve funds to fund regional initiatives (e.g., permanent, part-time position to convene an ongoing regional housing forum).	
14	Continue to offer development incentives, like DCC reimbursement and tax exemptions, to priority projects.	Funding and future funding commitments from the Affordable Housing Reserve Fund provided to support Franklin Rd and Shaw Rd projects
15	Inventory all existing or new development incentives and develop a Developers' Incentives Package, which clearly communicates expectations, timing, and priority project types, to promote uptake.	

Recommendation		Current Practice
<i>Convening Partnerships, Advocating for Housing Needs, and Educating Communities</i>		
16	Continue partnering with BC Housing and the Sunshine Coast Affordable Housing Society and consider new partnerships, such as with industry to build workforce housing.	Partnered with SCAHS for Shaw Rd and Franklin Rd projects; partnered with BCH for Supportive Housing on School Rd
17	Explore partnership opportunities to expand shelter and short-term supportive housing for individuals experiencing homelessness; increase the number of beds in the existing seasonal shelter and expand it to year-round use.	Currently under review.
18	Engage with BC Housing, municipalities, Squamish Nation, and developers to discuss opportunities for emergency, supportive, rental, and attainable homeownership housing projects, including BC Housing's Affordable Homeownership Program.	
19	Advocate to senior levels of government, funders, and industry for needed housing and supports, such as workforce housing, homelessness supports, and options for youth transitioning out of care and women and children fleeing unsafe situations.	
20	Consider partnering with the SCRD, District of Sechelt, and shishálh/Squamish Nation to create a permanent, part-time cross governmental position for convening housing interests across the Coast, which expands on the development to provide a forum that brings sectors together for identifying, addressing, and monitoring housing needs and liaising with community members.	
<i>Supporting Social Equity</i>		
21	Use the foundation provided in We Envision to use a social equity lens when creating or amending plans, policies, initiatives, and processes related to housing development.	

## CONSULTATION

A collaborative regional steering committee was launched to oversee the development of the HNA project. The steering committee included planning staff from local governments as well as representation from

- Community Futures
- the Coastal Workforce Housing Society
- the Pender Harbour Seniors Society
- SCREDO (the sunshine coast regional economic development organization)
- Sunshine Coast Affordable Housing Society

- School District 46
- Sunshine Coast Community Services Society
- Real Estate representation
- District of Sechelt Housing Committee; and
- Vancouver Coastal Health

Following the endorsement of the HNA, a Best Practices Review workshop was held with local government planning staff on October 30<sup>th</sup>, which set the framework for the final meeting with the regional steering committee, held on November 6<sup>th</sup>, and a stakeholder's workshop held on November 13<sup>th</sup>.

Input received from the three workshops were included in the Implementation Framework report.

## **POLICY / PLAN IMPLICATIONS**

### **Strategic Plan Implications**

Core objectives in Council's Strategic Plan are listed and underlined below. The endorsement of the recommendations in the Implementation Framework would be supported by Council's priorities listed below.

#### Increase Community Engagement – *"We will actively listen to the ideas of all our stakeholders"*

- Including input from the Steering Committee and stakeholders created an opportunity for early public input on key decisions

#### Advocate for and Facilitate A Range of Housing Types – *"We will actively work toward increasing the supply and range of safe, secure and attainable affordable housing options"*

- Develop an affordable housing strategy to address the full spectrum of housing needs for the community (Planned Action Items: a Town-specific affordable housing strategy may be developed out of the Housing Policy Report that will be received in Q1-2021)
  - This report addresses this item
- Facilitate the development of a range of affordable housing projects
- Implement a short-term rentals strategy

#### Advocate and Collaborate on Regional Issues – *"We will collaborate and partner with our neighbouring jurisdictions to effectively address shared opportunities and challenges"*

- Collaborate on regional affordable housing strategy

### **Financial Plan Implications**

The Implementation Framework includes a variety of monetary and non-monetary initiatives. The impact of the endorsement of the Framework on future financial plans will depend upon how Council decides to structure the initiatives that have financial implications.

For example, the “Investing and Incentivizing Desired Unit Types” includes the following initiatives:

- adopting an incentive program to encourage homeowners to rent secondary suites or unoccupied dwellings to local workers at affordable rates;
- considering regular, established contributions to the Affordable Housing Reserve Fund that are not directly linked to the development market;
- considering establishing a regional housing service that dovetails with municipal reserve funds to fund regional initiatives; and/or
- considering offering development incentives, like DCC reimbursement and tax exemptions to priority projects;

Depending on how each is structured, implementation of one or more of these incentives may require either additional taxation funding to support the initiative or a reduction in resources available for other strategic priorities and/or the provision of other municipal services. The extent of the financial impact will be determined by the final structure of the incentive(s) that Council wishes to pursue.

Once priorities are identified, staff will report back on the feasibility of the actions identified and the impact on the financial plan where applicable. Prior to implementing an action, Council will have an opportunity to consider the financial implications.

#### **Official Community Plan Implications**

There are several policies in the Town’s OCP that supports the development of affordable housing. Adopting a strategy to address housing needs is consistent with the direction of the OCP, however, staff recommends incorporating the Town’s housing strategy in a future update to the OCP.

#### **NEXT STEPS**

Following endorsement of the recommendations in the Implementation Framework, staff will seek direction from Council on prioritizing actions. Once priorities are identified, staff will report back on the feasibility (financial and otherwise) of the actions identified as applicable.

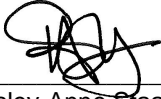
#### **RECOMMENDATIONS / ALTERNATIVES**

Staff’s recommendations are on Page 1. Alternatively, prior to endorsing the recommendations as the Town’s Housing Strategy, Council may add or delete recommendations to place in a Housing Strategy.

#### **Attachments**

- Attachment A – Housing Needs Report Implementation Framework, dated December 2020, and prepared by Urban Matters CCC

Respectfully Submitted,

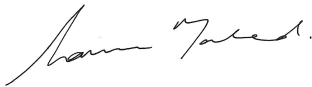


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Lesley-Anne Staats, RPP, MCIP  
Director of Planning

**CHIEF ADMINISTRATIVE OFFICER'S COMMENTS:**

I have reviewed the report and support the recommendation(s).

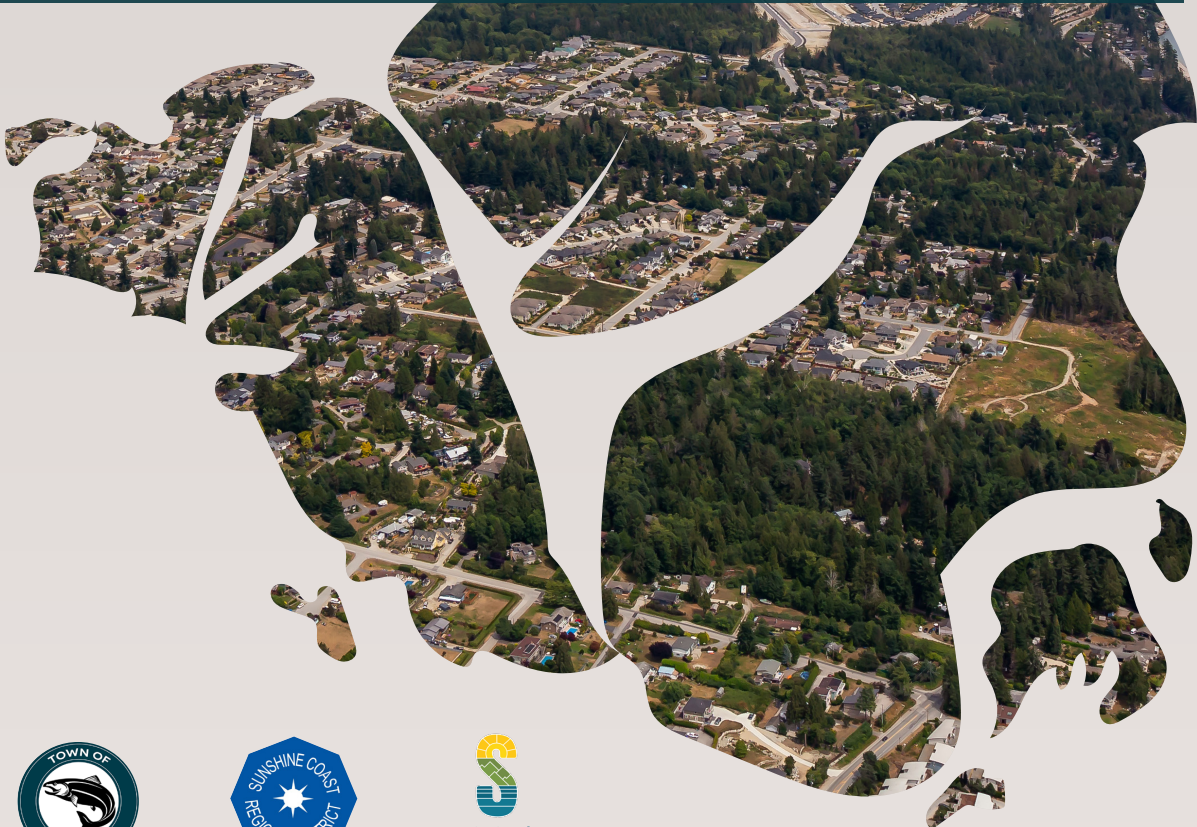


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Emanuel Machado  
Chief Administrative Officer

December 2020

# Sunshine Coast **Housing Needs Report** Implementation Framework





## ACKNOWLEDGEMENTS

The partners in this project are located within the traditional territory of the *shíshálh* and Skwxwú7mesh Úxwumixw First Nations.

