

Staff Report for Decision

DATE OF MEETING JULY 28, 2025

AUTHORED BY LISA BRINKMAN, MANAGER COMMUNITY PLANNING

**SUBJECT HOUSING TARGET PROGRESS REPORT
JULY 1, 2024 TO JUNE 30, 2025**

OVERVIEW

Purpose of Report

To present to Council a Housing Target Progress Report for the reporting period 2024-JUL-01 to 2025-JUN-30.

Recommendation

That Council receive the Housing Target Progress Report for the reporting period 2024-JUL-01 to 2025-JUN-30 in accordance with Ministerial Order M203-2024.

BACKGROUND

In accordance with the *Housing Supply Act*, the Province issued a Ministerial Order to the City of Nanaimo that set out targets for the annual net new housing units to be achieved from 2024 to 2029, (see Ministerial Order M203-2024 in Attachment A). The targets reflect 75 per cent of the Province's total estimated housing need for Nanaimo, which is 4,703 housing units from 2024 to 2029 (Table 1). At the 2025-FEB-24 meeting Council received the six month progress report for the reporting period 2024-JUL-01 to 2024-DEC-31.

Table 1 – City of Nanaimo Reporting Periods and Housing Targets

	Reporting Period	Cumulative Target of Required Net New Housing Units (75 % of estimated need)	Total Housing Units Issued Occupancy Permit
1.1	2024-JUL-01 – 2024-DEC-31	No target	n/a
1.2	2024-JUL-01 – 2025-JUN-30	783	875
2	2025-JUL-01 – 2026-JUN-30	1,618	tbd
3	2026-JUL-01 – 2027-JUN-30	2,533	tbd
4	2027-JUL-01 – 2028-JUN-30	3,552	tbd
5	2028-JUL-01 – 2029-JUN-30	4,703	tbd

In addition, the Province has provided target guidelines for housing unit types. The targets are based on 75% of the Province's estimated housing need for specific unit sizes (bedrooms), rental units, below market units, and supportive housing units (Attachment B).

Each progress report must include information about actions taken by the City, and progress toward meeting the housing targets. Progress reports must be received by a Council resolution within 45 days after the end of each reporting period. The progress report for this reporting period

is in Attachment C. After the report is received by Council, it must be submitted to the Minister and be published on the City website. When assessing the City's progress toward achieving housing targets, the Province advises they will take into account external factors and market conditions that impact housing development. |

DISCUSSION

|Highlights for the year one reporting period (2024-JUL-01 to 2025-JUN-31) are:

- The City has approved occupancy of 875 new housing units, exceeding the required year one target of 783 housing units. In addition, the Province used statutory exemption for the occupancy of 100 HEARTH temporary supportive units in the reporting period.
- The City has issued occupancy for the following units by size:
 - 346 units with one bedroom/studio, which is less than the guideline target of 625 per year;
 - 315 units with two bedrooms, exceeding the guideline target of 155 per year; and,
 - 214 units with three or more bedrooms, exceeding the guideline target of 161 per year.
- The City has issued occupancy for 825 rental units, exceeding the guideline target of 554 units per year.
- A total of 100 supportive units were issued occupancy, which is more than the guideline target of 22 supportive units per year. A total of 0 below market units were issued occupancy during the reporting period, and the guideline target is 386 below market units per year. Note that a significant increase in federal and provincial investment would be required to achieve the target for below market units. However, the City continues to work cooperatively with BC Housing to increase the number of below market and supportive housing units, as shown in Attachment D.
- The City has issued building permits for a combined total of 631 housing units. Note that the length of time between building permit issuance and completion (occupancy) can vary significantly depending on the size of the development and the scope of the project.
- The City has approved 5 rezoning applications that have a combined total of 408 housing units. An approved rezoning application means the rezoning amendment bylaw has been adopted by Council.
- The City has approved 14 development permit applications that have a combined total of 754 housing units. After the development permit is approved, an applicant can proceed to the building permit application stage.

The City of Nanaimo has met the required targets and guideline targets of the Ministerial Order for the reporting period July 2024 to June 2025, except for one bedroom/studio units and below market housing units. The progress report also provides a short description of the many actions taken by the City to support housing in the reporting period timeframe (see Attachment C). The next progress report will be presented to Council in July 2026, for the reporting period of July 2025 to June 2026. |

OPTIONS

1. That Council receive the Housing Target Progress Report for the reporting period 2024-JUL-01 to 2025-JUN-30 in accordance with Ministerial Order M203 2024.
 - The advantages of this option: The Ministerial Order M203 states that Council must receive the progress report by resolution within 45 days of the end of the reporting period.
 - The disadvantages of this option: None.
 - Financial Implications: Considerable staff resources are required to gather the data required by the Ministerial Order.
2. That Council provide alternate direction to Staff.

SUMMARY POINTS

- On 2024-JUN-25, the Province issued a Ministerial Order to the City of Nanaimo which set out targets for the annual net new housing units to be achieved from 2024 to 2029.
- The City has exceeded all required targets and guideline targets for all housing categories in the Ministerial Order, except one bedroom/studio units and below market housing units.
- It is recommended that Council receive the Housing Targets Progress Report for the reporting period 2024-JUL-01 to 2025-JUN-30 as required by the Ministerial Order M203-2024.

ATTACHMENTS

ATTACHMENT A: Ministerial Order M203-2024
ATTACHMENT B: Housing Unit Guidance (Size, Tenure, Below Market, Supportive)
ATTACHMENT C: Housing Target Progress Report – July 2024 to June 2025
ATTACHMENT D: City of Nanaimo and BC Housing Recent Projects July 2025 Update

Submitted by:

Lisa Brinkman
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Concurrence by:

Jeremy Holm,
Director, Planning and Development

PROVINCE OF BRITISH COLUMBIA

ORDER OF THE MINISTER OF HOUSING

Housing Supply Act

Ministerial Order No. M203

WHEREAS

- A. The minister has, prior to making this Housing Target Order, considered the information set out in section 3 (1) *Housing Supply Act*, SBC 2022, c.38, in relation to the City of Nanaimo.
- B. In accordance with section 3(2) and (3) *Housing Supply Act*, SBC 2022, c. 38, the minister has consulted with the City of Nanaimo regarding this housing target order.
- C. The minister has:
 - i. provided a description of the proposed Housing Target Order to the City of Nanaimo.
 - ii. in accordance with section 4(1), Housing Supply Regulation, B.C. Reg. 133/2023, provided the City of Nanaimo an opportunity to provide written comments to the minister.
- D. An extension to the consultation period, if any, granted by the minister to the City of Nanaimo, pursuant to section 4(2), Housing Supply Regulation, Reg. 133/2023, has elapsed.

