



**Your Voice. Your Home.**  
Meeting the Housing Needs of Burnaby Residents

# MAYOR'S TASK FORCE ON COMMUNITY HOUSING

## PROGRESS REPORT: TASK FORCE RECOMMENDATIONS



**THIS IS   
CLIMATE  
ACTION**



# HOW WE GOT HERE

Starting in February 2019, the 18-member Mayor’s Task Force on Community Housing met in a series of 10 meetings, facilitated by the SFU Morris J. Wosk Centre for Dialogue. With an ambitious timeline, the Task Force meetings were grouped into two phases: Phase 1 – Generating Ideas and Phase 2 – Trade-Offs and Solutions. Phase 1 concluded with an Interim Report released in May 2019 with 10 quick start recommendations. Phase 2 resulted in the Final Report in July 2019 with 18 final recommendations.

Through 2019, the Task Force engaged over 2,600 members of the public through the Your Voice. Your Home. process, the most people ever reached through a City engagement process. The Task Force outlined 18 recommendations and 10 quick starts to expand housing options and improve housing affordability for Burnaby residents. Collectively, the recommendations frame a new approach to housing, in which the City plays a more direct role in encouraging affordability and choice. Since the release of the Task Force recommendations in July 2019, the City has been making headway in implementing the recommendations and quick starts.

The City continues to strive to listen to the voices of all residents to create a more inclusive and welcoming community. As such, this Progress Report provides an update on the 18 recommendations and 10 quick starts. In February 2021, the City reconvened some participants from the May 2019 Community Recommendations Workshop so that they may provide their feedback and input on the progress made to date, and provide additional perspectives on their experience with housing in Burnaby. To further continue the conversation, the Task Force will be reconvened in March 2021 to share their feedback on progress to date and their insights to advance housing initiatives for City residents.



## KEEPING THE CONVERSATION GOING

Simon Fraser University’s Morris J. Wosk Centre for Dialogue fosters shared understanding and positive action through dialogue and engagement. As a trusted convener and hub for community initiatives, the Centre for Dialogue has engaged hundreds of thousands of participants to create solutions for many of society’s most pressing issues.

The process used to engage the community and stakeholders through the Mayor’s Task Force on Community Housing and Your Voice. Your Home. process was transformative in how the City works with members of the public to shape policy.

The Your Voice. Your Home. process was named runner up for a Core Values Award for Creativity, Contribution, and Innovation in the Field by IAP2 Canada, a national association focused on excellence in the field of public participation. In addition, Your Voice. Your Home. also received an honourable mention for Excellence in Governance for the Union of British Columbia Municipalities 2020 Community Excellence Awards.

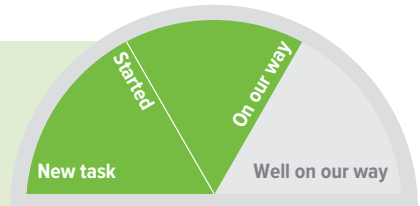
To continue the City’s valuable connection with the community, the SFU Morris J. Wosk Centre for Dialogue engaged some participants from the Community Recommendations Workshop and will be reconvening the Task Force to report out on progress on their recommendations to the City, in addition to hearing more from the community and stakeholders on the issue of housing.

# PROGRESS + ACHIEVEMENTS

## QUICK STARTS FOR RENTAL HOUSING

1

**QUICK START** Create a modular housing strategy.



### PROGRESS TO DATE

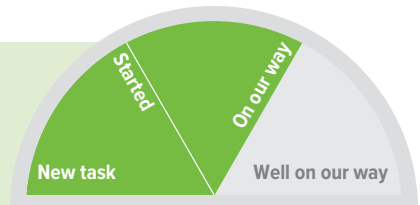
The City is working with BC Housing to add 43 new units of supportive modular housing for those at risk of homelessness at 3986 Norland Avenue, a City-owned property that currently has 52 supportive modular housing units, operated by Progressive Housing Society. In addition, the City recently applied for Canada Mortgage and Housing Corporation (CMHC) Rapid Housing Initiative funding to develop modular rental units for individuals and families with severe housing need on three City-owned sites.

