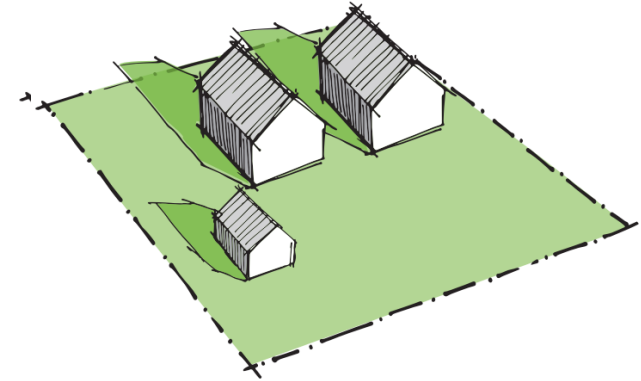


Introduction

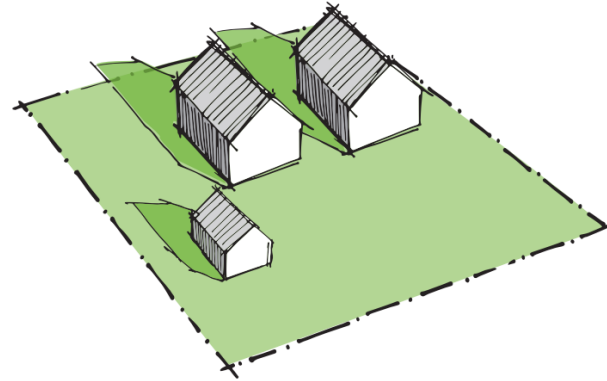
Special Meeting on Housing

North Pender Local Trust Committee
October 26, 2024



Agenda

- **Trust Wide Tools and Processes - Overview**
- **North Pender Housing Project Status**
- **Housing Needs Survey Results**
- **Advisory Planning Commission - Preliminary Findings**
- **Next Steps – Action Planning**



Islands Trust Housing

Trust Council

- Interim Strategic Plan supports land use decision making tools and housing initiatives
- Overarching goal: “to develop healthy, resilient island communities”

Regional Planning Committee (RPC)

- Housing Strategy, Housing Toolkit, Suitable Land Analysis, Needs Assessments

LTCs

- Mayne Island is entering second phase of housing project
- Denman is entering second phase of housing project
- Saturna Island – reviewing cistern requirements, flexible housing schemes, secondary suite allowances



IT Housing Strategy



IT Housing Strategy

WHAT?

WHERE?

HOW?

GOAL

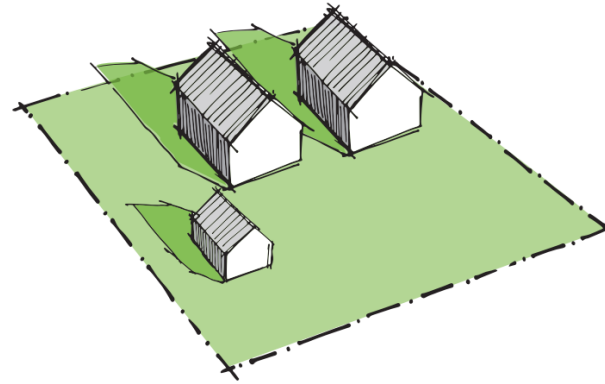
Support local trust committees and island municipalities to increase housing opportunities for low-and-middle income households living and working in the Islands Trust Area in ways that preserve and protect the Trust Area's unique amenities and environment.

