

Housing Needs Reports Program

2019 Application Form

Please complete and return the application form and all required attachments. All questions are required to be answered by typing directly in this form. If you have any questions, contact lgps@ubcm.ca or (250) 952-9177.

Funding permitting, the application deadlines for 2019 are:

- May 31, 2019
- November 29, 2019

SECTION 1: Applicant Information	AP- <i>(for administrative use only)</i>
Local Government: City of Langley	Complete Mailing Address: 20399 Douglas Crescent, Langley, BC, Canada, V3A 4B3
Contact Person: Francis Cheung	Position: CAO
Phone: 604-514-2801	E-mail: fcheung@langleycity.ca

*Contact person must be an authorized representative of the applicant.

SECTION 2: <u>For Regional Projects Only</u>
<p>1. Identification of Planning Areas & Other Local Governments. For all regional projects, please list all of the planning areas included in this application. If any planning areas are outside of the primary applicant's jurisdiction, please identify the partnering local governments. Refer to Section 3 in the Program & Application Guide for more information and requirements for regional projects.</p>
<p>2. Rationale for regional project. Please provide a rationale for developing Housing Needs Reports as a regional project and describe how this approach will support cost-efficiencies in the total grant request.</p>

SECTION 3: Project Summary
<p>3. Title & Area of the Project.</p> <p>Project Title: Langley City Housing Needs Assessment & Report (As part of the ongoing 2019 OCP & Zoning Bylaw updates)</p> <p>Planning areas that will be included in the report: City of Langley</p>

4. Project Cost & Grant Request.

Total Project Cost: \$250,000, broken down:

\$210,000 - OCP & Zoning Bylaw updates

\$10,000 - Housing & Affordability Council Workshop

\$30,000 - Housing Needs Report Total Grant Request: \$30,000

Have you applied for or received funding for this project from other sources? If yes, please list:

5. Project Summary. Provide a summary of your project in 150 words or less.

With a built-out urban area of 10 square kilometers and a growing population, Langley City is facing significant challenges to adequately house existing residents and those wanting to move to this attractive and well-connected community. As we plan for a potential Surrey-Langley fixed-rail rapid transit line along the Fraser Highway, a closer look at housing and demographics is required to ensure future housing policy serves local needs.

The newly adopted Nexus of Community vision aspires to leverage this major transportation investment and shape Langley City into a more walkable, livable, and sustainable place for all residents. To help us do this, the City's Official Community Plan (OCP) and Zoning Bylaw need updating and that process has begun in earnest. As these important land use documents are reviewed, a comprehensive housing needs assessment would assist in developing housing policy that is based on excellent data, analysis, and engagement. We intend to engage MODUS Planning, Design, and Engagement - the consultant currently working on the OCP & Zoning Bylaw updates - to conduct this work for us.

SECTION 4: Detailed Project Information

6. Existing Housing Needs Reports. If any of the planning areas included in this application already have a completed Housing Needs Report, please identify the name and date of the report(s).

N/a

7. Proposed Activities. What specific activities will be undertaken as part of the proposed project? Refer to Sections 4 and 5 of the Program & Application Guide for funding requirements and eligibility.

In June 2019, a Council workshop on housing and affordability was held to gain insights from the Mayor and Councillors on this important topic. As part of this workshop, preliminary research and an explorative policy recommendations report were completed. The following tasks were performed for this workshop and they will support the next steps in our efforts to develop a Housing Needs Assessment:

- 0.1 Background document review of City plans and policies;
- 0.2 High-level review of demographic and housing-related data;
- 0.3 Scan of best practices pertaining to housing and affordability;
- 0.4 Workshop on housing and affordability with Council and senior staff; and,
- 0.5 High-level recommendations and actions for inclusion in the OCP/Zoning Bylaw.

To complete the Housing Needs Assessment to legislative standards and gain a more comprehensive understanding of housing conditions and stakeholder perspectives in Langley City, we are asking for funding to conduct the following tasks with the assistance of a consultant:

- 1.0 Gather additional data in specific areas (i.e. household income, economic sectors, and labour force) showing trends over time and data from other sources (i.e. short term housing, cooperative housing, post-secondary housing, shelter beds, assessed values, and sale price);
- 1.1 Project anticipated number and types of housing units required over the next five years;
- 1.2 Conduct interviews with key stakeholders, advisors, and experts to gather input on key issues, concerns, and priorities;
- 1.3 Perform a comparative scan across additional municipalities;
- 1.4 Prepare a summary of engagement findings;
- 1.5 Develop statements about key areas of local need;
- 1.6 Prepare a Housing Needs Assessment Report; and,
- 1.7 Review and finalize report, and publish it online.
- 1.8 Build capacity through a staff presentation & plenary

- 8. Data Collection, Compilation & Analysis.** Do you intend to collect data in addition to the dataset that will be made available from the Ministry of Municipal Affairs & Housing (i.e. community-based surveys)? If so, please describe what data you intend to collect and how you intend to use this information?

In our preliminary work, we collected a significant amount of data from the Metro Vancouver Housing Data Book (2019), Statistics Canada's 2016 Census, the Canada Mortgage and Housing Corporation, the Real Estate Board of Greater Vancouver and the Fraser Valley Real Estate Board. We intend to dive deeper into these sources of data to gain more insights into the current housing situation, including household income, economic sectors, and labour force statistics. We would also like to perform a trend analysis on the data we've already compiled and on new sources of data including short-term housing, cooperative housing, post-secondary housing, shelter beds, assessed values, and sale prices.

