

**MINUTES OF THE
HOUSING AFFORDABILITY TASK FORCE MEETING
HELD TUESDAY, MAY 12, 2015, 3:30 P.M.**

1. THE CHAIR CALLED THE MEETING TO ORDER AT 3:30 P.M.

Task Force Members Present: Mayor Lisa Helps in the Chair; Councillor Ben Isitt, Councillor Jeremy Loveday, Leonard Cole, Don Elliott, Brenda McBain, David Hutniak, Marika Albert, Dylan Sherlock, Gene Miller, Franc D'Ambrosio, Todd Litman, Peter de Hoog, Rob Bernhardt and Bernice Kamano.

Staff Support: Henry Kamphof, Housing Secretariat, CRD; Andrea Hudson – Acting Director of Sustainable Planning & Community Development; John Reilly – Senior Planner, Social Issues; C. Havelka – Administrative Support.

Absent: Yuka Kurokawa, Kathy Hogan, and Kaye Melliship.

2. ADOPTION OF THE AGENDA

Action: It was moved by Rob Bernhardt, seconded by Councillor Loveday, that the agenda be adopted.

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

Action: It was moved by Franc D'Ambrosio, seconded by Don Elliott, that the minutes from the May 5, 2015 meeting be adopted.

CARRIED UNANIMOUSLY

4. PRESENTATION

4.1 Rental Housing Units Analysis

J. Reilly, M. Albert and D. Elliott provided the Housing Affordability Task Force (HATF) with a presentation with statistics on rental housing stock and the gains that have been made primarily in terms of bachelor and one bedroom units. However there needs to be approximately 250 units of purpose-built, rental housing built each year for the next 30 years to address demand. The presentation also outlined details of population and income statistics which identified seniors and single-parent families as the people most in need in terms of

affordable housing.

HATF members discussed the projections for affordable rental housing in terms of keeping the issue at its current level and what's required to meet future needs.

Mayor Helps requested that J. Reilly, D. Elliott and M. Albert work to further refine the Goals and Targets in the Working Document of Recommendations to Council. By May 19, she'd like to see costing information for housing units as well as targets in terms of numbers of units to meet the HATF goals.

5. WORKING DOCUMENT / 'DEEP DIVE' TOPICS TO WORKING GROUPS

L. Cole outlined his first proposed bylaw amendment for Schedule A – Definitions. An amendment to definitions for rooming houses and housekeeping units would provide opportunities for developers to include modern day housing options in existing zones. This amendment would remove the definition of rooming houses and housekeeping units and would affect all residential zoning. More clarity in terms of defining a rental apartment unit would allow for easier conversion of older houses.

HATF members discussed:

- The difficulties in securing financing for a project under the 'housekeeping' definition.
- This would help encourage the rehabilitation of older buildings and avoid demolition.
- The cost required to construct purpose-built housing compared to rehabilitating existing structures.
- How this amendment may impact co-op housing; the question of tenure and grandfathering.
- Staff advised that bylaw definitions are linked throughout bylaws, so the language will have to be reviewed by planning staff and legal services.
- The need for a definition for co-op housing unit;
- Staff advised co-housing is a permitted use in residential areas, so additional work on defining co-housing is not required.

L. Cole outlined his second proposed amendment regarding the conversion bylaw to allow a smaller lot size for a typical residential zone. He described his suggested reduction of an existing lot area and how this will create opportunities to create housing and retain older housing stock.

HATF members discussed:

- This will be an incentive to retain existing structures to create self-contained units.
- The possibility that land values will increase with this amendment.
- This may incentivize smaller businesses to rehabilitate older housing.
- The number of units and cost in a typical conversion.
- This is trying to achieve a smaller lot size to make conversion more affordable.

L. Cole described his third proposed amendment regarding motel conversions which would allow for easier conversion to residential if the proper zoning was in

place. With all the motel units that could be used for housing, a blanket conversion would provide many housing/rental units.