This action list is a summary by staff of key actions emerging from the review of 30+ documents related to housing in the Islands Trust produced over the past 30 years. **Internal to Islands Trust** **Requiring Support and \$\$**

Identify and Communicate Housing Need	
N1	Create Housing Profiles for all LTCs using consistent methodology
N2	Update housing needs assessments to include data about housing impacts on businesses and community services
N3	Develop communications materials that identify why housing needs in the Islands Trust are unique and require focussed attention from senior government and housing delivery partners
Develop Trust-Wide Consistency in Housing Policy and Project Processes	
C1	Revise Islands Trust Policy Statement to provide vision for affordable housing and support a variety of housing types compatible with maintaining the integrity of Trust Area ecosystems
C2	Prioritize LTC projects that support housing (amendments to Official Community Plans and Land Use Bylaws)
C3	Identify, and encourage LTCs to adopt consistent and relevant definitions of affordable housing and other housing-related terms
C4	Create housing toolkit for Planners and LTCs to include recommended process for LTC housing projects and a list of land use planning options to address housing need
C5	Create a model engagement/project process for LTCs that will educate and effectively engage communities in affordable housing discussions
Identify Suitable Land for Additional Housing - Local Trust Committees	
S1	Use evidence-based research (eg. groundwater availability, sensitive ecosystem) to identify suitable locations for zoning to address housing needs
S2	Consider social and economic implications of housing location in evaluation of suitable land for additional housing
S3	Consider First Nations interests when identifying land suitable for additional development
Encourage Local Trust Committee Land-Use Policy Review	
LU1	Encourage LTCs to update OCPs to address housing needs
LU1	Encourage LTCs to create opportunities through zoning for housing forms that address housing needs
Streamline and Support Process for NGO-Led Rezoning Applications	
NGO1	Develop communications materials (including costs) on pre-development steps for community organizations
NGO2	Explore options for site-specific affordable housing projects to support pre-development costs for affordable housing
NGO3	Convene pre-development meetings to assess feasibility for all proposed multi-family re-zoning applications
Support Housing Affordability Through Housing Agreements and Land Acquisition	
HA1	Review Housing Agreement template for multi-family developments
HA2	Co-ordinate with Regional Districts to develop a simple program to administer housing agreements
HA4	Encourage LTCs to develop policies that will encourage and facilitate land donation
Develop Partnerships to Improve Existing and Deliver New Housing	
P1	Establish regional interagency round tables to coordinate servicing and zoning requirements, and remove barriers, in support of the development of affordable housing
P2	Work with Regional Districts to facilitate the development and implementation of affordable housing strategies for the islands
Advocate for Policy Changes to Address Housing Challenges on the Islands	
AP1	Encourage Island Health to develop support and guidance for alternative sewage disposal such as composting toilets and alternative water solutions such as graywater recycling and rainwater catchment
AP2	Advocate for changes at the Provincial and regional level to support tiny homes on wheels
AP3	Advocate for improvement districts to access infrastructure grants
Advocate for Funding to Support Housing Need on the Islands	
AF1	Advocate for the provincial government to do and/or fund growth-limits assessment like groundwater availability studies to support "preserve and protect" mandate.
AF2	Encourage BC Housing and CMHC to incorporate a low density, rural framework within capital funding programs
AF3	Advocate for ongoing provincial funding to help address housing need in the Islands Trust (eg. staff capacity, funding to build housing, housing authority....)

Housing Toolkit

- **Process Templates**
- **Background Information**
- **Mapping Tools**
- **Action Plan and Strategy Templates**



