

HAF Agreement and Action Plan Summary Stony Plain, Alberta

Summary of Agreement Targets and Funding

Status as of March 10, 2025

Overall Permitted Unit Targets (3 years)	572
Units expected without HAF (baseline)	411
Units incented by HAF (HAF-incented)	161
Municipality's 10-year unit projection	1,394

Permitted Unit Targets with Breakdown	Total Target	Year 1 Forecast	Year 1 Progress
Housing Supply Growth Target	572	110	181
<ul style="list-style-type: none"> • Multi-Unit housing units in close proximity to rapid transit 	0	<i>Note: there are no annual forecasts for different unit types.</i>	0
<ul style="list-style-type: none"> • Missing middle housing units 	350		96
<ul style="list-style-type: none"> • Other multi-unit housing units 	93		0
Affordable Housing Units	20		0

HAF Funding Schedule and Explanatory Notes:

The total funding envelope for HAF recipients is based on the number of HAF-incented units, as described in Section 10 of the Pre-Application Reference Material. Advances are disbursed annually, subject to compliance with the terms and conditions of the HAF agreement.

Total funding eligibility	\$5,186,466.80
Annual advance amount	\$1,296,616.70

CMHC has reviewed Stony Plain's first annual report and has noted that while Year 1 permitted units are exceeding the forecast, several initiatives and milestones are delayed. However, through discussions with Stony Plain, we are satisfied that mitigating actions are being implemented, which are expected to result in an increase in permitted units through Years 2 and 3. As such, we are satisfied that Stony Plain is meeting its commitments under the HAF agreement, and the second advance will be made in full.

Summary of Initiatives and Milestones

Initiative 1: Promoting Development by Expanding the Infill Policy

Promoting infill development by updating the Town’s Commercial, Industrial and Multi-Unit Residential Infill Policy.

- Staff will review best practices and develop a framework to incentivize the development of missing middle housing on infill properties.
- This framework will support updates to municipal policy documents such as the Municipal Development Plan and Land Use Bylaw.

Initiative	Due Date	Status
Promoting Development by Expanding the Infill Policy	2025-01-30	Delayed*
Milestones	Due Date	Status
Procurement	2024-07-31	Completed
Receive Recommendations & Start Implementation	2024-10-31	Completed
Policy Approval	2025-01-31	Delayed*

*Additional time was required for final review of the Policy. The initiative was completed in the first half of 2025.

Initiative 2: Introducing a Workflow & Permitting Software

Implementing an electronic workflow and permitting software to reduce processing times of building permit applications.

- The Town will recruit two staff to oversee the implementation of new permitting software and ensure its functionality over the first two years of use.

Initiative	Due Date	Status
Introducing a Workflow & Permitting Software	2025-09-30	Delayed*
Milestones	Due Date	Status
Select Software & Recruit for Temporary Positions	2024-09-30	Delayed*
Install Desired Software & Onboarding	2025-03-31	Delayed*
Software Implementation & Wrap-up	2025-09-30	Delayed*

*Delayed due to the requirement for additional time for the procurement process. The initiative is expected to be completed in 2026.

Initiative 3: Implementing Revised Parking Requirements

Reducing parking minimums for mixed-use commercial residential developments.

- A town-wide parking study will be conducted to inform amendments to the Land Use Bylaw and the Municipal Development Plan.
- Parking reductions reduce costs for housing developments and can increase density within new and mature subdivisions.

Initiative	Due Date	Status
Implementing Revised Parking Requirements	2024-11-30	Completed
Milestones	Due Date	Status
Procurement	2024-09-30	Completed
Receive Parking Study & Policy Recommendations, Make Administrative Changes	2024-11-30	Completed

Initiative 4: Land Use Bylaw Study & Update

Completing a targeted review of land use districts to identify opportunities to consolidate the districts and facilitate the development of secondary suites.

- The Town will amend key policy documents such as the Land Use Bylaw and Municipal Development Plan.
- The Town will reduce existing barriers for developing secondary suite and mixed-use developments.

Initiative	Due Date	Status
Land Use Bylaw Study & Update	2025-05-31	Delayed*
Milestones	Due Date	Status
Recruit & Onboard Temporary Position	2024-07-31	Completed
Complete Bylaw Review & Propose Recommendations (including exploration of four units as a right)	2024-10-31	Completed
Administrative Updates & Council Approval	2025-02-28	Delayed*
Implementation & Wrap Up	2025-05-31	Delayed*

*Additional time was required to prepare the recommendations for Council. The initiative was completed in the first half of 2025.

Initiative 5: Developing Legal Agreements for the Provision of Affordable Housing

Developing legal agreement templates to specify the time affordable housing units should remain affordable and simplify partnerships between landowners and non-profit organizations.

- The Town will obtain specialized services to prepare a legal agreement that will be publicly shared, helping to facilitate the process between landowners and non-profit organizations.
- The legal agreement will specify how long new units must remain affordable, and a partner agreement will help simplify negotiations.

Initiative	Due Date	Status
Developing Legal Agreements for the Provision of Affordable Housing	2024-12-31	Completed
Milestones	Due Date	Status
Procurement	2024-06-30	Completed
Prepare & Receive Draft Templates	2024-10-31	Completed
Finalization	2024-12-31	Completed

Initiative 6: Implementing New Planning, Development & Engineering Processes

Developing and implementing new processes to clarify and streamline key steps in land development.

- The Town will complete a detailed review of its planning, development, and engineering processes and prepare recommended changes. These recommendations will be shared with key members of the development industry for feedback.

Initiative	Due Date	Status
Implementing New Planning, Development & Engineering Processes	2025-07-31	On Track
Milestones	Due Date	Status
Procurement	2024-08-31	Completed
Receive Recommendations & Start Implementation	2025-01-31	Completed
Development Industry Engagement	2025-04-30	Completed
Finalization & Roll Out	2025-07-31	On Track

Initiative 7: Enabling Mixed-Use Redevelopment of Underutilized Town Owned Properties

Determine the suitability of Town-owned lands for residential development in the Old Town Community Plan (OTCP) area.

- The town will develop a program to evaluate the feasibility of redeveloping underutilized Town-owned lands within the OTCP area for mixed-use, new residential units, and affordable units.
- The result of the first feasibility study will inform the approach to other Town-owned lands outside of the OTCP area.

Initiative	Due Date	Status
Enabling Mixed-Use Redevelopment of Underutilized Town Owned Properties	2025-04-30	Delayed*
Milestones	Due Date	Status
Recruit & Onboard, Draft Program & Identify Sites	2024-07-31	Completed
Complete Feasibility Study on Initial Sites	2025-02-28	Delayed*
Evaluate, Refine and Implement Program	2025-04-30	Delayed*

*The timelines were delayed due to procurement delays. The initiative is expected to be completed in 2025.