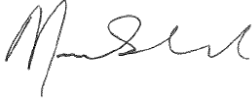




CITY OF HAMILTON
PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Economic Development Division

TO:	Chair and Members Planning Committee
COMMITTEE DATE:	February 6, 2024
SUBJECT/REPORT NO:	Implementation of Canada Mortgage and Housing Corporation Housing Accelerator Fund Incentive Programs and Associated Updates to the Housing for Hamilton Community Improvement Plan (PED23143(c)) (City Wide)
WARD(S) AFFECTED:	City Wide
PREPARED BY:	Johnpaul Loiacono (905) 546-2424 Ext. 5134 Phil Caldwell (905) 546-2424 Ext. 2359
SUBMITTED BY:	Norm Schleeahn Director, Economic Development Planning and Economic Development Department
SIGNATURE:	

RECOMMENDATION

- (a) That the Housing for Hamilton Community Improvement Project Area (2024) draft By-law, prepared in a form satisfactory to the City Solicitor and attached as Appendix "A" to Report PED23143(c), be enacted;
- (b) That the Housing for Hamilton Community Improvement Plan (2024), attached as Appendix "B" to Report PED23143(c) and implementing financial incentive program descriptions be approved, and that the Housing for Hamilton Community Improvement Plan (2024) Draft By-law, prepared in a form satisfactory to the City Solicitor and attached as Appendix "C" to Report PED23143(c), be enacted;
- (c) That existing By-law No. 18-300 originally establishing the Roxborough Community Improvement Project Area, be repealed on such day that the replacement By-law enacting the new Housing for Hamilton Community Improvement Project Area (2024) comes into effect in accordance with Subsection 28(4) of the *Planning Act*;

OUR Vision: To be the best place to raise a child and age successfully.

OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.

OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.

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- (d) That existing By-law No. 19-285 being the Housing for Hamilton Community Improvement Plan, be repealed on such day that the Housing for Hamilton Community Improvement Plan (2024) By-law comes into effect;
- (e) That the following implementing financial incentive program descriptions and terms be approved and appended to the Housing for Hamilton Community Improvement Plan (2024):
 - (i) The Additional Dwelling Unit and Multi-Plex Housing Incentive Program Description attached as Appendix “D” to Report PED23143(c);
 - (ii) The Rapid Transit Multi-Residential Rental Housing Incentive Program attached as Appendix “E” to Report PED23143(c);
 - (iii) The Housing Acceleration Incentive Program attached as Appendix “F” to Report PED23143(c);
- (f) That the existing Council-approved Program Description and Terms for the Roxborough Access to Homeownership Grant Program and Roxborough Rental Housing Loan Program currently appended to the existing Housing for Hamilton Community Improvement Plan as appendices “A” and “B” respectively, be appended to the Housing for Hamilton Community Improvement Plan (2024) as Appendices D and E respectively on such day that the Housing for Hamilton Community Improvement Plan (2024) By-law comes into effect;
- (g) That staff be directed and authorized to undertake technical, non-substantive amendments to the existing Council-approved program descriptions and terms for the Roxborough Access to Homeownership Grant Program and Roxborough Rental Housing Loan Program required to reflect the amended Community Improvement Plan and Community Improvement Project Area by-laws under which these programs will continue to operate;
- (h) That the draft By-law to delegate approval and program amendment authority for certain incentive programs under the Housing for Hamilton Community Improvement Plan, prepared in a form satisfactory to the City Solicitor and attached as Appendix “G” to Report PED23143(c), be enacted and come into force on such day that the Housing for Hamilton Community Improvement Plan (2024) comes into effect.

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EXECUTIVE SUMMARY

In response to Council's approval of the recommendations contained in HSC23017(b)/PED23143(b) on December 13, 2023, staff have finalized and are recommending for final approval the program descriptions and terms for the three new Housing Accelerator Fund supported incentive programs: the Additional Dwelling Unit and Multi-Plex Housing Incentive Program, Appendix "A" to Report PED23143(c) the Rapid Transit Multi-Residential Rental Housing Incentive Program, Appendix "E" to Report PED23143(c) and the Housing Acceleration Incentive Program, Appendix "F" to Report PED23143(c).

