



Report
Staff Report
 The Corporation of the City of Brampton
 11/4/2024

Date: 2024-10-21

Subject: **Recommendation Report: City-Wide Community Improvement Plan for Affordable Housing**

Contact: Melinda Yogendran, Principal Planner/Supervisor,
 Integrated City Planning

Geoffrey Singer, Manager, Integrated City Planning

Report number: Planning, Bld & Growth Mgt-2024-707

RECOMMENDATIONS:

1. That the report from Melinda Yogendran, Principal Planner/Supervisor, Integrated City Planning to the Planning and Development Committee Meeting of November 4th, 2024, re: **City-Wide Community Improvement Plan for Affordable Housing**, be received;
2. That Council enact the Community Improvement Plan (CIP) Area Designation By-law, attached to this report as Attachment 3 to designate the entire city as a CIP area;
3. That Council enact the Community Improvement Plan for Affordable Housing By-law, attached to this report as Attachment 4 to establish a City-Wide Community Improvement Plan for Affordable Housing; and
4. That Council repeal By-law 217-2022 and replace it with the amended Community Improvement Plan By-law for Office Employment attached to this report as Attachment 5 to include the CIP Area Designation By-law, updated recitals, and the original CIP for Office Employment.

OVERVIEW:

- **The City's first housing strategy – *Housing Brampton* – was endorsed in May 2021. The strategy proposes a range of solutions and approaches to address housing affordability, including the implementation of a City-Wide Community Improvement Plan (CIP) for Affordable Housing.**
- **In compliance with the requirements of the *Planning Act*, the City held a statutory public meeting to present the draft CIP on June 17, 2024.**

- **The purpose of this report is to report back to Council following the statutory public meeting, and present two final draft by-laws for approval:**
 - i. **to designate the entire City as a CIP area, and**
 - ii. **to establish the City-Wide CIP for Affordable Housing.**
- **City staff received, reviewed, and addressed comments from staff at the Region of Peel and the Ministry of Municipal Affairs and Housing (MMAH). The formal comments and a summary of staff responses are included in this report as Attachment 2.**
- **The final draft of the City-Wide CIP for Affordable Housing includes three programs: (1) Affordable Housing Capital Grant Program; (2) Garden Suite Grant Program; and (3) Concierge Program.**
- **The CIP will be administered by Integrated City Planning staff, in consultation with Corporate Support Services and Legislative Services. An application will be required for any development seeking financial assistance through the CIP.**
- **For applications wherein the total grant value is less than \$2 million, approval authority, including the authority to enter into a funding agreement, is delegated to the Commissioner of Planning, Building and Growth Management. For applications wherein the total grant value is more than \$2 million, a recommendation on the application will be made by staff and presented to Council for approval.**
- **Intake for the programs will run until the end of 2026, at which point staff will complete a review and report back to the next term of Council with recommendations to either cancel, amend, or continue with the Affordable Housing CIP incentive programs.**
- **There is no direct financial impact resulting from the adoption of the recommendations in this report. The CIP has funding of \$6.05 million approved through the 2024 budget cycle from the City's Housing Accelerator Fund. The program has been created with the assumption that additional funding will be requested through future budget allocations, pending program review and reporting to Council.**

BACKGROUND:

Housing Brampton

An increasing number of Brampton residents are facing housing affordability challenges. Rising real estate prices in Brampton are a barrier for young adults, seniors, low and middle-income families, and vulnerable populations, who struggle to secure ownership or rental housing that is affordable relative to their income. Housing affordability, lack of housing choice, and a deteriorating housing stock are major issues in Brampton. In addition, there is a significant gap between housing supply and housing need, which is more significant for low and middle-income households.

The City's first housing strategy – *Housing Brampton* – was endorsed in May 2021. The strategy proposes a range of solutions and approaches to address housing affordability, including the implementation of a City-Wide Community Improvement Plan (CIP) for Affordable Housing.

The purpose of this report is to:

- a. Report back to Council following the statutory public meeting; and
- b. Present the final draft by-laws to designate the entire City as a CIP area and establish the City-Wide CIP for Affordable Housing.

CURRENT SITUATION:

Focus Group and Advisory Committee Engagement

Prior to the Public Meeting held on June 17, 2024, City staff and the project consultant (SHS Inc.) held a focus group meeting attended by various non-profit and private affordable housing developers to gain insight into the challenges and opportunities in building affordable housing. In addition, the ongoing development of the CIP was supported by an inter-divisional advisory committee at the City. Four meetings with members of the advisory committee were held between November 2023 and August 2024. A summary of the recent advisory committee engagement is included in this report as Attachment 1.

