

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 as soon as practicable after Council resolution.

Do not submit the form directly to the Minister's Office.

HOUSING TARGET PROGRESS REPORT FORM

Housing Targets Branch

BC Ministry of Housing and Municipal Affairs

Section 1: MUNICIPAL INFORMATION	
Municipality	District of Central Saanich
Housing Target Order Date	July 1, 2024
Reporting Period	July 1, 2025 – June 30, 2026
Date Received by Council Resolution	July 27, 2026
Date Submitted to Ministry	July 28, 2026
Municipal Website of Published Report	July 28, 2026
Report Prepared By	☒ Municipal Staff ☐ Contractor/External
Municipal Contact Info	<i>Jarret Matanowitsch</i> <i>Director of Planning, Building, and Bylaw Services</i> Jarret.Matanowitsch@csaanich.ca 250-544-4214
Contractor Contact Info	☒ N/A (name, position/title, email, phone)

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. <u>Legalizing existing unpermitted secondary suites or other housing types does not count toward completions.</u>				
Section 8 must be completed if a housing target has not been met for the reporting period.				
	Completions (Reporting Period)	Demolitions (Reporting Period)	Net New Units (Reporting Period)	Net New Units (Since HTO Effective Date)
Total	26	2	24	338

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.				
	Completions (Reporting Period)	Demolitions (Reporting Period)	Net New Units (Reporting Period)	Net New Units (Since Effective HTO Date)
Units by Size				
Studio	1	0	1	25
One Bedroom	9	0	9	186
Two Bedroom	4	0	4	76
Three Bedroom	10	2	8	45

Four or More Bedroom ¹	2	0	2	6
Units by Tenure				
Rental Units ² – Total	12	0	0	268
Rental – Purpose Built	0	0	0	246
Rental – Secondary Suite	9	0	9	15
Rental – Accessory Dwelling	3	0	3	7
Rental – Co-op	0	0	0	0
Owned Units	14	2	12	70
Units by Rental Affordability				
Market	12	0	12	260
Below Market ³ - Total	0	0	0	8
Below Market - Rental Units with On-Site Supports ⁴	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.

Action 1: Completed Official Community Planning (OCP) Land Use Designations and Zoning Capacity Analysis (Bill 44 Alignment) – September 2025

The District's OCP was updated in 2023, prior to the BC Bill 44 mandates for the local government being established, however, increasing and diversifying the housing stock through infill housing and densification policies were already included in the District's housing strategy, at the time. The District has reviewed the current OCP (2023), including policies that address a wide range of housing types, e.g., affordable housing, rental housing, housing for families, multi-unit families, etc. Additionally, staff have analyzed the capacity of the current land use designations to ensure that the OCP (2023) identifies areas for residential

development to meet anticipated housing needs within the next 5 years and 20 years. This study has been finalized and a summary of analysis is provided to the Province of BC (Housing Branch).

Action 2: Extended Temporary Staff Term to be Dedicated to Housing Projects – December 2025

The District has extended the hires staff dedicated to address Provincial housing mandates through reserves, which has facilitated these processes. Maintaining sustainable funding by the Province would result in staff work continuity which assists the District to continue delivering more housing to the community, and meet the Housing Target Order.

Action 3: [1183 Verdier Avenue Affordable Housing Project](#) – Collaboration between the District and Capital Region Housing Corporation (CRHC) – Building Permit Issued March 2026

The District Council directed staff to commence a District-initiated rezoning process to expedite the consideration of 1183 Verdier Avenue affordable housing project. Therefore, the District has been collaborating with the CRHC on 1183 Verdier Avenue – 110 Units Affordable Housing Project for Rezoning and Development Permit. On September 23, 2024, the [Zoning Bylaw Amendment and Housing Agreement](#) were given third reading, which enables the CRHC to construct and maintain a multi-unit rental housing development on the Lands for affordable rental housing. The Building Permit application for this development has been approved and reported as part of this reporting form.