NOW THEREFORE Pursuant to section 2, *Housing Supply Act*, SBC 2022, c. 38, the Minister of Housing orders as follows:

- 1. A housing target order is made for the City of Nanaimo, effective July 1, 2024 (the “**Effective Date**”).
- 2. The housing targets for the City of Nanaimo under this housing target order are set out in the attached **Schedule A** (*Housing Targets*).
- 3. The performance indicators by which progress by the City of Nanaimo toward meeting each housing target is to be assessed are described in the attached **Schedule B** (*Performance Indicators*).
- 4. This Housing Target Order begins on the Effective Date and ends on June 30, 2029 (the “**End Date**”).

June 25, 2024

Date



Minister of Housing

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: *Housing Supply Act*, S.B.C. 2022, c. 38, s 2

Other: *Housing Supply Regulation*, B.C. Reg. 133/2023

5. The City of Nanaimo must prepare and submit a housing target progress report at the intervals set out in the attached **Schedule C** (*Housing Targets Progress Reporting*).

SCHEDULE A

Housing Targets

1. The five-year housing target for the City of Nanaimo is **4,703 units** which is the total minimum number of net new completed housing units required to comply with this Provincial Housing Target Order.
2. The above housing targets reflect 75% of the total Provincial Housing Needs Estimate for the City of Nanaimo
3. For each Progress Reporting Period as set out in Schedule C, the annual cumulative number of net new housing units will be measured as follows:
 - a. Year 1: 783
 - b. Year 2: 1,618
 - c. Year 3: 2,533
 - d. Year 4: 3,552
 - e. Year 5: 4,703

SCHEDULE B
Performance Indicators

1. The performance indicators to measure annual progress toward achieving the housing target are set out in Table 1 and are based on:
 - a. Progress toward achieving the annual cumulative housing target; and
 - b. Actions taken by the municipality toward meeting the annual housing target.

Table 1 - Performance Indicators

Category	Performance Indicator	Data to Measure
Annual cumulative housing target	Satisfactory progress to meet annual cumulative housing target, measured by completed net new housing units.	Total number of net new housing units (completions minus demolitions) during the reporting period.
Actions taken by the municipality toward meeting the annual cumulative housing target	<p>Satisfactory progress demonstrated by:</p> <ol style="list-style-type: none"> 1. Update of land use planning documents to align with housing targets; 2. Adoption of policies and initiatives to meet housing targets; and 3. Residential approvals complete and/or in progress that met or will meet housing targets. 	<ol style="list-style-type: none"> 1. Relevant information about updates to land use planning documents such as the Official Community Plan, Zoning Bylaw, Housing Needs Report, Housing Action Plan/Strategy (other documents, e.g., Strategic Plan) including date of last update, and related policies that align with achieving annual housing targets. 2. Description of new/amended bylaws and policies, innovative approaches, and pilot projects undertaken to achieve housing targets. 3. The number of applications received and permits issued in relation to residential development such as development, building and rezonings.

SCHEDULE C
Housing Targets Progress Reporting

The City of Nanaimo must receive the progress report by resolution within 45 days of the end of the reporting period:

Reporting Period 1.1: July 1, 2024 – December 31, 2024

Reporting Period 1.2: July 1, 2024 – June 30, 2025

Reporting Period 2: July 1, 2025 – June 30, 2026

Reporting Period 3: July 1, 2026 – June 30, 2027

Reporting Period 4: July 1, 2027 - June 30, 2028

Reporting Period 5: July 1, 2028 – June 30, 2029

Progress Report Forms must be posted to the municipal website and submitted to the Minister as soon as practicable after being received.

ATTACHMENT B



Appendix B – Housing Unit Breakdown as Guidance for the City of Nanaimo

The following guidelines are based on 75% of the Province's estimated housing need by unit size, tenure, rental affordability, and rental units with on-site supports. Needs are estimated over a five-year timeframe between 2024 and 2029.

UNITS BY SIZE	GUIDELINE
Studio/One bedroom	3,124
Two Bedroom	772
Three or More Bedroom	806

UNITS BY TENURE	GUIDELINE
Rental Units	2,772
Owned Units	1,931

Rental units: *Number of new rental units built in prescribed municipality, including purpose built rental and secondary rental (e.g. secondary suites, accessory dwellings, etc.).*

RENTAL AFFORDABILITY	GUIDELINE
Below Market	1,929
Market	843

Below Market: *Number of rental units which are at or below 30% of the local Housing Income Limits (HIL) per unit size.*

SUPPORTIVE RENTAL UNITS	TOTAL
With On-site Supports	108

Supportive rental units with On-Site Supports: *Number of below-market rental units with on-site supports to provide permanent housing for people to transition out of homelessness.*

ATTACHMENT C



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 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	City of Nanaimo
Housing Target Order Date	June 25, 2024
Reporting Period	July 1, 2024 to June 30, 2025
Date Received by Council Resolution	
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	<i>(name, position/title, email, phone)</i>
Contractor Contact Info	<input type="checkbox"/> N/A <i>(name, position/title, email, phone)</i>

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.

	Completions (Reporting Period)	Demolitions (Reporting Period)	Net New Units (Reporting Period)	Net New Units (Since HTO Effective Date)
Total	900	25	875	875

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	114	2	112	112
One Bedroom	236	2	234	234
Two Bedroom	318	3	315	315
Three Bedroom	132	18	114	114
Four or More Bedroom ¹	100	0	100	100

Units by Tenure				
Rental Units ² – Total	825	0	825	825
Rental – Purpose Built	734	0	734	734
Rental – Secondary Suite	81	0	81	81
Rental – Accessory Dwelling	10	0	10	10
Rental – Co-op	0	0	0	0
Owned Units	75	25	50	50
Units by Rental Affordability				
Market	n/a	0	n/a	n/a
Below Market ³ - Total	100*	0	100*	100*
Below Market - Rental Units with On-Site Supports ⁴	100*	0	100*	100*

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.

