



TOWN OF VIEW ROYAL COUNCIL REPORT

TO: Council

DATE: July 24, 2026

FROM: Stirling Scory, RPP, MCIP
Senior Planner

MEETING DATE: September 1, 2026

HOUSING TARGET REPORT UPDATE – REPORTING PERIOD 2: August 1, 2025 – July 31, 2026

RECOMMENDATION:

THAT Council authorize staff to submit the report dated July 24, 2026 from the Senior Planner titled “Housing Target Report Update – Reporting Period 2: August 1, 2025 – July 31, 2026” to the Housing Targets Branch, Ministry of Housing and Municipal Affairs, in accordance with the Province’s Housing Supply Act and Housing Supply Regulation;

AND THAT Council authorize staff to publish the report dated July 24, 2026 from the Senior, Planner titled “Housing Target Report Update – Reporting Period 2: August 1, 2025 – July 31, 2026” on the Town’s website to fulfill the legislative requirements of the Province.

PURPOSE:

The purpose of this report is to summarize progress that the Town has made on its Housing Target Order (HTO) for Reporting Period 2, between August 1, 2025 and July 31, 2026, and report back to the Province before the deadline.

BACKGROUND:

Municipalities play a significant role in the supply of housing, through the administration of land use planning, housing policies, and zoning regulations.

On May 31, 2023, the Province passed the *Housing Supply Act* and *Housing Supply Regulation*, which set housing targets in municipalities considered to have the greatest need for new housing and the highest projected population growth in the province. Since 2023, the province has established HTOs for four cohorts, made up of 40 municipalities, based on a Housing Target Prioritization Index developed by the province.

On July 30, 2024, the Province announced that the Town of View Royal was added to form part of the third cohort. The Town's HTO between August 1, 2024, and July 31, 2029, is 585 new dwellings. Dwellings are considered 'complete' when a unit has been granted occupancy. Units that are not completed, but are in the approval process, such as the rezoning or development permit stage, would be captured in future reporting periods. A detailed breakdown of dwelling completions and in-stream permits is provided in Attachment 1.

The Town's cumulative housing target of 585 new dwelling units is outlined below:

- Year 1: 99 total new dwellings
- Year 2: 204 total new dwellings
- Year 3: 317 total new dwellings
- Year 4: 444 total new dwellings
- Year 5: 585 total new dwellings

The Town uses the province's standard HTO template (see Attachment 1) to track its progress. The template includes the following key information:

- The total number of housing completions (occupied dwellings);
- The status of new residential dwelling development applications (rezoning, development permit, building permit); and
- The total number of withdrawn or defeated applications, and a rationale.

This report is the third of six total progress reports that will be submitted to the province, to fulfill provincial requirements. The process is as follows:

1. A report must be submitted to the province within 45 days of the end of the current reporting period (September 14, 2026);
2. Publish the report on the Town's website; and
3. Submit Council's motion to the province.

The reporting periods are outlined as follows:

Reporting Period 1.1 (Complete)	August 1, 2024 – January 31, 2025
Reporting Period 1.2 (Complete)	August 1, 2024 – July 31, 2025
Reporting Period 2 (Complete)*Current period	August 1, 2025 – July 31, 2026
Reporting Period 3 (In-progress)	August 1, 2026 – July 31, 2027
Reporting Period 4 (Not started)	August 1, 2027 – July 31, 2028
Reporting Period 5 (Not started)	August 1, 2028 – July 31, 2029

ANALYSIS:

The province prepared a housing guideline for the Town to consider in achieving its HTO, which provides details on units by tenure, size, and affordability. The guideline does not form part of the Town's ministerial order. The Town's progress to date is detailed in red

text below. The Town has achieved its HTO during Reporting Period 2 with the completion of an additional 335 dwelling units, all of which are market rental units (Attachment 1).

Table 1 - Housing Target Guideline and Inventory By Unit Type¹

Five-Year Target	Unit by Tenure		Units By Size			Rental Units By Affordability		Rental Units with On-Site Support
	Owner Units	Rental Units	Studio/ 1 Br.	2 Br.	3 Br.	Market	Below Market	
585	163	421	378	105	103	236	185	11
595	63	532	234	296	65	532	0	0

While the Town has achieved its housing target, the Town has yet to secure Below Market housing through its two reporting periods. Over the past four years, the Town has seen a decline in new development applications, including rezonings and development permits, for residential development. The rezoning process provides an opportunity for the Town to obtain and secure affordable or below market housing through housing agreements if conditions are right. However, during the current reporting period the Town did not approve any rezoning or development permits for new housing. It is challenging for developers to build below-market housing without incentives to make below-market housing financially viable. Long-term, the Town may continue to struggle in achieving below-market rental units without incentives, appropriate densities, partnerships, and government funding.