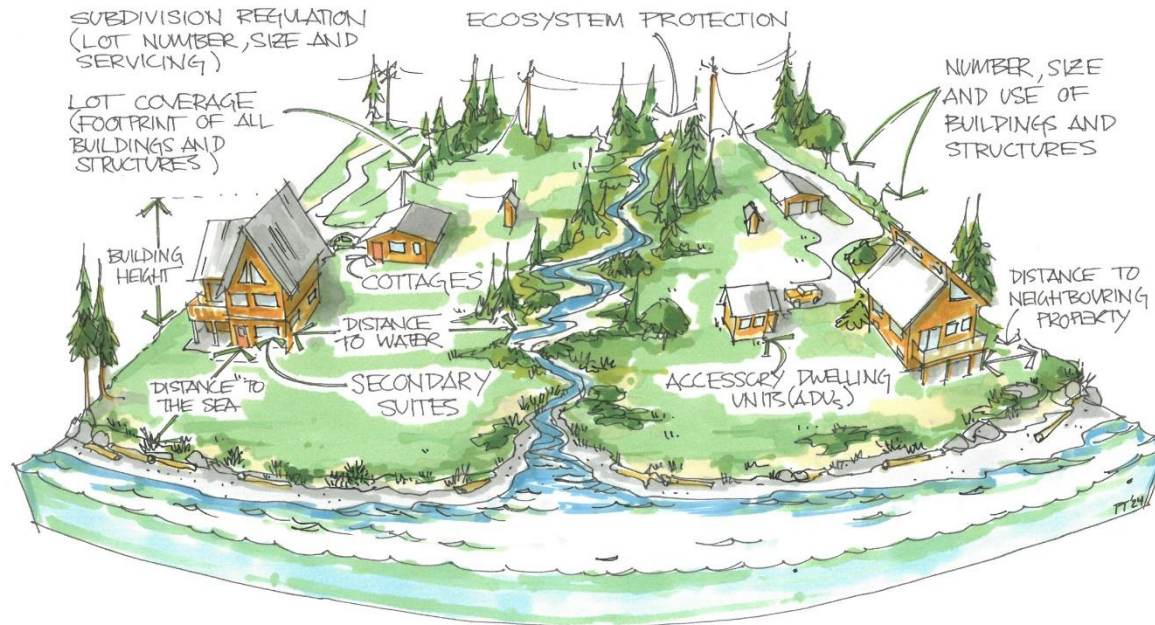
Housing Toolkit

- Designed to help focus LTC discussion and support development of Housing Action Plans, Business Case and Project Charter
- Toolkit is building consistency and efficiency across LTC housing projects
- Toolkit development was informed by Mayne Island's process
- Focus is on increasing housing options
- Toolkit is evolving and being applied in different ways across Trust Area



