



## HOUSING TARGET PROGRESS REPORT FORM

Housing Targets Branch  
BC Ministry of Housing and Municipal Affairs

### PURPOSE

Municipalities will use this form to complete the requirements for progress reporting under the [Housing Supply Act](#) (Act). The information provided will be evaluated to determine whether targets have been met or satisfactory progress has been made toward meeting targets.

### REPORT REQUIREMENTS

The report must contain information about progress and actions taken by a municipality to meet housing targets as identified in the Housing Target Order (HTO).

The progress report must be received in a meeting that is open to the public and by Council resolution within 45 days after the end of the reporting period.

Municipalities must submit this report to the minister and post it to their municipal website as soon as practicable after it is approved by Council resolution.

### ASSESSMENT

The Housing Targets Branch evaluates information provided in the progress report based on Schedule B - Performance Indicators in the HTO. If targets have not been met and satisfactory progress has not been made, the Minister may initiate compliance action as set out in the Act.

### REPORT SUBMISSION

Please complete the attached housing target progress report form and submit to the Minister of Housing at [Housing.Targets@gov.bc.ca](mailto:Housing.Targets@gov.bc.ca) as soon as practicable after Council resolution.

**Do not submit the form directly to the Minister’s Office.**

Section 1: MUNICIPAL INFORMATION	
Municipality	City of White Rock
Housing Target Order Date	July 1, 2024
Reporting Period	July 1, 2024 – December 31, 2024
Date Received by Council Resolution	January 27, 2024
Date Submitted to Ministry	
Municipal Website of Published Report	
Report Prepared By	<input checked="" type="checkbox"/> Municipal Staff <input type="checkbox"/> Contractor/External
Municipal Contact Info	Anne Berry Director, Planning and Development Services <a href="mailto:aberry@whiterockcity.ca">aberry@whiterockcity.ca</a> 604-541-2293
Contractor Contact Info	<input checked="" type="checkbox"/> N/A

**Section 2: NUMBER OF NET NEW UNITS**

Record the number of net new housing units delivered during the reporting period, and cumulatively since the effective date of the HTO. Net new units are calculated as completions (occupancy permits issued) minus demolitions. Legalizing existing unpermitted secondary suites or other housing types does not count toward completions.

**Section 8 must be completed if a housing target has not been met for the reporting period.**

	<b>Completions</b> (Reporting Period)	<b>Demolitions</b> (Reporting Period)	<b>Net New Units</b> (Reporting Period)	<b>Net New Units</b> (Since HTO Effective Date)
<b>Total</b>	43	19	24	24

**Section 3: NUMBER OF HOUSING UNITS BY CATEGORY AND TYPE (Unit Breakdown Guidelines)**

Record the number of housing units in each category below for the reporting period and cumulatively since the effective date of the HTO. Definitions are provided in the endnote.

	<b>Completions</b> (Reporting Period)	<b>Demolitions</b> (Reporting Period)	<b>Net New Units</b> (Reporting Period)	<b>Net New Units</b> (Since Effective HTO Date)
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**Units by Size**

Studio	0	-	-	-
One Bedroom	4	-	-	-
Two Bedroom	15	-	-	-
Three Bedroom	3	-	-	-
Four or More Bedroom <sup>1</sup>	20	-	-	-

*Historically, the City has not collected unit size or tenure information when issuing demolition permits or building permits. The totals provided are therefore estimates based on available information. To meet the reporting deadline, staff have focused on providing the requested information based on housing unit completions over the past six months. The City will look to rectify this for the annual progress report due in July 2025.*

**Units by Tenure**

Rental Units <sup>2</sup> – Total	16	-	-	-
Rental – Purpose Built	0	-	-	-
Rental – Secondary Suite	16	-	-	-
Rental – Accessory Dwelling	0	-	-	-
Rental – Co-op	0	-	-	-

Owned Units	24	-	-	-
<b>Units by Rental Affordability</b>				
Market	0	0	0	0
Below Market <sup>3</sup> - Total	0	0	0	0
Below Market - Rental Units with On-Site Supports <sup>4</sup>	0	0	0	0