### NEXT STEPS

The City is awaiting the results of the funding applications submitted to CMHC, which if successful, would create approximately 190 new modular rental units in the City in 2021. The City continues to seek additional opportunities for modular housing developments and will develop a Modular Housing Strategy in the near future.

2

**QUICK START** Regulate Short-Term Rental housing.



### PROGRESS TO DATE

In 2020, the City adopted a policy framework to restrict Short-Term Rentals in the City to maintain long-term rental housing for renters.

### NEXT STEPS

City Council is considering bylaws to set out the regulation and enforcement program for Short-Term Rentals. If adopted by Council, the process and requirements for obtaining a Short-Term Rental licence will be available, and the enforcement and compliance program will begin.

3

**QUICK START** Adopt a robust Tenant Assistance Policy.



### PROGRESS TO DATE

A new Tenant Assistance Policy, based on the approach identified by the Task Force, including the provision of monthly rent top-ups to better support displaced tenants, was adopted by Council on 2020 March 9.

### NEXT STEPS

The City continues to monitor the implementation of the new Tenant Assistance Policy through communication with tenants and the development industry through the City's Renters Office.

# 4

## QUICK START

Establish a Rent Bank Using housing fund monies.



## PROGRESS TO DATE

Through funding of \$30,000 each from the City and BC Rent Bank, a temporary Burnaby Rent Bank was created in April 2020 to help renters in maintaining their housing and preventing homelessness during the COVID-19 pandemic. In December 2020, BC Rent Bank announced the Lower Mainland Purpose Society was successful in its funding application for a permanent rent bank in Burnaby.

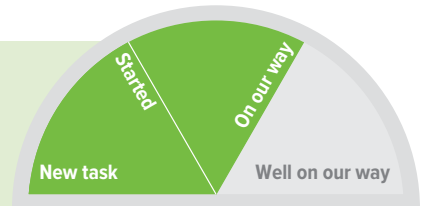
## NEXT STEPS

The City is working the Lower Mainland Purpose Society to determine how the City can best support the Burnaby Rent Bank in the long-term, including potential financial supports, subject to Council approval.

# 5

## QUICK START

Scale up/Increase additional density for projects with below-market rentals.



## PROGRESS TO DATE

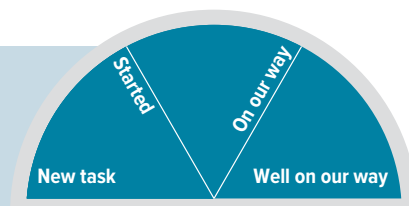
The finalized Rental Use Zoning Policy, adopted by Council on 2020 March 9, requires new market and below-market units in exchange for additional density. The below-market units, also known as Inclusionary units, are required to be rented at 20% below CMHC market median rents for the life of the building. The Rental Use Zoning Policy further encourages the private sector to partner with non-profits and other levels of government to deliver greater affordability in the City's rental stock.

## NEXT STEPS

The City continues to monitor the effectiveness of the Rental Use Zoning Policy in delivering market and below-market rental units. The Rental Use Zoning Policy will further be explored in the draft of HOME: Burnaby's Housing + Homelessness Strategy, anticipated to go to Council in Spring 2021 prior to public consultation, to achieve greater housing affordability, especially in transit-friendly locations.

# QUICK STARTS FOR HOUSING PARTNERSHIPS

**6 QUICK START** Partner with BC Housing, non-profits, and private developers for more non-market housing.



## PROGRESS TO DATE

To ensure a mix of affordable homes are available and respond to the needs of Burnaby residents, the City has partnered with other levels of government, non-profit housing operators and the private sector to encourage affordable housing development. This includes a Memorandum of Understanding with BC Housing to formalize how the City and BC Housing will work together to develop affordable housing on six City-owned sites and one federal site in Burnaby. Through these partnerships, a variety of new housing options will be facilitated, including new co-operative housing, housing for Indigenous individuals and families, housing for women and children, seniors, and those who are homeless or at risk of homelessness.

