

Number	Draft Action	Gap Number Addressed	Lead Department	Timeframe	Cost
1.0	Policy				
1.1	Add a definition of “affordable housing” to the City’s Official Plan.	Gap 4	City Development	Short-term	Low
1.2	Add a definition of “Housing Options” to the City’s Official Plan.	Gap 4	City Development	Short-term	Low
1.3	Amend the City’s Official Plan to reflect the Provincial Policy Statement 2020 requirement for the municipality to maintain the ability to accommodate residential growth for a minimum of 15 years (as opposed to 10 years as currently written).	Gap 4	City Development	Short-term	Low
1.4	Consider amending the City’s Official Plan policy to maintain a short term supply of residential lands with development approvals to accommodate a 5 year demand, up from the current requirement of accommodating a 3 year demand.	Gap 4	City Development	Short-term	Low
1.5	Add new official plan policy to protect existing rental housing stock from conversion.	Gap 4	City Development	Short-term	Low
1.6	Add new official plan policy which prohibits the demolition of existing rental housing units.	Gap 4	City Development	Short-term	Low
1.7	Consider adding new official plan polices to implement inclusionary zoning in protected major transit station areas following Durham Region’s completion of the “Assessment Report”.	Gap 4	City Development	Short- to Medium-term	Low

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1.8	<p>Secondary Units:</p> <p>(a) Review and update the City zoning by-laws and Two-Dwelling Unit By-law to reflect the <i>More Homes, More Choice Act</i> changes to permit secondary units in a detached, semi-detached or row house, as well as in a building or structure ancillary to a detached house, semi-detached or row house.</p> <p>(b) Consider allowing secondary units in rural areas subject to the capacity of well and septic systems.</p> <p>(c) Consider reducing the City’s parking requirement for secondary units located in areas well served by transit.</p> <p>(d) Examine other existing zoning requirements that may present barriers to increasing secondary units within the City.</p> <p>This could potentially be partially addressed through the City’s current Comprehensive Zoning By-law Review initiative.</p>	Gaps 2, 4	City Development, Corporate Services (Municipal Law Enforcement)	Short-to Medium-term	Low
1.9	<p>Consider removing or reducing the minimum requirement for parking spaces and allowing developers to propose alternative parking space options for affordable housing and/or supportive housing.</p>	Gap 4	City Development	Short-term	Low

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1.10	Consider discouraging “down zoning” high and medium density residential designations to lower density residential designations.	Gap 4	City Development	Short-term	Low
1.11	Add an official plan policy requiring the submission of an Affordability and Accessibility Analysis as part of a complete application for residential development.	Gap 4	City Development	Short-term	Low
2.0	Financial Incentives				
2.1	Consider waiving fees or providing a grant equivalent to certain development application fees, development charges, property taxes, parkland dedication requirements, and/or reductions in letters of credit for affordable rental, affordable ownership, and/or supportive housing developments.	Gaps 1-3	Finance Department	Medium-term	Medium-High
2.2	Expedite approvals for projects which provide affordable rental, affordable ownership, supportive housing, and purpose-built rental housing units.	Gaps 1-3	City Development, Engineering, Fire	Short-term	Low
2.3	Consider establishing a corporate policy whereby surplus or underutilized City-owned lands or buildings are first considered for development of affordable rental housing prior to being sold.	Gaps 1-3	Corporate Services, Finance	Short- to Medium-term	Medium - High
2.4	Consider establishing an annual budget item as part of the City’s annual operating budget.	Gaps 1-3	Finance	Short- to Medium-term	Low

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2.5	Consider establishing a Housing Reserve Fund.	Gaps 1-3	Finance	Short- to Medium-term	Low
2.6	Consider establishing a Vacant Home Property Tax.	Gaps 1-3	Finance	Short- to Medium-term	Low
3.0	Partnerships				
3.1	Consider the City acting as a “broker” between developers and operators (of rental accommodation) to facilitate affordable primary rental accommodation.	Gaps 2	Economic Development, City Development	Short-term	Low
3.2	Communicate and work with Durham Region and developers on funding and other incentives available to address the City’s housing needs.	Gaps 1-3	City Development	Short-term	Low
4.0	Education				
4.1	Provide guidance to developers, not-for-profits and other proponents of affordable rental, affordable ownership and/or supportive housing, on the planning and building approvals processes.	Gaps 1-3	City Development	Short-term	Low
5.0	Advocacy				
5.1	Advocate for the Province to establish minimum number of accessible units or a percentage of accessible units for major residential development.	Gaps 1-3	Corporate Communications	Short-term	Low

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5.2	Advocate for the school boards to reduce, waive and/or defer their portion of Development Charges for affordable rental housing.	Gaps 1, 2	Corporate Communications	Short-term	Low
6.0	Other Actions				
6.1	Ensure there are no barriers to shared living (co-housing, co-living) arrangements in appropriate areas as-of-right.	Gaps 1-3	City Development	Short-term	Low
6.2	Establish a Monitoring Plan that will regularly update and review the baseline data set established in the Research and Gap Analysis Report, March 31, 2021, with the goal of identifying whether or not the goals and objectives of the Housing Strategy are being met, and if any modifications to the Action Plan are necessary to ensure that the goals and objectives of the Housing Strategy are met.	Gaps 1-4	City Development	Short-term	Low
6.3	Encourage developers to consider designing flexible spaces that can accommodate shared living or multi-generational living.	Gaps 1, 3	City Development	Short-term	Low
6.4	Encourage developers to add accessible/universally designed and constructed units to projects.	Gaps 1-3	City Development	Short-term	Low