In addition, staff are also recommending for approval by-laws required to implement these programs under the *Planning Act* consisting of a new Housing for Hamilton Community Improvement Project Area that defines the geographic areas in which the programs will be made available as well as an updated Housing for Hamilton Community Improvement Plan that authorizes and establishes the parameters of the new programs being made available.

The three new incentive programs are being established as part of the Canada Mortgage and Housing Corporation's allocation of \$93.5 Million to the city through the Housing Accelerator Fund. This funding was granted to support the incentivization of 2,675 net new residential units above the city's five-year historical building permit average for housing units by December 2026.

The recommended programs will provide grants to support costs associated with market and affordable housing unit creation ranging from \$2,000 to \$50,000, depending on the nature of the development and the program being utilized. In addition, units planned as affordable, meaning units with rents not exceeding 100% of the Average Market Rent for the City of Hamilton as stated by the Canada Mortgage and Housing Corporation for a minimum of 15 years, will also be eligible for an additional forgivable loan of \$25,000 per unit to a maximum ranging between \$150,000 to \$2,500,000 depending on the program and number of affordable units being created on a site.

All financial incentives to be provided through the proposed programs, as well all new staffing required to administer the proposed programs, will be funded directly from the Canada Mortgage and Housing Corporation's Housing Accelerator Fund allocation to the city with no impact to the city levy. The administration of the programs will be through the Healthy and Safe Communities Department via the Housing Secretariat.

Staff are also recommending a delegated authority by-law to support staff-led program administration, approvals, and program amendments on a go-forward basis in order to

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support expeditious approvals and program administration to support meeting the housing unit creation goals.

Alternatives for Consideration – See Page 13

FINANCIAL – STAFFING – LEGAL IMPLICATIONS

Financial: The grants/forgivable loans to be provided under the programs recommended through Report PED23143(c) will be funded directly from the Canada Mortgage and Housing Corporation’s Housing Accelerator Fund with no impact to the city levy.

Staffing: As approved by City Council on June 7, 2023, through Report HSC23017/FSC23062/PED23143, additional staff in the Healthy and Safe Communities, through the Housing Secretariat, will be required to administer the recommended Housing Accelerator Fund incentive programs. All new staff required in this respect will be funded directly from the Canada Mortgage and Housing Corporation’s Housing Accelerator Fund with no impact to the city levy.

Through Council’s approval of HSC23017/FSC23062/PED23143 the City Manager, or their designate, have been authorized to hire the required staff deemed necessary to support and administer the Housing Accelerator Fund initiatives, including the programs recommended through this Report.

The Housing Accelerator Fund supported incentive programs will be administered by the Healthy and Safe Communities Department, through the Housing Secretariat.

Legal: Under Section 28 of the *Planning Act*, municipalities with enabling policies in their official plans may adopt a Community Improvement Plan for the purposes of providing grants and/or loans within a Community Improvement Project Area that would otherwise be prohibited under Subsection 106(2) of the *Municipal Act*. These grants/loans may be provided to the registered owner(s), assessed owner(s) or tenant(s) (or their respective assignees) of lands within a Community Improvement Project Area.

Municipal authorization for the establishment of Community Improvement Plans are contained in Chapter F, Section 1.15 of the Urban Hamilton Official Plan and Rural Hamilton Official Plan and are further referenced in Section

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3.2 of Appendix “B” to Report PED23143(c) and Appendix “C” to Report PED23143(c).

The adoption of a Community Improvement Plan by a municipality must be conducted in accordance with the applicable policies under Sections 17 and 28 of the *Planning Act* as well as the city’s Public Participation and Notification Policies contained in Chapter F, Section 1.17 of the Urban Hamilton Official Plan and Rural Hamilton Official Plan. These policies include requirements for stakeholder engagement, public notice and a statutory public meeting.

In accordance with the above, public notice of the statutory public meeting at which the Housing for Hamilton Community Improvement Plan and Community Improvement Project Area are being considered by Planning Committee was published in The Hamilton Spectator on January 19, 2024.

The proposed Housing for Hamilton Community Improvement Plan (2024), proposed Housing for Hamilton Community Improvement Project Area (2024) and new program descriptions contained in Appendices “A” to Report PED23143(c) through to Appendix “F” to Report PED23143(c) have been reviewed by the Legal Services and Risk Management Division, with comments and feedback incorporated therein.