Some of this data would be collected from local non-profit groups, the Kwantlen Polytechnic University, and BC Housing.

We also intend on purchasing an Environics Analytics dataset related to Demographic Projections. We are particularly interested in gaining insights on projected household incomes and household types to help project future housing needs related to housing tenure and forms.

- 9. Community Consultation & Public Engagement.** Please indicate how you intend to consult, engage, or collaborate with the following:

Neighbouring local governments: Part of our work plan involves conducting a comparative scan across several municipalities and asking their planning/housing experts what policies have worked well and what policies aren't working as expected. This will include 4 interviews with a planning/housing expert in 4 different communities: Township of Langley, New Westminster, Kelowna, and Coquitlam. Preliminary research through the Housing & Affordability Council Workshop has shown these communities have regulatory frameworks and policies that are of interest to Langley City's staff and Council. Further exploration of their strategies will help us make decisions on a made-in-Langley City approach to housing.

First Nations and local Indigenous organizations: As part of the OCP & Zoning Bylaw updates and Nicomekl River District Neighbourhood Plan, engagement with the Kwantlen First Nation

has begun. An initial meeting held on August 14, 2019, laid the foundation for a productive relationship in which mutual goals and concerns can and are being addressed. We intend on providing the Kwantlen First Nation with regular updates and opportunities for collaborative work at important milestones within these processes. While collaboration has been identified around the topics of ecological restoration of riparian habitats and historic interpretation of the Nicomekl River and its surroundings, the grant would allow us to pursue meaningful engagement around housing. Continuing off the important work we've begun, we're proposing an interview-style meeting with the Kwantlen First Nation's Lands department that will focus on housing needs.

Non-profit service providers, health authorities, and/or post-secondary institutions: At the June 2019 Council workshop, a representative from BC Housing presented the range of programs at municipalities' disposal for building affordable housing and addressing gaps within the housing spectrum. Our work plan will ensure we sit down with this important stakeholder to perform a more in-depth interview focusing on best practices for partnerships and funding for future affordable housing projects. We also intend on interviewing Kwantlen Polytechnic University to gauge their needs related to student housing.

Non-profit or for-profit development sector: Similarly, at the same June 2019 Council workshop, a representative from Quadra Homes (a local developer) provide perspectives on the land economics of rental housing and policy options that have helped incentivize his firm to explore more purpose-built rental projects. We'd like to expand this conversation and conduct interviews with other development actors, including non-profit groups, to gain a more complete picture of what kind of supports and incentives work best to address the gaps in the housing continuum.

Vulnerable populations: Non-profit groups are the closest to vulnerable populations through their day to day work. As part of the interviews with these local groups, we would ask them to seek out persons who are or have experienced precarious housing situations and/or homelessness. This will give the Housing Needs Assessment important first hand accounts related to navigating available services and programs and provide us with useful perspectives on how service and program delivery works and where it should be improved.

Other: Broader community engagement is being facilitated through the OCP & Zoning Bylaw updates and Nicomekl River District Neighbourhood Plan. Several community popups were held over the summer with engaging questions related to housing. A two-day Housing Forms Design Charrette will be facilitated in the Fall 2019. Focus Group workshops are planned to discuss the OCP & Zoning Bylaw updates with similar stakeholders and will touch on land use and density policies that impact housing. An online survey will be designed to reach a broader population and will include housing questions. The results of this comprehensive engagement process can help supplement and verify the finer detail work of the Housing Needs Assessment.

10. Capacity Building. Please describe any capacity building activities you plan to undertake to support your local government's ability to complete future housing needs reports.

Once the Housing Needs Assessment is complete and published online, the consultant will prepare a presentation detailing the process, data, engagement techniques, and results of their work. This presentation will be given to City Council & pertinent Langley City staff, including senior members of the organization. A Q&A session and plenary with the consultant will be provided to further gain insights into the work performed. Also, a template of the completed Housing Needs Report will be provided to staff to help them complete their own report in the future.

11. Additional Information. Please share any other information you think may help support your submission.

The quality of an OCP & Zoning Bylaw depends on the data that helped create them. Langley City is at a pivotal moment in its history as an urban centre and as it seeks to update these foundational documents it needs to ensure its assumptions about housing are valid and verified

against on-the-ground service providers and real world experiences. The proposed Housing Needs Report is timely as it will help shape policies and regulations in the OCP & Zoning Bylaw. A detailed budget as prepared by the proposed Consultant has been attached to this application for consideration.

SECTION 4: Required Attachments

Please submit the following with your application:

- ☐ Council, Board, or Local Trust Committee Resolution – Indicating local government support for the proposed project and a willingness to provide overall grant management;
- ☐ Detailed project budget;
- ☐ *For regional projects only:* Each partnering local government must submit a Council, Board, or Local Trust Committee resolution indicating support for the primary applicant to apply for, receive, and manage the grant funding on their behalf;

Resolutions from partnering applicants must include the language above.

- ☐ Optional: Up to five letters of support as evidence of partnership or collaboration with community organizations and/or other local groups.

Submit the completed Application Form and all required attachments as an e-mail attachment to lgps@ubcm.ca and note "2019 Housing Needs Reports" in the subject line. Submit your application as either a Word or PDF file(s). If you submit by e-mail, hardcopies and/or additional copies of the application are not required.

SECTION 5: Signature. Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC.

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the proposed project is within the applicant's jurisdiction (or appropriate approvals are in place).

Name:	Title:
Signature:	Date:

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

All applications should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8