

## HAF Agreement and Action Plan Summary Richmond Hill, Ontario

### Summary of Agreement Targets and Funding

*Status as of February 18, 2025*

<b>Overall Permitted Unit Targets (3 years)</b>	<b>4,820</b>
Units expected without HAF (baseline)	<b>4,032</b>
Units incented by HAF (HAF-incented)	<b>788</b>
Municipality's 10-year unit projection	<b>41,760</b>

<b>Permitted Unit Targets with Breakdown</b>	<b>Total Target</b>	<b>Year 1 Forecast</b>	<b>Year 1 Progress</b>
Housing Supply Growth Target	<b>4,820</b>	<b>1,291</b>	<b>683</b>
<ul style="list-style-type: none"> <li>• Multi-Unit housing units in close proximity to rapid transit</li> </ul>	2,602	<i>Note: there are no annual forecasts for different unit types.</i>	52
<ul style="list-style-type: none"> <li>• Missing middle housing units</li> </ul>	1,094		382
<ul style="list-style-type: none"> <li>• Other multi-unit housing units</li> </ul>	144		0
Affordable Housing Units	234		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	\$31,115,380
Annual advance amount	\$7,778,845

CMHC has reviewed Richmond Hill's first annual report and has noted that Year 1 permitted units are falling short of the forecast. However, all nine initiatives are on track, with milestones completed or progressing as planned. CMHC will continue to monitor Richmond Hill's progress very closely in the second year, with the expectation that the second advance will support continued progress. The second advance will be made in full.

## Summary of Initiatives and Milestones

### Initiative 1: Official Plan Amendments and Implementing Zoning Bylaws for Three Centers

Accelerating planning changes to enable residential development in three key strategic growth areas.

- Official plan and zoning bylaw amendments will facilitate intensification, reduce parking minimums, and require family-sized units in high-density developments.
- Richmond Hill will also explore the use of inclusionary zoning to secure affordable housing units for the long-term.

Initiative	Due Date	Status
<b>Official Plan Amendments (OPA 18.5, OPA 18.6, and OPA 18.7) and Implementing Zoning By-laws (ZBLs) for Three Centres</b>	<b>2025-03-01</b>	<b>On track</b>
Milestones	Due Date	Status
Council Adoption of OPAs	2023-11-22	Completed
Council Approval of ZBLs to Implement the Three Adopted OPAs	2025-03-31	Not Started
Council Public Meeting for the Three OPAs	2023-06-20	Completed
Council Public Meeting for ZBLs to Implement the Three Adopted OPAs	2024-12-31	On Track

### Initiative 2: Community Improvement Plan for Affordable Housing and Sustainable Design

Incentivizing affordable housing development and improved energy-efficiency performance.

- A feasibility study and consultation will inform the types of financial incentives (grants and loans), land and tax assistance to be included in the new program.
- Sustainability targets will encourage new and existing buildings to be designed and operated with lower long-term greenhouse gas emissions than required by the current building code.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Community Improvement Plan for Affordable Housing and Sustainable Design</b>	<b>2024-12-20</b>	<b>On track</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
Adoption of Community Improvement Plan	2024-10-09*	Completed
Complete Background Study	2024-03-25*	Completed
Draft Community Improvement Plan	2024-05-31*	Completed
Program Guidance and Implementation	2024-12-20*	On Track
Public Open House	2024-06-18*	Completed
Stakeholder Consultation	2024-04-04*	Completed
Statutory Council Public Meeting	2024-06-25*	Completed

\*Some of Richmond Hill’s milestone dates were extended to align with provincial statutory requirements and to account for an Ontario Land Tribunal appeal.

**Initiative 3: Infrastructure Acceleration Incentive Program**

Addressing infrastructure barriers on accelerated timelines to unlock new housing supply.

- This new program will incentivize ready and willing developers to construct water, sanitary, stormwater and other growth-related infrastructure needed for new housing by offsetting unallocated costs (i.e., the portion not fully covered by development charge revenues).
- Developers will be required to submit building permit applications in a timely manner to receive the incentive.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Infrastructure Acceleration Incentive Program</b>	<b>2025-09-30</b>	<b>On track</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
Development of the Policy/Program Framework	2024-06-30	Completed
Implementation of the Program	2025-09-30	On Track

**Initiative 4: Development Approval Process Improvements**

Reducing approval times by simplifying the development approvals process.

- Following a comprehensive review of the development review process, the City will implement recommendations to improve transparency and predictability and reduce process steps.
- As part of this project the City will consider delegating some approvals to municipal staff based on established guidelines.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Development Approval Process Improvements</b>	<b>2024-12-31</b>	<b>On track</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
Project completion	2024-12-31	On Track
Project Initiation	2023-06-02	Completed

**Initiative 5: Richmond Hill Centre Secondary Plan**

Pre-zoning and accelerated approvals to unlock high-density residential development close to two future subway stations.