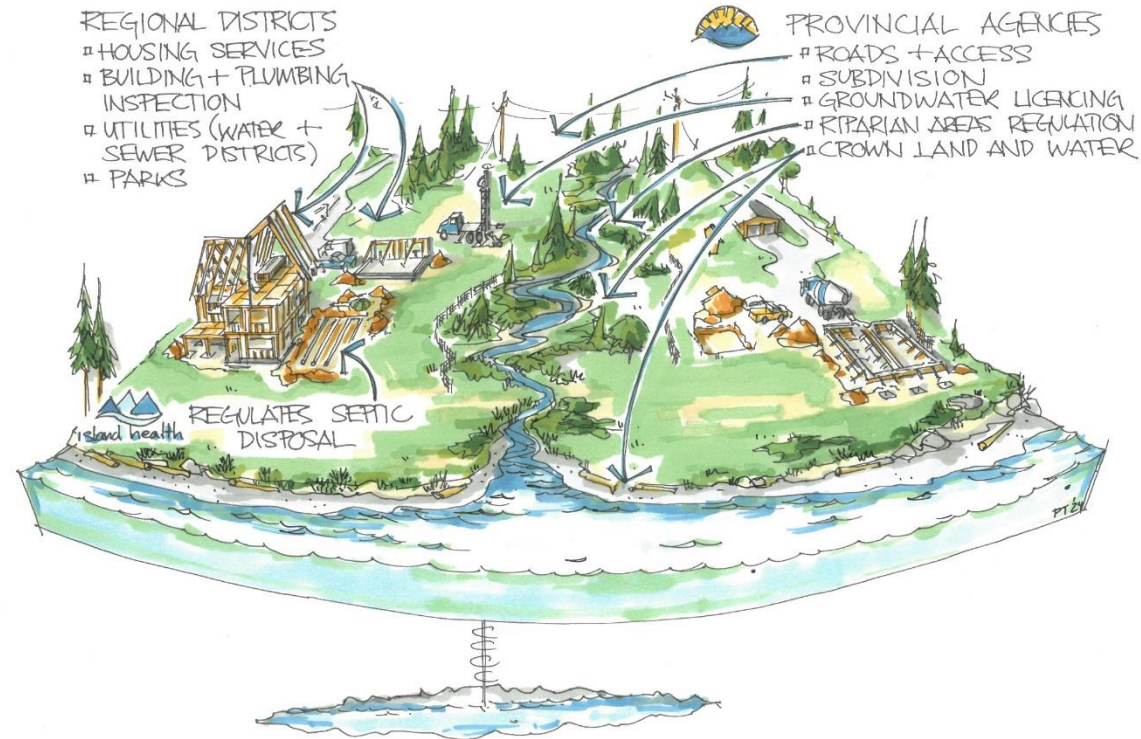
Housing Toolkit

ISLANDS TRUST HOUSING OPTIONS AND REGULATIONS



Housing Toolkit

REGIONAL DISTRICTS AND OTHER AGENCIES



North Pender Housing Needs

- Housing access and affordability is a priority for the LTC and all levels of government
- [CRD SGI Housing Strategy](#) concludes that housing shortages impact other aspects of community life such as school enrollment, volunteerism, stability for employment etc
- Previous LTCs have taken actions such as permitting secondary suites and limiting/regulating short-term vacation rentals as discrete initiatives
- Current LTC has also acted on opportunities:
 - Rezoning of Plum Tree Court to permit multi-family dwellings
 - Consideration of Temporary Use Permit to establish emergency service worker accommodation at Firehall #1 and 2



OCP Housing Provisions

- OCP is a document that lays out a community's long-term vision and strategy for guiding future planning and land use
- Required by *Local Government Act* to describe approximate location, amount, type and density of residential development required to meet anticipated housing needs
- Residential Land Use Objective: *To provide for a range of housing options that serve the needs of all residents and property owners of North Pender Island*
- Associated Policies:
 - Consideration may be given to applications to rezone land within the Rural Residential and Rural designations to a higher density for seniors and affordable housing
 - Accessory housing options such as secondary suites may be permitted as a way to increase the stock of rental housing without negatively impacting the rural sense of place or the carrying capacity of the island



Affordable Housing Policies

- The OCP has several policies with respect to affordable housing. Key policies include:
 - The Local Trust Committee will encourage multi-family rental dwellings that are limited to residential rental tenure
 - Rezoning applications may consider clustered detached dwellings, duplexes or attached ground-oriented housing
 - Rezoning applications may consider the creation an additional fee simple lot where one affordable dwelling is to be constructed by a non-profit organization on that lot
 - Applications shall include provision of a housing agreement ensuring that rents are fixed below average rates within the region and may also include provisions limiting occupancy to rental, lease, co-housing or cooperative tenure
 - Applications for rezoning to a higher density to permit multi-family dwelling units may only be supported by the Local Trust Committee if there is adequate quality and quantity of freshwater



Land Use Bylaw Provisions

- **Secondary Suite Provisions** – maximum of one secondary suite per lot
 - Must be contained entirely within principal building
 - Maximum floor area 90 m² and must not exceed 40 percent of principal dwelling
 - Must provide at least 18,000 l cistern capacity if outside community water system
 - Secondary suites cannot be subdivided from primary dwelling
- **Community Housing Zone** – multi-family buildings managed by a non-profit society
- **Rental Housing Zone** – Multi-family rental dwellings
 - Density – no more than 16 multi-family rental dwelling units per lot
 - Maximum floor area – 93 m² per unit
 - Subdivision Minimum area – no lot less than 1.2 hectares may be created



LTC Housing Project

- May 2023, LTC passed the following resolution:

NP-2023-074

It was Moved and Seconded,

that the North Pender Island Local Trust Committee establish housing as a Major Project and direct staff to develop a draft Project Charter and Business Plan for July 28, 2023 Local Trust Committee meeting.

- Trust Council has endorsed the project business case including \$15,000 budget request
- Project is to be completed over two fiscal years:
 - phase 1 consisting of consultation and review of options
 - phase 2 consisting of drafting and review of bylaws, legislative process, and implementation.