## NEXT STEPS

The City will continue to build and strengthen its partnerships to help increase affordable housing options in the City. Additional actions to achieve this Quick Start are included in the draft of HOME: Burnaby's Housing + Homelessness Strategy, including exploring the development of a coordinated program for non-market housing partnerships to provide an efficient, consistent, and streamlined process.

**7 QUICK START** Use a portfolio approach for the city lands program for non-market housing.



## PROGRESS TO DATE

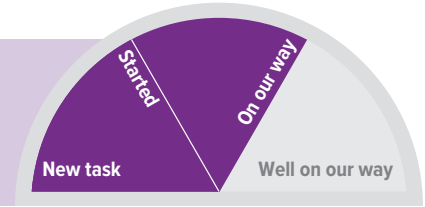
Ten City-owned sites, with a combined assessed value of over \$104 million, are currently undergoing expedited development approvals and/or funding application processes to facilitate approximately 1,500 non-market homes for low and moderate-income households. Of the 10 sites, four sites were released under a single Request for Proposals to offer a portfolio approach to the community housing sector to develop non-market housing in Burnaby. Through this process, two sites were granted to Catalyst Community Developments and two sites were granted to a partnership between M'akola Housing Society and Vancouver Native Housing Society to develop affordable housing for specific groups with housing needs, including Indigenous seniors and families and low and moderate-income households.

## NEXT STEPS

The City and its non-profit housing partners are awaiting the results of funding applications submitted to other levels of government, including BC Housing and CMHC. Should the applications be successful, approximately 1,150 new homes could begin construction in 2021. The City will also continue to seek opportunities to create more affordable housing, including through a portfolio approach, through HOME: Burnaby's Housing + Homelessness Strategy.

## QUICK STARTS FOR LAND USE, ZONING AND APPROVALS

**8 QUICK START** Simplify zoning and other requirements to increase the number of homes in more neighbourhoods.



### PROGRESS TO DATE

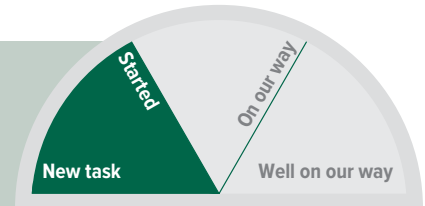
City Council recently approved a Zoning Bylaw amendment to permit market rental developments in the C8 and C9 zoning districts without Comprehensive Development rezoning to encourage new market rental housing development.

### NEXT STEPS

Council has directed staff to prioritize a zoning review of suites in duplexes, and of minimum lot sizes. Further actions to amend the Zoning Bylaw to increase the number of homes in more neighbourhoods are outlined in HOME: Burnaby’s Housing + Homelessness Strategy. The City will also be initiating a review of the Zoning Bylaw in 2021.

## QUICK STARTS FOR RESEARCH

**9 QUICK START** Commission a land value capture study.



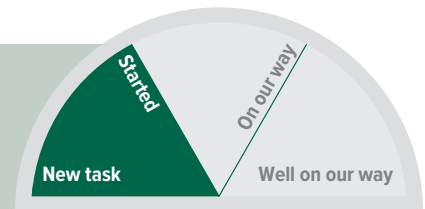
### PROGRESS TO DATE

The City participated in a TransLink and Metro Vancouver study on Land Value Capture to help understand the potential benefits and drawbacks to a regional Land Value Capture model.

### NEXT STEPS

The City will explore commissioning a study on innovative techniques to increase funding for non-market housing, including Land Value Capture, through HOME: Burnaby’s Housing + Homeless Strategy.

**10 QUICK START** Gather data on empty homes.



### PROGRESS TO DATE


The City has collected data released for the provincial Speculation and Vacancy Tax to better understand housing trends, such as empty homes, in Burnaby.

### NEXT STEPS

The City will continue to gather and analyze data on empty homes in Burnaby.

# THEME 1 CREATE LIVABLE NEIGHBOURHOODS

**1 RECOMMENDATION** Develop a plan for introducing new housing forms and family-oriented housing in a variety of neighbourhoods.



Status	Percentage
New task	~10%
Started	~0%
On our way	~0%
Well on our way	~90%


## PROGRESS TO DATE

Actions to introduce new housing forms, such as laneway housing and suites in duplexes, and family-oriented housing, such as infill units and townhouses, in a variety of neighbourhoods have been included in HOME: Burnaby’s Housing + Homelessness Strategy.