1. **Zoning Bylaw Review and Update:** In early 2025, the City commenced a comprehensive review of the Zoning Bylaw to address a number of strategic City Plan (OCP) goals and recent Provincial legislative requirements related to housing. The review will inform a broad range of amendments to update and replace the current Zoning Bylaw. Key focus areas will include: i) aligning zones with City Plan policies and Land Use Designations; ii) updating residential zoning to support housing (SSMUH and TOA); iii) updating density provisions for affordable housing; iv) considering inclusionary zoning tools and opportunities to pre-zone for non-market housing; and v) updating the bylaw format for ease of use. More information can be found at this [link](#).

- 2. Financial Feasibility Analysis for Inclusionary Zoning, Density Bonus, DCC and ACC rates:** In 2025, the City retained a land economist consultant to complete a financial feasibility analysis to: i) ensure proposed development cost charge (DCC) and amenity cost charge (ACC) rates do not deter housing development; and ii) determine if inclusionary zoning and density bonus tools will be successful in Nanaimo to encourage the construction of various forms of affordable housing. Information about the DCC project can be found at this [link](#). Information about the ACC project can be found at this [link](#).
- 3. Woodgrove Secondary Urban Centre Complete Community Assessment:** The purpose of the Woodgrove Complete Community Assessment will be to provide more detailed land use and policy guidance for future development, to remove constraints, coordinate infrastructure, and identify amenity needs to create a complete community. The assessment area includes the Woodgrove Secondary Urban Centre and Woodgrove Transit-Oriented Area. The baseline assessment, scenarios testing, and public engagement was completed in Spring 2025. The City received Complete Communities funding from the Province for this project. More information can be found at this [link](#).
- 4. Remove Parking Requirements for all uses, including Housing, in the Downtown Urban Centre:** On June 19, 2025 Council passed third reading of Bylaw No. 7266.04 to amend the City of Nanaimo "Off-Street Parking Regulations Bylaw 2018 No. 7266" to remove minimum parking space requirements for all housing and other uses in the Downtown Urban Centre. The Downtown Urban Centre serves as Nanaimo's Primary Urban Centre and functions as the City's cultural, economic and mobility hub, with the highest population and mix of housing and uses. This urban centre is designated to support greater density and is generally well-served for pedestrians and transit, and is improving for cyclists. More information can be found at this [link](#).
- 5. City Plan (OCP) and Zoning Bylaw Review to Accommodate Housing Need:**
- As required by Section 473.1 of the LGA, City Plan was reviewed to ensure it contains policy guidance to support the seven categories of housing need. The seven categories are: i) affordable housing; ii) family housing; iii) seniors housing; iv) rental housing; v) shelters; vi) special needs housing; and vii) housing in proximity to transportation infrastructure that supports walking, bicycling, and public transit. A consultant was retained to support the review in spring 2025, and they found that City Plan already has sufficient policy to address the LGA requirements.
 - The *2024 Interim Housing Needs Report* states that 23,776 housing units are needed in Nanaimo by 2041. An analysis was completed which reviewed the total remaining housing capacity that can be accommodated in the Urban Centre, Neighbourhood Centre, Mixed Use Corridor, Residential Corridor, and Neighbourhood land use designations in City Plan. The analysis demonstrates that the future land use designations in City Plan still have the potential to accommodate approximately 147,000 housing units, which addresses much more than 20 years of anticipated housing need.
 - The LGA (Section 481.7) requires that the Zoning Bylaw accommodate 20 years of housing need as estimated in the recent *2024 Interim Housing Needs Report*. A review of the housing capacity allowable within the City's current Zoning Bylaw was completed in Spring 2025 and it was determined that the small scale multi-unit housing (SSMUH) Zoning Bylaw Amendment Bylaw 2024 No. 4500.223 resulted in a net housing unit

capacity of 63,976 units. Thus, it has been determined that the allowable capacity for housing units in the City's current Zoning Bylaw far exceeds the required 20 year housing need estimate of 23,776 housing units.

More information about the City Plan and Zoning Bylaw review to accommodate housing need can be found at this [link](#).

6. **Form and Character Design Guidelines:** In June 2025 Council gave third reading to a bylaw to adopt new Form and Character Design Guidelines for multi-family residential, mixed use, commercial and industrial development in the City. A project objective was to simplify the process for development permit reviews and eliminate inconsistencies by consolidating multiple existing Development Permit Area 8 (DPA8) design guidelines into one primary document. The form and character design guidelines provide clarity for the development community to understand the City's expectations for site, building and landscape design in new development. More information can be found at this [link](#).
7. **Interim Housing Needs Report 2024:** City of Nanaimo Council received a new '*Interim Housing Needs Report 2024*' at their meeting on December 16, 2024. The Interim Housing Needs Report outlines the 5-, 10-, and 20-year housing needs for the City of Nanaimo, including detailed information regarding rental housing, market housing, non-market housing, and bedroom need estimates. In addition, the report explains the difference between the Provincial Housing Target Order for Nanaimo, and housing need estimates. More information can be found at this [link](#).
8. **Streamline Building Permit Approvals:** In May 2025, the City's Building Inspections section launched the digital application platform eApply to streamline the development approvals process. This system allows applicants to submit building permit applications online, starting with demolition permits. By digitizing the application process, eApply reduces paperwork, minimizes in-person visits, and accelerates processing times. The platform ensures that applications are complete before submission, helping to avoid delays caused by missing information. This modernization effort reflects the city's commitment to improving efficiency, transparency, and accessibility in its development services. More information can be found at this [link](#).
9. **Development Approval Process Review:** In July 2024, Council endorsed the 'Development Approval Process Review' that provided recommendations to expedite the City's processing of development applications, including amendments to the Official Community Plan (City Plan), amendments to the City's Zoning Bylaw, development permit and development variance permit applications. The City is in the process of implementing the recommendations. The Development Approval Process Review can be found at this [link](#).
10. **Rent Bank Program** – From July 2024 to June 2025, the City of Nanaimo contributed \$149,000 to the Rent Bank Program. With the support of Connective Society, 85 loans were issued to City residents at risk of eviction, supporting 185 residents. A total of \$145,251 of loan capital was distributed, and \$50,616 of loan repayments was received. Connective Society reports that the average rent to income ratio for those receiving loans during this time period is 64% (meaning rental costs are an average of 64% of income). More information can be found at this [link](#).

