



HOUSING TARGET PROGRESS REPORT FORM

Housing Targets Branch
BC Ministry of Housing

PURPOSE

This reporting template presents the required and supplemental information that a municipality needs to provide to the Province under the [Housing Supply Act](#) (Act).

BACKGROUND

The objectives of the Act are to increase the supply of housing in communities with the greatest housing need and deliver more housing options for individuals and families in B.C. The Act allows the Province to set housing targets, establish progress reporting requirements, and undertake compliance measures for specified municipalities in the [Housing Supply Regulation](#).

Part 3 – Section 4 of the Act states that municipalities which have been issued a Housing Target Order (HTO) must prepare a housing target progress report, in the form required by the minister, for each period specified in the order. The housing target progress report must contain information about the progress and actions taken by the specified municipality toward meeting each housing target established in the HTO. Completing and submitting this progress report satisfies that requirement.

REPORT REQUIREMENTS

Part 3 – Section 4 of the Act and Section 5 of the Regulation requires that the progress report must be received in a meeting that is open to the public and by Council resolution 45 days after the end of the reporting period to which the report applies. If a municipality has not met the housing target for the reporting period, it must provide information about any actions that it intends to take toward meeting the housing target within the 2-year period with the progress report.

Please submit this report to the minister and post it to your municipal website as soon as practicable after Council receives it.

ASSESSMENT

Part 3 – Section 5 of the Act requires the Minister of Housing to review the progress report to assess if housing targets have been met and, if not, whether the municipality has made satisfactory progress toward meeting the housing targets.

Progress reports will be evaluated against the performance indicators described in Schedule B of the HTO. If satisfactory progress has not been made, compliance action may be taken in accordance with Part 4 of the Act.

INSTRUCTIONS

Please complete the attached housing target progress report for your municipality and ensure it is received by Council resolution within 45 days of the end of the reporting period and submit to the Minister of Housing Housing.Targets@gov.bc.ca



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Section 1: MUNICIPAL INFORMATION	
Municipality:	City of Abbotsford
Housing Target Order Date:	October 1, 2023
Reporting Period:	October 1, 2023 – March 31, 2024
Date Received by Council Resolution:	May 14, 2024
Date Submitted to Ministry:	May 15, 2024
Municipal Website of Published Report:	Abbotsford.ca
Report Prepared By:	<input checked="" type="checkbox"/> Municipal Staff <input type="checkbox"/> Contractor/External
Municipal Contact Info:	Heather Kauer, Director, Community Planning, hkauer@abbotsford.ca , (604) 557-7068
Contractor Contact Info	<input checked="" type="checkbox"/> N/A (<i>name, position/title, email, phone</i>)

Section 2: NET NEW UNITS				
This is a count of net new units during the reporting period, and cumulatively since the effective date of the HTO. Net new units are calculated as completions (occupancy permits issued) minus demolitions. Legalizing existing unpermitted housing units does not count towards completions.				
	Completions (Reporting Period)	Demolitions (Reporting Period)	Net New Units (Reporting Period)	Net New Units (Since HTO Effective Date)
Total	427	24	403	403

Section 3: UNIT BREAKDOWN (Supplemental Information as per Interim Guidelines)				
Refer to the definitions provided at the end of the report and specify information below for the reporting period and cumulatively since the effective date of the HTO.				
	Completions (Reporting Period)	Demolitions (Reporting Period)	Net New Units (Reporting Period)	Net New Units (Since Effective HTO Date)
Units by Size				
Studio	See Note 1	See Note 1	See Note 1	See Note 1
One Bedroom	See Note 1	See Note 1	See Note 1	See Note 1
Two Bedroom	See Note 1	See Note 1	See Note 1	See Note 1
Three Bedroom	See Note 1	See Note 1	See Note 1	See Note 1
Four or More Bedroom ¹	See Note 1	See Note 1	See Note 1	See Note 1

Units by Tenure				
Rental Units ² – Total	167	0	167	167
Rental – Purpose Built	108	n/a	108	108
Rental – Secondary Suite	56	0	56	56
Rental – Accessory Dwelling	3	0	3	3
Rental – Co-op	n/a	n/a	n/a	n/a
Owned Units	260	24	236	236
Units by Rental Affordability				
Market	107	0	107	107
Below Market ³	0	0	0	0
Below Market Rental Units with On-Site Supports ⁴	60	0	60	60

Note 1 – Historically the City has not collected unit size information. More recently, the City has updated its data collection process to align with HTO reporting requirements. However, the completed units identified in this interim report stem from Building Permit applications that pre-date the collection of unit size information.