The development of this report would not have been possible without the guidance and hard work of local government staff: Lesley-Anne Staats, Director of Planning for the Town of Gibsons, Andrew Allen, Director of Planning and Development for the District of Sechelt, and Julie Clark, Senior Planner for the Sunshine Coast Regional District, and Dave Pady, Manager of Planning and Development for the Sunshine Coast Regional District. We would also like to thank the members of our Steering Committee: Janice Iverson (Community Futures / Coastal Workforce Housing Society), Les Falk (Pender Harbour Seniors / Health Centre), Colin Stansfield (Sunshine Coast Regional Economic Development Organization / Coastal Workforce Housing Society), Nicholas Weswick (School District 46), Krista Dempster (Sunshine Coast Affordable Housing Society / Real Estate Agent), Catherine Leach (Sunshine Coast Community Services Society / District of Sechelt Housing Committee), Geoff McKee (Vancouver Coastal Health), and Lianne Carley (Vancouver Coastal Health).

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# 1.0

## Introduction

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While communities across the Coast differ in their housing needs and character ranging from smaller rural areas to denser urban nodes, there are significant connections between communities to access services, travel for work, and meet other everyday needs.

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In 2020, the Town of Gibsons, District of Sechelt, and Sunshine Coast Regional District (SCRD) partnered to undertake a regional housing needs assessment and prepare a Sunshine Coast Housing Needs Report (HNR). Located within the territories of the *shíshálh* and Skwxwú7mesh Nations, the Sunshine Coast ("the Coast") is a unique ribbon community, running along the coast and connected by Highway 101, with surrounding regions accessible by ferry. While communities across the Coast differ in their housing needs and character ranging from smaller rural areas to denser urban nodes, there are significant connections between communities to access services, travel for work, and meet other everyday needs. Three local governments across the Coast – Town of Gibsons, District of Sechelt, and SCRCD – took a regional approach to the HNR to improve understanding of connections between communities related to housing, and to provide for efficiencies in data collection. A region-wide approach also positions the report to be used as foundational information for future iterations of a possible regional growth strategy and complementary official community plans (OCPs).

This document is a companion to the HNR. The purpose of this document is to offer policy options and implementation tools for the Town of Gibsons, District of Sechelt, and SCRCD to consider as ways of addressing identified needs identified in the HNR. It is structured as follows:

- **What is the Current Housing Situation?** This section provides an overview of the federal and provincial housing context, including recent initiatives and requirements giving rise to HNRs. It also summarizes findings from the HNR to outline housing context on the Coast.
- **What Can Local Governments Do?** This section describes the roles and responsibilities of local governments in the housing system across the housing wheelhouse. An introduction to the housing wheelhouse is provided in section 1.1.

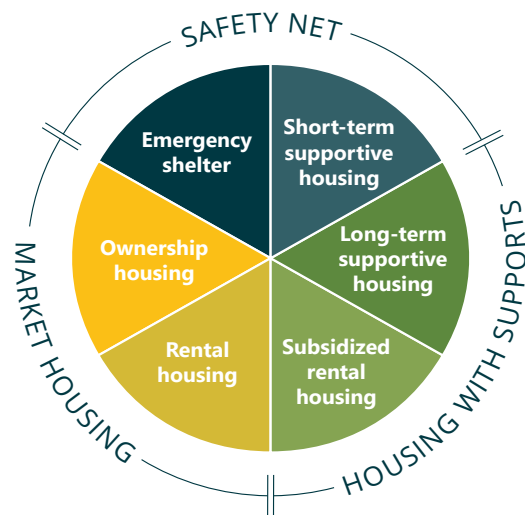
- **What Can the Coast Do?** Based on the roles and responsibilities of local governments and the housing context presented in the first two sections, this section presents policy options and implementation tools to consider as ways of addressing identified needs identified in the HNR, across the housing wheelhouse. Content in this section is divided into sub-sections for each local government. For each local government, there is a summary of current practices and needs identified in the HNR and an implementation framework outlining options for building on previous work to address identified needs.

## 1.1 The Housing Wheelhouse

The housing wheelhouse illustrates the different types of housing that can be developed to meet the housing needs of different people. It includes *market housing* for those whose housing needs are met through the free market, *housing with supports* for those who require supports like rental subsidies or assisted living services, and the *safety net*, which is short-term emergency housing for people experiencing or at risk of homelessness.

The wheelhouse model is built on the affordable housing continuum developed by the Canada Mortgage and Housing Corporation (CMHC).<sup>1</sup> While the affordable housing continuum illustrates a linear progression from emergency shelter through to ownership housing, the wheelhouse recognizes that market homeownership may not be the goal for everyone and that movement throughout housing types may not always be linear. Life circumstances (i.e., family, financial, health, age, etc.) may mean that people move between different parts of the wheelhouse. It shows that changes in housing can occur in different directions and that a variety housing types are needed to support different circumstances. For example, individuals may move from emergency shelters to subsidized rentals or market rentals, aging homeowners may choose to sell their home and move into long-term supportive housing to have needed supports. The housing wheelhouse can help local governments and other partners in the housing system to think about the types of housing they have an where there may be gaps.

Figure 1: The Housing Wheelhouse



Source: City of Kelowna, 2017

<sup>1</sup> <https://www.cmhc-schl.gc.ca/en/developing-and-renovating/develop-new-affordable-housing/programs-and-information/about-affordable-housing-in-canada>





# 2.0

## What is the Current Housing Situation?

### 2.1 Federal and Provincial Context

Across Canada, communities are struggling with affordability challenges and experiencing increasing homelessness and rates of core housing need. The past five to ten years have seen a housing crisis arise, as escalating shelter costs have increasingly outpaced the growth in incomes and available housing supports and services.<sup>2</sup>

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While the federal government was actively involved in providing affordable housing in the 1950s to 1970s, this ended in the 1990s when they devolved program delivery to the provinces. In the 1960s, provincial housing corporations started to support affordable housing initiatives, before increased flexibility and decreased federal involvement resulted in less direct investments in communities in the 1990s and 2000s. In 2017, the federal government re-engaged in the housing system, releasing *A Place to Call Home*, Canada's first National Housing Strategy. This was the largest federal housing program in Canada's history. It was followed by a 2018 provincial housing strategy: *Homes for B.C.: A 30-Point Plan for Housing*, which outlined a commitment to 114,000 new affordable homes across the housing continuum by 2028.

#### 2.1.1 Canada's National Housing Strategy: A Place to Call Home

*A Place to Call Home* is Canada's first National Housing Strategy and the first large scale federal investment in the housing system since the 1990s. It outlines \$55 billion of actions to help improve housing affordability between 2018 and 2028, including such targets as cutting chronic homelessness in half, removing 530,000 families from housing need, investing in the construction of 125,000 new affordable homes, and renovating 300,000 existing homes.

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<sup>2</sup> Among other sources, see <https://www.gensqueeze.ca/>; <https://thetyee.ca/Analysis/2019/08/01/Gov-Created-Housing-Crisis-Now-Fix/>; <https://www.policyalternatives.ca/publications/reports/housing-market-human-right-view-metro-vancouver>; <https://news.gov.bc.ca/factsheets/bc-government-addressing-housing-affordability-challenges>



The Strategy is designed to focus on the needs of the most vulnerable Canadians first:

- Women and children fleeing domestic violence
- Seniors
- Young adults
- Indigenous peoples
- People with disabilities
- People dealing with mental health and addiction issues
- Veterans
- LGBTQ2+
- Racialized groups
- Recent immigrants
- People experiencing homelessness

There are six priority areas of action identified, as described in the following table.

**Table 1:** Priority Areas of Action from Canada's National Housing Strategy, A Place to Call Home

Action Area	Description
<b>Housing for those in greatest need</b>	Provide housing to address the needs of the most vulnerable Canadians first
<b>Social housing sustainability</b>	Improve the sustainability of housing owned and operated by non-profit societies or housing co-operatives and build the capacity of providers
<b>Indigenous housing</b>	Improve housing for First Nations, Métis and Inuit and support greater autonomy and responsibility for housing by Indigenous peoples, organizations, and communities
<b>Northern housing</b>	Improve housing conditions in Canada's geographic north (Yukon, Northwest Territories, and Nunavut), recognizing amplified housing challenges faced due to low employment, sparse populations, resource-based economics, and limited capacities for sustainable growth
<b>Sustainable housing and communities</b>	Consider measures to ensure that housing is environmentally friendly, socially inclusive, and financially secure for builders and/or operators
<b>Balanced supply of housing</b>	Balance the overall stability of the housing market by creating new affordable rental supply, working towards better understanding of diverse housing needs, and supporting projects that deliver affordable homeownership options

Finally, the Strategy includes components that will be delivered by provincial and territorial housing authorities, which the *Homes for BC* plan builds on. Most federal programming is delivered through CMHC. CMHC delivers investments through seed funding, capital grants, and favourable financing rates for non-market and market rental projects.