In addition to achieving its HTO, the Town is expected to create favourable conditions for housing development. This requires on-going initiatives and actions including amendments to bylaws, procedures and policies, action plans, and incentives for development. The Town's ongoing update of the Official Community Plan has focused on new land use and housing policies to encourage a range of housing choice to meet the current and future demographic needs of the community. The Town continues to support below-market and supportive housing through policies and explores opportunities to acquire these forms of housing through rezoning applications.

Impacts and implications can be summarized as follows:

Community Impact: Completion of the HTO reporting requirements will ensure the Town's housing supply can keep up with market demand, and continue to provide a diversity of housing types to meet community needs in the future.

Financial Implication: There are no financial implications associated with this report.

¹ The information is available online through the Province of BC website, retrievable from the Group 3 Unit Guidelines Table. <https://www2.gov.bc.ca/gov/content/housing-tenancy/local-governments-and-housing/housing-targets>

Inter-governmental
 Relations Impact:

There are no direct impacts. Staff continue to work with the Province and neighbouring municipalities to understand the impacts of legislation and lessons learned.

ALIGNMENT:

The recommended option aligns with the Town's following core guiding documents as follows:

Strategic Plan:

Enhance Livability

Goal 3: Access to a broad range of housing options to meet the needs of various ages, family types and incomes.

Goal 4: Ensure proximity to services.

Official
 Community
 Plan:

Land Use Policy LU1.4 Diversity of Forms and Uses

Support a variety of residential and commercial forms and uses to encourage socio-economic diversity, and provide for the diverse needs of youth, families and an aging population.

Housing Objective HS1A

Create and maintain a range of housing types and tenures to meet the needs of current and future View Royal residents, including families, seniors, people with disabilities and low-income households.

Housing Objective HS1B

Work toward an increase in the supply of housing that is affordable to young families, and encourage existing residents to remain in the community as their lifestyles and income levels change.

Housing Policy HS1.1 Range of Housing Types

Ensure the policies of this Plan and the regulations of the Zoning Bylaw support a range of housing, including detached homes, small lot subdivisions, apartments, townhouses, secondary suites and other typologies that meet the housing needs of current and future residents.

Housing Policy HS2.1 Change Areas Housing

Promote the location of higher density housing in the mixed-use Change Areas to bring people close to transit, shops and services, create vibrant activity hubs and reduce the need for car travel. New housing should respond to housing needs not currently met in the

community. This includes housing for young adults, young families and seniors.

Housing Policy HS2.2 Infill Housing

Consider targeted infill housing within established residential areas to provide new ground-oriented housing, with a focus on providing new family-oriented housing close to parks, schools and other community amenities.

Community Climate Action Strategy

Big Move: 1 (Shift Beyond the Car):

Shift 1: Optimize land use planning tools to enable compact community growth

Other Policy Documents:

1.1.1 Prioritize compact forms of development in residential zones (accessory dwelling units, missing middle zoning)

1.1.3 Allow for more mixed use and greater density along corridors (especially those well served by transit), and close to service and employment areas.

1.1.4 Development employment areas in the Town.

1.1.6 Continue to advocate for strong urban growth boundaries.

PUBLIC PARTICIPATION GOAL:

The desired level of public participation for the recommended option is:

- ☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower
☐ N/A

TIME CRITICAL:

Due to the municipal election, local governments were granted an extension until December 15, 2026, to submit the Year 2 Housing Targets Progress Report. However, the Town may still submit the report within 45 days following the end of the reporting period, September 14, 2026, if desired.

Staff's recommendation is to submit the report to satisfy the scheduled 45 day reporting period deadline and avoid future competing project priorities and demand on staff resources.

CONCURRENCE:	Initials	Comments
Chief Administrative Officer	SS	I concur with the recommendation.