Section 4: ACTIONS TAKEN BY MUNICIPALITY

Describe actions in the last 12 months that have been taken to achieve housing targets. This may include updated Official Community Plan bylaws, land use zoning, Housing Needs Report, new housing policies and initiatives, and/or partnerships (e.g., BC Housing, CMHC, First Nations and private and non-profit housing organizations). Each entry should include a description of how the action aligns with achieving the housing target, the date of completion, and links to any publicly available information.

Official Community Plan Update – the City has launched an OCP Update process, with an emphasis on boosting housing supply. Project completion is anticipated in December 2025.

Housing Accelerator Fund – the City successfully applied for [CMHC Housing Accelerator Funds](#). The Action Plan consists of seven initiatives to boost housing supply over the next 3 years. Collectively, the initiatives are anticipated to lead to 730 additional housing units by 2027.

Provincial Housing Legislation – the City is in the process of preparing Zoning Bylaw amendments to implement Small-Scale Multi-Unit Housing and Transit Oriented Areas legislation. Bylaw amendments will be in place by June 30, 2024.

Development Application Process Review – the City has completed a Development Application Process Review and implementation of the recommendations is underway. This is anticipated to help identify efficiencies, streamline processes, and increase clarity for staff and applicants.

Housing Needs Report – pending new Housing Needs Report guidelines from the Province, the City is preparing to update its HNR in the coming months. This will help identify the City's housing needs for the next 20 years and will be reflected through the Official Community Plan update.

Digitized Building Permits – the City recently transitioned to digital building permits, offering customers a more efficient and streamlined application process.

Building Permit Process Review & Modernization Strategy – the City recently completed a Building Permit Process Review and Modernization Strategy. Median Building Permit wait times have since decreased from 23 weeks to 4-6 weeks for residential buildings.

Reaching Home Funding Projects – Through the federal Reaching Home program the City has been able to allocate more than \$1.78 million in funding for projects that work towards helping vulnerable people attain and stay in safe, sustainable, and affordable housing. Five projects were selected to receive funding, with projects taking place between April 2024 and March 2026.

Section 5: APPROVED DEVELOPMENT APPLICATIONS

Provide the information below to establish the quantity of new housing currently proposed based on completed development applications. For each housing project in progress, please report on the most recent development approval which has been issued since the effective date of your Housing Target Order. Each housing project should only be captured once through the **most current** development application type, and units which have received occupancy permits should not be included (*see Section 2 above for occupancy permits*).

	Rezoning	Development Permit	Building Permit	Total
Applications	6	3	88	85
New Units	16	180	514	710
Unit Breakdown (Supplemental Information as per Guidelines)				
Units by Size				
Studio	0	12	26	38
One Bedroom	0	82	220	302
Two Bedroom	0	83	163	246
Three Bedroom	16	3	105	124
Four or More Bedroom ¹	n/a	n/a	n/a	n/a
Units by Tenure				
Rental Units ² – Total ²	See Note 2	See Note 2	See Note 2	See Note 2
Rental – Purpose Built	See Note 2	See Note 2	See Note 2	See Note 2
Rental – Secondary Suite	See Note 3	n/a	51	51
Rental – Accessory Dwelling	See Note 2	See Note 2	0	0
Rental – Co-op	n/a	n/a	n/a	n/a
Owned Units	See Note 2	See Note 2	See Note 2	See Note 2
Units by Rental Affordability				
Market	See Note 4	See Note 4	See Note 4	See Note 4
Below Market ³	See Note 4	See Note 4	See Note 4	See Note 4



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Below Market Rental Units with On-Site Supports ⁴⁴	See Note	See Note	See Note	See Note
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Note 2 – The City is generally unaware at the rezoning, development permit, or building permit stage whether or not housing units will be owned or rental. This is typically determined closer to occupancy based on market factors.

Note 3 – The City is unaware at the rezoning/subdivision stage whether a single detached dwelling will include a secondary suite. This is revealed at the Building Permit stage.

Note 4 – Unless a project is being delivered in partnership with a third-party housing provider, such as BC Housing, the City typically does not know whether rental units will be provided at below-market rates, and to what extent. This is typically determined closer to occupancy, based on market factors.