11. **Rent Supplement Program** – From July 2024 to June 2025, the City of Nanaimo contributed \$150,000 to the rent supplement program. With the support of two community partners 149 rent supplements were issued, supporting 211 residents. More information can be found at this [link](#).
12. **Permissive Tax Exemptions:** A new 'Permissive Tax Exemption Policy' was adopted by Council in July 2024 that includes criteria for non-market housing. The policy outlines permissive tax exemption eligibility criteria for non-for-profit organizations that provide non-market housing for Temporary and Supportive Housing. A total of 604 below market units were issued a permissive tax exemption in 2024. The policy can be found at this [link](#).
13. **HEART and HEARTH:** Between July 2024 and June 2025, the City has been working in partnership with BC Housing to implement the Homelessness Encampment Action Response Team (HEART) program, and the Homelessness Encampment Action Response Temporary Housing (HEARTH), including the provision of City land, funding and staff time. The City supported the creation of an Encampment Response Plan and is providing Community Safety Officers to connect unsheltered individuals to shelters, housing and health services. A total of 100 temporary HEARTH units have been newly occupied. More information can be found at this [link](#).
14. **Drop-in Hub:** In partnership with the United Way BC and the federally-funded Reaching Home Program, the City is providing \$584,257 to fund a year-round daytime drop-in hub at 55 Victoria Road (2025-2026) that provides access to basic need services and emergency shelter beds on a drop-in basis including warming and cooling services for individuals living unsheltered. In addition, other service providers are providing services at the Hub and connecting individuals to housing, shelter, employment and health services. Between January 2025 and March 31, 2025, at least 207 unique individuals have accessed the Hub and the Hub sees an average of 70 visits daily. Hub users are being prioritized through BC Housing's HEART and HEARTH program. HEART outreach workers are onsite weekly to complete assessments and housing applications. Between January 2025 and May 2025, 114 Supportive Housing Registry applications have been completed. Ten Hub users have been housed and many more are on the waitlist for the 187 new HEARTH units still be opened. More information can be found at this [link](#).
15. **Systems Planning Organization** – From July 2024 to June 2025, the City of Nanaimo continued to fund the Systems Planning Organization whose purpose is to enable coordinated action to address an end to homelessness in Nanaimo. More information can be found at this [link](#).

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.

Bi-weekly meetings: City staff meet regularly with Snuneymuxw First Nation staff and BC Housing staff to discuss ways to advance provincially-funded housing developments proposed in the City of Nanaimo and on First Nation land.

Protocol Agreement Working Group and Technical Working Group: City representatives meet regularly with Snuneymuxw First Nation representatives to further the goals of the Protocol Agreement. The purpose of the Protocol Agreement is to deepen the government to government relationship between the City and Nation, to establish a collaborative process that will meaningfully advance reconciliation, and lead to shared opportunities and agreements for mutual benefits.

Te'tuxwtun: The Te'tuxwtun development project is a proposed large-scale development on a 5.8-acre site that spans the Fifth Street Corridor (564 Fifth Street, 502 and 505 Howard Avenue) in the Harewood neighbourhood of Nanaimo. The Te'tuxwtun development project is a unique collaboration between Snuneymuxw First Nation, BC Housing, the City of Nanaimo and Nanaimo-Ladysmith Public Schools (known as the Knowledge Partners). The Te'tuxwtun development includes 358 housing units (86 non-market units), with a mix of commercial, institutional and parks/recreation/culture uses. The rezoning amending bylaw process is at third reading, and the development permit application is in process. More information can be found [here](#).

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	5	14	155	188
New Units	408	754	631	1793
Unit Breakdown				
Units by Size				
Studio	-	88	27	-
One Bedroom	-	344	406	-
Two Bedroom	-	247	69	-
Three Bedroom	-	75	81	-
Four or More Bedroom ¹	-	0	48	-
Units by Tenure				
Rental Units ² – Total ²	168	189	611	968

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BC Ministry of Housing and Municipal Affairs

Rental – Purpose Built	168	189	555	903
Rental – Secondary Suite	0	0	35	35
Rental – Accessory Dwelling	0	0	21	21
Rental – Co-op	0	0	0	0
Owned Units	240	565	20	834
Units by Rental Affordability				
Market	168	754	549	1471
Below Market ³ - Total	0	0	62	62
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	6 planning applications withdrawn. 2 building permit applications withdrawn.	0
Proposed Units	Approximately 43 housing units were within the 2 building permit applications that were withdrawn, denied, or expired in the reporting period.	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.

The City denied 0 rezoning or development permit applications from July 2024 to June 2025.

The process for building permit/planning applications is such that they can be incomplete and therefore not accepted, or they can be cancelled or expired due to inaction from the applicant. There are many reasons that an applicant may choose to withdraw a building permit/planning application including project financing challenges, increased cost of materials, increased cost of contractors, and changes in market conditions impacting profit margins on the project.

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.

*The Province used statutory exemption for the occupancy of the 100 HEARTH temporary supportive housing units in the reporting period. Thus, the City's net new housing total of units issued occupancy does not include the 100 HEARTH units.

**Note that at the time of rezoning application the City does not require the rezoning applicant to provide information regarding the proposed bedroom mix of each proposed housing unit.

With regard to the provision of below market units and below market units with on-site supports, the City works cooperatively with BC Housing and non-profit organizations that provide below market housing. However, the City of Nanaimo does not build housing, so urgent and ongoing investments from senior levels of government will be essential to ensure that the targets for below market units are achieved.

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.

Name of Action: Studio/One Bedroom Units – Zoning Bylaw Review and Update

Description of Action: As part of the Zoning Bylaw project it will be determined if the number of bedrooms in each multi-family unit should be prescribed in specific zones to ensure the City is achieving the required unit size mix.