### 2.1.2 Homes for BC: A 30-Point Plan for Housing Affordability in British Columbia

Following the national housing strategy, the Government of BC released *Homes for BC* in 2018, as part of response to the affordable housing crisis being felt across the province. The Plan contains 30 actions divided into five areas of focus:

- Stabilizing the market
- Cracking down on tax fraud and closing loopholes
- Building the homes people need
- Security for renters
- Supporting partners to build and preserve affordable housing

The Plan includes a commitment to build 114,000 new market and non-market homes by 2028 and \$7 billion in investments over 10 years.

Much of the investment is being delivered through BC Housing programs, which have been expanded or created to address various housing needs. Among other programs, there is the Community Housing Fund and Indigenous Housing Fund, both of which provide capital funding, financing, and operating support for new non-market housing projects. The province has also created the Rapid Response to Homelessness stream of funding, which is delivering supportive housing across the province, serving individuals experiencing or at risk of homelessness.

### 2.1.3 Housing Needs Reports

In addition to the Plan, the Government of BC amended the *Local Government Act* and Vancouver Charter to require all local governments to complete HNRs. HNRs are required to contain more than 50 specific data indicators. Local governments are required to complete their first report by April 2022 and update their reports every five years thereafter. The intent is for local governments to collect and review key data about their current and anticipated population and households and housing needs, for consideration in official community plans and regional growth strategies.

There was a three-year funding program released to help local governments meet the new requirements, which is administered by the Union of B.C. Municipalities.

The Sunshine Coast HNR fulfills these requirements. Key findings are described in the following sub-section.

## 2.2 Local Context

There are eight government jurisdictions on the Sunshine Coast:

- Town of Gibsons
- District of Sechelt
- *shíshálh* Nation, or the Sechelt Indian Government District
- SCRD Electoral Area A – Pender Harbour / Egmont
- SCRD Electoral Area B – Halfmoon Bay
- SCRD Electoral Area D – Roberts Creek
- SCRD Electoral Area E – Elphinstone
- SCRD Electoral Area F – West Howe Sound

The two municipalities (Gibsons and Sechelt) partnered with the Sunshine Coast Regional District (Electoral Areas A, B, D, E, and F) to create the Housing Needs Report. *shíshálh* Nation were invited to participate in the process but declined due to capacity constraints.

### 2.2.1 Key Findings from the 2020 Sunshine Coast Housing Needs Report

Over the last fifteen years and particularly since 2014, the Coast has experienced increases in the cost of housing, as the escalation of housing and land costs in Metro Vancouver increasingly impacts the region. Across the Coast, many median-earning households are priced out of homeownership and many renter households struggle to find affordable and available long-term rentals. Homelessness appears to be on the increase, with the Gibsons and Sechelt shelters at capacity and waitlists for supportive housing that stretch longer than the current spaces provided.

## Community Growth and Demographics

The Sunshine Coast is growing. The regional population grew by 8% between 2006 and 2016, with most growth concentrated in Gibsons and Sechelt, followed by nearby electoral areas (Roberts Creek, Elphinstone, and Halfmoon Bay). At the same time, the population is aging and smaller households are becoming more common, as children move out and seniors are living with their partner or on their own. In 2016, all communities had a median age higher than 50 years, indicating that at least half the population was over 50 years old, with the median ages projected to continue rising over the near-term. This is consistent with trends experienced across the country, although the median age in all electoral areas and municipalities was already much higher compared to the 2016 provincial median of 43.0.

At the same time, projections show a moderate increase in the number of adults aged 25 to 44 and children aged 0 to 14. Anecdotal evidence suggests the Coast is experiencing increasing migration of young families from Metro Vancouver and other areas of the province due to the relative affordability of the Coast compared to Metro Vancouver.

Across the Coast, there were higher proportions of people who reported working from home in 2016 (13% - 22%) compared to the provincial average (9%). With requirements for physical distancing and the transition to working from home for most office workers as a result of the COVID-19 pandemic, community engagement indicates working from home on the Coast has become even more common and could affect demand for housing as more adults are able to work remotely and look for more affordable places to raise their families.

## Housing Stock

The single-detached home is the most common type of housing across the Coast and is unaffordable for median earning households in almost all communities. There is a limited supply of smaller, affordable units such as apartments or townhouses. In 2016, one-bedrooms and studios comprised 9% to 14% of housing stock on the Coast, while 66% to 87% of households were one or two people. These households may be living in larger units than they need as per National Occupancy Standard (NOS) requirements.<sup>3</sup> Studio and one-bedroom units can be an important supply of affordable housing for seniors looking to downsize and work force housing. Looking ahead, projections indicate that more than half the future population could be suitably accommodated in studio or one-bedroom units.

Based on past trends, projections suggest approximately 523 new households may have formed between 2016 and 2020, while there were 1,135 building permits issued over this timeframe. Most building permits were for single-family dwellings. The large number of building permits compared to households could indicate the construction of dwellings that are not occupied on a permanent basis (i.e., secondary homes) and/or that more people are moving to the Coast than have in the past. Recent influxes of residents moving from elsewhere to the Coast may not be fully accounted for in historical trends on which the projections are based.

<sup>3</sup> NOS specifies for the number of bedrooms required by a household based on household composition. For example, a lone parent living with their child would require two bedrooms, one for themselves and one for their child. Note that some households may want to live in a larger unit that exceeds these minimum standards and others may not be able to afford the cost of a unit with the minimum number of bedrooms required to meet their household's needs. For more information, see <https://www23.statcan.gc.ca/imdb/p3Var.pl?Function=DEC&id=100731>





### Affordability

Like most communities across the province, the growth in household incomes has been increasingly outstripped by the increase in housing prices. Data from the Greater Vancouver Real Estate Board indicates that the Coast has seen a rapid increase in prices since 2014, a trend seen in many BC communities. If household incomes continued to grow at the same pace as they grew between the 2006 and 2016 censuses, between 2016 and 2019 they increased by approximately 11%. Over this same period, the average sales price for a detached dwelling increased by approximately 53%. Estimates of 2019 household incomes compared to 2019 sales prices show that the single-detached home is unaffordable for median incomes in nearly all Sunshine Coast communities, despite this being the most common type of home. Single-income households like lone parent families and individuals living alone (non-census families) are likely priced out of all ownership options. Household types with the highest median incomes may be able to afford to purchase a home in Sechelt or Gibsons, but are likely priced out of single-detached homes in the electoral areas.

Affordability of rentals has also worsened in recent years. In most communities, rents are affected by housing prices, as owners look to support their mortgage payments through renting. Between 2016 and 2019, cost of rent nearly doubled in the electoral areas, while it increased by close to 40% in the municipalities. In 2016, 40% or more of all renter households were living in unaffordable housing across the Coast.

In 2016, there were approximately 1,175 renter and 860 owner households in Core Housing Need across the Coast. These households are currently living in unacceptable conditions (i.e., overcrowded housing, housing in need of repairs) and cannot afford an acceptable alternative housing unit in their community based on median rents. As affordability has likely worsened since 2016, it is likely the number of households living in Core Housing Need has increased, as the cost of rent increased approximately 40%

As the municipal hubs of the Coast, Sechelt and Gibsons have the highest proportion of houses occupied by their usual residents and more diverse housing options, with townhouses and apartments that are more affordable than single-detached dwellings. As the population across the Coast continues to grow and age, it will be important for more diverse and affordable housing options – that are suited to the more rural character of these communities – to be developed in adjacent electoral areas like Roberts Creek and Elphinstone, to meet the needs of seniors who wish to age in place, young families, and workers. Additionally, sustainability concerns, such as water and energy efficiency, will need to be a strong component of any new development going forward in municipal or rural areas of the Coast; however, this could have cost implications on the affordability of new housing.

### Housing Supports

Across the Coast, the population is aging. Community engagement indicated that there is need for more supports for seniors who wish to age in place or downsize from single-detached dwellings, which they are concerned about maintaining.

In 2018, there were 57 individuals counted as experiencing homelessness in Sechelt and Gibsons. Residents believe there is a need for more supports and transitional living options for individuals experiencing homelessness. Stakeholders recognized that while it is challenging to assess homelessness due to shifting seasonal patterns and hidden forms of homelessness like couchsurfing and living in unsafe conditions, it is clear that homelessness on the Coast has been increasing and becoming more visible in recent years. Anecdotal evidence and past studies indicate that homelessness tends to be more visible (i.e., street homelessness) in the municipalities, while hidden homelessness (i.e., people living in substandard housing or boats, couch surfing, camping, etc.) is more common in the electoral areas.

Stakeholders indicated the numbers of individuals experiencing mental health challenges such as addictions have been increasing across the Coast and that many require housing support.

## 2.3 Social Challenges

The effects of the ongoing housing crisis are amplified by overlapping social challenges, such as opioid overdoses, climate change, and the COVID-19 pandemic. An opioid crisis is ongoing as rates of harm and death related to opioid overdose continue to rise.<sup>4</sup> Various jurisdictions have declared a climate emergency as the effects of climate change continue to progress, without a significant reduction in global emissions.<sup>5</sup> The COVID-19 pandemic has created unexpected pressures due to widespread economic impacts and loss of income. Effects of the pandemic on employment, income, and savings are already significant and are expected to persist for months to years.

In response to the pandemic, various agencies put measures in place to provide financial relief and housing security, such as deferring payments for mortgages and utilities, banning evictions, freezing rental rates, and offering rental supplements for workers with reduced incomes.<sup>6</sup> While many of these measures provide immediate and necessary assistance to households and have filled gaps that existed prior to the pandemic, they may not address the long-term effects of high unemployment, lower incomes, reduced savings, and reduced immigration on housing demand and stability.