Subject to City Council’s approval of the recommendations in Report PED23143(c), Legal Services Division will be involved in developing agreements/letters of understanding and additional legal mechanisms required to implement the recommended incentive programs.

HISTORICAL BACKGROUND

The Housing Accelerator Fund is a \$4 Billion Federal Government initiative administered through Canada Mortgage Housing Corporation. This investment is intended to support municipalities in the creation of new residential units at an accelerated pace, above and beyond those units anticipated to be constructed without this funding.

The Housing Accelerator Funding matter has been before the General Issues Committee and subsequently City Council on three occasions:

- On June 7, 2023, through Report HSC23017/FCS23062/PED23143, Council authorized staff to apply for the federal funding, which was completed on June

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14, 2023. Through Report HSC23017/FCS23062/PED23143, Council also approved an investment strategy for the Housing Accelerator Fund funds;

- On October 5, 2023, the City of Hamilton was allocated \$93.5 Million from the Housing Accelerator Fund for the incentivization of 2,675 net new residential units. This subsequently led to Report HSC23017(a)/FCS23062(a)/PED23143(a) approved by Council on October 25, 2023, directing staff to execute the Housing Action Plan initiatives and bring forward the necessary policy process, programs and required authorities and delegations to implement the Housing Action Plan initiatives; and,
- On December 13, 2023, Council approved Report HSC23017(b)/PED23143(b) which presented draft amendments to the Housing for Hamilton Community Improvement Plan, a new Housing for Hamilton Community Improvement Project Area and three new incentive programs intended to support the following initiatives from the Housing Action Plan:
 - Initiative 1: Acceleration Program for Additional Dwelling Units and Multi-Plex Conversions;
 - Initiative 2: Rapid Transit Multi-Residential Rental Housing Grant Program;
 - Initiative 3: Housing Acceleration Zoning Reform Program;

Report HSC23017(b)/PED23143(b) directed staff to finalize and bring forward the programs terms and required implementing by-laws for final consideration through the Planning Committee as part of a statutory public meeting in a form as presented by staff.

POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS

The Housing for Hamilton Community Improvement Project Area (2024) implementing By-law, as contained in Appendix “A” to Report PED23143(c), establishes the geographic areas within which the Housing for Hamilton Community Improvement Plan (2024) applies, and within which the associated financial incentive programs may be provided.

The Housing for Hamilton Community Improvement Plan (2024) and its associated draft implementing By-law, contained in Appendix “C” to Report PED23143(c), establishes the supporting policy framework under which the city may provide financial incentives that will support the accelerated development of new residential units.

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Together, the draft By-laws contained in Appendices “A” to Report PED23143(c) and Appendix “C” to Report PED23143(c), fulfil legislated requirements under Section 28 of the *Planning Act* for the purposes of providing grants/forgivable loans to registered owner(s), assessed owner(s) or tenant(s) (or their respective assignees, where permitted).

Should Council ultimately adopt the Housing for Hamilton Community Improvement Plan (2024) and associated program descriptions, the programs will come in to effect after the expiration of the required 20-day appeal period under the *Planning Act* beginning from the date the city clerk issues notice of Council’s adoption of the by-law.

Under Section 28 of the *Planning Act*, municipalities with enabling policies in their Official Plans may adopt a Community Improvement Plan for the purposes of providing grants and/or loans to property owners or tenants to support physical improvements within specific geographic areas (areas referred to as Community Improvement Project Areas) that have been approved by City Council.

The adoption of a Community Improvement Plan and Community Improvement Project Area allows a municipality to provide financial incentives/assistance within those areas that would otherwise be prohibited under Subsection 106(2) of the *Municipal Act*.

Municipal authorization for the establishment of Community Improvement Plans are contained in Chapter F, Section 1.15 of the Urban Hamilton Official Plan and Rural Hamilton Official Plan.

The adoption or update to a Community Improvement Plan by a municipality must be conducted in accordance with the applicable policies under Sections 17 and 28 of the *Planning Act* as well as the city’s Public Participation and Notification Policies contained in Chapter F, Section 1.17 of the Urban Hamilton Official Plan and Rural Hamilton Official Plan. These policies include requirements for stakeholder engagement, public notice, and a statutory public meeting. Therefore, in accordance with the *Planning Act*, Staff have published a newspaper notice in The Hamilton Spectator on January 19, 2024, 18 days prior to the required statutory meeting (Planning Committee of February 6, 2024). No public comments and/or delegations have been received to date.