Completion/Milestone Date: Fall 2026

Link: chrome-extension://efaidnbmninnibpcajpcgclclefindmkaj/https://pub-nanaimo.escribemeetings.com/filestream.ashx?DocumentId=57033

Number of Units: TBD

Name of Action: Below Market Housing - Permissive Tax Exemptions

Description of Action: An updated 'Permissive Tax Exemption Policy' was adopted by Council in July 2024 that includes improved criteria for non-market housing. The policy outlines permissive tax exemption eligibility criteria for non-for-profit organizations that provide non-market housing for

HOUSING TARGET PROGRESS REPORT FORM

Housing Targets Branch
BC Ministry of Housing and Municipal Affairs

Temporary and Supportive Housing. A total of 604 below market units were issued a permissive tax exemption in 2024. The updated permissive tax exemption captured 40 below market housing units at 940 Hecate Street that were not issued an exemption in previous years.	
Completion/Milestone Date: July 2024	
Link: https://www.nanaimo.ca/your-government/grants/permissive-tax-exemptions	Number of Units: 604
Name of Action: Below Market Housing - HEART and HEARTH	
Description of Action: Between July 2024 and June 2025 the City has been working in partnership with BC Housing to implement the Homelessness Encampment Action Response Team (HEART) program, and the Homelessness Encampment Action Response Temporary Housing (HEARTH), including the provision of City land, funding and staff time. The City supported the creation of an Encampment Response Plan and is providing Community Safety Officers to connect unsheltered individuals to shelters, housing and health services. A total of 100 temporary HEARTH units have been newly occupied in the reporting period.	
Completion/Milestone Date: Ongoing	
Link: https://www.nanaimo.ca/your-government/projects/heart-and-hearth	Number of Units: 100 HEARTH units in reporting period
Name of Action: Below Market Housing - City & BC Housing Development Projects and MOU(s)	
Description of Action: In 2019, the City of Nanaimo and BC Housing signed a Memorandum of Understanding (MOU) to build new housing on six sites in the community, and since this date more sites are being developed for affordable housing. To date 318 below market/supportive housing units are completed and occupied (including permanent supportive housing at 702 Nicol Street and 285 Prideaux Avenue; and temporary supportive units at 2060 Labieux Road, 250 Terminal Avenue and 1300 Island Hwy). Also, 683 housing units are at various stages in the development process, (of which 411 are below market/supportive units). The in-process totals include MOU sites, HEARTH sites, proposed Complex Care Housing at 1850 Boxwood Road and supportive housing at 1030 Old Victoria Road (McKenzie Road).	
Completion/Milestone Date: Ongoing	
Link: https://www.nanaimo.ca/public-safety/community-safety-and-wellbeing/community-and-social-service-programs/bc-housing-mou	Number of Units: 411 below market/supportive housing units are in-process
<i>*Copy/Paste above description tables as needed</i>	

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.

ATTACHMENT D

City of Nanaimo and BC Housing Recent Projects – July 2025 Update

Property Address	Housing Type(s)	Status
1850 Boxwood Road	22 units Complex Care Housing	In process. Rezoning bylaw received 1 st and 2 nd reading, and the public hearing is scheduled for July 2025.
1435 Cranberry Avenue	42 housing units	In process. Development Permit application is in process.
564 Fifth Street 502 Howard Avenue 505 Howard Avenue Te'tuxwtun	358 housing units (including approximately 86 below market units), with a mix of commercial, institutional and parks/recreation/culture uses.	In process. OCP amendment and rezoning at 3 rd reading. Development permit application is in process.
1300 Island Hwy.	50 temporary HEARTH supportive housing units	Complete. 50 units currently occupied
2060 Labieux Road	66 temporary supportive housing units.	Complete. 66 temporary supportive housing units currently occupied.
1298 Nelson Street	BC Housing is leasing 78 units at the former Travellers Lodge care facility to provide temporary HEARTH supportive housing.	In process. Site upgrades are currently underway.
355 Nicol Street	36 supportive housing units	In process. Development Permit application is in process.
702 Nicol Street Samaritan Place	51 supportive housing units and 14 shelter beds	Complete. Completed March 2022, and currently occupied.
1030 Old Victoria Road	50 temporary HEARTH supportive housing units	Complete. 50 units occupied in July 2025.
	60 supportive housing units	In process. Rezoning application submitted and is in process.
285 Prideaux Street Cornerstone	51 supportive housing units	Complete. Completed April 2024, and currently occupied
250 Terminal Avenue	50 temporary HEARTH supportive housing units	Complete. 50 units currently occupied
	50 supportive housing units (phase one) 37 affordable housing units (phase two)	In process. Development Permit application is in process for phase one.
Total(s)	2019 to 2025 - 683 housing units in process (411 below market/supportive units) 2018/19 to 2025 - 318 below market/supportive housing units completed and occupied	

Development & Housing Overview

July 28, 2025

Housing Target Order Overview

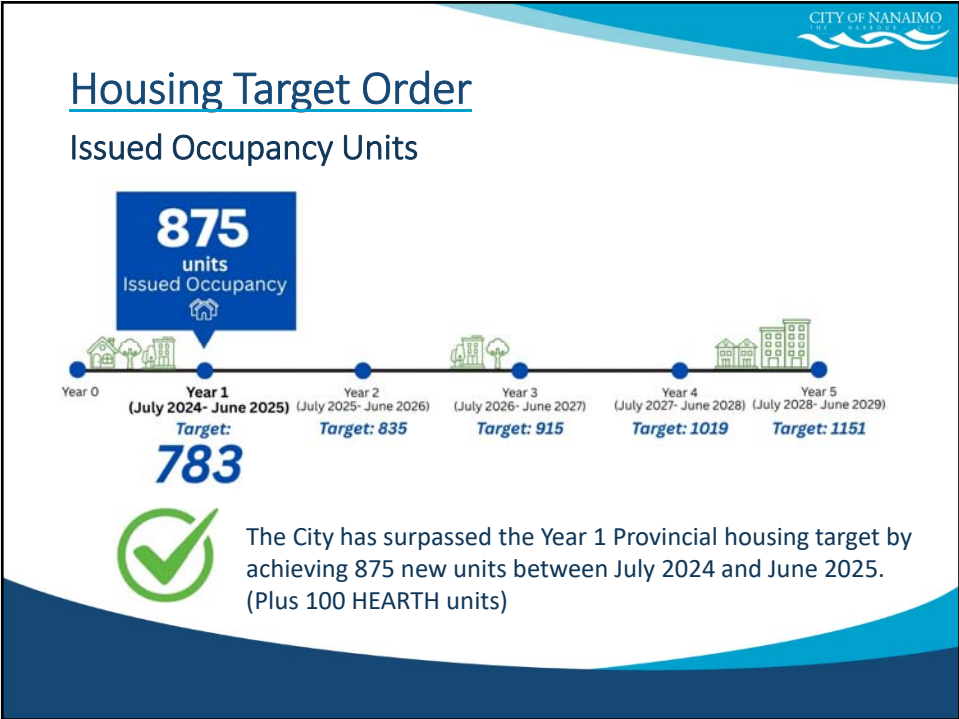
- Issued Occupancy Units
- Unit Size
- Rental Units
- Below Market and Supportive Housing