These overlapping social crisis underscore the importance of taking action to address housing needs across the Coast, recognizing that some community members and groups are more vulnerable to the negative impacts related to addictions, loss of income, and/or unemployment. Addressing housing needs and affordability is a matter of social equity. Additionally, to develop in a manner that supports environmental sustainability and mitigates impacts, there are implications related to development footprints and affordability of resource-efficient housing.

These overlapping challenges and crisis highlight existing service gaps and are disproportionately likely to affect equity-seeking groups. Equity-seeking groups are those residents who face significant collective challenges in participating in society. They may experience marginalization created by attitudinal, historical, social, and environmental barriers based on age, ethnicity, disability, economic status, gender, nationality, race, and sexual orientation, among other characteristics. These groups may face extra barriers and overlapping challenges to accessing appropriate housing. Considering equity can help ensure housing policies, programs, services, and initiatives benefit community members who may otherwise be excluded and has benefits for community health and well-being.

<sup>4</sup> <https://www.canada.ca/en/services/health/campaigns/drug-prevention.html>

<sup>5</sup> <https://www.un.org/en/un75/climate-crisis-race-we-can-win>

<sup>6</sup> For more information, see CMHC, Big Six Banks, BC Hydro, Province of BC, and BC Housing





# 3.0

## What Can Local Government Do?

In most cases, local governments are not directly involved in the building or operating of housing or associated support services and ventures.<sup>7</sup> Generally, these roles are played by non-profits, developers, and senior government. However, local governments play an important role in the housing system and have been taking more hands-on approaches over the last ten to fifteen years. For any given project, local governments may come as *active partners* by contributing land or capital dollars, or as *supporting partners* by expediting approvals, providing incentives, etc. Local governments may be convening partnerships, developing avenues for investment in housing, supporting research and innovation, and/or using traditional planning tools (e.g. Official Community Plans, zoning and land use regulation, etc.) to encourage needed housing types.

The most common opportunities for local governments to support the housing system can be divided into four approaches:

- **Facilitate development** and protect existing needed housing and supports through plans, regulation, and development approvals, considering long-range planning and infrastructure implications
- **Incentivizing and investing** in needed housing and supports
- Forming and convening **partnerships** to advance needed housing and supports
- **Advocating** to senior levels of government and **educating** residents about needed housing and supports

The housing system involves many other players who work with local governments to meet needs across the housing wheelhouse. These include federal and provincial governments, Indigenous governments and organizations, developers and builders, real estate representatives, and community-serving organizations like non-profit housing and service providers. For example, Indigenous governments and organizations are responsible for developing and implementing housing strategies in their communities and are increasingly thinking about how to support their members who are not living on reserve.

<sup>7</sup> There are some arms-length organizations that are exceptions to this, such as the Whistler Housing Authority or Metro Vancouver Housing Corporation.

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Local governments may be convening partnerships, developing avenues for investment in housing, supporting research and innovation

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Developers and builders bring expertise and knowledge of what makes housing projects a reality and are vital partners in the provision of needed housing types. Non-profits and other community-serving organizations are equally vital, especially where there is a strong existing network like on the Coast. These organizations typically own and operate non-market housing and often are responsible for securing funding and managing the project from conception to occupancy. Housing is a complex challenge and requires many hands working together to address it.

**Figure 2: Opportunities and Roles in the Housing System**

### OPPORTUNITIES



### AGENCIES / ORGANIZATIONS

### ROLES IN THE HOUSING SYSTEM

#### Local governments



#### Indigenous governments



#### Non-profits & other community-serving organizations



#### Developers & builders



#### Senior government



#### Multi-sectoral cooperation







## 4.0

## What are Other Local Governments Doing?

Best practices from other communities offer insights and ideas for local governments to consider in addressing their housing needs. This section outlines best practices from communities across the province, organized around the three types of approaches local governments can take to support the development of needed housing types (i.e., facilitate development; invest and incentivize; partnerships, advocacy, and education). The Sunshine Coast HNR presents the needs, while these best practices offer ideas for addressing needs.

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Local governments have a variety of regulatory, planning, and policy powers that they can use to facilitate the development of certain types of needed housing in their community.

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### 4.1 Best Practices to Facilitate Development and Protect Affordable Housing through Plans, Regulations, and Approvals

Local governments have a variety of regulatory, planning, and policy powers that they can use to facilitate the development of certain types of needed housing in their community. Regulations, planning, and policies can also be used to protect important existing sources of needed housing, such as existing rental buildings.

#### **Density bonusing and housing agreements in Nanaimo**

The City of Nanaimo has a package of incentives outlined in their Affordable Housing Strategy, which are intended to facilitate development of needed housing types. One incentive is density bonusing in exchange for needed housing and Housing Agreements. The City uses a points system to award additional density in developments for amenities, affordable housing, location, and Housing Agreements, as described in [Schedule D of the Zoning Bylaw](#).

Points are awarded across seven categories:

- Site Selection (e.g., located on a brownfield site, does not require new street infrastructure like sidewalks, located close to parks / trails / daycare, etc.)
- Retention and Restoration of Natural Features (e.g., includes natural area buffer, retains natural soils, includes street trees, etc.)
- Parking and Sustainable Transportation (e.g., provides protected bicycle storage, car share parking, underground parking, etc.)
- Building Materials (e.g., using wood or salvaged materials, using renewable resources, includes existing build structure or shell, etc.)
- Energy Management (e.g., meets Energy Step Code and Building Bylaw requirements, includes educational signage, etc.)
- Water Management (e.g., permeable surfaces, low flow features, educational signage, etc.)
- Social and Cultural Sustainability (e.g., developer agrees to enter Housing Agreement with the City, includes public art, includes children's play area, includes heritage structures, etc.)

Points are achieved by meeting minimum requirements across at least three categories, with additional points awarded once the proposed development reaches an overall cumulative threshold. Points are added up to determine how many additional units can be developed.

Under the Social and Cultural Sustainability category, developers can achieve points by entering into Housing Agreements with the City with any or all of the following provisions:

- "At least 50% of all residential units shall not be stratified or sold independently for at least ten years after the building receives final occupancy."
- "At least 10% of residential units sold will be sold for at least 20% less than the median sales price for condos, as provided by the Vancouver Island Real Estate Board for the current year and cannot be sold for greater than the original sale price for a period of ten years. The Gross Floor Area of the units provided for within the Housing Agreement must be greater than 29m<sup>2</sup> in area."

- "Where the residential units are subdivided under the *Strata Property Act* or otherwise sold separately, the strata corporation will not place restrictions which prevent the rental of individual residential units."

The City is working to add an option to achieve points by providing affordable rental units.

### Affordable homeownership in Langford

Langford created a [Home Ownership Program](#) in their 2004 Affordable Housing Strategy, which targets local residents and people working in the City. The program uses inclusionary zoning and density bonusing to facilitate the development of affordable homes for purchase. The inclusionary zoning requires developers to either: provide one small lot with an affordable housing unit for every 15 lots that are subdivided for development of single-detached homes; or, make a \$1,000 cash contribution to the City's Affordable Housing Reserve Fund for each single-detached-equivalent dwelling unit created by rezoning. Prospective purchasers are drawn from a list of qualified buyers who fall within a certain income threshold, meet residency / employment requirements, and do not own real estate. They must obtain pre-approval for the mortgage and are approved by the City's Affordable Housing Committee. Affordability is secured through housing agreements on title that restrict sale prices and require future buyers to be approved by the Committee.

### Inclusionary zoning and density bonusing in Kelowna

After completing their Housing Needs Assessment and Healthy Housing Strategy in 2018, the City of Kelowna created a [list of 20 proposed actions](#) to help achieve key directions and meet identified needs. To reduce barriers to affordable housing, the list proposes implementing "a combination of inclusionary rezoning (outside the urban core) and density bonusing (inside the urban core) to achieve meaningful contributions to affordable housing from the development community". The City uses the term affordable housing broadly, referring ownership and rental housing that is affordable in terms of home costs, as well as associated transportation and energy costs.



Note that the Healthy Housing Strategy was finalized in late 2018 and the implementation and effects of these actions are not yet clear.

### Flexible density in Coquitlam

In 2017, the City of Coquitlam pre-zoned one-family residential lots across the City to [RT-1 Infill Housing](#), which allows the development of up to four ground-oriented units. These zones are located in areas designated as Neighbourhood Attached Residential in the OCP, which are aimed at gently increasing density (i.e., providing small-scale, ground-oriented housing options). RT-1 zoning makes it easier for property owners to develop infill housing units on their lots, as this means they no longer have to go through rezoning.

### Pre-zoning for affordable housing in Burnaby

In 2019, Burnaby pre-zoned six sites owned by the City to support the development of mixed income / affordable housing. The City has already established partnerships with BC Housing for these projects. The City is also speaking to CMHC about a federally-owned site, in hopes of also pre-zoning this site for affordable housing. Staff have indicated that once the details of each project are more clearly defined, the sites will likely be rezoned to match. The Mayor has reported that pre-zoning is helpful because it allows staff to start preparatory work for the sites, which the City intends to keep as assets.

