

## Housing Action Plan Tracker

#	Action	Priority	#	Sub-Action	Status
1	Expedite the creation of non-market housing built and funded by senior governments and non-profit housing partners.	Medium	1.1	Complete the review of the development approvals process underway and identify opportunities to expedite the approvals process for non-market projects, including concurrent rezoning and development permit processing.	Completed
		Medium	1.2	Explore amending the zoning bylaw to permit non-market development, with additional height and density allowances, through a development permit process in strategic locations, such as in commercial areas designated for mixed use (such as the C3 zone).	Not Started
		Medium	1.3	Explore amending the zoning bylaw to permit non-market small lot apartments with additional height and density allowances in single detached residential districts within and near the Frequent Transit Network area walkshed (Appendix D).	Not Started
		Medium	1.4	Consider delegating authority to issue development permits to the General Manager of Community Development when nonmarket housing projects adhere to established design guidelines and the densities envisioned in the OCP.	Not Started
2	Offer clear and consistent incentives for developments with non-market housing.	Medium	2.1	Explore all tools available and develop a suite of incentives, such as parking reductions, bonus densities aligned with the OCP, fee waivers, and/or property tax exemptions.	Ongoing
		Medium	2.2	Develop criteria for Development Cost Charges (DCC) waivers for non-market housing, consider offering up to a 100% waiver.	Not Started
3	Create guidelines and policies for the strategic use of city-owned land for affordable housing.	Medium	3.1	Create OCP policies to encourage inclusion of affordable housing on City-owned land.	Completed
		Medium	3.2	Establish a policy for the co-location of affordable housing with municipal facilities.	Completed
4	View and update the Affordable Housing Reserve Fund (AHRF) to optimize impact.	High	4.1	Enable AHRF to assist non-profit housing operators to acquire existing market rental apartments, as well as to revitalize and convert to non-market housing.	Started
		High	4.2	Prioritize non-market housing affordable to people receiving provincial assistance (i.e., shelter rate units), mixed income projects and housing that meets unique needs such as transitional and supportive housing.	Started
5	Support new co-operative and community land trust housing models in Port Moody.	Medium	5.1	Create an OCP policy to support the creation of new co-operative and community land trust housing.	Completed
		Medium	5.2	Convene partners to build awareness and capacity within the non-profit housing sector, including the Co-operative Housing Federation of BC and the Community Land Trust.	Completed
6	Evaluate impacts of Affordable Homeownership programs and establish policy priorities.	Medium	6.1	Evaluate the impact of Affordable Homeownership approaches used in Metro Vancouver, including consideration of community benefits and level of developer contributions. Report back to Council with findings and set clear policy expectations.	Started
		Medium	6.2	Consider prioritizing affordable homeownership programs that secure affordability in perpetuity.	Completed
7	Focus on homelessness prevention and understanding level of risk.	High	7.1	Engage the Tri-Cities Homelessness and Housing Task Group to collect more information about hidden homelessness and risks of displacement within Port Moody and the Tri-Cities.	Ongoing
8	Develop a Secure Market Rental Housing Policy to encourage the expansion of Port Moody's purposebuilt rental stock.	High	8.1	Create a Secure Market Rental Housing policy to encourage purpose-built rental apartment development, with a tiered and flexible incentive package in exchange for secured long-term tenure.	On-Hold
		High	8.2	Undertake market analysis to calculate the level of incentives required to achieve policy goals. Include recommended incentives in policy to ensure viability and monitor incentive effectiveness over time.	On-Hold
		High	8.3	Consider alignment with senior government financing programs to encourage inclusion of low end of market rental homes.	On-Hold
		High	8.4	Explore the use of Residential Rental Tenure Zoning with incentives, such as bonus density and height to encourage the creation of up to six storey wood-frame rental apartments throughout the Frequent Transit Network walkshed.	On-Hold
9	Review and update Tenant Relocation Policy	High	9.1	Update the Tenant Relocation Policy to align with Residential Tenancy Act changes made in 2019 and 2021.	On-Hold
		High	9.2	Extend Tenant Relocation Policy application to secondary market rental housing and consider increasing organizational capacity to meet potential workload increase.	On-Hold
10	Update Rental Replacement Policy	Low	10.1	Explore clarifying affordability expectations when existing rental apartments redevelop and consider linkages with the Tenant Relocation Policy and forthcoming Secured Market Rental Policy.	On-Hold
11	Explore a rental retrofit pilot program to encourage renewal of existing purpose-built rental.	Medium	11.1	Research the current conditions of existing purpose-built rental housing in Port Moody.	Completed
		Medium	11.2	Explore the use of Revitalization Tax Exemptions (RTEs) to incentivize the renewal of purpose-built rental apartments to improve energy efficiency and low-carbon outcomes, while maintaining existing tenancies, and protecting or improving affordability.	Not Started