Results of the Statutory Public Meeting and External Circulation

The hybrid public meeting for the proposed City-wide CIP for Affordable Housing was held on June 17, 2024. There was one member of the public in attendance to speak to the draft CIP, however, staff did not receive any written submissions and/or objections.

In addition, City staff circulated the draft CIP materials presented at the public meeting to the Region of Peel and the Ministry of Municipal Affairs and Housing (MMAH). The comments received from the Region and the Province were reviewed and addressed by City staff. The formal comments and a summary of staff responses are included in this report as Attachment 2.

City-Wide CIP for Affordable Housing

City staff reviewed the feedback received since the statutory public meeting and amended the CIP for Affordable Housing where necessary. This report presents the final CIP recommended for adoption.

Overview of CIP Components

The final City-Wide CIP (Attachment 4) being presented includes three components:

1. *Affordable Housing Capital Grant Program*: Large, long-term investments through up-front capital grants and/or reimbursements for affordable rental and ownership units;
2. *Garden Suite Grant Program*: Small, short-term investments to rebate municipal fees for new completed garden suites; and
3. *Concierge Program*: Enhanced system supports to facilitate new affordable housing projects.

1. Affordable Housing Capital Grant Program

This program will provide up-front grants for new affordable rental and ownership units.

Applications for funding must be submitted between Site Plan Control submission, if applicable, or Building Permit submission and prior to the issuance of an Occupancy Permit. For eligibility under the program, developments or redevelopments must contain a minimum of 5 affordable units which must remain at the established affordability threshold in the annual [Affordable Residential Units Bulletin](#) for a minimum of 25 years.

Each application will be scored using the evaluation matrix included in Attachment 4 of this report, which will in turn determine the amount of funding to be provided for each project. The evaluation matrix takes into account:

- Project Funding Sources
- Affordability Delivered
- Organizational Capacity and Experience
- Project Maturity
- Funding Phasing
- Community Amenities
- Community Benefits Beyond Affordable Housing

Once project funding has been determined, an agreement between the City and the owner (registered or assessed owners of lands/buildings) will be required, which will set out the terms, installment schedule and default provisions of the incentive to be provided.

2. Garden Suite Grant Program

The City of Brampton has a well-established policy for the creation of new additional residential units (ARUs). This program will provide rebates of the municipal fees for garden suites to support homeowners in the creation of new units and encourage gentle densification in low-density areas.

Once Planning staff receive confirmation that the unit is registered with the Building Division, the City will reimburse the homeowner for the municipal fees paid during the

construction of the unit. Currently, municipal fees for garden suites are estimated to be a total of \$7,178.06 (\$200 registration fee, \$1,889.06 building permit fee, \$517 custom home review fee and \$4,572 for Educational Development Charges).

It should be noted that the grading security deposit collected by the City is not part of the Garden Suite Grant Program. The refund of this security deposit (currently \$5,000) will remain contingent on the inspection and certification of the construction work by City staff.

3. Concierge Program

The goal of the Concierge Program is to assist non-profit and private-sector developers of affordable rental and ownership housing to navigate through site selection, funding, incentives, partnership, and approvals processes. The CIP for Affordable Housing includes a re-launch of the City's Concierge Program, which would include a dedicated staff member to act as the key contact and guide the applicants and applications through the various components of the approvals process.

The updated concierge program will include:

- Assistance to developers on site feasibility aspects and identification of requisite studies prior to developers applying for regional or federal funding;
- Facilitation of inclusionary housing opportunities by connecting market developers with non-profit groups providing affordable housing;
- Education on financial assistance programs (e.g., Region of Peel, FCM and CMHC), package of City incentives (e.g., fee waivers, grants, etc.);
- Enable and facilitate efficient processing of affordable housing developments through inter-divisional pre-application co-ordination, timely inter-divisional application review, and thorough knowledge of staff contacts and resources needed to facilitate approvals.

Implementation Plan

The Affordable Housing CIP will be implemented through the policies of the Official Plan and Section 28 of the Planning Act, 1990, R.S.O. Overall implementation will be subject to Council review and approval of program details.

Intake for the programs will run until the end of 2026, at which point staff will complete a review and report back to the next term of Council with recommendations to either cancel, amend, or continue with the Affordable Housing CIP incentive programs.

The CIP will be administered by Integrated City Planning staff, in consultation with Corporate Support Services and Legislative Services. An application will be required for any development seeking financial assistance through the CIP. Application forms will be made available on the City's dedicated Housing Brampton web page, and as hard

copies at the City's client service centres. Applications and supporting documentation will be reviewed by Integrated City Planning staff to ensure they are complete and meet eligibility requirements. In administering the CIP, staff may request clarification or additional supporting documentation and may perform site visits and inspections, as necessary.