### Policy directions in Clearwater

The District of Clearwater's [Official Community Plan](#) includes a section with specific directions regarding the development of seniors' and affordable housing. Policies include:

- Request multi-family strata developments with eight units or more to incorporate a minimum of one rental dwelling unit
- Encourage all proposed multi-family and affordable housing units to contain diversified mix of sizes (varied floor space for family, bachelor, and disabled residents, etc.)
- Encourage residents to self-organize into groups to facilitate co-housing, co-operatives, and other forms of collective tenure

- Allow for serviced small-lot residential developments in order to encourage small houses with less environmental footprint
- Support mixed commercial, residential, and industrial residential developments
- Encourage assisted living housing and care for elders and persons requiring moderate supportive housing
- Promote development of an age-friendly housing complex through government and non-government organization partnerships
- Provide opportunities for senior residents to live a fulfilling life through promotion of access to safe and affordable housing, physical and social mobility, and social engagement in the community

### Universal design in Sicamous

The District of Sicamous incorporated Universal Design Principles into their [Official Community Plan](#) to encourage developers and the District to consider inclusivity of the built and social environment. The purpose is to improve the accessibility of current environments and new additions to the town centre.

The principles are a way of evaluating the inclusivity of the built and social environment. They include:

- **Principle 1: Equitable Use** – design is useful and marketable to people with diverse abilities
- **Principle 2: Flexibility in Use** – design accommodates a wide range of individual preferences and abilities
- **Principle 3: Simple and Intuitive Use** – use of design is easy to understand, regardless of the user's experience, knowledge, language skills
- **Principle 4: Perceptible Information** – Design communicates necessary information effectively to the user, regardless of ambient conditions or the user's sensory abilities
- **Principle 5: Tolerance for Error** – Design minimizes hazards and the adverse consequences or accidental or unintended actions
- **Principle 6: Low Physical Effect** – Design can be used efficiently and comfortably with a minimum fatigue

- **Principle 7: Size and Space for Approach and Use** – appropriate size and space is provided for approach, reach, manipulations and use regardless of user's body size, posture or mobility

### Gentle density in West Vancouver

As a pilot project, West Vancouver designated a single block for infill housing development to demonstrate how infill housing can be developed in a way that maintains neighbourhood character and raise awareness about the importance of providing more diverse housing options. Following this, the District amended their OCP and Zoning Bylaw to permit detached secondary suites in all residential zones that already permit secondary suites.

To maintain neighbourhood feel and character, applicants are required to obtain form and character development permit for siting, building, and landscaping. The District provides comprehensive information guides to assist with the design and development process to encourage uptake by homeowners.

### Small lots in Victoria

Victoria allows single family houses on smaller lots and provides a [Small Lot House package](#), containing the rezoning policy, design guidelines, neighbourhood support petition materials, and an application package. "Small lot house" refers to lot sized 260m<sup>2</sup> or smaller, with a minimum width of 10m<sup>2</sup>, with a house sized 160m<sup>2</sup> to 190m<sup>2</sup>. This is intended to offer a more affordable housing option, as well as use developable land more efficiently.

### Combining secondary suites and garden suites to increase rental supply in North Vancouver

City of North Vancouver [allows both a secondary suite and garden suite to](#) be developed on lots zoned for single-detached development, recognizing that these forms provide much needed ground-oriented rental housing in the City and are often developed in neighbourhoods close to parks, schools, and other community amenities. They also improve affordability for homeowners by providing reliable income to go towards the mortgage.

### Maximizing secondary suites in Canmore

Recently, the Town of Canmore revised their [Land Use Bylaw](#) to require all new single-detached dwellings to consider creating an accessory dwelling unit (i.e., secondary suite or garden suite). All proposed detached dwellings that do not include an accessory dwelling unit are required to have a development permit. Detached dwellings with an accessory dwelling unit are not required to have a development permit where the work proposed complies with the rest of the bylaw. This means that all single-detached dwellings with accessory dwelling units are considered to be a permitted use, while those without accessory dwelling units are considered to be a discretionary use.

### Protecting mobile homes in Maple Ridge

Recognizing that mobile homes are an important source of affordable housing, Maple Ridge has a Modular Home Park Policy intended to supplement provincial regulations and provide assistance to tenants of modular home parks at risk of displacement due to redevelopment. Under the Policy, prior to receiving First Approval, a rezoning applicant must:

- Engage in early and ongoing engagement with tenants
- Provide a Relocation Assistance Plan that includes an assessment of tenant ability to secure accommodation
- Commit to hiring a qualified professional to support tenants by identifying three comparable alternative housing options for each current tenant that are preferably in Maple Ridge, helping tenants access and liaise with appropriate programs and agencies, and provide updates to the City on the progress of the Relocation Assistance Plan.





## 4.2 Best Practices to Incentivize and Invest Desired Unit Types

Investing can be a powerful tool to signal support for important projects. Local governments can invest by contributing land or cash, or by waiving or reducing typical development fees. Investing and waiving fees can help incentivize the development of desired housing types. Local governments can further incentivize by waiving parking requirements and fast-tracking applications for important projects, which can save the developer time and money.

### Affordable Housing Reserve Funds

Affordable Housing Reserve Funds are a powerful tool, which can position a local government to contribute towards important projects when the opportunity arises. There are many examples of Affordable Housing Reserve Funds throughout BC, including in the District of Sechelt and Town of Gibsons.

#### Colwood

The City of Colwood has used their Affordable Housing Reserve Fund to offer grants and offset costs for desired affordable housing projects, which are considered on a case-by-case basis. Developers are required to contribute to the fund when they build in the City. Grants are offered to projects that offer rental units at or below BC Housing's Housing Income Limits, with restrictive covenants registered on title to ensure they remain affordable in the future. Offset costs include municipal fees, development charges, and/or community amenity contributions.

#### Salmon Arm

In 2018, Salmon Arm created an [Affordable Housing Reserve Fund](#), intended to be used to help offset the development cost charges (DCCs) and offsite servicing costs for affordable housing projects, after hearing that these costs may be presenting challenges or deterring developers from providing affordable units in the City. The fund also helps the City to be ready for partnership opportunities that arise.

### Cowichan Housing Association Financial Contribution Service

In 2018, by [bylaw](#), the Cowichan Valley Regional District established [an annual financial contribution to the Cowichan Housing Association](#). This represents a regionally coordinated approach to a housing reserve fund. The intent is to "assist the Cowichan Housing Association with costs associated with providing programs and services related to affordable housing and homelessness prevention in the Cowichan valley". The annual financial contribution can be collected through property taxes or other means authorized by legislation, up to \$765,000 or \$0.04584 per \$1,000 of net taxable value.

Currently, the residential contribution is \$3.87 per \$100,000 of assessed value. Generally, 65% of the annual contribution goes to the Housing Trust Fund, which is seed funding for bricks and mortar projects for low to moderate income households. The rest of the fund is dedicated to initiatives including project assessments, data collection, and developing new partnerships (18%) and overhead / administration (17%).

This financial contribution helps the Cowichan Housing Association to match non-profit housing ideas with suitable land, find developers, and secure grants from senior levels of government. They are accountable to the regional district and residents through annual reporting and work plan requirements.

## Incentivizing secondary suites

### Canmore

To incentivize the development of more affordable market rental units, Canmore made allowances for secondary suites in most single-family neighborhoods and started a reimbursement program. The Town will reimburse up to five private homeowners each year, with up to 50% of their expenses in creating a secondary suite, to a maximum of \$10,000. To qualify, homeowners must commit to renting the suite to a Canmore resident at 10% below market rental rate for at least five years.

## Development incentives in Kelowna

Kelowna's [Healthy Housing Strategy](#) offers DCC grants and tax incentives aimed at increasing affordability of rental and market housing in the City.

The DCC grant applies to non-market, purpose-built affordable rental housing. Currently, the City has an annual budget of \$120,000 allocated to offset the cost of DCCs, although the Strategy recommends increasing that amount to \$180,000.

The tax incentive program allows all purpose-built rental housing projects located within certain areas (including the urban core and university neighbourhoods) to apply for a 100% municipal tax exemption. Projects must be constructed to meet Step Four of the Energy Step Code.

## Kamloops' incentive package

Kamloops offers a suite of incentives to developers to help them develop affordable and attainable housing. These include:

- Accessing funds from the Affordable Housing Reserve
- DCC exemptions
- Downtown revitalization tax exemptions
- Reduced parking requirements
- Expedited application processes and processing support
- City-owned properties available for below market real estate sales or long-term leases for development of housing for target groups
- Assistance with site-specific variances and zoning changes
- Assistance with public consultation
- Development checklist for additional DCC and tax exemptions for the North Shore Neighbourhood area

This best practice is also an example of effective education about existing tools and options, as described in the following section.



### 4.3 Best Practices for Convening Partnerships, Advocating for Housing Needs, and Educating Communities

Local governments have more comprehensive and strategic views of their communities and are thus uniquely positioned to act as convener and conversation starter for partnerships with non-profits and service providers, developers, real estate groups, faith-based organizations, provincial and federal agencies, and more. Local governments may be active partners of housing projects, such as through contribution of land or capital funds, or may play a more supportive role by encouraging the development of priority housing types in their community (e.g., expediting development approvals or providing incentives). This includes the potential to initiate conversations between potential partners, such as faith-based or non-profit landholders with developers and funders, to identify development opportunities.

To increase the success and uptake of existing initiatives, it is important for local governments to also advocate for desired projects and educate their communities on the importance of addressing identified housing needs. Advocacy can help increase awareness and gain support from senior levels of government and other partners, while education can help bring residents on board, generating community support for more contentious initiatives, reducing stigmatism around marginalized groups, and easing the development process.