Project Deliverables

- Engagement Letter to First Nations
- Development of Project Charter/Workplan and Communications Strategy
- Staff reports with analysis and recommendations
- Establishment of special Advisory Planning Commission (APC) focused on housing
- Housing Needs Survey
- Bylaw amendment options and legislative process
- Development of a Housing Action Plan



Project Work Plan

DRAFT PROJECT WORK PLAN	
Milestone	Target Dates
Pre-Project	2023
LTC endorsement of Business Case, forwarded to Committees	July
Committees and Trust Council consideration of business case	Sept – Dec
Project Initiation	2024
LTC scoping of project, development of engagement plan and development of Project Charter	Feb – May
Research, data gathering and presentation	March - May
Phase 1: Consultation	2024
First Nation, stakeholder group, and public consultation	May - Dec
Phase 2: Drafting	2025
LTC Review of consultation results and policy options	Jan - March
Direction to draft bylaws and a housing action plan	March
Phase 3: Legislative	2025
LTC Review of draft bylaws and housing action plan	April - June
Referrals, Community Information Meeting(s), revisions and first reading	June - Sept
Community Information Meeting/Public Hearing	Oct
3 rd reading, Executive Committee, Minister	Oct - Dec
Phase 4: Implementation	2026
Communications and implementation	Jan - March

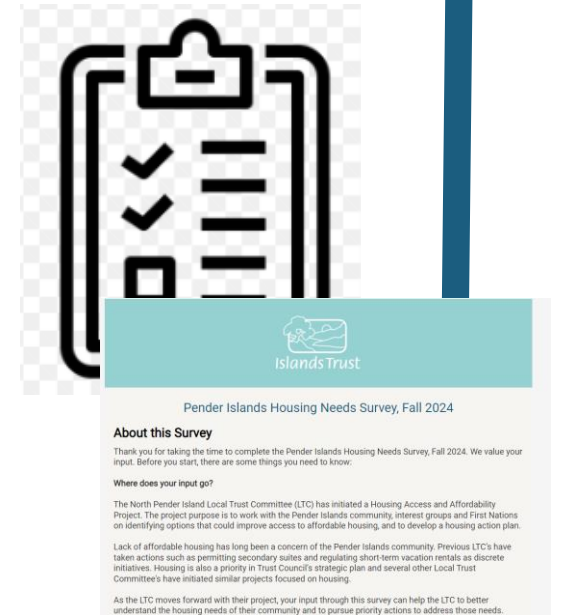
We are here



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Housing Needs Survey

- Initiated in mid September – closes November 11
- 16 questions – some open ended
- Focus on demographics, current housing needs, solutions moving forward
- 340 responses to date
- ~ 6 min average completion time
- Final results to be delivered to LTC at November 29, 2024 meeting including roll-up of open-ended responses



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Survey Results (Preliminary)

PDF Presentation



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APC Presentation

Separate PPT



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Housing Toolkit – Action Plan



Islands Trust

TOOL 6 - Housing Action Plan/Local Housing Strategy Template

INSTRUCTIONS

What is a Housing Action Plan/Local Housing Strategy?

A Housing Action Plan/Local Housing Strategy aggregates the several actions that an LTC or island municipality will undertake to help address its island's housing challenges.

If an LTC or island municipality has set specific housing targets, then the action plan should include initiatives that will help meet those targets. Actions included in the plan should be achievable within the political term.

[INSERT NAME] ISLAND HOUSING ACTION PLAN/LOCAL HOUSING STRATEGY (DRAFT XXXXXX 2023)

Why Develop a Housing Action Plan/Local Housing Strategy for [INSERT NAME] Island?

INSTRUCTIONS

The purpose of this section of the Housing Action Plan/Local Housing Strategy is to summarize some of the main housing challenges, past efforts to address them, and linkages to other agencies' work.

EXAMPLE TEXT BELOW

The traditional approach to land use planning on the Islands in the Islands Trust Area has resulted in zoning that has almost exclusively supported the development of single-family dwellings, thereby limiting diverse housing options. Lack of housing inventory and increasing property values in recent years have made purchasing and renting existing housing stock less accessible for those currently living on [INSERT NAME] Island who do not own property.