**Section 4: MUNICIPAL ACTIONS AND PARTNERSHIPS TO ENABLE MORE HOUSING SUPPLY**

**A)** Describe applicable actions taken in the last 12 months to achieve housing targets, in line with the Performance Indicators in the HTO. Each entry should include a description of how the action aligns with achieving the housing target, the date of completion, and links to any publicly available information. For example:

- Streamlined development approvals policies, processes or systems.
- Updated land use planning documents (e.g., Official Community Plan, zoning bylaws).
- Updated Housing Needs Report.
- Innovative approaches and/or pilot projects.
- Partnerships (e.g., BC Housing, CMHC, or non-profit housing organizations except First Nations – see Section 4 B).
- Other housing supply related actions.

**COMPLETED ACTIONS:**
**1. Zoning Bylaw updates** *(related to Bill 44 and 47 legislation):*

The City undertook a comprehensive and careful review of existing single-family, duplex and triplex zoned lots to facilitate the development of 2,3, 4, or 6 units to be compliant with Small Scale Multi-Unit Housing (SSMUH) legislation to facilitate small-scale multi-unit housing. 88% of the City of White Rock's land base falls within the Province's definition of a "Restricted Zone" and must comply with SSMUH requirements. To balance the community's valued characteristics with competing priorities, the SSMUH zoning regulations are designed to support the successful implementation of SSMUH developments. These regulations aim to integrate new missing middle housing forms that meet diverse needs while preserving the community's essence.

- Completion date: Council adopted Zoning Bylaw, 2024, No. 2506 on June 26, 2024.
- Staff report: [Zoning Bylaw, 2024, No. 2506-Update to address Bill 44 - Small-Scale, Multi-Unit Housing \(SSMUH\).pdf \(escribemeetings.com\)](#)

**2. OCP updates** *(related to Bills 44 and 47 legislation):*

The City approved updates to the OCP Development Permit Areas and guidelines to comply with SSMUH legislation. These updates will facilitate more efficient development approvals for SSMUH forms of housing. Additionally, as part of this update, Council also approved Development Permit (Form and Character) exemptions for SSMUH developments with four or fewer dwelling units – this

aims to streamline processes and encourage the construction of more missing middle housing forms throughout the City.

- Completion date: Council adopted the OCP updates on October 21, 2024.
- Staff report: [Consideration of first and second reading for OCP Bylaw update \(Bylaw 2519\) - DPA guidelines updates related to SSMUH.pdf \(escribemeetings.com\)](#)

### 3. **Interim Housing Needs Report** *(related to Bill 44 legislation)*

The City completed the Interim Housing Needs Report (HNR) to include the three additional items, a requirement of the Bill 44 legislation. The anticipated 5-year and 20-year housing needs for the City are 2,780 units and 8,816 units, respectively.

- Completion date: Council endorsed the Interim HNR on November 4, 2024.
- Staff report: [Interim Housing Needs Assessment and Report .pdf \(escribemeetings.com\)](#)
- Interim Housing Needs Report: [2024 Interim Housing Needs Report.pdf \(whiterockcity.ca\)](#)

### 4. **Application to CMHC Housing Accelerator Fund (Second Intake)**

Council supported the City's application to the Canadian Mortgage and Housing Corporation (CMHC) Housing Accelerator Fund to assist local governments in undertaking initiatives that speed up permit approvals and increase housing supply. (The City was unsuccessful in the 2023 HAF application)

- Completion date: Council endorsed the 2024 HAF application on November 25, 2024. The City submitted the second intake application to CMHC by the August 2024 deadline, as submissions were permitted in advance of Council endorsement of the application.
- Staff report: [Housing Accelerator Fund Application - Second Intake.pdf \(escribemeetings.com\)](#)

## **ONGOING ACTIONS**

### 5. **Developed a program to reduce Building Permit review wait times through third-party contracted services**

The City experienced an increase in application volume following the pandemic, along with challenges in staff recruitment and retention which became significant for a small organization with limited staff like White Rock. Specifically, since 2022, the City has experienced a high volume of building permit applications combined with vacancies in the Building Division, which were challenging to fill. This situation resulted in unsatisfactory permit review wait times, necessitating increased resources in the Division. The City recognizes that applicants face financial burdens, difficulties booking construction trades, and supply chain challenges. They rely on swift application processing to plan their construction schedules.