RELEVANT CONSULTATION

In addition to the above statutory requirements of the *Planning Act*, staff engaged with the Legal and Risk Management Services Division and the Housing Secretariat staff and included any of the feedback and comments received into Report PED23143(c) and the attached Appendices “A” to Report PED23143(c) through to Appendix “G” to Report

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PED23143(c). Additionally, the Housing Secretariat will develop a communication plan, which may include, among other actions, holding public information sessions to help inform property owners, homebuilders and the public about the new Housing Accelerator Fund supported programs.

As a requirement of the Housing Accelerator Fund, the city will also be required to develop a Housing Needs Assessment which will further prioritize the actions that the city should focus on to address the housing crisis that the city continues to face. The process of developing the Housing Needs Assessment will provide further opportunity for additional public consultation and engagement.

ANALYSIS AND RATIONALE FOR RECOMMENDATION

In response to Council's approval of the recommendations contained in HSC23017(b)/PED23143(b), staff have finalized the program terms for the three new Housing Accelerator Fund supported incentive programs: the Additional Dwelling Unit and Multi-Plex Housing Incentive Program, Appendix "D" to Report PED23143(c), the Rapid Transit Multi-Residential Rental Housing Incentive Program, Appendix "E" to Report PED23143(c) and the Housing Acceleration Incentive Program, Appendix "F" to Report PED23143(c). These incentive programs are intended to respond to the Housing Action Plan's initiatives one, two and three respectively.

All three new Housing Accelerator Fund supported programs will provide grants to support the creation of both market and/or affordable housing units in specific areas of city. Where these programs are utilized to assist with the creation of new affordable housing units, forgivable loans will also be provided where rents will not exceed 100% of the Average Market Rent for the City of Hamilton, as stated by the Canada Mortgage and Housing Corporation. Each program will require that this affordability threshold be maintained for a period of at least 15 years in order to receive loan forgiveness. Note that these programs are not stackable; meaning only one program can be utilized per site.

Staff have further finalized the Housing for Hamilton Community Improvement Plan By-law, attached as Appendix "C" to Report PED23143(c), and the new Housing for Hamilton Community Improvement Project Area By-laws, attached as Appendix "A" to Report PED23143(c), required to fulfil provincial requirements under the *Planning Act* to implement the new programs.

In addition, staff have prepared a delegated authority By-law in order to support staff's administration, approval of applications and potential future need to amend program terms on a go forward basis.

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Staff's proposed programs, terms and associated implementing by-laws will fulfil city commitments to the Canada Mortgage and Housing Corporation per the Housing Accelerator Fund contribution agreement signed between the two parties on October 5, 2023, respecting Housing Action Plan initiatives one through three.

A summary of each recommended program, updates and changes made to the Housing for Hamilton Community Improvement Plan and Community Improvement Project Area and the recommended delegated authority by-laws are provided below.

Additional Dwelling Unit and Multi-Plex Housing Incentive Program (Appendix "D" to Report PED23143(c) (Housing Action Plan Initiative 1))

This program is available to all properties located within the City of Hamilton's municipal boundary.

This program incentivizes the creation of Additional Dwelling Units or Garden Suites on new or existing low-density houses or incentivizes the creation of a six or less multi-plex development by providing grants towards the city application fee (excluding HST) for each building permit successfully issued to construct an individual eligible unit(s) to a maximum of \$2,000 per building permit. Additionally, the incentivization also comes in the form of a 15-year forgivable loan of \$25,000 per eligible unit(s) that meets the Program's affordability parameters, to a maximum of \$150,000 per site.

Successful applicants will receive the grant at the time of building permit issuance and the forgivable loan will be advanced upon the issuance of a Building Permit occupancy by the city in writing.

Rapid Transit Multi-Residential Rental Housing Incentive Program (Appendix "E" to Report PED23143(c) (Housing Action Plan Initiative 2))

This program is available to properties wholly located within approximately 1,500 metres of the city's A-Line and B-Line rapid transit corridors that form part of the proposed BLAST-E Re-envision Rapid Transit Network.