#### Foster partnerships to action affordable housing projects

Increasing the supply of supportive housing is a priority objective identified in Nelson's [Housing Strategy](#). To achieve this priority objective, two actions are proposed:

1. Establish a Housing Working Group to monitor and assist in implementation of the strategy with the City as the chair
2. Foster partnership for affordable housing – City plays an important role as a facilitator between community partners, service providers, developers, non-profit housing organizations, and BC Housing

The Strategy also identifies that “to make the best use of their land and building assets, many non-profits, especially faith-based or seniors clubs, have looked at the regeneration of their properties. This may involve the development of a mixed-use project that could increase the density of their property and include projects that could help offset the costs of the non-market housing units. The range of ideas and possibilities will depend largely on the site and project opportunities in the area.” It suggests that partners could help to develop an inventory of potential sites and assets available in the community and suited to affordable housing development (i.e., vacant land, buildings that require upgrades or retrofitting, and other properties that are well-suited to regeneration or redevelopment).

#### Supporting development of needed housing types by convening stakeholders and partners

In 2015, the City of Langley and Township of Langley partnered to support a seniors' housing forum, the [Triple A Senior Housing Summit](#). The Summit brought non-profits, BC Housing, CMHC, and representatives involved with projects in neighbouring municipalities together with 150 seniors, senior agency representatives, and other interested parties to share ideas and develop recommendations for the City and Township.

#### Partnering to deliver needed housing units in Salmon Arm

In 2019, the City of Salmon Arm announced a new development of affordable rental homes for families, seniors, and people with disabilities, plus supportive housing units for people experiencing or at-risk of homelessness. The City played an important role in this project by identifying the site and developer, then fostering a partnership between CanZea Developments Ltd., the Canadian Mental Health Association (CMHA), and BC Housing. The City fast-tracked the development process, lowered development charges, and used funds from the Affordable Housing Reserve to support development costs.

The City was uniquely positioned to foster this partnership because of their knowledge of the regional CMHA division's needs, the suitability of the site, and the availability of the developer to complete the project. Stakeholders in the community have expressed support for the process.

## Terrace Seniors Programs

The City of Terrace partners with Volunteer Terrace by providing financial support to help senior citizens and homeowners with physical disabilities hire help to shovel snow, clean up yards, wash windows, winterize homes, install smoke alarms, and more. The City provides a volunteer grant and [reimburses 50% snow removal costs](#), up to \$250 each winter to help the program, which is administered through Volunteer Terrace. Through the Helping Handyman Program, seniors and/or people with physical disabilities who are living in older homes, have assistance with maintaining their homes to adequate living conditions.

## Developers' Packages

### Municipal: Kamloops

Kamloops has an [Affordable Housing Developers' Package](#), which provides information for "anyone interested in becoming involved in the affordable housing sector in Kamloops." The Package describes various incentives and programs available to support the development of affordable housing in the City and provides information on federal and provincial programming and partnership opportunities. It helps to communicate the importance and ease the process of creating affordable housing for prospective developers.

### Regional: North Okanagan

An [Affordable Housing Developers' Package](#) was developed for North Okanagan region by the Land Trust, Community Futures North Okanagan, the Social Planning Council for the North Okanagan, and the City of Vernon and funded by the Community Foundation for the North Okanagan and the Vancouver Foundation. The package offers prospective affordable housing developers with a guide to the programs and incentives available to them in the North Okanagan region.

## Everyone Needs a Home Canmore

While developing their Livable Canmore Strategic Plan, the Town of Canmore recognized a need to communicate the importance of diverse housing options to community members, to help generate buy-in and support. To address this need, the Town initiated a deep community engagement process, [Everybody Needs a Home](#), to explore how the town could create affordable housing while maintaining neighbourhood character. The Town received more than 500 inputs through the following activities:

- Stakeholder meetings
- Promotion and communication via website, local newspapers, weekly emails to stakeholders, and Ideas Walls (including FAQs, case studies, housing profile, and more)
  - Three background briefs to inform conversations and six housing situation stories to help people to understand the need for housing
- Expert presentation on affordable housing in resort towns
- Online survey
- Seven Ideas Walls posted at various community buildings (posters that encourage passers-by to provide input and comments, with guiding questions)
- Ten "Kitchen Table Pizza Parties" (conversations about housing hosted by residents who were provided with workbooks of discussion questions and reimbursed for up to \$35 of pizza)
- Two "Neighbourhood Block Party" open houses with interactive stations and guides
  - Materials were set up at Civic Centre for two weeks afterwards to allow for additional input from passers-by
- "Housing Solutions Workshop" in open house format with stations, plus structured World Café conversations



## Advocacy in Victoria

The City of Victoria recognizes the important of advocating to help build awareness and partnerships for affordable housing and weaves recommendations for advocating throughout its Housing Strategy. In the Victoria Housing Strategy [Phase 1](#) and [Phase 2](#), the following actions are identified:

- “Use the City’s annual Development Summit for ongoing dialogue with the development industry and housing providers to support the provision of affordable housing”
- “Advocate for more affordable student housing”
- Advocate to senior levels of government regarding ending housing inequality
- Where appropriate, advocate to improve provincial or federal legislation or enact change
- “Strengthen the City’s housing policy alignment and advocacy with senior levels of government, including exploring the creation of a cross-governmental working group. Identify opportunities for partnership and interrelationships between the City and the region”

## 4.4 Best Practices for Supporting Social Equity

**Equity-seeking groups** may face extra barriers and overlapping challenges to accessing appropriate housing. Considering equity can help ensure housing policies, programs, services, and initiatives benefit community members who may otherwise be excluded and has benefits for community health and well-being.

## City of Kelowna

The City of Kelowna’s 2012 Social Framework outlines the roles the City plays in supporting social sustainability through infrastructure, policies, and programs. The Social Framework led to the creation of their Healthy City Strategy in partnership with Interior Health Authority. The Healthy City Strategy identifies six key areas for social health, including healthy housing, and is intended to be a companion document to the OCP, so that social health and equity are integrated throughout City-wide plans, policies, and initiatives. Recognizing that housing is a “community-wide issue that directly impacts people’s physical and social health”, the City created a [Healthy Housing Strategy](#). The Healthy Housing Strategy is structured to address needs across the housing continuum and work on curbing homelessness (Journey Home).

This is an example of how taking a broader equity and inclusion approach to housing work can help support the inclusion of demographics or populations who may experience challenges with low incomes, poverty, housing, and more.

Generally, taking an equity approach means asking the following questions:

- Who will benefit from this project or policy?
- Who might be excluded from those benefits? Who might be harmed?
- How might some groups be unfairly burdened today or in the future? How might privilege be entrenched?
- Have important decisions been made with the direct input of those who will be most effected?
- From whose perspective are you evaluating the ‘success’ of the project or policy?





This section offers recommendations for the Town of Gibsons, District of Sechelt, and SCRD to consider implementing to address needs identified in the HNR. With moderate demand from growth and more diverse existing housing stock than the electoral areas, certain tools aimed at facilitating and incentivizing development of desired housing types and protecting existing needed housing types will be important options for the municipalities to consider. For the electoral areas, where the community character is more rural and most housing is in single-detached form, fostering long-term rental options and encouraging more non-market development will be important.

## 5.1 Gibsons

### 5.1.1 Key Considerations

- Gibsons is growing faster compared to rural areas of the region, suggesting that it may see a larger share of regional growth than the electoral areas in the future. Most of new unit requirements are anticipated to be studio and one-bedroom units in Gibsons and Sechelt to accommodate an aging population.
- Gibsons is the closest service centre to the BC Ferries Langdale Terminal in the West Howe Sound community (Electoral Area F), offering easy access to the Metro Vancouver area.
- With more diverse housing options, one-person and renter households are more common in the Town than other rural communities across the Coast. Most units for non-census families and workforce housing are anticipated to be here.
- While the population is aging, there has been an influx of families and young adults in recent years, increasing the need for rental housing for families and affordable options for first time buyers.
- Gibsons has some land available but has already contributed or earmarked some of it towards housing projects, such as Shaw Road, Franklin Road, and School Road.
- Gibsons' OCP contains strong language around affordable housing and densification, acknowledging that diverse housing options are necessary to address the specific needs of different groups of residents. It also notes particular tools, such as density bonuses and inclusionary zoning.



- Gibsons has density bonuses formalized in their Zoning Bylaw for CDA-2 and Live-Work zones and allows secondary suites in most single-detached zones, as well as in duplexes, townhomes, and as lock-off suites in apartments. Gibsons uses density bonuses to secure rental units and contributions to the Affordable Housing Reserve Fund. Garden suites are allowed in smaller areas as they require proximity to laneways or sufficient access. The Town has also rezoned properties in the Davis Road – Poplar Lane neighbourhood for gentle infill, allowing up to four units on each property. Staff are currently working on a Short-term Rentals policy.
- Gibsons has a history of developing partnerships with key organizations, such as BC Housing and the Sunshine Coast Affordable Housing Society to deliver non-market housing projects.
- Gibsons has an Affordable Housing Reserve Fund, which has been used to support the Sunshine Coast Affordable Housing Society and various non-market housing projects in the past, by subsidizing DCC's and development fees.