In January 2023, Council directed staff to issue a Request for Proposal (RFP) for temporary contracted building permit application review services. This initiative aimed to reduce the volume of applications awaiting review and permit issuance. In March 2023, Council awarded the contract to Pontem Consulting Group Ltd. on a time-limited basis, with a budget of \$150,000 for these services. The program was implemented in March 2023. The initial trial was determined successful by October 2023, and ongoing funding for 2024 was included and approved in the 2024 budget discussions.

By directing the use of contracted services, the City was and continues to be able to expedite permit delivery, reducing the burden on applicants and staff while supporting economic growth and supporting the creation of housing units faster. The program's flexibility allows it to be utilized on an as-needed basis.

- Staff report: [Building Permit Application Processing Update Report.pdf \(escribemeetings.com\)](#)

#### **6. Affordable Housing Strategy**

Over the past 1.5 years, the City's Housing Advisory Committee undertook the creation and framework development of the City's first long-term Affordable Housing Strategy (AHS). The draft AHS was endorsed by the Committee on December 3, 2024 with the recommendation that it be forwarded to Council for approval.

The draft AHS establishes 21 specific affordable housing actions and 60 initiatives for six (6) strategic priorities. The actions are focused on regulatory, policy, and financial measures to increase the supply of affordable rental and ownership units within the City aimed at addressing White Rock's housing needs over the next 10 years. The draft AHS also includes an implementation plan which prioritizes each of the 60 initiatives to be completed within a short-to-long-term timeframe. The draft AHS is anticipated to be presented to Council for approval before March 2025.

- Draft Strategy - [2024 11 13 revised 2 Draft Affordable Housing Strategy - reduced size.pdf \(escribemeetings.com\)](#)

#### **7. North Bluff Road Corridor Study**

One of Council's Strategic Priorities is to assess the long-term land use and density in Uptown (town centre) along North Bluff Road, from Oxford Street to Finlay Street to evaluate the potential for increasing height and densities as it relates to the Semiahmoo Town Centre Plan in the City of Surrey.

This Corridor study is combined with the OCP Review project related to Bill 44 legislation, slated to begin in early 2025 due to the interrelated nature of both these projects. This enables staff to conduct a comprehensive analysis of all existing land uses within the city, which also includes the Corridor Study Area. On December 9, 2024, Council directed staff to get quotes for the project scope noted and award the work in order to proceed.

The Corridor Study is anticipated to be completed for Summer 2025. The results of the study will also inform additional policy updates which will be incorporated into the OCP Review project to be completed prior to the mandated December 31, 2025 deadline.

- Staff report: [North Bluff Road Corridor Study and OCP Review \(Provincial updates\) 2025 project - Project Scope Report.pdf \(escribemeetings.com\)](#)

#### **8. New Development Procedures Bylaw**

One of the objectives within Council's strategic priority is to review the City's existing Planning Procedure Bylaw for opportunities to streamline the planning approval process. Since mid-2023, the City has been engaged in this project undertaking an in-depth review of existing development application processes to stay current with evolving provincial legislation and to align with best practices. The new Bylaw is more comprehensive, yet shorter than the current Planning Procedures Bylaw, and aims to make the application review process transparent and efficient by establishing clear steps and requirements for both staff and applicants. Further, the proposed Bylaw reflects best practices in application processing and aligns with changes to provincial regulations outlined in the

Local Government Act ("LGA"). The following are some highlights of the key changes and new sections proposed:

- a) Removal of step-by-step specific application processes from the Schedules.
- b) Consolidating all application submission requirements into one schedule.
- c) Reassigning delegated authority for Minor DP approval from the City Manager to the Director of Planning and Development Services to align with proposed delegated authorities for other application types.
- d) Introducing Minor Development Variance Permits as an application type.
- e) Updates to Public Notification and Public hearing requirements.
- f) Expanded Delegation Authority for minor amendments to previously approved DPs
- g) Removal of all Public Meeting (non-statutory) requirements for land use permits
- h) Introducing a detailed section on Application expiry, extension, renewal and inactivity.