Mayne Proposed Action Areas

- Goal 1: Updating and Using Available Data to Inform Housing Projects
- Goal 2: Incorporate First Nations Interests in Land Use Decision Making
- Goal 3: Diversifying Housing Options
- Goal 4: Minimize Environmental Impact
- Goal 5: Increase Opportunities for Non Profit Housing
- Goal 6: Advocate for Senior Government Support

Denman Action Areas

- Goal 1: Update Information to Inform Housing Projects
- Goal 2: Incorporate First Nations Interests in Land Use Decision Making
- Goal 3: Diversify Housing Options
- Goal 4: Minimize Environmental Impact on Land
- Goal 5: Implement Affordability Measures
- Goal 6: Address Bylaw Enforcement Issues Related to Housing
- Goal 7: Provide Education and Engagement on Building Costs/Options/Environmental Alternatives
- Goal 8: Advocate for Support for Infrastructure Needs



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Attachment 4: Draft Denman Island Housing Action Implementation Plan

Blue – Items Part of Denman Housing Review Stage 2, Phase 2

Green – Items being done at Trust Wide level or require collaboration with CVRD or Province

I – Information

M – Minor Project

P – Phase 2

IT – Islands Trust Responsibility

BL – Bylaw Enforcement

ED – Education

ACTION	Status	Anticipated Timing
Goal 1: Update information to Inform housing project - INFORMATION		
I1	Update Housing Needs Assessment	To be done as part of IT project TBD once Provincial direction is provided
I2	Water Balance Assessment	Waiting for funding allocation 2025/26 fiscal
I3	Workshop with LTC on Suitable Land Analysis (SLA)	To be Scheduled June – August 2024
Goal 2: Incorporate First Nations Interests in Land use Decision Making – RECONCILIATION		
P2A,P2B, P2C	Identify FN Interests with respect to housing options and impacts	Capacity Agreement and funding in place ongoing
Goal 3: Diversifying Housing Options – LAND-USE		
M1	Remove TUP requirement for ADUs	Minor Project Bylaws fall 2024
M1?	Eliminate or update Density Bank	Minor Project (I)? TBD
P2A	Reformatting Land Use Bylaw Regulations	Required Summer 2024
P2A	Review LUB definitions to ensure consistency with OCP	IT standards being created
P2A	Review existing site specific exemptions in light of TUP changes	Technical change Summer 2024 – primary work (exploring questions that might arise, public engagement as required, FN engagement, bylaw drafting)
P2A	Permit Dwelling units in community service zone	Explore options
P2A	Consistency with ALC regulations	Technical change
P2A	Permit Alternative Types of units (RVs, Yurts etc.)	Technical change
P2A	Legalize housing on a site specific basis	Communications required for voluntary identification
P2A	Make existing multi-family zoning more flexible	Technical change
P2A	Limiting Vacation Rental Permission to BnB	Tech change related to legal review
P2A	Expand secondary suite permissions into water service areas	Requiring connecting with CVRD Fall 2024 – draft bylaws
P2B	Include policies related to ALR exclusion for affordable housing	Technical change, engagement related to conditions recommended
P2B	Permit reduction of min parcel size to facilitate land for donation to NGO/Govt	Size of parcel TBD
P2B	Permit subdivision (where not currently permitted) in exchange for donation	Type of property/zones TBD
P2B	Allow subdivision only if land is donated for affordable housing	Community engagement?
P2B	Add policies to support development variance for proof of water for cooperatives	Dependent on review of existing
P2B	OCP Policies to support home based assisted living and tiny home villages	Technical change
P2B	Allow for variations in housing that support shared facilities (e.g. podhouse)	Technical change to support existing?
P2C	Expansion of Accessory Dwellings Unit permission	SLA and early FN engagement recommended Summer 2024 -SLA
P2C	Expansion of Secondary Suite Permission (SLA) beyond water service areas	SLA and early FN engagement recommended Fall/winter 2024 – preliminary work ,