## 5.1.2 Recommendations and Implementation Framework

Recommendation	Emergency Housing		Housing with Supports		Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing	
Facilitate Development through Plans, Regulations, and Approvals							
Expand the use of density bonusing beyond the live-work and CDA-2 zones to other zones near the town centre to secure non-market and primary market rental units for target groups like seniors, singles, families, and workforce housing.	➤		➤	➤	➤		Nanaimo, Kelowna
Consider using inclusionary zoning to require a minimum of units in new developments outside the town centre to be affordable rental or attainable homeownership units, secured through housing agreements and restricted to buyers approved by an affordable housing agency.				➤	➤	➤	Clearwater, Langford
Consider using housing agreements as a condition of rezoning or sale of land to a developer to secure rental and non-market housing units for priority groups long-term.	➤		➤	➤	➤		Nanaimo, Langford, <a href="#">Metro Vancouver's Housing Agreements Resource Guide</a>
Expand pre-zoning for infill density in the Davis Road-Poplar Lane to more areas close to the town centre, with restrictions on short term rentals.					➤	➤	Gibsons, Kelowna, Coquitlam





Recommendation	Emergency Housing		Housing with Supports		Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing	
Identify and/or pre-zone sites for future shelter, supportive, and/or rental developments.	➤	➤	➤	➤	➤		Burnaby
Consider using policies or inclusionary zoning to integrate universal, accessible, or adaptable design into new developments.		➤	➤	➤	➤	➤	Sicamous
For new secondary suites and/or garden suites, consider using section 219 covenants to require units to be used for long-term rental for a set period of time.					➤		Colwood
Consider allowing both secondary suites and garden suites in residential zones where they can be supported by servicing, defining affordability levels where additional units are allowed.					➤	➤	North Vancouver (City), Colwood
<b>Investing and Incentivizing Desired Unit Types</b>							
Incentivize the development of secondary suites, garden suites, and lock-off suites.					➤	➤	Canmore, Kitimat
Consider introducing an incentive program to encourage homeowners to rent secondary suites or unoccupied dwellings to local workers at affordable rates.					➤		Canmore, Kitimat

Recommendation	Emergency Housing		Housing with Supports			Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing		
Expand the use of density bonusing beyond the live-work and CDA-2 zones to other zones near the town centre to secure more contributions to the Affordable Housing Reserve Fund.	➤	➤	➤	➤	➤		Nanaimo	
Consider regular, established contributions to the Affordable Housing Reserve Fund that are not directly linked to the development market.	➤	➤	➤	➤	➤		Cowichan Valley Regional District, Capital Regional District	
Consider establishing a regional housing service that dovetails with municipal reserve funds to fund regional initiatives (e.g., permanent, part-time position to convene an ongoing regional housing forum).	➤	➤	➤	➤	➤		Cowichan Valley Regional District	
Continue to offer development incentives, like DCC reimbursement and tax exemptions, to priority projects.	➤	➤	➤	➤	➤		Kelowna, Kamloops, Salmon Arm	
Inventory all existing or new development incentives and develop a Developers' Incentives Package, which clearly communicates expectations, timing, and priority project types, to promote uptake.	➤	➤	➤	➤	➤	➤	Kamloops, Regional District of North Okanagan	



Recommendation	Emergency Housing		Housing with Supports			Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing		
Convening Partnerships, Advocating for Housing Needs, and Educating Communities								
Continue partnering with BC Housing and the Sunshine Coast Affordable Housing Society and consider new partnerships, such as with industry to build workforce housing.	➤	➤	➤	➤	➤	➤		Nelson
	➤	➤						Salmon Arm, Victoria
Engage with BC Housing, municipalities, shisháh Nation, and developers to discuss opportunities for emergency, supportive, rental, and attainable homeownership housing projects, including BC Housing's Affordable Homeownership Program.	➤	➤	➤	➤	➤	➤		Nelson, Salmon Arm, BC Housing, <a href="#">UBCM funding</a>
	➤	➤	➤	➤	➤	➤		Victoria
Advocate to senior levels of government, funders, and industry for needed housing and supports, such as workforce housing, homelessness supports, and options for youth transitioning out of care and women and children fleeing unsafe situations.								

Recommendation	Emergency Housing		Housing with Supports		Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing	
Consider partnering with the SCRD, District of Sechelt, and <i>shishálh</i> Nation to create a permanent, part-time cross-govermental position for convening housing interests across the Coast, which expands on the development to provide a forum that brings sectors together for identifying, addressing, and monitoring housing needs and liaising with community members.	➤	➤	➤	➤	➤	➤	Cowichan Valley Regional District
<b>Supporting Social Equity</b>							
Use the foundation provided in We Envision to use a social equity lens when creating or amending plans, policies, initiatives, and processes related to housing development.	➤	➤	➤	➤	➤	➤	Kelowna



## 5.2 Sechelt

### 5.2.1 Key Considerations

- Sechelt is growing much faster compared to the region, suggesting that it may see a larger share of regional growth than the electoral areas. There is existing demand for affordable options, especially non-market rentals. Most of new unit requirements are anticipated to be studio and one-bedroom units in Sechelt and Gibsons in order to accommodate an aging population.
- While the population is aging, there has been an influx of families and young adults in recent years, increasing the need for rental housing for families and affordable options for first time buyers.
- Sechelt has a limited land base in some neighbourhoods closer to downtown, with limited unutilized or underutilized land left available for development. Larger developments in the downtown area often requires land assembly. There is more land available in the outlying areas, much of which is not accessible by transit (and would thus not be appropriate for households who rely on transit).
- Sechelt's OCP contains strong language around affordable housing and densification, acknowledging that diverse housing options are necessary to address the specific needs of different groups of residents. It also notes particular tools, such as density bonuses and inclusionary zoning. Several objectives related to housing focus on development of more diverse housing types. The OCP directs Council to enter into housing agreements to ensure that any affordable housing units developed for groups in need are secured long-term.
- Through the development permitting process, the District also requires a portion of all multi-unit housing developments to be adaptable and offers a 2% density bonus for every 10% of the total number of accessible or adaptable. Affordable and rental units may also be considered for density bonuses and are expected to be an area of focus in the future.
- Sechelt established an Affordable Housing Reserve Fund in 2019 and with any funds acquired for affordable housing or as cash-in-lieu of non-market units in developments deposited to the fund. Recent acquisitions have already helped to start growing the fund.

## 5.2.2 Recommendations and Implementation Framework

Recommendation	Emergency Housing		Housing with Supports		Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing	
Facilitate Development through Plans, Regulations, and Approvals							
Expand the use of density bonusing beyond the C-2 zone to other zones near the town centre to secure more non-market and primary market rental units for target groups like seniors, singles, families, and workforce housing.	➤		➤	➤	➤		Nanaimo, Kelowna
Consider using inclusionary zoning to require a minimum of units in new developments outside the town centre to be affordable rental or attainable homeownership units, secured through housing agreements and restricted to buyers approved by an affordable housing agency.				➤	➤	➤	Clearwater, Langford
Consider using housing agreements as a condition of rezoning or sale of land to a developer to secure rental and non-market housing units for priority groups long-term.	➤		➤	➤	➤		Nanaimo, Langford, <a href="#">Metro Vancouver's Housing Agreements Resource Guide</a>
Review land use, densities, and servicing to consider expanding the special infill areas through pre-zoning, with restrictions on short term rentals.					➤	➤	Kelowna, Coquitlam



Recommendation	Emergency Housing		Housing with Supports		Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing	
Identify and/or pre-zone sites for future shelter, supportive, and/or rental developments.	➤	➤	➤	➤	➤		Burnaby
Consider using policies or inclusionary zoning to integrate universal, accessible, or adaptable design into new developments.		➤	➤	➤	➤	➤	Sicamous
Allow garden suites on all properties where secondary suites are currently allowed (i.e., all residential and rural zones).					➤	➤	West Vancouver
Allow the development of secondary suites and lock-off units in attached or multi-family forms of housing, such as townhouses, duplexes, apartments, etc.					➤	➤	Gibsons
For new secondary suites and/or garden suites, consider using section 219 covenants to require units to be used for long-term rental for a set period of time.					➤		Colwood
Consider allowing both secondary suites and garden suites in residential zones where they can be supported by servicing, defining affordability levels where additional units are allowed.					➤	➤	North Vancouver (City), Colwood

Recommendation	Emergency Housing		Housing with Supports		Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing	
Investing and Incentivizing Desired Unit Types							
Incentivize the development of secondary suites, garden suites, and lock-off suites.					➤	➤	Canmore
Consider introducing an incentive program to encourage homeowners to rent secondary suites or unoccupied dwellings to local workers at affordable rates.					➤		Canmore
Offer cash-in-lieu criteria as a contribution option under density bonusing to secure more contributions to the Affordable Housing Reserve Fund.	➤	➤	➤	➤	➤		Langford, Burnaby
Expand the use of density bonusing beyond the C-2 zone to other zones near the town centre to secure more contributions to the Affordable Housing Reserve Fund.	➤	➤	➤	➤	➤		Nanaimo
Review suitable contribution targets for community amenity contributions to be paid to the Affordable Housing Reserve Fund and update the Amenity Contribution Policy to provide clarity for developers.	➤	➤	➤	➤	➤	➤	Langford