The Development Procedures Bylaw received Second Reading by Council on December 9, 2024, and is anticipated to be presented to Council for third and final adoption in Spring 2025. Key outcomes associated with this project are anticipated to include improved process efficiency and faster development application processing timelines to help reduce development costs and expedite the delivery of new homes of all types.

- Staff report: [Consideration of first and second readings for Bylaw No. 2485 - White Rock Development Procedures Bylaw 2024.pdf \(escribemeetings.com\)](#)

**B)** Please provide any information about First Nation partnerships and/or agreements including planning, servicing and infrastructure that support delivery of housing on First Nation land including delivered and/or projected housing units.

N/A

### Section 5: APPROVED HOUSING DEVELOPMENT APPLICATIONS

Report the number of approved applications issued by type since the effective date of the HTO. Each project should only be recorded once for the **most current** application type. Provide the estimated number of net new housing units to be delivered for each application category.

NOTE: units issued occupancy permits should be recorded in Section 2.

	Rezoning	Development Permit	Building Permit	Total
<b>Applications</b>	0	1	36	37
<b>New Units</b>	0	1	46	47

*Section 5 exclusively lists development or building permits issued within the 6-month reporting period (no duplication). It excludes projects that received a building permit before the HTO effective date and are still under construction, as well as projects in the development application phase that haven't reached these milestones during*

*the reporting period. Consequently, the figures in Section 5 do not represent the City's full development pipeline. Additional projects are expected to advance and be completed in the upcoming years. Refer to Section 7.0 below.*

**Unit Breakdown**
**Units by Size**

Studio	0	0	-	-
One Bedroom	0	0	-	-
Two Bedroom	0	1	-	-
Three Bedroom	0	0	-	-
Four or More Bedroom <sup>1</sup>	0	0	-	-

*Unit size mix and tenure information are currently not collected for single-detached houses, infill development, or duplexes. Refer to Section 7.0 below.*

**Units by Tenure**

Rental Units <sup>2</sup> – Total <sup>2</sup>	0	0	-	-
Rental – Purpose Built	0	0	-	-
Rental – Secondary Suite	0	0	-	-
Rental – Accessory Dwelling	0	0	-	-
Rental – Co-op	0	0	-	-
Owned Units	0	1	-	-

**Units by Rental Affordability**

Market	0	0	-	-
Below Market <sup>3</sup> - Total	0	0	-	-
Below Market - Rental Units with On-Site Supports <sup>4</sup>	0	0	-	-

**Section 6: WITHDRAWN OR NOT APPROVED HOUSING DEVELOPMENT APPLICATIONS**

**A)** Indicate the number of applications and the estimated number of proposed units withdrawn by applicants, and /or not approved by staff or Council during this reporting period. Please include rezoning applications, development permits, and building permits.

	<b>Applications Withdrawn</b>	<b>Applications Not Approved</b>
<b>Applications</b>	18	n/a
<b>Proposed Units</b>	46	n/a

**B)** Provide a description of each application (e.g., rezoning, development permit, building permit) and brief summary of why each project was withdrawn or not approved.