REVIEWED BY:	Initials
Director of Corporate Administration	N/A
Director of Finance	N/A
Director of Development Services	LT
Director of Engineering	N/A
Director of Protective Services	N/A

ATTACHMENTS:

1. Housing Target Progress Report 2 – August 1, 2025, to July 31, 2026

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	Town of View Royal
Housing Target Order Date	July 30, 2024
Reporting Period	Reporting Period 2: August 1, 2025 – July 31, 2026
Date Received by Council Resolution	September 1, 2026
Date Submitted to Ministry	September 4, 2026
Municipal Website of Published Report	View Royal: Housing
Report Prepared By	☒ Municipal Staff ☐ Contractor/External
Municipal Contact Info	Stirling Scory, Senior Planner, sscory@viewroyal.ca , 250-708-2277
Contractor Contact Info	☒ N/A (name, position/title, email, phone)

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	365	-30	335	595

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	0	7	-7	1
One Bedroom	144	22	122	233
Two Bedroom	189	1	188	296
Three Bedroom	32	0	32	65
Four or More Bedroom ¹	0	0	0	0
Units by Tenure				

Rental Units ² – Total	364	29	335	532
Rental – Purpose Built	364	29	335	530
Rental – Secondary Suite	0	0	0	2
Rental – Accessory Dwelling	0	0	0	0
Rental – Co-op	0	0	0	0
Owned Units	1	1	0	63
Units by Rental Affordability				
Market	365	30	335	532
Below Market ³ - Total	0	0	0	0
Below Market - Rental Units with On-Site Supports ⁴	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.

Town of View Royal Community Amenity Contributions – Ongoing

The Town adopted its Community Amenity Contribution Policy on July 16, 2019. Through this policy, the Town may secure cash contributions to support the changing needs of the community and the impact of growth. Council is required to contribute 10% of the funds collected to the Capital Regional District Housing Trust Fund. Over the course of 2024, the Town collected a total of \$544,050, of which \$54,405 was contributed to the CRD's Housing Trust Fund. In 2025 and 2026, the Town did not collect any funds. The policy will be reviewed in the future as the Town considers developing an Amenity Cost Charge Bylaw and Inclusionary Housing Bylaw.

Transit Oriented Area (TOA) Designation Bylaw – May 21, 2024

In May 2024, the Town adopted an amendment to the Zoning Bylaw to designate a Transit Oriented Area (TOA), located on Hospital Way, adjacent to Victoria General Hospital. The Town's TOA applies to lands

within 400 metres of the identified transit stop. The TOA is further classified by two sub areas. The first sub area applies to lands within 200 metres of the transit stop, which allows up to 10 storeys and 3.5:1 floor space ratio. The second sub area applies to lands between 201 and 400 metres from the transit stop and allows up to 6 storeys and 2.5:1 floor space ratio.

Small-Scale, Multi-Unit Housing (SSMUH) Update – June 18, 2024

In June 2024, the Town adopted Zoning Bylaw Amendment Bylaw No. 1135, 2024, to allow 3 to 6 units in all restricted zones that permit only single-family dwellings and duplexes, in accordance with Bill 44. The Town also introduced garden suites as a new use in the Zoning Bylaw. The amendment provides additional housing options in the Town, and increased density, a change from historic single-family development. Through this amendment process, the Town also reduced parking requirements for single-family detached, duplex, houseplex, rowhouse, and townhouse dwellings.

Official Community Plan Amendment – June 18, 2024

In June 2024, the Town amended the Official Community Plan by adding new development permit requirements. This includes a new Intensive Residential Garden Suite Form and Character Development Permit Area. A lot that permits a single-family house is permitted to have a garden suite and/or a secondary suite.

Official Community Plan Amendment – June 18, 2024

In June 2024, the Town amended the Official Community Plan's Form and Character Schedule (map) by adding all Small-Scale, Multi-Unit Housing (SSMUH) parcels to the Mixed Residential Form and Character Permit Area.

Delegation Bylaw Amendment – July 16, 2024

In July 2024, the Town amended Delegation Bylaw No. 872, by granting delegated approval authority of garden suite development permits, and the approval of environmental terrestrial, and watercourse and shoreline area development permits to the Director of Development Services. In addition, the Town authorized the Director of Development Services to renew development permits for residential and commercial form and character development permits, as well as environmental development permits. All variances require Council approval.

Zoning Bylaw Amendment – July 16, 2024

In July 2024, the Town amended the Zoning Bylaw by removing "Lot Coverage and Impermeable Surface Area" as a provision of density from zones. The zoning requirement often triggered zoning bylaw amendments for simple building additions, accessory building construction, or landscaping. The two zoning requirements were moved to a new section heading in each zone. Moving forward, applicants can request variances to the zone requirements instead of asking for a rezoning.