For applications wherein the total grant value is less than \$2 million, approval authority, including the authority to enter into a funding agreement, is delegated to the Commissioner of Planning, Building and Growth Management. For applications wherein the total grant value is more than \$2 million, a recommendation on the application will be made by staff and presented to Council for approval. In addition, should an application be denied by the Commissioner of Planning, Building and Growth Management, the applicant may appeal to Council as the final approval authority.

Evaluation and Monitoring Plan

The Affordable Housing CIP will be monitored on an ongoing basis to track progress relative to the goals and objectives, and is structured around the following indicators.

For the New Affordable Housing Incentive, annual monitoring by the CIP staff will include collection and reporting on:

- Number of applications received;
- Number of units approved, completed, and occupied;
- Rents to be charged for the affordable units approved that year;
- Rents charged for the affordable units previously approved and in operation (via an annual report/attestation submitted by the owners of the affordable units); and
- Estimate and actual amount of municipal assistance/grants provided.

For the Garden Suite Grant program, annual monitoring will include:

- Number of Garden Suites registered;
- Number of Garden Suites that received the grant; and
- Total funding disbursed and average funding per Garden Suite.

Information on the above-listed indicators will be collected at the individual project level and aggregated. The aggregated information will be used as the basis for annual reporting to Council. To the extent possible, annual reports will also address the environmental and social effectiveness of the Affordable Housing CIP. The annual reports are intended to be used to inform decisions related to adjustments to this CIP, as well as any budget decisions related to the incentive program.

Amendment to the Community Improvement Plan for Office Employment

When preparing the report for the Affordable Housing CIP and respective by-laws, it came to the attention of staff that By-law 217-2022 (the CIP for Office Employment By-

law) had been enacted prior to the required by-law designating the city as a community improvement area for the purposes of the CIP. To address this, staff are proposing to repeal By-Law 217-2022 and replace it with a new by-law designating the respective area and adopting the original CIP document for Office Employment (refer to Attachment 5).

Staff have received two applications under the CIP for office employment that have been approved and received support by Council ([PDC080-2023/PDC082-2023](#)), and will remain eligible under the new by-law. Both applications are awaiting MPAC's reassessment for office space prior to finalizing their TIEG incentive agreement.

CORPORATE IMPLICATIONS:

Financial Implications:

There is no direct financial impact resulting from the adoption of the recommendations in this report.

The CIP has funding of \$6.05 million approved through the 2024 budget cycle from the City's Housing Accelerator Fund. The program has been created with the assumption that additional funding will be requested through future budget allocations, pending program review and reporting to Council.

Legal Implications:

There are no legal implications to adopting the recommendations in this report. The legislative authority to prepare a City-Wide CIP for Affordable Housing is established under Section 28 of the Planning Act and will be implemented through the policies of the Official Plan. The City will enter into funding agreements with the applicants, as set out in this report, which will set out the terms, installment schedule and default provisions of the incentive to be provided.

Communications Implications:

Establishing a new CIP for Affordable Housing will require support from Strategic Communications to develop public awareness and marketing materials that will be available through the Brampton webpage and social channels.

STRATEGIC FOCUS AREA:

This report directly aligns with the strategic focus area "Growing Urban Centres & Neighbourhoods" as the CIP presented in this report will support the delivery of affordable housing supply, creating complete communities and improving livability and prosperity in Brampton. This report also directly aligns with the strategic focus area "Government & Leadership" by proposing effective management of municipal resources.

CONCLUSION:

As an increasing number of Brampton residents face housing affordability challenges, the City is committed to supporting the development of affordable housing units to meet the needs of Brampton residents. The City's first housing strategy – *Housing Brampton* – proposes a range of solutions and approaches to address housing affordability, including the implementation of a City-Wide Community Improvement Plan for Affordable Housing.

This report and its attachments provide an overview of the final CIP for Affordable Housing presented to Council for approval, including the recommended programs to effectively encourage affordable housing in Brampton and the CIP's implementation and monitoring plan.

Intake for the programs will run until the end of 2026, at which point staff will complete a review and report back to the next term of Council with recommendations to either cancel, amend, or continue with the Affordable Housing CIP incentive programs.

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Attachments:

- Attachment 1 – Advisory Committee Engagement Summary
- Attachment 2 – Results of Public Meeting and External Circulation
- Attachment 3 – Draft CIP Area Designation By-law
- Attachment 4 – Draft Community Improvement Plan for Affordable Housing By-law
- Attachment 5 – Draft Community Improvement Plan for Office Employment By-law