		Medium	11.3	Advance the Port Moody's Climate Plan and align the program to leverage senior government programs such as CleanBC Income Qualified and Commercial Express programs, and the National Housing Co-Investment Fund Renovation stream.	Ongoing
12	Reduce energy poverty in Port Moody	Low	12.1	Engage with energy and housing sectors to understand scale and depth of the energy poverty issue, identify opportunities to monitor over time, and consider appropriate responses such as Revitalization Tax Exemptions (RTEs) for energy efficiency retrofits for rental housing.	Not Started
13	Explore the creation of a Short-Term Rental Business Licensing Bylaw	Medium	13.1	Research the prevalence of Short-Term Rentals in Port Moody.	Completed
		Medium	13.2	Consider developing a bylaw to permit the operation of short term accommodations through business licensing in specific scenarios in order to protect long-term rental housing where feasible and allocate revenue to the AHRF.	Completed
14	Develop a Standards of Maintenance Bylaw to ensure that rental accommodations are maintained to basic and minimum standards including being free from hazard and are property maintained in conformity with accepted health, fire, and building requirements.	Medium	14.1	Consider and reduce potential negative impacts on tenants through bylaw enforcement, including displacement and risks of homelessness.	Completed
15	Develop a Missing Middle Housing Policy, with accompanying Zoning Amendments and Design Guidelines.	Medium	15.1	Amend OCP and pre-zone to permit missing middle housing in single detached designated areas where appropriate, such as within and near the Frequent Transit Network area walkshed, where servicing infrastructure are in place or planned for upgrade.	Completed
		Medium	15.2	Provide density bonusing for missing middle housing with a clear and established schedule. Increase bonus density incrementally to encourage rental, accessible, affordable, and non-market housing, as well as encourage more units and green space preservation onsite.	Completed
		Medium	15.3	Establish clear infill housing design guidelines with community input.	Completed
		Medium	15.4	Communicate design guidelines and development options through a clear graphical approach to establish certainty in outcomes for the public, developers and builders, and the City, while offering flexibility within an efficient Development Permit process.	In-Progress
		High	16.1	Create townhouse specific OCP designations to identify locations for suburban townhouses, fee simple rowhouses, and stacked townhouses where appropriate.	Completed
		High	16.2	Create guidelines to encourage townhouse podiums with apartments above within Multi-Unit OCP Designations, and family friendly townhomes on lower levels.	Completed

16	Encourage townhouse development	High	16.3	Consider creation of a zone allowing fee simple townhouses and make supportive policy amendments (such as allowing a single utility hookup to be shared across the project).	Not Started
		High	16.4	Allow for small density bonus for underground parking in new strata townhouse zones to discourage surface parking.	Ongoing
17	Enhance Family Friendly Units Policy outcomes and develop accompanying Design Guidelines.	Low	17.1	Review and enhance the impact of the Family Friendly Units Policy by considering incentives, such as bonus density, floor area exclusions, or other relaxations. Develop Family Housing Design Guidelines with a catalogue of amenities and design features eligible for incentives.	Started
		Low	17.2	The provision of 3- and 4-bedroom units attainable for families with additional storage space; surveillance opportunities of play spaces from dwellings; and improved soundproofing.	Started
		Low	17.3	Consider options to relax height and/or setback relaxations to encourage courtyard and rooftop podium amenity spaces, with opportunity for observation from units.	Started
		Low	17.4	Explore requiring higher ratios of family friendly units in missing middle housing.	Started
18	Develop Neighbourhood Level Family Friendly and Livability Policies	Low	18.1	Create a zoning overlay to identify areas where family friendly housing could be encouraged such as near schools, parks, and off main streets. Encourage or incentivize family friendly amenities in areas where family housing is encouraged or exists.	Not Started
		Low	18.2	Prioritize opportunities for multi-unit housing on non-arterial streets.	Ongoing
		Low	18.3	Provide public amenities to meet the needs of people of all ages and abilities, including children, youth, adults, and seniors.	Ongoing
		Low	18.4	Encourage traffic calming of streets with multi-unit development to support walkability, reduce noise, and increase sense of public safety.	Ongoing
19	Establish minimum unit sizes in multi-unit developments to improve livability.	High	19	Establish minimum unit sizes and limiting the share of units in a building with less than 525 sq. ft., except in special contexts where appropriate.	Started

