

AFFORDABLE HOUSING SITE SELECTION SUB-COMMITTEE

TERMS OF REFERENCE

MANDATE

To select City of Hamilton owned properties that could be offered at little or no cost to not-for-profit or private sector housing providers for the purpose of building new affordable housing, and to develop a process for the disposition of the selected lands for the development of affordable housing.

MEMBERSHIP

The Affordable Housing Site Selection Sub-Committee membership will consist of five (5) members of Council.

ROLES OF THE AFFORDABLE HOUSING SITE SELECTION SUB-COMMITTEE AND SUPPORTING STAFF PROVIDING TECHNICAL SUPPORT

Sub-Committee

1. Determine criteria by which sites are identified including, but not limited to, the following:
 - Proximity to services
 - Potential planning challenges such as adequate site access, natural heritage features, land contamination, etc.
 - Possibility for co-location with community facilities
2. Review data, information, and mapping provided by staff
3. Apply the criteria and identify sites for consideration for affordable housing
4. Make recommendations to the General Issues Committee on a process for offering City-owned properties to developers at little or no charge for the purpose of building new affordable housing units

Staff

1. Assist the Sub-Committee in determining criteria for site selection
2. Provide data, information, mapping, zoning, etc. to:
 - a. identify potential sites, and
 - b. apply criteria to potential sites identified
3. Provide support to the development of a process for offering City-owned properties to developers at no or reduced charge for the purpose of building new affordable housing units

TECHNICAL SUPPORT

Technical support will be provided by staff of the Real Estate Section, Economic Development Division, and Housing Services Division, with advice from Legal Services staff and other Departments, as required.

The Clerk's Division will provide legislative support and be responsible for the administrative costs of operating the Sub-Committee meetings.

The Purchasing Section of Financial Services will provide support for any procurement processes that may be required.

MEETINGS AND AGENDA

The Affordable Housing Site Selection Sub-Committee shall meet, as required, and will report up to the General Issues Committee.

Appendix "A" – Motion to Establish the Committee

Approved by Council October 12, 2016
Amended by Council June 8, 2022

Motion from GIC 16-023 - Establishment of an Affordable Housing Site Selection Sub-Committee (CES16033 / PED16168) (City Wide) (Item 8.3)

- (a) That the Terms of Reference for the Affordable Housing Site Selection Sub-Committee, attached as Appendix "D" to Report 16-023, be approved;
- (b) **That City-owned parking lots be included in the list of properties to be considered by the Affordable Housing Site Selection Subcommittee for development of affordable housing;**
- (c) That the item respecting the "Discussion with CHH re: feasibility of constructing affordable housing on underutilized City parking lots", be considered complete and removed from the Planning Committee's Outstanding Business List;
- (d) That the item respecting the "Establishment of an Affordable Housing Site Selection Sub-Committee" be considered complete and removed from the Emergency and Community Services Committee's Outstanding Business List; and,
- (e) That the following five (5) members of Council be appointed to the Affordable Housing Site Selection Sub-Committee:
 - (i) J. Farr
 - (ii) M. Green
 - (iii) C. Collins
 - (iv) D. Conley
 - (v) M. Pearson