## NEXT STEPS

A draft of HOME: Burnaby’s Housing + Homelessness Strategy is anticipated to go to Council in Spring 2021, followed by public consultation. One of the priority implementation actions for 2021 is a Neighbourhood Infill Program to permit small-scale infill options, including suites in duplexes, smaller lots, and laneway homes.

**2 RECOMMENDATION** Create sustainable and accessible communities, with a range of amenities and services, in and around arterials and transit corridors.



Status	Percentage
New task	~10%
Started	~0%
On our way	~0%
Well on our way	~90%


## PROGRESS TO DATE

Actions to have increased housing options in close proximity to transit, amenities and services, such as in the City’s Urban Villages, have been included in HOME: Burnaby’s Housing + Homelessness Strategy.

## NEXT STEPS

Two area plan processes are currently underway in the Bainbridge and Lochdale neighbourhoods. These plans will provide more housing, amenities and services close to transit. In addition to actions in HOME: Burnaby’s Housing + Homelessness Strategy, this particular recommendation will also be considered in the upcoming update to the Official Community Plan, which sets the overall vision and long-term direction for the City.

**3 RECOMMENDATION** Launch an education and advocacy campaign to increase community acceptance of new housing forms.



Status	Percentage
New task	~10%
Started	~0%
On our way	~0%
Well on our way	~90%

## PROGRESS TO DATE

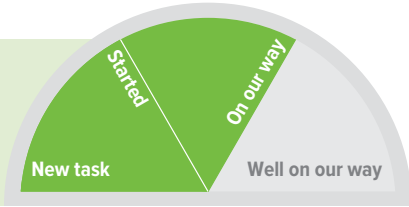
Education and advocacy to increase community acceptance of new housing opportunities is ongoing, including efforts from Mayor and Council to advocate to other levels of government for affordable housing and the creation of a Memorandum of Understanding with BC Housing to establish a new partnership model. Part of this work is also accomplished through transparency and accountability to the public on the City’s actions on housing, such as the one-year progress report on the Task Force recommendations and quick starts.

## NEXT STEPS

A draft of HOME: Burnaby’s Housing + Homelessness Strategy is anticipated to go to Council in Spring 2021, followed by public consultation. Public consultation efforts will continue to help educate the community about different housing opportunities for the City.

THEME 2 INVEST IN HOUSING PARTNERSHIPS

4 RECOMMENDATION Review the City's land assets to identify suitable sites to pilot a portfolio development opportunity.



PROGRESS TO DATE

Ten City-owned sites, with a combined assessed value of over \$104 million, are currently undergoing expedited development approvals and/or funding application processes to facilitate approximately 1,500 non-market homes for low and moderate-income households.

NEXT STEPS

The City and its non-profit housing partners are awaiting the results of funding applications submitted to other levels of government, including BC Housing and CMHC. Should the applications be successful, approximately 1,150 new homes could begin construction in 2021.

5 RECOMMENDATION Create a program to facilitate redevelopment of under-utilized land for affordable housing.



PROGRESS TO DATE

Actions to explore ways to facilitate redevelopment of under-utilized land for affordable housing, such as creating an inventory of institutional and other low-density sites that are suitable for co-locating affordable housing, have been incorporated in HOME: Burnaby's Housing + Homelessness Strategy.

NEXT STEPS

In addition to actions in HOME: Burnaby's Housing + Homelessness Strategy, this particular recommendation will also be considered in the upcoming update to the Official Community Plan, including identifying ways to support the renewal and redevelopment of non-market housing by providing higher-density land use designations, where appropriate.

6 RECOMMENDATION Review the mandate and allocation of the City's Housing Fund to maximize its support for Task Force recommendations.



PROGRESS TO DATE

The City did an initial review of the Community Benefit Bonus Affordable Housing Reserve (Housing Fund) in 2020 and established an Operating Housing Reserve to fund ongoing housing expenditures.

NEXT STEPS

A draft of HOME: Burnaby's Housing + Homelessness Strategy is anticipated to go to Council in Spring 2021, followed by public consultation.