2024 Housing Overview

- Building Permits Issued
- Residential Units by Type
- Construction Housing Starts & Values
- Development Approvals Statistics
- Subdivision Statistics



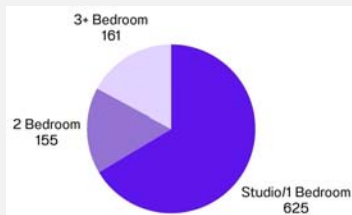
Housing Target Order Overview
July 2024- June 2025



Housing Target Order

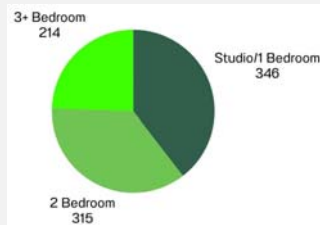
Unit Size

Provincial Guideline



The Provincial guideline for the breakdown of units by size per year for the next 5 years (2024-29)

City of Nanaimo July 2024- June 2025



The City of Nanaimo units by size for the reporting period

Housing Target Order

3+ Bedroom Units

Provincial Guideline



Units by size **per year**
2024-2029

City of Nanaimo



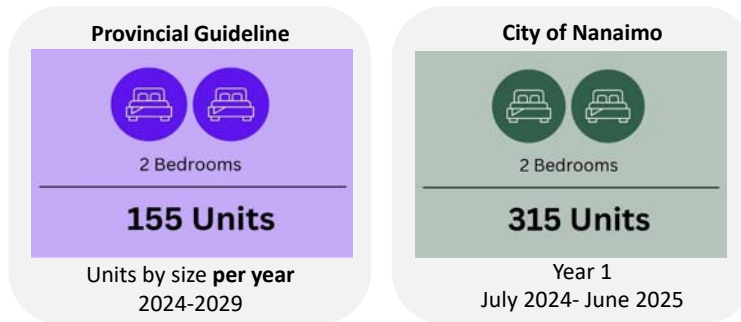
Year 1
July 2024- June 2025



The City has exceeded the Provincial Guideline for 3+ bedroom units by 53 units in Year 1.

Housing Target Order

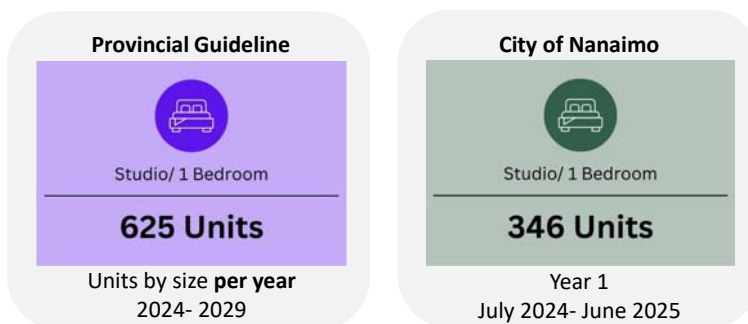
2 Bedroom Units



The City has exceeded the Provincial Guideline for 2 bedroom units by 160 units in Year 1.

Housing Target Order

Studio/ 1 Bedroom Units



The City has not met the Provincial Guideline for Studio/ 1 Bedroom unit size in Year 1.

Housing Target Order

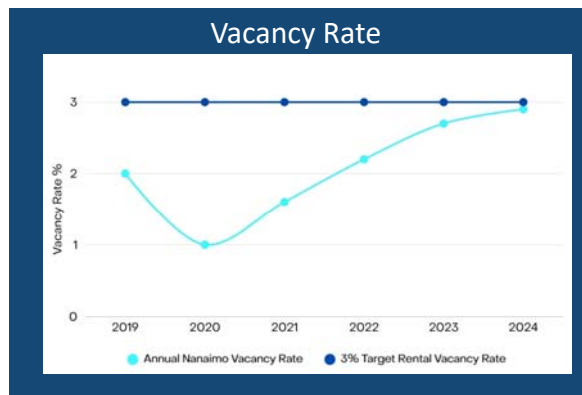
Issued Rental Units



The City has surpassed the Provincial Housing Target by achieving 825 Issued Rental Units from June 2024- July 2025

That exceeds the target by 271 rental units!

Nanaimo Vacancy Rate



- Target of 3% vacancy ensures housing options for tenants
- New rental units added to housing inventory impacts the vacancy rate
- Vacancy rate increasing since 2020 (2.9% in 2024)



The City is making progress in reaching a 3% vacancy rate, leading to more housing options for tenants.

Housing Target Order

Supportive Housing

Required and Supportive Housing Needs 2024-29

Supportive Housing Units: **22/per year**

Completed Supportive Housing Units July 2024- June 2025

Supportive Housing Units: **100**



The City has exceeded the Provincial target for Supportive Housing by 78 units!

Housing Target Order

Below Market Housing

Required Below Market Housing Needs 2024-29

Below Market Units: **386/per year**

Completed Below Market Units July 2024- June 2025

Below Market Units: **0**

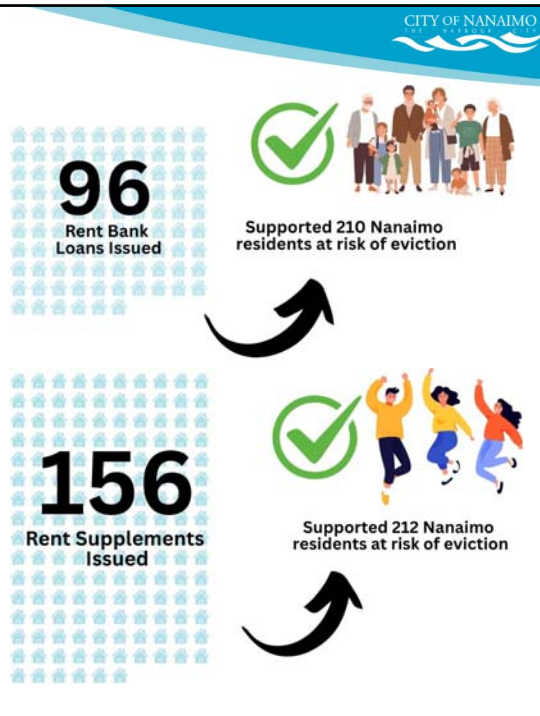


The City Has not met the Provincial target for required Below Market Housing Needs