Official Community Plan Update – July 22, 2024 – Ongoing

In July 2024, the Town initiated its update of the Official Community Plan. The project has been split into three distinct phases; the first phase addressed land use and housing policy, to ensure alignment with the provincial housing legislation and deadline. Amendments to the OCP were successfully adopted in December 2025. In the second phase the project addressed further land use and housing policy changes, along with a major comprehensive review and update of general policies, the vision and goals, and action plan. Council gave first and second reading of Official Community Plan Bylaw No. 1180, 2026 on

July 7, 2026. The third and final phase of the OCP review and update will focus on development permit area guidelines and is scheduled to be completed in 2027.

The update and review of the Town's OCP has been focused on modernizing the document, and considers opportunities to permit additional densities, alternative forms of housing and development, and policies. A major update to the OCP is the addition of a mobility hub, which would support long-term regional transportation investment and mixed-use development. A new employment hub is also proposed and is near the proposed mobility hub. The employment hub permits greater density for commercial uses and supports light industrial uses to attract jobs and residents to the community, and provide a diversity of housing choices. The changes support long-term investment and growth opportunities in the community.

Interim Housing Needs Report (IHNR) – September 3, 2024

In September 2024, the Town completed an update to its existing Housing Needs Report which was completed in 2019. The IHNR was completed to ensure that all municipalities had a standardized and consistent method of preparing an updated housing need report. In addition, it ensured that all municipalities have a clear understanding of their community's 5-to-20-year housing need.

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.

The Town works collaboratively with the Songhees and Esquimalt (Xwsepsəm) Nations, alongside the Capital Regional District (CRD) on any housing developments on the Nations lands that tie into the Town's servicing and infrastructure.

The Town provides fire protection services for Songhees and Esquimalt (Xwsepsəm) Nations.

Songhees and Esquimalt (Xwsepsəm) Nations were consulted during the OCP review and update and the Nations provided feedback on the draft objectives, policies and other content in the document.

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	0	0	3	3
New Units	0	2	4	6

Unit Breakdown

Units by Size

HOUSING TARGET PROGRESS REPORT FORM

Housing Targets Branch

BC Ministry of Housing and Municipal Affairs

Studio	0	0	0	0
One Bedroom	0	0	2	2
Two Bedroom	0	0	1	1
Three Bedroom	0	3	1	4
Four or More Bedroom ¹	0	1	0	1
Units by Tenure				
Rental Units ² – Total ²	0	0	3	3
Rental – Purpose Built	0	0	0	0
Rental – Secondary Suite	0	1	3	4
Rental – Accessory Dwelling	0	0	0	0
Rental – Co-op	0	0	0	0
Owned Units	0	0	1	1
Units by Rental Affordability				
Market	0	0	4	4
Below Market ³ - Total	0	0	0	0
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	0	0
Proposed Units	0	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.

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.

Tenant Assistance Policy – July 18, 2023 - Ongoing

In 2023, the Town adopted a Tenant Assistance Policy to mitigate the negative impacts on residential tenants in the Town that are displaced because of substantial renovations or the redevelopment of their home. The policy offers further support to tenants and requires additional responsibilities of landlords beyond the Residential Tenancy Act. The policy requires the following be completed where a tenant is being removed from their permanent place of residence: a tenant assistance plan, a tenant relocation coordinator must be assigned and provide assistance to tenants, a letter to the tenants communicating their rights per the policy to be provided, offer of a right of first refusal, moving expenses, rent compensation, and a tenant relocation status report.

Secondary Suite Permits – November 21, 2023 - Ongoing

In November 2023, the Town amended its Zoning Bylaw and other supporting bylaws to make it easier to have a secondary suite. The zoning bylaw amendment overhauled the process and procedures required for secondary suite permitting. Moving forward, the Town no longer requires secondary suite permits to construct a new secondary suite, and secondary suites are no longer limited to being operated solely in owner occupied dwellings.

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:	
Description of Action:	
Completion/Milestone Date:	
Link:	Number of Units:

Name of Action:	
Description of Action:	
Completion/Milestone Date:	
Link:	Number of Units:

Name of Action:	
Description of Action:	
Completion/Milestone Date:	
Link:	Number of Units:

**Copy/Paste above description tables as needed*

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.