



DATE OF MEETING: July 31, 2023
TO: Mayne Island Local Trust Committee
FROM: Narissa Chadwick, Island Planner
Southern Team
COPY: Robert Kojima, Regional Planning Manager
SUBJECT: Mayne Island Housing Options Project (Phase 2)

RECOMMENDATION

- 1. That the Mayne Island Local Trust Committee endorse the attached business case for the Mayne Island Housing Options Project (Phase 2) and that staff forward the business case to the relevant committees and to Trust Council.**

REPORT SUMMARY

This report attaches a draft business case for the allocation of funding and staff resources for the continuation of Mayne Island's Housing Options Project for the next fiscal year. The report also provides a preliminary timeline for the project.

BACKGROUND

At their March 27th, 2023 meeting the LTC passed the following resolution supporting the continuation of the Mayne Island Housing Options Project:

It was Moved and Seconded,

That the Mayne Island Local Trust Committee request staff develop a business case for the Implementation of the Mayne Island Housing Action Plan that supports the concurrent implementation of all actions.

This project is identified by staff to be a Major Project. A Major Project is any LTC project that is anticipated to require a budget over \$5,000 in any given fiscal year. These projects would be supported by a planner from the Regional Planning Team and are required to have a business case approved by Trust Council. The LTC was advised to endorse a business case by July in order to have it reviewed by Regional Planning Committee and by the Financial Planning Committee in their October and November meetings. The Financial Planning Committee's recommendations on the business case would then be considered at the December Trust Council for inclusion in the budget for the following fiscal year.

While development of a project charter is premature prior to the project being funded and the LTC deliberating on the scope of initiative, staff have developed the attached draft business case to support funding for a Housing review as a Major LTC Project.

ANALYSIS

The Mayne Island LTC's first phase of their Housing Project resulted in the implementation of Flexible Housing zoning, allowing additional units within a maximum combined floor area, on some smaller lots where increase density and intensity of residential use was seen to have a lesser impact on the environment and water resources than in other areas. This work and engagement related to the Mayne Islands Housing Society's rezoning identified that the community was in support of further work to increase housing options on the Islands. In response to community interest and the opportunity to apply for CMHC Housing Accelerator Funding, a Draft Housing Action Plan was developed. The Action Plan identifies a number of options for bylaw amendments to be considered.

Housing is a priority in Trust Council's strategic plan and is a priority of the Regional Planning Committee. This next phase of Mayne's Housing Project will benefit from:

- RPC project to develop land use suitability mapping that will incorporate data sets such as recent groundwater mapping to identify areas that may be more suitable for additional housing.
- The Southern Gulf Islands Housing Needs Assessment to be updated in 2024.
- Two other LTCs undertaking housing projects (Denman and North Pender) along with an OCP/LUB Review with a strong housing focus (Gabriola). The Denman and Gabriola projects are being managed by the same Regional Planning Team planner as Mayne's project .
- Potential Housing Accelerator funding from CMHC. Staff is currently working on the application for Mayne. If funding is received staff will be working with the CRD to help facilitate the development of a accessory dwelling unit subsidy pilot program in support of goals within the CRD's Southern Gulf Islands Housing Strategy.

This phase of the project focusses on further bylaw amendment to provide flexibility to support an increased variety of housing options. It will also involve finalizing the Housing Action Plan which provides an opportunity to identify actions that are not related to land use and strategies for implementing those action (e.g. partnerships with non profits and the CRD to help build housing).

Staff are proposing a budget for fiscal year 2024-25 of \$10,000. This would principally be for the costs of engagement and consultation, along with a contingency amount. This is consistent with funding for consultation for other LTC housing initiatives and includes the fact that much of the research and analysis has been, or will be, completed by RPC or for other LTC's housing initiatives.

A draft timeline has been provided below. This can be reviewed, revised and expanded by the LTC during the scoping of the project and the development of the project charter.

DRAFT PROJECT TIMELINE	
Pre-Project	2023
LTC endorsement of Business Case, forwarded to Committees	August
Committees and Trust Council consideration of business case	Sept-Dec
Project Initiation	2024
Development of Project Charter	March/April
LTC Option Review / Action Plan Finalization	April – July
Bylaw Drafting	2024
Direction to draft bylaws	July
Bylaw Drafting	July - October
Consultation	2024/2025
Public Engagement/ First Nations Consultation/ Referrals	October – Jan
Legislative	2025
LTC Review of draft bylaws and engagement response	Jan – March
Referrals, Community Information Meeting(s), revisions and first reading	March -May
Second Reading/Third Reading/EC review	July – Sept
Ministry Approval of bylaws	TBD
Implementation	2025
Communications and Implementation	TBD

Rationale for Recommendation

Staff are of the opinion that the project as outlined in the business case is feasible, subject to the availability of planning staff and funding from Trust Council. The alternative would be to focus on specific bylaw amendments as minor projects undertaken by the Islands Planner.

ALTERNATIVES

1. Request further information

The LTC may request further information prior to making a decision. Staff advise that deferring endorsement of the business case may result in committee deadlines being missed.

2. Revise the business case

If the LTC wishes to revise some aspects of the business case, staff recommend that direction be given to make changes and to forward to the relevant committees with the revisions.

3. Not Proceed with the Project

The LTC may choose to not proceed with the project.

4. Proceed with the initiative as a Minor Project

The LTC may request that staff report back with options to proceed with the initiative as a series of Minor Projects.

NEXT STEPS

If the business case is endorsed, staff will forward it to the Regional Planning Committee and Financial Planning Committee for consideration.

Submitted By:	Narissa Chadwick, Island Planner	July 19, 2023
Concurrence:	Robert Kojima, Regional Planning Manager	July 19, 2023

ATTACHMENTS

1. Business Case