Mayne Island Housing Action Implementation Table

Blue = Items to be addressed a part of the Mayne Island Housing Options Project

Green = Items being address at Trust Wide level or requiring partnership with other level of government

ACTION	Status/Staff Comments	Timing
Goal 1: Update information to Inform housing project - INFORMATION		
Update Housing Needs Assessment	To be coordinated for whole Trust Area	By March 2025
Workshop with LTC on Suitable Land Analysis (SLA)	To be scheduled	By July 2024
Goal 2: Incorporate First Nations Interests in Land Use Decision Making – RECONCILIATION		
Identify FN Interests with respect to housing options and impacts	Letter sent fall 2023, staff to follow up	Letter by July 2024
Goal 3: Diversifying Housing Options – LAND-USE		
3.1 Expand opportunities to build Secondary Suites and Accessory Dwelling Units		
Require worker housing for significant commercial rezonings	OCP - minor	Winter 2025 – Analysis/Engagement
Support Strata subdivision of accessory dwelling units in suitable areas	OCP – minor unless controversial	
Expand secondary suites permission in suitable areas	LUB- water service areas.	Summer/Fall 2025 – Bylaw reading
Permit ADUs on smaller lots	OCP/LUB- Using suitable land analysis (SLA) is encouraged	
Expand flexible housing regulations		
3.2 Expand Residential Use Permission and Permission for Multi Unit Development		
Allowing rezoning for non-market housing in all land use designations (including school properties, parks, community service)	OCP/LUB- Zones to be identified. This can include allowing additional units on the school board property.	Winter 2024 – Analysis/Engagement
Proactively rezoning existing land zoned for multiple dwellings	LUB- increase flexibility of use where identified	Summer/Fall 2025 – Bylaw readings
3.3 Increase Alternative Housing Options		
Permit rezoning for modular home villages	OCP - to provide flexibility	Winter 2024 – Analysis/Engagement
Developing TUP guidelines for tiny homes	OCP - guidelines will make it easier to provide TUPs for tiny home	
Pre-zoning for manufactured/mobile/tiny home parks	OCP/LUB – This will require identifying locations	Summer/Fall 2025 – Bylaw readings
Increasing building height to increase residential potential in commercial and other suitable areas	LUB – specific locations will need to be identified	
Goal 4- Minimize Environmental Impact –LAND-USE		
4.1 Utilize Available Data for Informed Decision Making		
Use suitable land analysis to identify areas more suitable for additional density	Suitable land analysis if in process	Winter 2024 – Analysis/Engagement
4.2 Protect and Preserve Ecosystems and Freshwater Resources:		
Require freshwater cisterns for all new builds	LUB – implement model used in other LUBs	Winter 2024 – Analysis/Engagement
Update potable water requirements for subdivision	LUB – model recently implemented in North Pender LUB	
Prohibit groundwater fed swimming pools	LUB – minor amendment	Summer/Fall 2024 – Bylaw readings
Reviewing lot coverage with potential to establish paved surface maximums	LUB – minor amendment	
Establish floor area maximums where appropriate	LUB- this is beyond flex housing and maximum combined floor area	

Action Plan Examples

Housing Action Plan template -

<https://islandstrust.bc.ca/document/tool-6-housing-action-plan-template/>

Mayne Island Housing Action Plan – Draft May 2024

https://webfiles.islandstrust.bc.ca/islands/local-trust-areas/mayne/current-projects/Housing%20Options/1%20-%20About%20the%20Project/MA-LTC_2024-05-23_Housing%20Action%20Plan.pdf



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Guiding Questions (Action Planning)

- **What are the housing issues that need to be addressed?**
- **What are the goals of a North Pender housing action plan?**
- **What are realistic objectives to achieve those goals?**
- **What are the potential opportunities – near term and long?**
- **What are the obstacles and challenges to realizing those opportunities?**
- **What concrete actions steps can be taken to achieve those goals?**



Questions?

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British Columbia
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Islands Trust