

**MINUTES OF THE
HOUSING AFFORDABILITY TASK FORCE MEETING
HELD TUESDAY, MAY 5, 2015, 3:30 P.M.**

1. THE CHAIR CALLED THE MEETING TO ORDER AT 3:31 P.M.

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

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: Bernice Kamano, Kaye Melliship, and Councillor Jeremy Loveday.

2. ADOPTION OF THE AGENDA

Action: It was moved by Brenda McBain, seconded by Peter de Hoog, that the agenda be adopted.

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

Action: It was moved by Todd Litman, seconded by Brenda McBain that the minutes from the April 28, 2015 meeting be adopted.

CARRIED UNANIMOUSLY

4. OFFICIAL COMMUNITY PLAN PRESENTATION

A. Hudson, Acting Director of Sustainable Planning & Community Development, provided the Housing Affordability Task Force (HATF) with an overview of the *Official Community Plan* and information regarding population, housing, jobs and growth over the next 30 years. The OCP provides guidance on decision-making aspects of land use, and proactively responds to issues and opportunities.

5. CONFIRM TOWN HALL DATE (JUNE 1, 2015 PROPOSED)

The HATF agreed to the date of June 1, 2015 for a Town Hall Meeting. This will allow the HATF to showcase their work to a group of people with expertise in housing and receive their feedback. Brenda McBain of Together Against Poverty Society (TAPS) and Kathy Hogan of the Urban Development Institute (UDI) advised that these agencies have agreed to co-host the Town Hall meeting.

6. WORKING DOCUMENT

Mayor Helps outlined the discussion topics:

1. Confirm Principles.
2. Is there anything missing?
3. The order of Short, Medium and Long term wins.
4. Assigning topics to people.

6.1 PRINCIPLES

The HATF discussed the second principle and the role the City has to play:

- Adding “non-market” housing; the HATF is dealing with top end of non-market housing and the low end of market housing.
- The role the federal and provincial governments have traditionally played in subsidizing housing.
- The City’s advocacy role.
- Starting with an “issue” statement.
- The role all the different agencies play in creating housing; the suggestion there be a third principle that states the City is working with partners; concerns that the principles are becoming too broad.
- Adding a definition of what affordability is; better to focus on goals and targets.
- Staff have done some analysis on the basis for low-income housing and will report back.

6.2 IS THERE ANYTHING MISSING?

The HATF discussed the following:

- Using incremental tax financing (which is legislated by the province) as a means of investing in housing. Adding this to the Parking Lot.
- The maintenance of existing, affordable housing units and tools the municipality could use to strengthen its existing maintenance bylaws; the incentives needed to address this issue, such as the revitalization tax credit.
- Guidelines on how to incentivize property owners to maintain properties; looking at how Vancouver addresses old rental stock.
- Staff’s request for the HATF to articulate desired outcomes rather than just the tool, such as “time limited rezonings”.
- Looking at up-zoning on arterials with Vancouver being an example; noting that low interest rates are motivating construction of purpose-built rental buildings.
- Inclusionary zoning and including the California model; refining this recommendation.
- Providing affordable rental units, but affordable ownership as well; the model for affordable ownership used by Calgary.
- Equity and the built form culture in Victoria; taking a bus tour to look at various neighbourhoods.
- Distributing density by providing more opportunities for more players, such as

backyard units spread over a neighbourhood; the Coquitlam model for density and providing the HATF with Coquitlam's information.

- Traffic and parking impact studies and shifting the burden of proof of parking issues onto the neighbourhood associations; adding this to Short Term Wins – Reduced and More Accurate Parking Requirements.
- Expediting development permits and giving staff more authority; a working group comprised of developers and City staff who will review the process and coming back with recommendations.
- The renovation of the entire Zoning Regulation Bylaw; Council voted against this as local area plans were a higher priority.
- The City playing the role of a land partner in projects in order to expedite the process and avoid land speculation.
- The inventory of City land and capturing affordable housing in future projects; Fire Hall # 1 an example; the CRD's experience with this type of initiative; the limited availability of land in the City.
- The definition in City bylaws for "rental apartment" as an additional goal for year one.
- Receiving a report on the number of available hotel units.
- Understanding how many units are needed for low-end market and non-market housing to get a sense of scale.
- The Greater Victoria Coalition to End Homelessness statistics for those using shelter in 2014. 3,600 people were identified at the low end of the market; determining how many of those people are in Victoria.
- The standard of maintenance for existing housing and fleshing out what tools can be used to address maintenance issues, such as the revitalization tax credit.
- The need for a range of housing units for movement up the spectrum of affordable housing.

7. ASSIGN 'DEEP DIVE' TOPICS TO WORKING GROUPS

HATF members listed their projects and the date to report back.

- **Short Term Wins - # 4 – Identify Parcels Suitable For Affordable – Accessible Development:** Franc D'Ambrosio will work with Andrea Hudson and other staff in GIS Mapping to compile a list of parcels of land suitable for development and deliver a recommendation.
- **Short Term Wins - # 6 – Undertake an analysis of motels:** Henry Kamphof will provide a report on the number of hotel units that are available.
- **Short Term Wins - # 8 – Reduced and More Accurate Parking Requirements:** Todd Litman and Leonard Cole will provide a more accurate recommendation for **May 12.**
- **Short Term Wins – adding # 11 – Defining “Rental Apartment”:** Leonard Cole and David Hutniak will work to define the bylaw term “rental apartment” as well as provide input on Schedule C and the conversion bylaw for **May 19.**
- **Medium Term Wins - # 1 - Inclusionary Zoning:** John Reilly, Henry Kamphof, Gene Miller and David Hutniak to refine the language regarding inclusionary zoning to strengthen the recommendation.

- **Long Term Wins - # 2 - Affordable Housing Maintenance and Rehabilitation Programs:** Dylan Sherlock, Yuka Kurokawa and David Hutniak will flesh out this item for **May 19**.
- **Greater Victoria Coalition to End Homelessness data:** Don Elliott will provide statistics on the 3,600 shelter users that are on the low end of the market and live in Victoria for **May 19**.
- **Data regarding income ranges and renters:** Marika Albert, Don Elliott and John Reilly will provide data on income ranges, number of renters in need of housing, etc.
- **Presentation on Housing Data:** John Reilly will provide a brief presentation on housing data at the **May 12** meeting.
- **Town Hall Meeting June 1, 2015 at 7:00 pm and Bus Tour:** Councillor Isitt will work with Councillor Loveday, Mayor Helps and staff on the logistics of a Town Hall meeting and look at the feasibility of having a bus tour of the community.
- **Expediting the Development Permit Process:** Andrea Hudson will work with Gene Miller, Peter de Hoog and Leonard Cole on review the development permit process and provide a recommendation on **May 19**.
- **Home Ownership:** Dylan Sherlock will provide a one page document on options for home ownership.

Rob Bernhardt said that he will be out of town the next two weeks but will see what is done in other communities while away.

Mayor Helps requested that people provide concise points and craft their information as recommendations. The work is due to her on Sunday in order for the agenda to go out Monday morning.

8. ADJOURNMENT

Action: It was moved by Franc D'Ambrosio, seconded by Rob Bernhardt, that the May 5, 2015 Housing Affordability Task Force meeting be adjourned at 5:19 p.m.

CARRIED UNANIMOUSLY