Action 4: Developing an Enhanced Housing Data Tracking System – Ongoing

Prior to the BC Bill 44 mandates, the District had a different approach to collecting information for the Occupancy Permits, Building Permits, Development Permits, and Rezoning Applications. Therefore, the District had not intentionally collected the unit size and tenure information before July 1, 2024 (HTO Effective date). Therefore, staff have defined the data tracking system in Tempest, based on the requirements for reporting to the Province to provide the sound accurate information for HTO reporting. An enhanced housing data tracking system will be available to the public on the District's [website](#) in the near future, as this is a work in progress.

Action 5: Comprehensive Zoning Bylaw Update – [June 2026: 1st and 2nd Reading of the draft Bylaw](#)

The District is in the process of a comprehensive Zoning Bylaw update. The proposed Bylaw represents a comprehensive modernization and consolidation of the District's zoning regulations, intended to improve usability and administration, align with current planning policies and provincial legislation, and implement Council-directed changes arising from the Official Community Plan, housing initiatives, and public engagement processes. After extensive engagement with the community, the draft Zoning Bylaw was introduced to Council on June 29th, 2026 and is currently in the process of public hearing and adoption.

Action 6: [Official Community Planning \(OCP\) Bill 44 Alignment](#) – November 2025: 2nd Reading and Referral, as per Section 475. *Local Government Act* – Ongoing

In November 2025, Council gave 2nd Reading to Official Community Plan Amendment Bylaw No. 2251 (Bill 44 Alignment), which proposed amendments to the Official Community Plan to align with provincial housing legislation. Following Council Reading, the bylaw was referred to neighbouring municipalities, local First Nations, regional agencies, and provincial authorities for review and comment. At the request of

local First Nations, the referral period was extended, and the Province was notified accordingly in accordance with the referral requirements of the *Local Government Act*. This bylaw is anticipated to be at Public Hearing and 3rd reading in the near future.

Action 7: Request for Proposals (RFP) Issued for the Asset Management Plan, Long-Term Financial Strategy, and Development Financing Updates, including Development Cost Charges (DCC) and Amenity Cost Charges (ACC) Review – June 2026 – June 2026 – Ongoing

The District has recently issued a Request for Proposals (RFP) to undertake a comprehensive review and update of its 2022 Asset Management Plan and Long-Term Financial Strategy. As part of this work, the successful proponent will also update the District's Development Cost Charges (DCC) Bylaw and supporting background documentation, and develop a new Amenity Cost Charges (ACC) Bylaw.

The DCC update will ensure the District has the mechanisms in place to recover growth-related infrastructure costs associated with new development, including water, sanitary sewer, drainage, and transportation systems. The ACC Bylaw will establish a framework for funding eligible community amenities, such as recreation facilities, libraries, daycare spaces, and community centres, needed to support population growth. Together, these initiatives will help ensure that growth contributes to the infrastructure and amenities required to create complete, sustainable, and livable communities.

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.

- Servicing Agreement between the District and the S̓TÁUTW_ (Tsawout) and W̓JOLÉLP (Tsartlip) First Nations for Servicing & Infrastructure
- Regular monthly meeting between the District's and First Nations' senior staff
- Reviewing housing development applications for Fire and Servicing purposes

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
Applications	2	3	41	46
New Units	10	192	260	462
Unit Breakdown				
Units by Size				
Studio	0	35	14	49

One Bedroom	4	109	89	202
Two Bedroom	3	25	105	133
Three Bedroom	3	21	49	73
Four or More Bedroom ¹	0	2	3	5
Units by Tenure				
Rental Units ² – Total ²	5	188	191	384
Rental – Purpose Built	0	187	171	358
Rental – Secondary Suite	5	1	11	17
Rental – Accessory Dwelling	0	0	9	9
Rental – Co-op	0	0	0	0
Owned Units	5	4	69	78
Units by Rental Affordability				
Market	5	118	72	195
Below Market ³ - Total	0	70	119	189
Below Market - Rental Units with On-Site Supports ⁴	0	0	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.

	Applications Withdrawn	Applications Not Approved
Applications	0	1
Proposed Units	0	131

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.

7840 Lochside Drive - Rezoning Application

The application for 7840 Lochside Drive was met with substantial neighbourhood opposition related to the proposed density, height variance and negative impact on traffic in the area. Council denied the application based on the proposed density and the number of requested variances, included a height variance.

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.

¹ 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.

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

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

⁴ **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.