- At full build-out, Richmond Hill Centre will be a mixed use, transit-oriented, complete community, and the densest location in the city.
- Pre-zoning will set out land use permissions, heights and density, built-form and public amenity requirements, and zoning bylaw amendments will reduce parking minimums and require family-sized units.
- A new development planning team reporting directly to the City Manager’s Office will streamline and fast-track approvals.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Richmond Hill Centre Secondary Plan - Zoning By Law Update and Dedicated RH Centre Development Approval Team</b>	<b>2025-09-30</b>	<b>On track</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
Council approval of Zoning By-law	2025-09-30	Not Started
Project Commencement	2023-10-31*	Completed
Report to Council & Public Engagement	2025-03-31*	Not Started
Statutory Council Public Meeting	2025-05-31*	Not Started

\*Some of Richmond Hill’s milestone dates were extended to align with provincial statutory requirements and to account for an Ontario Land Tribunal appeal.

**Initiative 6: Zoning By-law Update for Areas Designated Neighbourhoods**

Introducing as-of-right zoning permissions to promote infill development and missing middle housing options in low-density neighbourhoods.

- Pre-zoning will allow a range of missing middle housing forms (triplex, fourplex, townhouse, low-rise apartment, and walk-up apartment) in neighbourhoods.
- The City will consider reduced parking requirements close to transit and review development standards to facilitate innovative housing construction.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Zoning By-law Update for Areas Designated Neighbourhoods</b>	<b>2025-10-31</b>	<b>On track</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
Council Approval of ZBL	2025-10-31	Not Started
Council Public Meeting for ZBL	2025-06-30	Not Started
Public and Stakeholder Consultation	2024-06-30	Completed

**Initiative 7: Establishment of a Concierge Program for Affordable Housing**

Creating a single point of contact for affordable housing projects to help streamline and expedite approvals.

- A dedicated project manager will ensure interdepartmental coordination and a “one-window” service will guide affordable housing development applications through the approvals process.
- This pilot project will inform a permanent function to support affordable housing applications.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Establishment of a Concierge Program for Affordable Housing (Pilot Program as part of Affordable Housing Coordination Program)</b>	<b>2025-12-31</b>	<b>On track</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
Affordable Housing Coordination Staff to Undertake Core Responsibilities including Design/Implementation of Affordable Housing Concierge Pilot Project	2025-12-31	On Track
Establish Scope of Work and Obtain Approval for Affordable Housing Coordination Program and Associated Staffing (e.g. program manager, planner)	2024-02-23	Completed
Hire Approved Staffing for the Affordable Housing Coordination Program	2024-06-30	Completed

**Initiative 8: Surplus / Underused Lands for Affordable Housing Program and Pilot Program**

Implementing a new program to leverage City-owned lands and sites for affordable housing.

- An inventory of surplus and underused lands and facilities will identify sites well-suited to affordable housing redevelopment, followed by selection of a pilot project site.
- The pilot will inform a long-term framework for partnerships with non-profit housing providers to redevelop City-owned sites.

- The City’s land disposition and asset management policies will be updated to prioritize and promote affordable housing redevelopment opportunities.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Surplus / Underutilized Lands for Affordable Housing Program and Pilot Project</b>	<b>2026-04-24</b>	<b>On track</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
Formalize the Surplus / Underutilized Lands for Affordable Housing Program	2026-04-24	Not Started
Lease or Donate Lands for Affordable Housing Pilot Project Site	2025-12-19	Not Started
Pilot Project Site Rezoning and Updates to Development Standards	2025-09-26	On Track
Surplus / Underutilized Lands for Affordable Housing Draft Process	2024-06-30	Completed
Surplus / Underutilized Lands for Affordable Housing Inventory (including Pilot Project site selection)	2024-03-31	Completed
Update Related Corporate Policies	2025-06-25	On Track

**Initiative 9: Implementing “4 Units as of Right” and Permitting “4-storey” Building Heights in Major Transit Station Areas**

Updating planning rules to increase allowable density and height near transit.

- Richmond Hill will allow four storey building heights in major transit station areas, unlocking significantly more housing supply near transit.
- Richmond Hill will implement four units as-of-right per residential lot.

<b>Initiative</b>	<b>Due Date</b>	<b>Status</b>
<b>Implementing “4 units as of right” and permitting “4 storey” building heights in MTSA’s</b>	<b>2024-12-31</b>	<b>On track</b>
<b>Milestones</b>	<b>Due Date</b>	<b>Status</b>
Complete Statutory Process	2024-12-31	On Track
Initiate Planning Process	2024-06-04	Completed
Procurement of Consultant	2023-12-31	Completed