# 7

## RECOMMENDATION

Negotiate a Memorandum of Understanding (MOU) with BC Housing and CMHC to establish terms for partnerships.



## PROGRESS TO DATE

The City has a signed Memorandum of Understanding with BC Housing to formalize how the City and BC Housing will work together to develop affordable housing on six City-owned sites and one federal site in Burnaby.

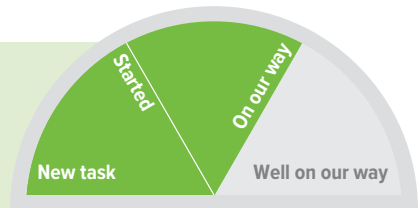
## NEXT STEPS

The City will continue to work with BC Housing to advance affordable housing projects on the sites contained within the Memorandum of Understanding. The City will also work with CMHC to create a similar document to establish a partnership framework.

# 8

## RECOMMENDATION

Build on the City's Homelessness Response to create more homes for people experiencing homelessness.



## PROGRESS TO DATE

Since 2019, the City has sought additional ways to support people experiencing homelessness or at risk of homelessness by providing land and other City resources to help create a new supportive housing project at 3986 Norland Avenue and the Douglas Shelter. In 2020, the City fast-tracked approvals for an Emergency Resource Centre at 3860 Sperling Avenue, a BC Housing shelter in which those who are homeless can stay and be socially distanced during the COVID-19 pandemic. The City is also working with BC Housing to add 43 new units of supportive housing at 3986 Norland Avenue for those at risk of homelessness. In addition, the City recently applied for CMHC Rapid Housing Initiative funding to develop modular rental units for individuals and families with severe housing need on three City-owned sites.

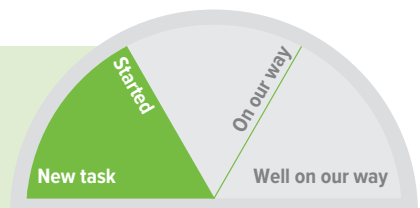
## NEXT STEPS

The City is awaiting the results of the funding applications submitted to CMHC, which if successful, would create approximately 190 new modular rental units in the City in 2021. Actions to make homelessness rare, brief, and one-time by preventing pathways into homelessness, supporting pathways out of homelessness, and collaborating and coordinating among homeless serving partners are also included in HOME: Burnaby's Housing + Homelessness Strategy.

# 9

## RECOMMENDATION

Co-locate affordable housing with community facilities such as community centres, firehalls, schools, libraries, and other suitable public facilities.



## PROGRESS TO DATE


Actions to explore the potential co-location of affordable housing with community facilities, including seeking a partnership with other levels of government and a non-profit organization to pilot a co-located non-market housing at a City facility, have been incorporated in HOME: Burnaby's Housing + Homelessness Strategy.

## NEXT STEPS

A draft of HOME: Burnaby's Housing + Homelessness Strategy is anticipated to go to Council in Spring 2021, followed by public consultation. This particular recommendation will also be considered in the upcoming update to the Official Community Plan.

## THEME 3 SUPPORT RENTAL HOUSING AND TENANTS

**10 RECOMMENDATION** Adopt a robust tenant relocation policy.



A semi-circular progress gauge with three segments: 'New task' (grey), 'Started' (blue), and 'On our way' (blue). The 'Started' and 'On our way' segments are filled, while 'New task' is empty.


### PROGRESS TO DATE

A new Tenant Assistance Policy, based on the approach identified by the Task Force, including the provision of monthly rent top-ups to better support displaced tenants, was adopted by Council on 2020 March 9.

### NEXT STEPS

The City continues to monitor the implementation of the new Tenant Assistance Policy through communication with tenants and the development industry through the City's Renters Office.

**11 RECOMMENDATION** Explore incentives and accountability for the maintenance of older rental buildings.



A semi-circular progress gauge with three segments: 'New task' (grey), 'Started' (blue), and 'On our way' (blue). The 'Started' and 'On our way' segments are filled, while 'New task' is empty.