Section 6: WITHDRAWN OR NOT APPROVED DEVELOPMENT APPLICATIONS

A) Indicate the number of applications (and associated proposed units) that have been withdrawn by applicants, and the same information for applications not approved by staff or Council during this reporting period. Please capture rezoning applications, development permits, and building permits.

	Applications Withdrawn	Applications Not Approved
Applications	13	0
Proposed Units	481	0

B) For each project that was withdrawn or not approved, provide a summary of relevant project information, including application type and reasons why each project was withdrawn or not approved. Please capture rezoning applications, development permits, and building permits.

PRJ21-053 – Rezoning and Development Permit application for 156 residential units in 2 buildings. The application received 3rd reading from Council on December 12, 2022. Final adoption was subject to satisfying conditions related to road dedication, bus stop upgrades, and community benefit contribution. The applicant did not proceed with the project, and the application was closed on February 13, 2024.

PRJ21-166 – Rezoning and Development Permit application for 5 row house units. Following first review from staff, the applicant did not proceed with the project. The application was closed on December 11, 2023.

PRJ21-233 – Rezoning and Development Permit application for a 31 storey mixed use building with 262 residential units. The application lapsed due to a change in ownership. A new application, under new ownership is now under review by the City.

PRJ23-096 – Rezoning and Development Permit application for 4 unit multiplex. The applicant chose not to proceed with the project and the application was withdrawn on November 27, 2023.

PRJ20-123 – Rezoning and Subdivision application for 2 residential infill lots. The application was granted a 1-year extension in November 2022. The applicant did not proceed with the project and the application was closed on January 18, 2024.

PRJ20-160 – Rezoning and Subdivision application for 2 residential infill lots. The application received 3rd reading from Council in November 2022. The applicant was granted a 1-year extension to satisfy conditions prior to final approval. The applicant did not proceed with the project and the application was closed on November 27, 2023.

PRJ21-067 – Rezoning and Development Permit application for 8 townhouse units. Following first review from staff the applicant did not proceed with the project. The project was closed on December 11, 2023.

PRJ21-105 – Rezoning and Subdivision application for 3 residential infill lots. The application received 3rd reading from Council on March 28, 2022. Final adoption was subject to satisfying conditions related to road dedication and community benefit contributions. Upon request by the applicant, a 1-year extension was granted until March 28, 2024. The applicant did not proceed with the project and the application was closed.

PRJ21-109 – Rezoning and Subdivision application for 4 residential infill lots. Following first review from staff the applicant did not proceed with the project. The application was closed on March 8, 2024.

PRJ22-027 – Rezoning and Subdivision application for 4 residential infill lots. Following first review staff the applicant did not proceed with the project. The application was closed on October 30, 2023.

PRJ22-038 – Rezoning and Development Permit application for a 6 storey mixed use building with 25 residential units. Following first review from staff the applicant did not proceed with the project. The application was closed on December 13, 2023.

PRJ23-016 – Rezoning and Subdivision application for a bareland strata duplex with 2 units. The application was withdrawn by the applicant on March 20, 2024.

PRJ23-096 – Rezoning and Development Permit application for a 4 unit multiplex. The application was withdrawn by the applicant on November 27, 2023.

Section 7: OTHER INFORMATION

Provide any other information not presented above that may be relevant to your municipality's effort and progress toward achieving the housing target.

As of March 31, 2024 there were 2,615 residential units that had received 'Approval in Principle'. Prior to receiving final adoption/approval, applicants must satisfy conditions of approval. Typical conditions of approval may include dedicating land for road widening, making Community Amenity Contributions, or entering into a Development Agreement for the works and services necessary to support the project. Applicants are only prepared to satisfy conditions of approval when they are ready to proceed with a project. In the current economic climate, the City routinely hears from applicants wishing to extend their applications until more favourable economic conditions exist.



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¹ If needed due to data gaps, you may report "Three Bedroom" and "Four or More Bedroom" as one figure in the "Three Bedroom" row.

² **Rental Units** include purpose built rental and secondary rental (e.g., secondary suites, accessory dwellings, etc.). □

³ **Below Market Units** are units rented at or below 30% of the local Housing Income Limits (HIL) per unit size.

⁴ **Below Market Rental Units with On-Site Supports** are units rented at the Income Assistance Shelter rate providing permanent housing and on-site supports for people to transition out of homelessness.