20	Explore options to improve housing accessibility for all ages and abilities.	High	20.1	Review and update adaptable housing expectations to encourage universal and accessible design features in new development, setting specific expectations by type of feature.	Not Started
		High	20.2	Ensure accessibility requirements align with BC Housing and CMHC funding program parameters.	Not Started
21	Update the Detached Accessory Dwelling Unit policy to expand opportunities for new laneway homes.	Low	21.1	Update the Detached Accessory Dwelling Unit policy to expand opportunities for new laneway homes.	Completed
		Low	21.2	Remove requirements for principal residence by property owner.	Completed
		Low	21.3	Explore options to accommodate detached suites on parcels without lanes, and potential stratification and subdivision of Detached Accessory Dwelling Units.	Completed
22	Consider allowing lock off suites or flexible housing forms in houseplexes, and townhomes where layout of units can change depending on family needs.	Low	22.1	Consider allowing lock off suites or flexible housing forms in houseplexes, and townhomes where layout of units can change depending on family needs.	Ongoing
23	Consider opportunities to expand public areas and open space in densifying areas to offset the smaller amount of open and green space per household in multi-unit housing forms.	Medium	23.1	Identify opportunities for new parkland where housing densification is proposed through the Park-land Acquisition Strategy. Where possible, seek to create fully public spaces rather than semi-private, such as transferring public spaces within housing development sites to City ownership, or purchasing new land.	In-Progress
		Medium	23.2	Update the DCC bylaw to acquire new parkland in core areas and where new density is proposed and explore policies to allocate DCC and Community Amenity Contribution funds to park acquisition, with diverse age-inclusive and family friendly public amenities.	In-Progress
		Medium	23.3	Prioritize public amenity land acquisition in areas where affordable housing projects are being developed to offset lower capacity for on-site amenity provision.	Ongoing
24	Advocate to the Union of British Columbia's Municipalities (UBCM) for BC Assessment to support affordability through its treatment of bonus density and pre-zoning, and to explore land value taxation.	High	24.1	Advocate to BC Assessment to not assess the value of unbuilt density in rental properties.	Not Started
		High	24.2	Advocate for BC Assessment to study the benefits of land value taxes to control land price escalation and speculation through applying variable tax rates to land and improvement.	Not Started
25	Advocate to UBCM for the Provincial government to amend property taxation regulations.	High	25.1	Advocate to UBCM for the Provincial government to allow for variable property taxation rates.	Not Started
		High	25.2	Advocate to UBCM for the Provincial government to allow progressive property taxation by class, value, or use.	Not Started
26	Advocate to UBCM for the Provincial government to increase renter protections and supports.	High	26.1	Advocate for establishing sufficiently funded active enforcement to support tenants and minimize displacement, including the power to issue orders to landlords to address deficiencies.	Not Started
		High	26.2	Advocate for the exploration of an enhanced Residential Tenancy Branch process with significantly improved response times, less sophistication required for navigating a successful process, and a lower burden on tenants.	Not Started

27	Scale-up City of Port Moody's organizational capacity to meet growing demand	High	27.1	Create new positions in development services and supporting departments to respond to the growing volume and complexity of applications.	Ongoing
		High	27.2	Create a new Affordable Housing Development Planner position to review and support non-profit led development applications, and liaise across city departments, including planning, development services and real estate.	Completed
		High	27.3	Create monitoring framework to track housing agreement compliance over time.	Not Started
		High	27.4	Create a monitoring framework for tracking and evaluating progress made on 5- and 10-years housing targets on an ongoing basis.	Ongoing
28	Undertake analysis, studies and alignment with citywide initiatives to support the implementation of the Housing Action Plan.	High	28.1	Facilitate streamlining the development approvals process by undertaking city-wide analyses to reduce the need for repetitive individual site assessments (such as floodplain or seismic assessments).	Not Started
		High	28.2	Undertake a capacity assessment to understand the land use designation and zoning regulation updates that may be required to facilitate housing development and support meeting the Plan's 5- and 10-year housing targets. The assessment should consider developability, and designated development capacity should greatly exceed the 10-year targets as many properties many never redevelop.	In-Progress
29	Establish policy expectations and adhere to them to ensure clarity, fairness, and consistency between development projects.	High	29.1	Explore extending decision-making authority to staff alongside clear policy expectations to accelerate the approvals process where policies are being met.	Not Started
		High	29.2	Ensure incentives for social objectives (family-friendly amenities, affordability and livability features, and rental requirements) are sufficiently offset by incentives for successful project viability.	In-Progress
30	Undertake public engagement and communications campaign to improve understanding of a healthy housing continuum	Medium	30.1	Following the adoption of the Housing Action Plan, undertake a public communications campaign to improve understanding of the benefits of diverse housing forms for affordability, social inclusion, livability, and evolving household needs.	Ongoing
31	Convene and collaborate with the affordable housing sector.	Medium	31.1	Explore entering a Memorandum of Understanding with BC Housing to manage non-market and below market rental units created through the Inclusionary Zoning Policy – Affordable Rental Units.	On-Hold
		Medium	31.2	Engage with non-profit, charitable, and faith-based property owners, as well as BC Housing and School District 43, to identify potential opportunities for affordable housing development.	Ongoing
32	Support the implementation of the Aboriginal Housing Management Association's (AHMA) Indigenous Housing Strategy.	High	32.1	Prioritize Indigenous housing development in Port Moody.	Ongoing