HOUSING TARGET PROGRESS REPORT FORM

Housing Targets Branch
BC Ministry of Housing

PURPOSE

Municipalities will use this form to complete the requirements for progress reporting under the *Housing Supply Act* (Act). The information provided will be evaluated to determine whether targets have been met or satisfactory progress has been made toward meeting targets.

REPORT REQUIREMENTS

The report must contain information about progress and actions taken by a municipality to meet housing targets as identified in the Housing Target Order (HTO).

The progress report must be received in a meeting that is open to the public and by Council resolution within 45 days after the end of the reporting period.

Municipalities must submit this report to the minister and post it to their municipal website as soon as practicable after it is approved by Council resolution.

ASSESSMENT

The Housing Targets Branch evaluates information provided in the progress report based on Schedule B - Performance Indicators in the HTO. If targets have not been met and satisfactory progress has not been made, the Minister may initiate compliance action as set out in the Act.

REPORT SUBMISSION

Please complete the attached housing target progress report form and submit to the Minister of Housing at **Housing.Targets@gov.bc.ca** as soon as practicable after Council resolution.

Section 1: MUNICIPAL INFORMATION	
Municipality	City of New Westminster
Housing Target Order Date	July 24, 2024
Reporting Period	August 1, 2024 – January 31, 2025
Date Received by Council Resolution	March 10, 2025
Date Submitted to Ministry	
Municipal Website of Published Report	https://www.newwestcity.ca/new-provincial-housing-legislation/housing-supply-act-and-target-order
Report Prepared By	☒ Municipal Staff ☐ Contractor/External
Municipal Contact Info	*Lynn Roxburgh* *Manager, Housing and Land Use Planning* *lroxburgh@newwestcity.ca* *(604) 515 3805*
Contractor Contact Info	☒ N/A

Section 2: NUMBER OF NET NEW UNITS

Record the number of net new housing units delivered 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 secondary suites or other housing types does not count toward completions.

Section 8 must be completed if a housing target has not been met for the reporting period.

	Completions (Reporting Period)	**Demolitions** (Reporting Period)	**Net New Units** (Reporting Period)	**Net New Units** (Since HTO Effective Date)
Total	**712**	**10**	**702**	**702**
	We note that completed units reported here received development and building approvals prior to the Target Order taking effect.			

Section 3: NUMBER OF HOUSING UNITS BY CATEGORY AND TYPE (Unit Breakdown Guidelines)

Record the number of housing units in each category below for the reporting period and cumulatively since the effective date of the HTO. Definitions are provided in the endnote.

	Completions (Reporting Period)	**Demolitions** (Reporting Period)	**Net New Units** (Reporting Period)	**Net New Units** (Since Effective HTO Date)
Units by Size				
Studio	2	-	2	2
One Bedroom	171	3	168	168
Two Bedroom	444	2	442	442
Three Bedroom	73	1	72	72
Four or More Bedroom[i]	22	4	18	18
Units by Tenure				
Rental Units[ii] – Total	34	2	32	32
Rental – Purpose Built	1	-	1	1
Rental – Secondary Suite	18	2	16	16
Rental – Accessory Dwelling	15	-	15	15
Rental – Co-op[1]	-	-	-	-
Owned Units	678	8	670	670

[1] The City of New Westminster currently does not have cooperative housing units.

Units by Rental Affordability				
Market	712	10	702	702
Below Market[iii] - Total	-	-	-	-
Below Market - Rental Units with On-Site Supports[iv]	-	-	-	-

Section 4: MUNICIPAL ACTIONS AND PARTNERSHIPS TO ENABLE MORE HOUSING SUPPLY

A) Describe applicable actions taken in the last 12 months to achieve housing targets, in line with the Performance Indicators in the HTO. 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. For example:

- Streamlined development approvals policies, processes or systems.
- Updated land use planning documents (e.g., Official Community Plan, zoning bylaws).
- Updated Housing Needs Report.
- Innovative approaches and/or pilot projects.
- Partnerships (e.g., BC Housing, CMHC, or non-profit housing organizations except First Nations – see Section 4 B).
- Other housing supply related actions.