The program incentivizes the creation of seven or more net new residential rental and/or affordable residential rental units on sites in close proximity to strategic rapid transit corridors by providing \$50,000 grants per eligible site. Additionally, the incentivization also comes in the form of a 15-year forgivable loan of \$25,000 per eligible unit(s) intending to meet the program's affordability parameters, to a maximum of \$2,500,000 per site.

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Successful applicants will receive the grant at the time of building permit issuance and the forgivable loan will be advanced upon the issuance of a Building Permit occupancy by the city in writing.

Note that the 1,500-metre radius was defined by the Canada Mortgage and Housing Corporation as part of the Housing Accelerator Fund, however staff have refined the boundary to fit within the city's context to ensure housing development was not being promoted on lands not otherwise intended to support housing (e.g. employment lands, parks etc.) and to take into account natural geographic barriers (such as the escarpment). This boundary within which this program applies is defined as 'Sub Area 1 – Rapid Transit Housing Area' and forms part of the proposed Housing for Hamilton Community Improvement Project Area (2024) contained in Appendix "C" to Report PED23143(c) of this Report.

Housing Acceleration Incentive Program (Appendix "F" to Report PED23143(c) (Housing Action Plan Initiative 3))

This program is available to properties city-wide that are subject of a city-led land use planning initiative that has removed barriers in support of new housing creation, which was implemented after April 7, 2022. The determination of an eligible city-led land use planning initiative will be at the sole discretion of the city. A city-led initiative generally includes a city-initiated *Planning Act* applications, city-initiated changes to Zoning By-law regulations or Official Plan policies or city-initiated secondary plans but shall not include any privately initiated land use planning initiative or application, nor any action, decision or order by the Province of Ontario, a Provincial Minister or the Ontario Land Tribunal that has not also been supported by City Council.

The program incentivizes the creation of seven or more net new housing units and/or affordable rental housing units by providing a \$35,000 grant per site. Additionally, the incentivization also comes in the form of a 15-year forgivable loan of \$25,000 per eligible unit(s) intending to meet the program's affordability parameters, to a maximum of \$2,500,000 per site.

Successful applicants will receive the grant at the time of building permit issuance and the forgivable loan will be advanced upon the issuance of a Building Permit occupancy by the city in writing.

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Implementation via the Housing for Hamilton Community Improvement Plan and Housing for Hamilton Community Improvement Project Area (Appendix “A” to Report PED23143(c), Appendix “B” to Report PED23143(c) and Appendix “C” to Report PED23143(c))

To implement the new Housing Accelerator Fund supported incentive programs, modifications are needed to the existing Housing for Hamilton Community Improvement Plan as well as the establishment of a new Housing for Hamilton Community Improvement Project Area. The Housing for Hamilton Community Improvement Plan is the appropriate tool to implement the Housing Accelerator Fund programs to fulfil provincial legislated requirement under the *Planning Act* due to the availability of these programs to private property owners.

Therefore, staff are recommending to repeal and replace the existing Housing for Hamilton Community Improvement Plan and associated Roxborough Community Improvement Project Area By-laws to be replaced by updated Housing for Hamilton Community Improvement Plan (2024) Draft By-law and Housing for Hamilton Community Improvement Project Area (2024) by-laws contained in Appendix “A” to Report PED23143(c) and Appendix “C” to Report PED23143(c), respectively.

The changes incorporated into the draft Housing for Hamilton Community Improvement Plan (2024) By-law attached as Appendix “C” to Report PED23143(c) of this Report include:

- Updates to reflect changes to provincial and city plans and policies that have occurred since the Housing for Hamilton Community Improvement Plan was first introduced in 2019;
- The inclusion of the Additional Dwelling Unit and Multi-Plex Housing Incentive, Rapid Transit Multi-Residential Rental Housing Incentive and Housing Acceleration Incentive Programs as authorized incentive programs; and,
- Other technical and minor non-substantive amendments throughout.