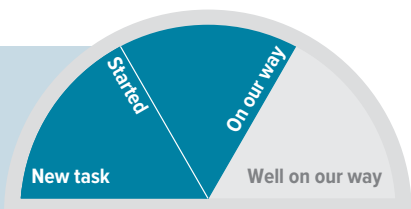
### PROGRESS TO DATE

Actions to explore incentives and accountability for the maintenance of older rental buildings, such as a Standards of Maintenance Bylaw, have been incorporated in HOME: Burnaby's Housing + Homelessness Strategy.

### NEXT STEPS

A draft of HOME: Burnaby's Housing + Homelessness Strategy is anticipated to go to Council in Spring 2021, followed by public consultation.

**12 RECOMMENDATION** Increase the supply of affordable rental housing.



A semi-circular progress gauge with three segments: 'New task' (grey), 'Started' (blue), and 'On our way' (blue). The 'Started' and 'On our way' segments are filled, while 'New task' is empty.

### PROGRESS TO DATE

The finalized Rental Use Zoning Policy, adopted by Council on 2020 March 9, requires new market and below-market units in exchange for additional density. The below-market units, also known as Inclusionary units, are required to be rented at 20% below CMHC market median rents for the life of the building. The Rental Use Zoning Policy further encourages the private sector to partner with non-profits and other levels of government to deliver greater affordability in the City's rental stock.

### NEXT STEPS

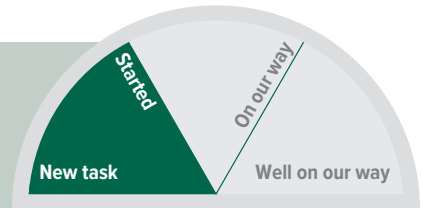
The City continues to monitor the effectiveness of the Rental Use Zoning Policy in delivering market and below-market rental units.

## THEME 4 PROMOTE INNOVATIVE HOUSING POLICY AND BUILD CAPACITY

# 13

### RECOMMENDATION

Consider increasing the percentage of density bonus funds allocated to housing.



### PROGRESS TO DATE

An action to review the Community Benefit Bonus Affordable Housing Reserve (Housing Fund) to maximize the number of units supported and clarify eligibility and allocation policies and procedures has been incorporated in HOME: Burnaby's Housing + Homelessness Strategy.

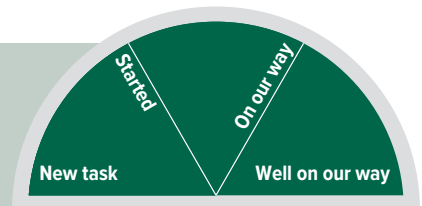
### NEXT STEPS

A draft of HOME: Burnaby's Housing + Homelessness Strategy is anticipated to go to Council in Spring 2021, followed by public consultation.

# 14

### RECOMMENDATION

Establish a housing department to coordinate housing work.



### PROGRESS TO DATE

A Housing Team has been established with five staff, including a full-time Tenant Assistance Planner.

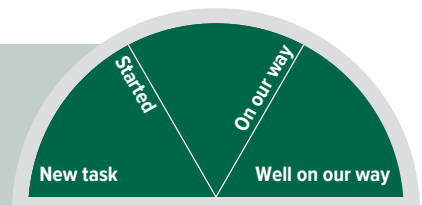
### NEXT STEPS

The City will continue to monitor staff levels and explore new ways to ensure adequate staff resourcing to implement its housing policy.

# 15

### RECOMMENDATION

Increase staff and review regulations to speed housing approvals.



### PROGRESS TO DATE

Two new staff in Current Planning have been hired to speed up housing approvals. Inter-departmental teams meet regularly to review applications, and also to coordinate legal and financial approval processes.

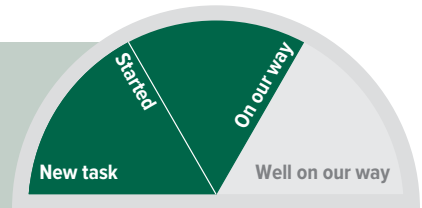
### NEXT STEPS

The City will be investigating ways to streamline the development approvals processes, including undertaking a review of the Zoning Bylaw, and investigating the use of other regulatory tools such as Development Permits, to speed up the process.