Action	Description	Date of Completion
Updated Zoning Bylaw for Small Scale Multi Unit Housing	The City amended the Zoning Bylaw to allow small-scale, multi-unit housing on restricted zone properties. There were roughly 160 duplex properties in New Westminster for which the zoning was required to be changed to be in compliance the new legislation. Council adopted Bylaw changes to permit duplex units to add secondary suites. The intent of these changes will allow for more infill and rental housing in single detached dwelling residential areas. • Zoning Amendment Bylaw: https://pub-newwestcity.escribemeetings.com/filestream.ashx?DocumentId=18716	June 10, 2024
Updated Zoning Bylaw with Transit Oriented Area Designation	Council adopted a Transit Oriented Area Designation Bylaw to align with Provincial legislation, which applies to the areas around all five SkyTrain stations in New Westminster. The intent of these changes is to encourage additional housing density in well-connected areas close to transit. • Zoning Amendment Bylaw: https://pub-newwestcity.escribemeetings.com/filestream.ashx?DocumentId=18716	June 10, 2024
Created a Housing Team	To help expedite the delivery of housing in New Westminster and align with housing needs and priorities set out by Council and senior governments, a new housing team has been created under the City's Planning and Development Department. This team develops, revises, and implements housing policy and initiatives, as well as support for affordable housing development applications.	June 2024

Supported Aunt Leah's to permit an affordable rental building at 1923-1927 Marine Way	Council approved a rezoning application on August 26, 2024 to permit an affordable rental building at 1923 and 1927 Marine Way. The project incorporates approximately 90 units of affordable housing for youth transitioning from the foster care system and families at risk of homelessness. The project has been awarded funding through BC Housing's Community Housing Fund (CHF). • Council Report: City of New Westminster, Regular Council Meeting – Agenda, July 8, 2024	August 26, 2024
Updated Family Friendly Housing Policy	Council adopted an update to the Family Friendly Housing policy to ensure that residential buildings meet the needs of households with children. The updated policy mandates that multi-unit ownership projects include a minimum of 40% two- and three-bedroom units, with at least 15% of the total units containing three-bedrooms or more. Multi-unit rental projects must include a minimum of 30% two- and three-bedroom units, with at least 10% of the total units containing three-bedrooms or more. This initiative was funded by the CMHC Housing Accelerator Fund and will help towards advancing the Housing Target Order Unit by Size Guidelines with regard to enabling two and three bedroom plus units. • Project webpage: https://www.newwestcity.ca/housing/family-friendly-housing • Zoning Amendment Bylaw: https://pub-newwestcity.escribemeetings.com/filestream.ashx?DocumentId=19934 • Updated Family Friendly Policy	November 18, 2024
Completed Interim Housing Needs Report	The City completed the *Understanding Housing and Homelessness in New Westminster: Interim Housing Needs Report 2024-2044* in alignment with the Provincial legislative changes. The report identifies the 5- and 20- year housing unit need, calculated using the new standardized method. New Westminster will need 8,137 additional units by 2029 and 27,523 housing units by 2044. Additional deeper analysis was conducted by the City to further break down the projected 5-year housing need numbers by housing type. This breakdown allows for better tracking of progress based on new units approved, and advocacy for senior government funding for supportive, below and non-market housing projects. • Council Report: https://pub-newwestcity.escribemeetings.com/filestream.ashx?DocumentId=20344 • Interim Housing Needs Report: https://www.newwestcity.ca/database/files/library/Interim_Housing_Needs_Report_2024___Final_.pdf	December 9, 2024
The Ten-Year Supportive Wrap-Around Services Plan	The City identified longer term sustainable actions focusing on the construction of permanent, purpose-designed supportive housing that would be equitably distributed in neighbourhoods across the city. A priority identified in the plan includes a partnership with BC Housing to support expedited construction of 52-unit supportive housing development at 602 Agnes Street with occupancy anticipated in 12 to 14 months. • Council Presentation: https://pub-newwestcity.escribemeetings.com/filestream.ashx?DocumentId=21078	February 10, 2025
Affordable Housing Acceleration Initiative: Pre-zoning	Council adopted a Non-Profit Housing Development Zoning Amendment Bylaw to reduce regulatory barriers and facilitate the delivery of affordable rental housing projects that are owned an operated by non-profit housing providers. This zoning	February 10, 2025

for Non Profit Housing	change permits affordable rental housing projects of up to six storeys to forego the rezoning process if they meet certain eligibility criteria. This initiative was funded through the CMHC Housing Accelerator Fund, and will increase the supply of affordable rental housing. • Council Report: https://pub-newwestcity.escribemeetings.com/filestream.ashx?DocumentId=20723	

B) Please provide any information about First Nation partnerships and/or agreements including planning, servicing and infrastructure that support delivery of housing on First Nation land including delivered and/or projected housing units.