Recommendation	Emergency Housing		Housing with Supports		Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing	
Consider regular, established contributions to the Affordable Housing Reserve Fund that are not directly linked to the development market.	➤	➤	➤	➤	➤		Cowichan Valley Regional District, Capital Regional District
Consider establishing a regional housing service that dovetails with municipal reserve funds to fund regional initiatives (e.g., permanent, part-time position to convene an ongoing regional housing forum).	➤	➤	➤	➤	➤		Cowichan Valley Regional District, Capital Regional District
Continue to offer development incentives, like DCC reimbursements and tax exemptions, to priority projects and create a formal policy or statement to provide certainty on what priority projects will have fees waived.	➤	➤	➤	➤	➤		Kelowna, Kamloops, Salmon Arm
Inventory all existing or new development incentives and develop a Developers' Incentives Package, which clearly communicates expectations, timing, and priority project types, to promote uptake.	➤	➤	➤	➤	➤	➤	Kamloops, Regional District of North Okanagan

Recommendation	Emergency Housing		Housing with Supports		Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing	
Convening Partnerships, Advocating for Housing Needs, and Educating Communities							
Explore partnership opportunities to expand shelter and short-term supportive housing for individuals experiencing homelessness.	➤	➤					Salmon Arm,  Victoria
Engage with BC Housing, municipalities, <i>shishálh</i> Nation, and developers to discuss opportunities for emergency, supportive, rental, and attainable homeownership housing projects, including BC Housing's Affordable Homeownership Program.	➤	➤	➤	➤	➤	➤	Nelson, Salmon Arm, <a href="#">BC Housing</a> , <a href="#">UBCM funding</a>
Advocate to senior levels of government, funders, and industry for needed housing and supports, such as workforce housing, homelessness supports, and options for youth transitioning out of care and women and children fleeing unsafe situations.	➤	➤	➤	➤	➤	➤	Victoria



Recommendation	Emergency Housing		Housing with Supports		Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing	
Consider partnering with the SCRD, Town of Gibsons, and <i>shishálh</i> Nation to create a permanent, part-time cross-govermental position for convening housing interests across the Coast, which expands on the development to provide a forum that brings sectors together for identifying, addressing, and monitoring housing needs and liaising with community members.	➤	➤	➤	➤	➤	➤	Cowichan Valley Regional District
<b>Supporting Social Equity</b>							
Use the foundation provided in We Envision to use a social equity lens when creating or amending plans, policies, initiatives, and processes related to housing development.	➤	➤	➤	➤	➤	➤	Kelowna

## 5.3 SCRD Electoral Areas

### 5.3.1 Key Considerations

- Compared to the municipalities, the electoral areas on the Coast have a more rural character. There are high proportions of dwellings not occupied by their usual residents in the north and southmost areas, West Howe Sound (49%), Pender Harbour / Egmont (41%), and Halfmoon Bay (29%). Elphinstone and Roberts Creek, which are located between Gibsons and Sechelt, proportions more in line with the municipalities, at 6% and 15%, respectively. While Elphinstone and Roberts Creek remain rural in character with single-detached homes the dominant type of housing and limited services located within the electoral area boundaries.
- At 60.5 years old, Pender Harbour / Egmont has the highest median age across the Coast, while West Howe Sound (54.5) and Halfmoon Bay (55.0) have similar median ages to Sechelt (56.6) and Gibsons (54.8). Elphinstone and Roberts Creek have the lowest median ages across the Coast and family households with children are more common.
- There is strong OCP language around affordable housing and densification strategies across the SCRD. It is widely acknowledged that diverse housing options are necessary to address the specific needs of different groups of residents. Roberts Creek, Elphinstone, and West Howe Sound also note tools, such as density bonuses and housing agreements, while Pender Harbour / Egmont and Halfmoon Bay focus on neighbourhood centres, with secondary dwellings on rural properties. Recent policy initiatives have focused on adjusting zoning to allow for more units on a single lot.
- There are utility servicing constraints in SCRD electoral areas, most specifically related to sewage servicing.



### 5.3.2 Recommendations and Implementation Framework

Recommendations	Emergency Housing		Housing with Supports		Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing	
Facilitate Development through Plans, Regulations, and Approvals							
Prioritize needed housing forms through development approvals, such as supportive housing, subsidized and market rental, attainable homeownership, smaller unit sizes, and gentle density.	➤		➤	➤	➤	➤	Salmon Arm
Conduct a land inventory to identify any unutilized or underutilized land that could be suitable for shelter, supportive, or rental housing developments (e.g., land owned by the provincial or federal governments, SCRD, school districts, churches). Consider pre-zoning identified sites for non-market or rental housing projects.	➤	➤	➤	➤	➤		Nelson
Pre-zone for infill around village centres, allowing clusters of up to four small units for long-term affordable rental and attainable homeownership, as well as allowing stratification for garden suites.					➤	➤	Gibsons, Coquitlam, Kelowna
Consider using inclusionary zoning to require a minimum of units in new developments to be affordable rental or attainable homeownership units, secured through housing agreements and restricted to buyers approved by an affordable housing agency, or cash-in-lieu contributions to an affordable housing reserve fund or regional housing service.				➤	➤	➤	Clearwater, Langford

Recommendations	Emergency Housing		Housing with Supports		Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing	
Consider sites and explore opportunities to develop a new mobile home park or innovative small/modular development for individuals experiencing homelessness, supportive housing, or affordable market housing.	➤	➤	➤	➤	➤	➤	<a href="#">BC Housing</a>
Allow the development of secondary suites and lock-off units in attached or multi-family forms of housing, such as townhouses, duplexes, apartments, etc.					➤	➤	Gibsons
For secondary suites and/or garden suites, consider using section 219 covenants to require units to be used for long-term rental, rather than short-term vacation rental, for a set period of time.					➤		Colwood (rent levels), <a href="#">Metro Vancouver's Housing Agreements Resource Guide</a>
Consider allowing both secondary suites and garden suites in residential zones where they can be supported by servicing, defining affordability levels where additional units are allowed.					➤	➤	North Vancouver (City), Colwood
Explore opportunities to allow for existing individual residential lots to be subdivided into smaller lots (small lot subdivision) to provide for more diverse housing opportunities.					➤	➤	Victoria



Recommendations	Emergency Housing		Housing with Supports		Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing	
Where possible, protect existing mobile home parks and, if redevelopment is proposed, consider how to protect tenants from displacement.					➤	➤	Maple Ridge, Burnaby
<b>Investing and Incentivizing Desired Unit Types</b>							
Incentivize the development of secondary suites, garden suites, and lock-off suites.					➤	➤	Canmore
Consider introducing an incentive program to encourage homeowners to rent secondary suites or unoccupied dwellings to local workers at affordable rates.					➤		Canmore
Consider creating a regional housing reserve fund with regular contributions that are not dependent on the development market, in order to acquire land and develop new housing.	➤	➤	➤	➤	➤	➤	Cowichan Valley Regional District, Comox Valley Regional District
Consider establishing a regional housing service that dovetails with municipal reserve funds to fund regional initiatives (e.g., permanent, part-time position to convene an ongoing regional housing forum).	➤	➤	➤	➤	➤		Cowichan Valley Regional District, Comox Valley Regional District
Offer development incentives, like DCC reimbursements and tax exemptions, to priority projects and create a formal policy or statement to provide certainty on what priority projects will have fees waived.			➤	➤	➤	➤	Kelowna, Kamloops, Salmon Arm



Recommendations	Emergency Housing		Housing with Supports		Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing	
Convening Partnership, Advocating for Housing Needs, and Educating Communities							
Promote information about secondary suites and garden suites.					➤	➤	West Vancouver
Consider the creation of a regional service to address housing and homelessness challenges in rural areas.	➤	➤	➤	➤	➤	➤	Cowichan Valley Regional District,  Comox Valley Regional District
Seek opportunities to advocate and partner to expand transportation services, especially to further areas such as Pender Harbour / Egmont.			➤	➤	➤	➤	Kelowna
Host a forum with community serving and volunteer organizations to discuss opportunities to support seniors aging in place in remote areas such as Pender Harbour / Egmont, such as home maintenance and transportation services.		➤	➤	➤	➤	➤	Langley,  Terrace
Engage with BC Housing, municipalities, <i>shíshálh</i> Nation, and developers to discuss opportunities for emergency, supportive, rental, and attainable homeownership housing projects, including BC Housing's Affordable Homeownership Program.	➤	➤	➤	➤	➤	➤	Nelson, Salmon Arm,  <u>BC Housing</u> ,  <u>UBCM funding</u>



Recommendations	Emergency Housing		Housing with Supports		Market Housing		Examples and Resources
	Emergency Shelter	Short-term supportive housing	Long-term supportive housing	Subsidized Rental Housing	Rental Housing	Ownership Housing	
Advocate to senior levels of government, funders, and industry for needed housing and supports, such as workforce housing, homelessness supports, and options for youth transitioning out of care and women and children fleeing unsafe situations.	➤	➤	➤	➤	➤	➤	Victoria
Consider creating a permanent, part-time cross-governmental position in partnership with the District of Sechelt, Town of Gibsons, and <i>shíshálh</i> Nation for convening housing interests across the Coast, which expands on the development to provide a forum that brings sectors together for identifying, addressing, and monitoring housing needs and liaising with community members.	➤	➤	➤	➤	➤	➤	Cowichan Valley Regional District
<b>Supporting Social Equity</b>							
Use the foundation provided in <i>We Envision</i> to use a social equity lens when creating or amending plans, policies, initiatives, and processes related to housing development.	➤	➤	➤	➤	➤	➤	Kelowna