The proposed Housing for Hamilton Community Improvement Project Area (2024) contained in Appendix “A” to Report PED23143(c) is intended to facilitate the implementation of staff’s proposed Housing Accelerator Fund supported programs by defining the whole of the City of Hamilton as being subject to the Housing for Hamilton Community Improvement Plan (2024). In addition, the proposed project area establishes sub areas in which specific programs may be provided including:

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- Sub Area 1 – Rapid Transit Housing Area, in which the proposed Rapid Transit Multi-Residential Rental Housing Incentive Program would be made available; and,
- Sub Area 2 – Roxborough, to allow for the continuation of the existing Roxborough Access to Homeownership Grant and Roxborough Rental Housing Loan Programs in the McQuesten neighbourhood not related to the Housing Accelerator Fund. This sub area incorporates and replaces the existing Roxborough Community Improvement Project Area By-law 18-300 in order to establish a single, consolidated Housing for Hamilton Community Improvement Project Area.

Delegated Authority By-law (Appendix “G” to Report PED23143(c))

This by-law is in response to Council direction approved through Report HSC23017(b)/PED23143(b) that the General Manager of Healthy and Safe Communities be authorized to approve applications for the Housing Accelerator Fund supported programs.

Through consultation with staff from Legal and Risk Management Services, Housing Services and the Housing Secretariat, staff’s recommended by-law has been developed to provide the following delegated authorities respecting the three new Housing Accelerator fund supported incentive programs:

- To the Executive Committee for the Housing Sustainability and Investment Roadmap comprising the City Manager and the General Managers of Healthy & Safe Communities, Planning & Economic Development and Corporate Services Departments:
 - Approval of program applications for grants/forgivable loans from \$250,000 up to the maximum program amount as stated in the applicable Program Description and terms;
 - Amend program terms, with the exception of maximum grant/forgivable loan amounts, provided such amendments do not conflict with the Housing for Hamilton Community Improvement Plan, the Housing for Hamilton Community Improvement Project Area, the Housing Action Plan, or the Housing Sustainability and Investment Roadmap; and,
- To the General Manager of Healthy and Safe Communities:

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- Approval of program applications for grants/forgivable loans to a maximum of \$249,999;
- Powers to undertake all *acts* necessary to carry out all delegated authority approvals including entering into and executing any required agreements with program applicants and executing any required documents.

It should be noted that the delegated authority to approve program applications for both the General Manager and the Executive Committee is limited to only those grants/forgivable loans solely utilizing funding provided by the Canada Mortgage and Housing Corporation's Housing Accelerator Fund and will not involve any funds from the tax levy.

The incorporation of added delegated authority to amend the Housing Accelerator Fund supported programs was introduced out of recognition that, despite staff's best efforts, the program terms are unlikely to capture the multitude of different development scenarios which may occur throughout the city over the period that these programs will be in existence. As such, there may be a need from time-to-time to quickly adapt program terms to address emerging or site-specific circumstances so as to not delay developments and continue staff's efforts to expeditiously meet the 2,675 net new residential unit goal on which the Housing Accelerator Funding is predicated on.

ALTERNATIVES FOR CONSIDERATION

Alternative to staff's recommendations, City Council may direct that the proposed programs be modified in a manner as City Council deems appropriate, while still maintaining compliance with the terms and conditions of the contribution agreement signed between the Canada Mortgage and Housing Corporation and the city.

Should City Council elect to explore alternatives to staff's proposals, Council may refer this Report and provide direction to staff to investigate any such alternative direction along with any potential legal, financial, and economic impacts from such direction as well as identify any potential impacts to the city's Housing Accelerator Fund allocation and city commitments made to the Canada Mortgage and Housing Corporation per the Housing Accelerator Fund contribution agreement.

APPENDICES AND SCHEDULES ATTACHED

Appendix "A" to Report PED23143(c) – Housing for Hamilton Community Improvement Project Area (2024) Draft By-Law

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Appendix “B” to Report PED23143(c) – Housing for Hamilton Community Improvement Plan (2024)

Appendix “C” to Report PED23143(c) – Housing for Hamilton Community Improvement Plan (2024) Draft By-Law

Appendix “D” to Report PED23143(c) – Additional Dwelling Unit and Multi-Plex Housing Incentive Program Incentive Program

Appendix “E” to Report PED23143(c) – Rapid Transit Multi-Residential Rental Housing Incentive Program

Appendix “F” to Report PED23143(c) – Housing Acceleration Incentive Program

Appendix “G” to Report PED23143(c) – Delegated Authority Draft By-law

JL/rb