City of Nanaimo and BC Housing Recent Projects Update



2024 Rent Bank Loans and Rent Supplements



City Incentives for Below Market Units



Development Cost Charge Reductions



Density Bonus in Zoning Bylaw (Schedule D)



Community Amenity Contribution exemption



Housing Legacy Reserve Fund (i.e. support for infrastructure)



Permissive tax exemption for nonprofit housing

Housing Priority Actions

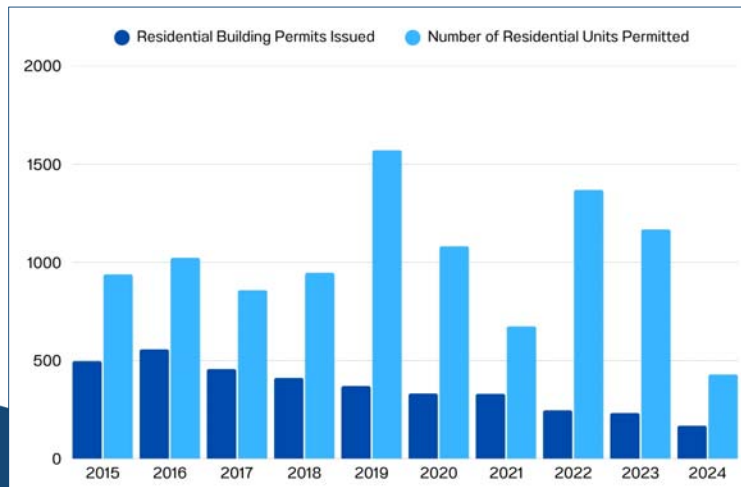
2025 Projects

- ✓ Review and update Zoning Bylaw
- ✓ Explore inclusionary zoning and update density bonus tools
- ✓ Pre-zone land for below market housing
- ✓ Woodgrove Area Plan
- ✓ Tenant and manufactured home community relocation assistance policies
- ✓ Reduce parking requirements for Downtown uses
- ✓ Streamline building permit approvals (E-apply)

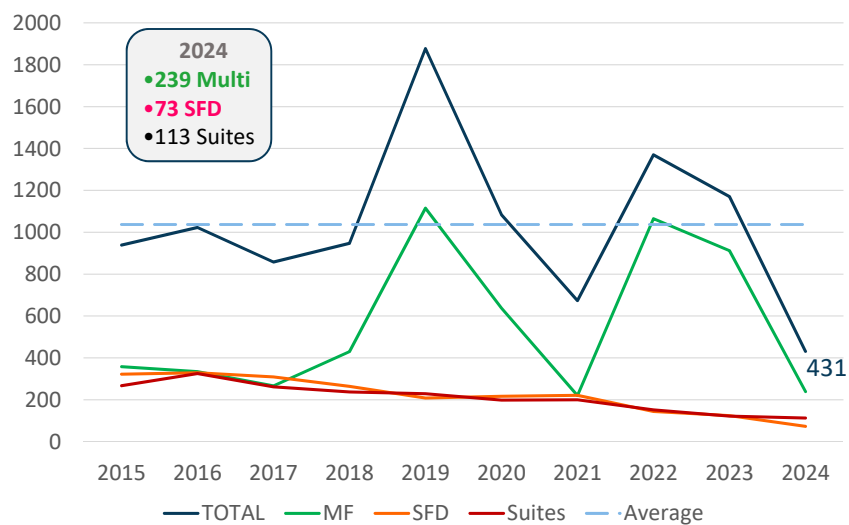


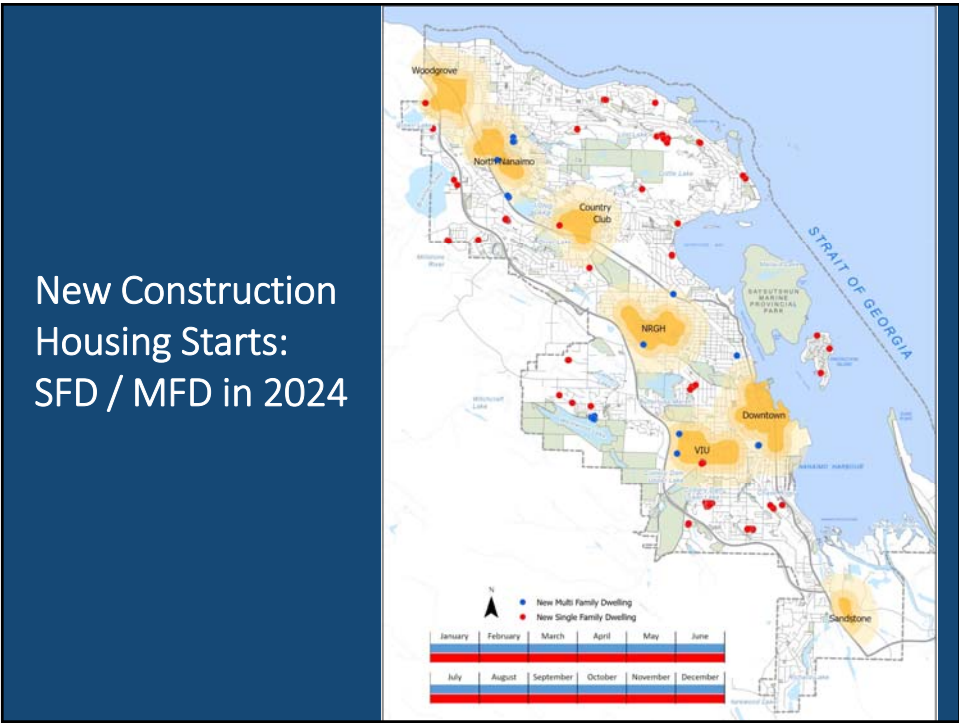
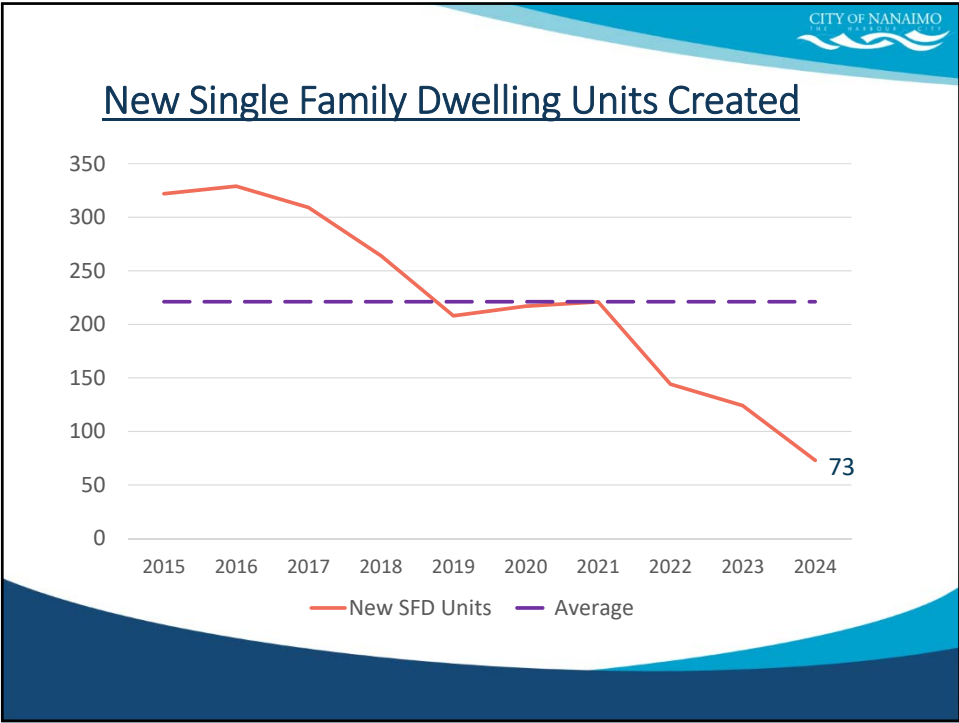
Building Permits Issued 2015-2024