<b>FOLDER NO.</b>	<b>UNITS</b>	<b>PROPOSAL</b>	<b>REASON FOR WITHDRAWAL</b>
<b>ZON00012 / MIP00011</b>	2	Combined Rezoning and delegated Development Permit (form and character) to allow for a duplex.	<p>These eight (8) development proposals were withdrawn by applicants after the City of White Rock adopted <i>Zoning Bylaw, 2024, No. 2506</i> on June 27, 2024, to comply with the Provincial Government's Small-Scale Multi-Unit Housing (SSMUH) Legislation.</p> <p>On October 21, 2024, the City also adopted changes to the OCP to exempt Form and Character DPs for SSMUH development with up to 4 dwelling units, in addition to amendments to comply with the Provincial Government's Small-Scale Multi-Unit Housing (SSMUH) Legislation.</p>
<b>ZON00022 / MIP00016</b>	2	Combined Rezoning and delegated Development Permit (form and character) to allow for a duplex.	
<b>ZON00035 / MIP00022</b>	2	Combined Rezoning and delegated Development Permit (form and character) to allow for a duplex.	
<b>ZON00039 / MIP00024</b>	3	Combined Rezoning and delegated Development Permit (form and character) to allow for a triplex.	
<b>ZON00047 / MIP00031</b>	2	Combined Rezoning and delegated Development Permit (form and character) to allow for a duplex.	
<b>ZON00049 / MIP00027</b>	2	Combined Rezoning and delegated Development Permit (form and character) to allow for a duplex.	
<b>ZON00051 / MIP00034</b>	2	Combined Rezoning and delegated Development Permit (form and character) to allow for a duplex.	
<b>ZON00052 / MIP00029</b>	3	Combined Rezoning and delegated Development Permit (form and character) to allow for a triplex.	
<b>ZON0005 / MJP00011</b>	18	Combined Rezoning and non-delegated Development Permit (form and character) to allow for a four-storey multi-family development with 18 dwelling units.	Applicant withdrew this application to pursue increased density and height (6 storeys instead of 4 storeys). A new application was received on October 29, 2024.
<b>BP021549</b>	1	Construction of a single-family home	<p>These Applications were cancelled at the applicant's request.</p> <p>These seven applications expired because the applicants did not provide</p>
<b>BP021152</b>	1	Construction of a single-family home	
<b>BP020967</b>	1	Construction of a single-family home	
<b>BP021215</b>	2	Construction of a single-family home with a secondary suite	



<b>BP021246</b>	1	Construction of a single-family home	the required information to progress their respective Building Permit applications toward issuance.
<b>BP021276</b>	1	Construction of a single-family home	
<b>BP021279</b>	1	Construction of a single-family home	
<b>BP021432</b>	1	Construction of a single-family home	
<b>BP021206</b>	1	Construction of a single-family home	

**Section 7: OTHER INFORMATION**

Provide any other information not presented above that may be relevant to the municipality's effort and progress toward achieving the housing target.

**NOTES ON METHODOLOGY**

- **Note #1: Regarding Section 3**

Historically, the City has not collected unit size or tenure information when issuing demolition permits or building permits. The totals provided are therefore estimates based on available information. To meet the reporting deadline, staff have focused on providing the requested supplemental information based on completed units over the past six months. The City will look to rectify this for the annual progress report due in July 2025.

- **Note #2: Regarding Section 5**

*Units by size and tenure:* From the issuance of development permits to project completion, the City has observed that the total number of units, unit mix, and tenure for development applications frequently change. These changes are observed to stem from variations in market demand, changes in financing or investment plans, and unexpected construction issues or delays. Therefore, these attributes have not been included in the City's formal rezoning and development permit data collection and tracking system to date. Hence, the totals provided are only estimates based on available information. The City will look to rectify this for the annual progress report due in July 2025.

*Units by affordability:* Unless a project is being delivered in partnership with a third-party housing provider, such as BC Housing, the City typically does not know whether rental units will be provided at below-market rates (as defined in this report form), and to what extent.

- **Note #3: Regarding Section 6**

Further to the applications which have been formally withdrawn, due to the state of construction costs, applicants at various points in the development approvals process have put their applications on hold to redesign their projects with more (smaller) units and less parking. Additionally, building permit applicants are delaying collecting their ready permits given financing issues and the possibility of more favorable conditions shortly.

**DEVELOPMENT PIPELINE**

- As of December 31, 2024, there were 370 residential units that had received 'conditional approval' i.e. Third reading. Prior to receiving final adoption/approval, applicants must satisfy the conditions

of approval. Applicants are only prepared to satisfy approval conditions when they are ready to proceed with a project.