HATF members discussed:

- Checking the Official Community Plan (OCP) to review land use designations.
- Being open to the idea of mixed-used zones in these areas and amending the OCP.

Mayor Helps requested that H. Kamphof provide a presentation at the May 19, 2015 meeting on available hotel/motel rooms. A. Hudson will provide information on which hotels/motels are in OCP areas.

The HATF reviewed action items outlined in the May 5, 2015 minutes:

- **Short Term Wins - # 4 – Identify Parcels Suitable For Affordable – Accessible Development:** F. D'Ambrosio has been working with staff to compile a list of land but hasn't done the analysis yet.
- **Short Term Wins - # 8 – Reduced and More Accurate Parking Requirements:** T. Litman, and D. Hutniak and L. Cole will provide a more accurate recommendation on May 19. L. Cole advised that they've reviewed Nanaimo and Vancouver's approach to parking, and he would also like to discuss this with companies that provide transportation studies.

The HATF members discussed approaching parking requirements as a more in-depth study. Staff advised that a quick fix would be preferable as they are hiring a consultant to do an comprehensive review of Schedule. C.

- **Town Hall Meeting June 1, 2015 at 7:00 pm and Bus Tour:** Mayor Helps advised the deadline is May 26 for the HATF's recommendations in order for them to be ready for the June 1 Town Hall meeting.
- **Medium Term Wins - # 1 - Inclusionary Zoning:** H. Kamphof has developed a potential definition but staff has not reviewed it yet so they will return with this next week.
- **Long Term Wins - # 2 - Affordable Housing Maintenance and Rehabilitation Programs:** The team are working on a first draft of recommendations with incentives to strengthen maintenance bylaws to enhance quality of life.
- **Greater Victoria Coalition to End Homelessness data:** Don Elliott was able to provide statistics on shelter users:
 - 84% of shelter users are temporary and stay approximately 18 days.
 - Looking at yearly shelter use, that is approximately 1,500 temporary users.
 - It is assumed they do not have significant mental health or substance abuse issues.
 - 1,500 housing units are the immediate need.

These figures will help refine the working document of recommendations and statistics should be at the top of the document.

HATF members discussed where these people are housed when not at the shelter. Also noted is how BC Housing keeps track of the number of housing units used by those with housing affordability challenges.

- **Bus Tour**: It may be hard to find the time to fit in a bus tour. It was suggested that a photo essay entitled “Opportunities and Examples” be developed instead and that it be presented at the **June 1, 2015 Town Hall Meeting**.
- **Expediting the Development Permit Process**: A. Hudson advised that the group has developed three recommendations that will be ready to present next week.

T. Litman provided a handout entitled “Victoria Affordable Housing Task Force Resources” that defined various types of affordable housing and what are the obstacles to develop that kind of housing.

- **Home Ownership**: D. Sherlock advised that this is a complex program and the people that have led the program in Calgary and Toronto would be the best people to present on this topic.

Mayor Helps requested that speakers be invited to speak on home ownership programs as part of the HATF recommendations to Council.

6. DUE DATE FOR MAY 19 MATERIALS

Mayor Helps requested that HATF members get their material to her before Monday night so that she can incorporate those ideas into the working document and the agenda can be distributed Tuesday morning.

7. CORRESPONDENCE

K. Melliship was unable to attend this meeting but had comments regarding the correspondence received from the City of Burnaby.

Action: It was moved by Councillor Isitt, seconded by Councillor Loveday, that the Housing Affordability Task Force postpone consideration of correspondence until May 19, 2015.

CARRIED UNANIMOUSLY

Mayor Helps will not be able to attend the May 19, 2015 meeting. B. McBain will Chair the meeting.

8. ADJOURNMENT

Action: It was moved by Dylan Sherlock, seconded by Leonard Cole, that the May 12, 2015 Housing Affordability Task Force meeting be adjourned at 5:04 p.m.

CARRIED UNANIMOUSLY