



## HOUSING TARGET PROGRESS REPORT FORM

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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](mailto:Housing.Targets@gov.bc.ca) as soon as practicable after Council resolution.

**Do not submit the form directly to the Minister's Office.**



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Section 1: MUNICIPAL INFORMATION	
<b>Municipality</b>	Kelowna
<b>Housing Target Order Date</b>	June 25, 2024
<b>Reporting Period</b>	July 1, 2024 – December 31, 2024
<b>Date Received by Council Resolution</b>	February 10, 2025
<b>Date Submitted to Ministry</b>	February 10, 2025
<b>Municipal Website of Published Report</b>	
<b>Report Prepared By</b>	<input checked="" type="checkbox"/> Municipal Staff <input type="checkbox"/> Contractor/External
<b>Municipal Contact Info</b>	<i>James Moore, Housing Policy &amp; Programs Manager</i> <a href="mailto:Jmoore@kelowna.ca">Jmoore@kelowna.ca</a> , 250-469-8959
<b>Contractor Contact Info</b>	<input checked="" 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. <u>Legalizing existing unpermitted secondary suites or other housing types does not count toward completions.</u>				
<b>Section 8 must be completed if a housing target has not been met for the reporting period.</b>				
	<b>Completions</b> (Reporting Period)	<b>Demolitions</b> (Reporting Period)	<b>Net New Units</b> (Reporting Period)	<b>Net New Units</b> (Since HTO Effective Date)
<b>Total</b>	1592	91	1501	1501

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.				
	<b>Completions</b> (Reporting Period)	<b>Demolitions</b> (Reporting Period)	<b>Net New Units</b> (Reporting Period)	<b>Net New Units</b> (Since Effective HTO Date)
<b>Units by Size<sup>1</sup></b>				
Studio	N/A	N/A	N/A	N/A
One Bedroom	N/A	N/A	N/A	N/A
Two Bedroom	N/A	N/A	N/A	N/A
Three Bedroom	N/A	N/A	N/A	N/A
Four or More Bedroom <sup>1</sup>	N/A	N/A	N/A	N/A

<b>Units by Tenure</b>				
Rental Units <sup>2</sup> – Total	778	14	764	764
Rental – Purpose Built	659	0	659	659
Rental – Secondary Suite	111	14	97	97
Rental – Accessory Dwelling	8	0	8	8
Rental – Co-op	0	0	0	0
Owned Units	814	77	737	737
<b>Units by Rental Affordability</b>				
Market	658	14	644	644
Below Market <sup>3</sup> - Total	120	0	120	120
Below Market - Rental Units with On-Site Supports <sup>4</sup>	0	0	0	0

**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. [2024 Planning Legislation Changes](#) - On March 18, 2024, Kelowna became the first municipality in the province to update bylaws in response to recent legislative changes (Bills 44 & 47). The intent of the regulatory updates is to fulfill the Homes for People plan priorities to aggressively close the gap between housing supply and demand in BC. Housing need reports help local governments, and the B.C. government better understand and respond to housing needs in communities
2. [Housing Need Report](#) – On November 25, 2024, the City updated the housing needs assessment to comply with legislative requirements and to provide a clearer understanding of its current and future housing needs. The updated Housing Needs Report can be found [here](#).

3. **Housing Accelerator Fund**- Successfully applied for funding under the federal Housing Accelerator Fund to facilitate housing of diverse forms and tenures, in locations that contribute to a complete and compact community. A summary of actions being undertaken under HAF can be found [here](#).
4. **Infill Fast Track** -Launched the Infill Fast Track Program, which introduced pre-approved designs between four and six units, and significantly shortened the approval process and time on new infill projects.
5. **Rental Housing Grants** – The Expansion the City’s Program Rental Housing Grant Program has supported the development of 314 new affordable housing units in Kelowna. This program promotes the creation of non-market rental housing by providing funding for eligible projects, with grants applied against Development Cost Charge (DCC) fees. Council Policy #335 outlines the eligibility criteria for the program. At the Regular Council Meetings of May 27, 2024, and August 12, 2024, Council approved temporary enhancements to the program for 2024/2025, including an increased funding pool, higher maximum grant amounts, and expanded eligible areas within the City. On September 9, 2024, council approved six rental housing grants as part of the enhanced Rental Housing Grants Program for 2024/2025.
6. **Middle Income Housing Partnership** – The Middle-Income Housing Partnership was established to address the housing needs of middle-income households in the city by partnering with different levels of government and housing organizations and acquiring land for future affordable housing projects. The city has identified two city-owned pieces of property and began accepting applications from private builders and non-profit organizations between July 1 and December 4, 2024.
7. **Leveraging New Technology** – Advanced work in AI Digital permitting to make it easier and faster for building permits to be approved. This includes introducing AI chatbots to assist with planning and building inquiries, and digital systems and increasing data analytics capacity to improve tracking and reporting and compare trends over time.
8. **Housing Action Plan** - Introduced a new Housing Action Plan which outlines 26 actions to be implemented over the next 5 years with the goals of ensuring residents have access to suitable housing options.

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 <sup>2</sup>	Development Permit	Building Permit	Total
<b>Applications</b>	N/A	31	114	145
<b>New Units</b>	N/A	2015	939	2954
<b>Unit Breakdown</b>				
<b>Units by Size</b>				
Studio	N/A	196	210	406
One Bedroom	N/A	788	309	1097
Two Bedroom	N/A	822	277	1099
Three Bedroom	N/A	187	144	331
Four or More Bedroom <sup>1</sup>	N/A	22	N/A	22
<b>Units by Tenure</b>				
Rental Units <sup>2</sup> – Total <sup>2</sup>	N/A	1380	350	1730
Rental – Purpose Built	N/A	1380	286	1666
Rental – Secondary Suite	N/A	0	60	60
Rental – Accessory Dwelling	N/A	0	4	4
Rental – Co-op	N/A	0	0	0
Owned Units	N/A	631	589	1220
<b>Units by Rental Affordability</b>				
Market	N/A	1833	939	2772
Below Market <sup>3</sup> - Total	N/A	182	0	182
Below Market - Rental Units with On-Site Supports <sup>4</sup>	N/A	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.

	<b>Applications Withdrawn</b>	<b>Applications Not Approved</b>
<b>Applications</b>	1	0
<b>Proposed Units</b>	2	0

**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.

**DP24-0157** - A Development Permit for the form and character of two secondary suites in an existing duplex. Application was withdrawn as Development Permits are no longer required for secondary suites created through renovation.

**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.

1. City staff were unable to verify exact bedroom information for some projects during this reporting period due to a transition from a legacy permitting system. Bedroom counts for this period will be included as part of the cumulative total after the Year 1 reporting period.
2. All approved rezonings during this reporting period were accompanied by an associated Development Permit (DP). Rezonings are formally adopted upon the approval of a DP.



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<sup>1</sup> 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.

<sup>2</sup> **Rental Units** include purpose built rental, certain secondary rentals (secondary suites, accessory dwellings) and co-op.

<sup>3</sup> **Below Market Units** are units rented at or below 30% of the local Housing Income Limits (HIL) per unit size.

<sup>4</sup> **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.