N/A

Section 5: APPROVED HOUSING DEVELOPMENT APPLICATIONS

Report the number of approved applications issued by type since the effective date of the HTO. Each project should only be recorded once for the **most current** application type. Provide the estimated number of net new housing units to be delivered for each application category.

NOTE: units issued occupancy permits should be recorded in Section 2.

	Rezoning	Development Permit	Building Permit	Total
Applications	4	10	28	42
New Units	128	24	268	420
Unit Breakdown				
Units by Size				
Studio	50	0	51	101
One Bedroom	26	4	110	140
Two Bedroom	15	3	68	86
Three Bedroom	36	7	30	73
Four or More Bedroom[i]	1	10	9	20
Units by Tenure				
Rental Units[ii] – Total[2]	89	8	77	174
Rental – Purpose Built	89	-	52	141
Rental – Secondary Suite	-	-	16	16
Rental – Accessory Dwelling	-	8	9	17
Rental – Co-op[2]	-	-	-	-

[2] The City of New Westminster currently does not have cooperative housing units.

Owned Units	39	16	191	246
Units by Rental Affordability				
Market	39	24	216	279
Below Market[3] - Total	89	-	52	141
Below Market - Rental Units with On-Site Supports[4]	-	-	52	52

Section 6: WITHDRAWN OR NOT APPROVED HOUSING DEVELOPMENT APPLICATIONS

A) Indicate the number of applications and the estimated number of proposed units withdrawn by applicants, and /or not approved by staff or Council during this reporting period. Please include rezoning applications, development permits, and building permits.

	Applications Withdrawn	Applications Not Approved
Applications	0	0
Proposed Units	0	0

B) Provide a description of each application (e.g., rezoning, development permit, building permit) and brief summary of why each project was withdrawn or not approved.

N/A

Section 7: OTHER INFORMATION

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

While we have successfully met our yearly housing target within the first reporting period, this achievement is a result of long-term efforts that were initiated before the Housing Target Order took effect. Below are key points that offer additional context to our current progress:

- The occupancy figures include a major development project that has been underway for many years.
- The recent building permit approvals for 52 supportive housing units at 602 Agnes demonstrate our progress in addressing the housing needs of vulnerable populations and is a result of planning approvals that predate the target order taking effect.

In the last 12 months the City has launched a number of housing initiatives which contribute towards achieving the housing target. These initiatives include:

- Infill Accelerator Program: This initiative, funded through CMHC's Housing Accelerator Fund, explores allowing multiplexes of up to six units to be built on properties in the city that currently allow houses, suites, and laneway houses.
- Townhouse Accelerator Program: This initiative, funded through CMHC's Housing Accelerator Fund, aims to increase the number of townhouse projects and new townhouse units constructed. This program is exploring: pre-zoning parts of the city to allow townhouses outright; increasing the density permitted; allowing secondary suites; and making regulatory and policy improvements based on lessons learned.
- Inclusionary Housing Policy: This initiative, funded through CMHC's Housing Accelerator Fund, aims to update the City's 2019 Inclusionary Housing policy, which requires new strata residential developments seeking additional density to contribute to the affordable rental housing supply.

These initiatives support the delivery of housing across the city in the medium to long term.

Section 8: SUMMARY OF PLANNED ACTIONS TO MEET TARGETS

If the housing target has not been met for the reporting period, please provide a summary of planned and future actions in line with the Performance Indicators that the municipality intends to take to meet housing targets during the two-year period following this report. For each action, provide:

- a description of how the action aligns with achieving the housing target;
- dates of completion or other major project milestones;
- links to any publicly available information; and
- the number of units anticipated by completing the action.

NOTE: THIS SECTION IS NOT APPLICABLE FOR INITIAL SIX-MONTH REPORTING.

Name of Action:	
Description of Action:	
Completion/Milestone Date:	
Link:	**Number of Units:**

Name of Action:	
Description of Action:	
Completion/Milestone Date:	
Link:	**Number of Units:**

Name of Action:
Description of Action:

Completion/Milestone Date:	
Link:	**Number of Units:**

**Copy/Paste above description tables as needed*

[i] If needed due to data gaps, it is acceptable to report "Three Bedroom" and "Four or More Bedroom" as one figure in the "Three Bedroom" row.
[ii] **Rental Units** include purpose built rental, certain secondary rentals (secondary suites, accessory dwellings) and co-op.
[iii] **Below Market Units** are units rented at or below 30% of the local Housing Income Limits (HIL) per unit size.
[iv] **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.