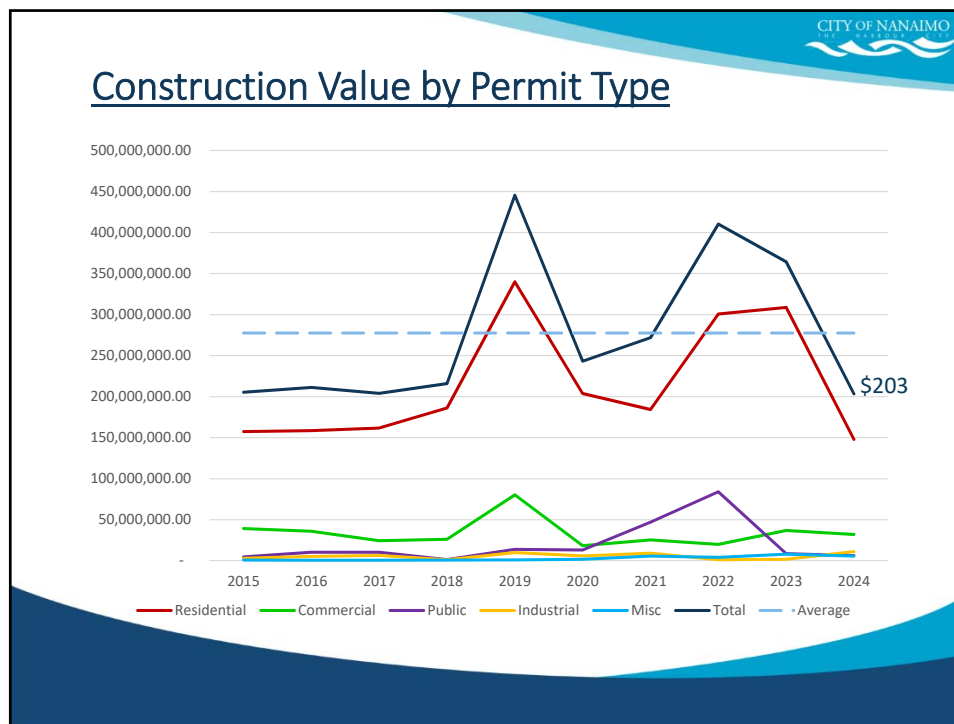
The City has issued building permits for an average of 1071 units annually since 2015



Residential Units by Type







Top 4 Projects 2024 – by Construction Value

4775 Uplands Drive

48-unit apartment building
Value: \$15,000,000

529 Terminal Avenue N

69-unit apartment building
Value: \$13,500,000

900 Fifth Street

10-storey student residential housing building
Value: \$13,000,000

1861 East Wellington Road

1-storey warehouse & 3-storey offices
Value: \$10,000,000

Development Approvals

	2020	2021	2022	2023	2024	5-year Avg
Rezoning	14	17	9	16	11	13
Development Permits	41	45	34	37	41	39
Units Approved (in DPs)	660	1,704	510	964	1071	981
Units Proposed (in DPs)	1,416	1,355	828	325	302	845

Subdivision Statistics

	2020	2021	2022	2023	2024
New subdivision applications received	25	35	39	18	18
New lots created	221 SF 11 MF 164 strata 8 non-res 0 ASP	218 SF 2 MF 0 strata 6 non-res 1 ASP	18 SF 2 MF 0 strata 3 non-res 0 ASP	69 SF 15 MF 7 strata 4 non-res 0 ASP	32 SF 2 MF 0 strata 8 non-res 0 ASP
Lots in Active Sub Files (as of Dec. 31)	192 SF 1 MF 0 strata 4 non-res 1 ASP	158 SF 23 MF 26 strata 16 non-res 3 ASP	175 SF 29 MF 4 strata 10 non-res 1 ASP	267 SF 36 MF 199 strata 10 non-res 3 ASP	238 SF 26 MF 0 strata 8 non-res 3 ASP

Park Dedication	2020	2021	2022	2023	2024
New park created	5.35 ha	2.57 ha	0 ha	0.7 ha	242 m ²
Cash-in-lieu received	\$124,734	\$245,298	\$0	\$301,050	\$22,050