- In addition to the approved development and building permit applications since the Housing Target Order date (July 1, 2024) outlined in Section 5, the City also has 72 approved building permit applications issued prior to July 1, 2024, comprising an estimated 327 new units (*estimate does not include demolitions*) that may be built in the coming years. This total estimated unit count is subject to change if an applicant chooses not to proceed through to BP, construction, or completion process.
- Additionally, there are currently 132 “in-stream” applications as of December 31, 2024, that are excluded from the above counts, comprising an estimated 1,498 new proposed units (*this total does not factor in the units to be demolished and is a gross estimate only*). These projects are currently in various stages of the development review processes, many still require Council approval or delegated staff approval, and as such the estimated proposed units may change. The following is a detailed breakdown of in-stream applications which include:
  - a) 213 estimated net new units from 54 BP applications under review, and
  - b) 1,258 estimated new units from 78 development applications under planning review, including
    - 5 OCP amendment applications,
    - 37 rezoning applications, and
    - 36 development permit applications (including environmental DPs).

#### **OCCUPANCY PERMITS ISSUED BETWEEN THE DRAFT ORDER DATE AND THE HTO EFFECTIVE DATE**

Between receiving the draft housing order on May 16, 2024, and the official housing target order effective date of July 1, 2024, several small and large-scale development projects received their Occupancy Permits. For example, the 26-storey mixed-use development at 1588 Johnston Road, SOLEIL, which had a unit count of 177 residential units, received its occupancy permit during this timeframe. However, since these permits were issued before the Housing Target Order's effective date of July 1, 2024, they cannot be counted towards the targets. It's important to note that the City could not withhold issuing these occupancy permits to meet the housing targets order effective date.

#### **DATA COLLECTION PROCESSES UPDATE**

In order to improve the collection of the data requested by the Province through the Housing Targets Order, the City is planning changes to the data collection and tracking systems as it relates to applications and permit issuances. This will ensure more complete and consistent progress reporting in the future.

#### **OTHER INFORMATION**

- The City does not track rental affordability based on the definition provided for Below Market. Rather, the City tracks unit rental affordability in response to varying needs in the community and each development project's ability to offer diverse solutions. However, the City requires new affordable rental housing to be included in projects seeking densities and heights exceeding the established OCP limits. Affordable Rental Housing is defined in the OCP as follows:

*New Affordable Rental Housing is defined as being intended to be affordable for very low and low-income households by making the maximum rent at least 20% below the average rent in the White Rock area, as determined by the most recent rental market report from Canada Mortgage and Housing Corporation.*

**Section 8: SUMMARY OF PLANNED ACTIONS TO MEET TARGETS**

If the housing target has not been met for the reporting period, please provide a summary of planned and future actions in line with the Performance Indicators that the municipality intends to take to meet housing targets during the two-year period following this report. For each action, provide:

- a description of how the action aligns with achieving the housing target;
- dates of completion or other major project milestones;
- links to any publicly available information; and
- the number of units anticipated by completing the action.

**NOTE: THIS SECTION IS NOT APPLICABLE FOR INITIAL SIX-MONTH REPORTING.**

<b>Name of Action:</b>	
Description of Action:	
Completion/Milestone Date:	
Link:	Number of Units:
<b>Name of Action:</b>	
Description of Action:	
Completion/Milestone Date:	
Link:	Number of Units:
<b>Name of Action:</b>	
Description of Action:	
Completion/Milestone Date:	
Link:	Number of Units:

*\*Copy/Paste above description tables as needed*

<sup>1</sup> If needed due to data gaps, it is acceptable to report "Three Bedroom" and "Four or More Bedroom" as one figure in the "Three Bedroom" row.

<sup>2</sup> **Rental Units** include purpose built rental, certain secondary rentals (secondary suites, accessory dwellings) and co-op.

<sup>3</sup> **Below Market Units** are units rented at or below 30% of the local Housing Income Limits (HIL) per unit size.

<sup>4</sup> **Below Market Rental Units with On-Site Supports** are units rented at the Income Assistance Shelter rate providing permanent housing and on-site supports for people to transition out of homelessness.