

HAF Agreement and Action Plan Summary Saanich, British Columbia

Summary of Agreement Targets and Funding

Status as of March 27, 2025

Overall Permitted Unit Targets (3 years)	1,727
Units expected without HAF (baseline)	1,214
Units incented by HAF (HAF-incented)	513
Municipality's 10-year unit projection	4,766

Permitted Unit Targets with Breakdown	Total Target	Year 1 Forecast	Year 1 Progress
Housing Supply Growth Target	1,727	426	895
<ul style="list-style-type: none"> • Multi-Unit housing units in close proximity to rapid transit 	224	<i>Note: there are no annual forecasts for different unit types.</i>	266
<ul style="list-style-type: none"> • Missing middle housing units 	509		186
<ul style="list-style-type: none"> • Other multi-unit housing units 	685		459
Affordable Housing Units	110		10

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	\$14,936,100.70
Annual advance amount	\$3,734,025.18

CMHC has reviewed Saanich's first annual report and is satisfied that the city is meeting its commitments under the HAF agreement. The second advance will be made in full.

Summary of Initiatives and Milestones

Initiative 1: Neighbourhood Homes Study

Comprehensive changes to the Official Community Plan and zoning bylaws to enable increased supply of missing middle housing. This initiative will allow 4 units as-of-right across the District.

- Saanich will create a streamlined approval process for infill housing, including delegation of development permits to staff for infill housing, and provide homeowner resources to improve uptake.
- Changes to the Official Community Plan and zoning bylaws will allow up to 12 homes per lot, depending on lot characteristics.

Initiative	Due Date	Status
Neighbourhood Homes Study	2025-03-01	Completed
Milestones	Due Date	Status
Develop infill policy in District Plans	2024-05-31	Completed
Neighbourhood Homes Study and Zoning Amendments	2024-06-30	Completed
Implement Infill Housing	2025-03-01	Completed

Initiative 2: Interdepartmental Development Approval Staffing Review

Implementing improvements to development and building permit application processes to reduce processing times and issue permits faster.

- Saanich will review current staff roles and responsibilities and implement changes to reduce overall approval timelines, including appointing a process improvement ‘champion.’
- The review will focus on interdepartmental referrals, ensuring adequate staff resources and dedicated approval process resources.

Initiative	Due Date	Status
Interdepartmental development approval staffing review	2025-10-01	On Track
Milestones	Due Date	Status
Interdepartmental roles and responsibilities review	2024-05-01	Completed
Short and Medium term Actions Implementation	2024-10-01	Completed
Long term Actions Implementation	2025-10-01	On Track

Initiative 3: Preparation of Saanich-Owned and University of Victoria-Owned Land for Housing

Completing development planning work so that District-owned and University of Victoria-owned land can easily be used for affordable or mixed-market housing.

- This initiative includes planning and feasibility studies, and a best-practices review to identify District-owned parcels for affordable housing.
- Saanich will pre-zone specific District-owned sites for affordable or mixed-market housing.
- Specific University-owned sites will also be assessed and rezoned for affordable housing, in partnership with the University of Victoria.

Initiative	Due Date	Status
Preparation of Saanich-owned and University of Victoria-owned land for housing	2026-01-01	On Track
Milestones	Due Date	Status
Review and strategy	2024-05-01	Completed
Complete planning and feasibility studies	2024-12-01	Completed
Pre-planning and assessment of pre-zoning University-owned land including 3964 Gordon Head Road, 1900 McKenzie Ave, and 3957 Gordon Head Road	2025-03-01	Completed
Approach and plan approval	2025-10-01	On Track
Public consultation for University-owned land including 3964 Gordon Head Road, 1900 McKenzie Ave, and 3957 Gordon Head Road	2025-11-01	On Track
Zoning amendment consideration for University-owned land including 3964 Gordon Head Road, 1900 McKenzie Ave, and 3957 Gordon Head Road	2026-01-01	Not Started

Initiative 4: Infrastructure and Servicing Planning

Updating infrastructure planning to align with the Official Community Plan, housing growth targets, and housing needs assessment.

- Using a consultant, Saanich will undertake a study to review storm servicing, water servicing and sanitary servicing potential, and identify redevelopment constraints and opportunities.
- Saanich will also review and amend the development cost charge bylaw to reflect updated service requirements.

Initiative	Due Date	Status
Infrastructure and Servicing Planning	2024-11-30	Delayed*
Milestones	Due Date	Status
Develop scope and hire consultant	2024-03-15	Completed
Complete the assessment and recommendations	2024-07-01	Completed
Council approval	2024-11-30	Delayed*

*Saanich submitted a change request, which is currently under review, to allow for comprehensive infrastructure planning in all areas rather than the initially planned targeted infrastructure planning.

Initiative 5: Primary Growth Area/Rapid Transit Corridor Plan Implementation

Developing and implementing detailed plans for Saanich’s primary growth areas to support the creation of complete, compact communities that are well-serviced by transit.

- The primary growth areas include major transportation corridors; this initiative includes zoning changes that enable increased housing density close to rapid transit.
- Saanich will develop and implement tools to encourage faster housing growth in primary growth areas, including pre-zoning, density bonusing, rental tenure zoning, and delegating development permits and minor variances to staff.

Initiative	Due Date	Status
Primary Growth Area/Rapid Transit Corridor Plan Implementation	2025-10-01	On Track
Milestones	Due Date	Status
Primary Growth Area and planning tools review	2024-05-30	Completed
Policy and Regulatory Changes	2025-04-01	On Track
Approval	2025-10-01	Not Started

Initiative 6: Rapid Deployment of Non-Market Housing

Accelerating the delivery of affordable housing by pre-zoning to maximum height permitted in the Official Community Plan and streamlining the approval process. Non-profit, non-market housing providers will benefit from an accelerated, predictable, and more cost-effective approvals process.

- Draft zoning amendments and Official Community Plan amendments will allow extra density for non-profit owned and operated housing.
- The initiative will allow qualifying developments to build to the maximum density in the Official Community Plan without a rezoning application or Council approval.

Initiative	Due Date	Status
Rapid Deployment of Non-Market Housing	2024-12-31	Completed
Milestones	Due Date	Status
Draft zoning amendment and Official Community Plan amendments	2024-08-01	Completed
Amending zoning for Rapid Deployment	2024-12-31	Completed

Initiative 7: Implementing New Parking Standards

Reducing on-site parking standards in the zoning bylaw to support lower rates of private vehicle ownership, lower greenhouse gas emissions, and improve housing affordability.

- The results of a parking study will be used to reduce parking requirements based on factors such as tenure, location, and transit service, through amendments to the zoning bylaw.
- Reduced parking standards will align with and support other HAF initiatives including the Neighbourhood Homes Study and Rapid Deployment of Non-Market Housing.

Initiative	Due Date	Status
Implementing New Parking Standards	2024-10-01	Completed
Milestones	Due Date	Status
Project Initiation	2024-04-01	Completed
Consultation, Analysis, Policy Development	2024-08-01	Completed
council approval	2024-10-01	Completed

Initiative 8: Digitizing the Development Application Process

Digitizing the development approval process to increase efficiency, transparency and predictability and significantly reduce approval timelines.

- Saanich will create and implement customized software tools to move to a fully digital application and development approvals process.

Initiative	Due Date	Status
Digitizing the development application process	2026-06-01	On Track
Milestones	Due Date	Status
Project Initiation	2024-07-01	Completed
Project design and development	2025-05-01	Completed
Application change management	2026-06-01	Not Started