# 16

## RECOMMENDATION

Support the development of more housing co-operatives.



### PROGRESS TO DATE

The City selected Community Land Trust, the development arm of the Co-operative Housing Federation of British Columbia, for one of its 10 sites currently seeking funding from BC Housing.

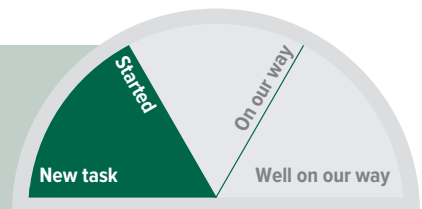
### NEXT STEPS

The City and Community Land Trust are currently awaiting the results of its funding application to BC Housing. In addition to this project, other actions to support the development of more housing co-operatives including developing policy to support the renewal of existing co-ops and facilitate new co-op development, have been included in HOME: Burnaby's Housing + Homelessness Strategy.

# 17

## RECOMMENDATION

Pursue innovative financing mechanisms for non-market housing, such as land value capture.



### PROGRESS TO DATE

An action to explore commissioning a study on innovative techniques to increase funding for non-market housing, including Land Value Capture, has been incorporated in HOME: Burnaby's Housing + Homeless Strategy. The City also participated in a TransLink and Metro Vancouver study on Land Value Capture to help understand the potential benefits and drawbacks of a regional Land Value Capture model.

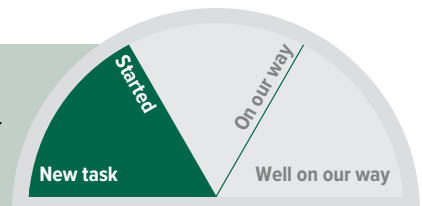
### NEXT STEPS

A draft of HOME: Burnaby's Housing + Homelessness Strategy is anticipated to go to Council in Spring 2021, followed by public consultation.

# 18

## RECOMMENDATION

Adopt ways to support affordable home ownership.



### PROGRESS TO DATE

Actions to explore supports for affordable home ownership, including rent-to-own, shared equity, and other models, have been incorporated in HOME: Burnaby's Housing and Homelessness Strategy. The Strategy also considers other ways to support affordable homeownership, including smaller lots, infill housing, and rental options such as laneway housing and flex suites to serve as mortgage helpers.

### NEXT STEPS

A draft of HOME: Burnaby's Housing + Homelessness Strategy is anticipated to go to Council in Spring 2021, followed by public consultation.

# WHAT'S NEXT

## HOME: BURNABY'S HOUSING + HOMELESSNESS STRATEGY



Building upon the success of the Task Force and the first two phases of Your Voice. Your Home., the City is now working on **HOME: Burnaby's Housing + Homelessness Strategy**, a comprehensive policy document that incorporates the Task Force recommendations and quick starts into a framework to address challenges and opportunities across the entire housing system, including reducing homelessness. This will be Burnaby's first housing and homelessness strategy.

**HOME** will identify specific action items and guide City decisions on housing for the next 10 years. Extensive work and consultation on HOME occurred in 2020. A draft strategy is expected to go to City Council this spring, followed by public consultation.



## WHAT IS A HOUSING NEEDS REPORT?

In 2019, the province amended the Local Government Act to require all local governments to complete a Housing Needs Report by 2022. These reports look at a combination of statistical data—from sources such as Statistics Canada, CMHC, BC Housing, and others—and community and stakeholder input to create a comprehensive picture of housing and homelessness needs in a community. Once completed, they must be updated every five years.

Burnaby completed its Housing Needs Report in early 2021. The key areas of local need identified for the City include:

- » Accessible housing;
- » Refugees and new immigrants;
- » Indigenous households;
- » Youth aging out of care;
- » Families;
- » Seniors;
- » Women fleeing violence;
- » People with intellectual and developmental disabilities;
- » Post-secondary students; and,
- » Housing for homeless.

These key areas of local need, in addition to other findings in the Housing Needs Report have been incorporated in HOME: Burnaby's Housing + Homelessness Strategy to ensure actions are directed to meet the needs of these specific groups.