

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	City of Maple Ridge
Housing Target Order Date	June 26, 2024
Reporting Period	July 1, 2024-December 31, 2024
Date Received by Council Resolution	February 11, 2025
Date Submitted to Ministry	February 13, 2025
Municipal Website of Published Report	Housing Target Order Maple Ridge, BC
Report Prepared By	<input checked="" type="checkbox"/> Municipal Staff <input type="checkbox"/> Contractor/External
Municipal Contact Info	James Stiver, Director of Planning, Building and Development jstiver@mapleridge.ca , (604) 467-7471
Contractor Contact Info	<input checked="" type="checkbox"/> N/A

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	400	24	376	376

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)
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Units by Size

Studio	The City is implementing enhancements to its processes and systems throughout Q1 2025 to enable the integration of supplementary reporting data into the Year 1- Housing Targets Progress Report.			
One Bedroom				
Two Bedroom				
Three Bedroom				
Four or More Bedroom ¹				

Units by Tenure	
Rental Units ² – Total	The City is implementing enhancements to its processes and systems throughout Q1 2025 to enable the integration of supplementary reporting data into the Year 1- Housing Targets Progress Report.
Rental – Purpose Built	
Rental – Secondary Suite	
Rental – Accessory Dwelling	
Rental – Co-op	
Owned Units	
Units by Rental Affordability	
Market	The City is implementing enhancements to its processes and systems throughout Q1 2025 to enable the integration of supplementary reporting data into the Year 1- Housing Targets Progress Report.
Below Market ³ - Total	
Below Market - Rental Units with On-Site Supports ⁴	

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. Amended the City's Zoning Bylaw to align with the requirements of Small Scale Multi Unit Housing (Bill 44) and Transit Oriented Areas (Bill 47)
2. Amending the City's Official Community Plan to align with the requirements of Small Scale Multi-Unit Housing (Bill 44) and Transit Oriented Areas (Bill 47)
3. Conducted and finalized an updated Housing Needs Assessment.
4. Updated the City's Housing Strategy and Housing Action Plan.
5. Review of land uses within certain Area Plans.
6. Updating the processes involved in the Development Services Function, from Pre-Application Meeting to Building Permit.
7. Developing pre-approved site plans for a range of housing types to facilitate 'Missing Middle' type of developments.

8. Launched a Development Services Optimization Initiative to improve the efficiency, clarity and accessibility across all aspects of the development process including:
- Streamlining digital processes for development
 - Aligning development-related bylaws, policies, and procedures
 - Creating better guidance documents for developers
 - Digitizing development application processes

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.

No applicable information to share at this time.

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	3	5	39	47
New Units	33	52	114	199

Unit Breakdown

Units by Size

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One Bedroom	
Two Bedroom	
Three Bedroom	
Four or More Bedroom	

Units by Tenure

Rental Units ² – Total	The City is implementing enhancements to its processes and systems throughout Q1 2025 to enable the integration of supplementary reporting data into the Year 1- Housing Targets Progress Report.
Rental – Purpose Built	
Rental – Secondary Suite	
Rental – Accessory Dwelling	
Rental – Co-op	

Owned Units	
Units by Rental Affordability	
Market	The City is implementing enhancements to its processes and systems throughout Q1 2025 to enable the integration of supplementary reporting data into the Year 1- Housing Targets Progress Report.
Below Market ³ - Total	
Below Market - Rental Units with On-Site Supports ⁴	

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	Rezoning: 9 Development Permit: 1 Subdivision: 5 Building Permit: 3 Total: 18	Rezoning: 0 Development Permit: 1 Subdivision: 0 Building Permit: 0 Total: 1
Proposed Units	Rezoning: 175 Development Permit: 12 Subdivision: 60 Building Permit: 3 Total: 250	Rezoning: N/A Development Permit: 48 Subdivision: N/A Building Permit: 0 Total: 48

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.

Primarily, withdrawals are initiated by the applicants. The City may cancel an application or permit if an applicant is non-responsive or if fees remain unpaid for an extended period of time.

A number of the Rezoning Withdrawals within the last 6 months were due to the applicants intending to re-submit an application under the densities enabled through Bill 44.

Council denied one application during the reporting period, due to concerns with density and emergency access. The applicant has resubmitted an application taking into consideration Council's comments.

Application/Permit Type	Work Description	Reason for Withdrawal
Rezoning Application (RZ)	Townhouses	Lack of activity
Rezoning Application (RZ)	Single detached dwelling	Applicant requested application to be withdrawn

Rezoning Application (RZ)	Medium-density apartments	Applicant requested application to be withdrawn
Rezoning Application (RZ)	Single detached dwelling	Incomplete application, lack of activity
Rezoning Application (RZ)	Single detached dwelling	Lack of activity
Rezoning Application (RZ)	Triplex	Applicant requested application to be withdrawn
Rezoning Application (RZ)	Duplex	Applicant requested application to be withdrawn
Rezoning Application (RZ)	Courtyard	Unpaid fees, lack of activity
Rezoning Application (RZ)	Duplex	Applicant requested application to be withdrawn
Development Permit (DP)	Townhouses	Lack of activity
Development Permit (DP)	Townhouses	Council did not support - density and location
Building Permit (BP)	Basement finish – new suite	Applicant requested application to be withdrawn
Building Permit (BP)	Basement finish – new suite	Applicant requested application to be withdrawn
Building Permit (BP)	Basement finish – new suite	Applicant requested application to be withdrawn

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.

The City is committed to maintaining transparency and accountability regarding its housing initiatives. As part of this commitment, the City provides quarterly updates on progress related to initiatives supporting its housing targets. These updates aim to inform residents, stakeholders, and developers of key advancements in achieving housing goals. The most recent updates can be found here: [Community Dashboard](#)

Council has approved amendments to strategic housing targets to align with the provincial methodology and reporting. The City remains unified with the Province in increasing the supply of housing in our community and is making every effort to achieve targets.

To further support the achievement of housing targets, the City has launched a Development Services Optimization Initiative. This initiative focuses on improving efficiency, clarity, and accessibility across all aspects of the development process. Key objectives include:

- Streamlining digital processes for development: Enhancing the efficiency of digital tools to simplify and expedite development workflows.
- Aligning development-related bylaws, policies, and procedures: Ensuring consistency across municipal regulations to reduce barriers to development.
- Creating better content for developers: Developing clear, user-friendly resources to assist developers in navigating the municipal development approvals process.
- Digitizing development application processes: Transitioning to fully digital systems for development applications to improve processing times and tracking capabilities.

The City is implementing enhancements to its processes and systems throughout Q1 2025 to enable the integration of supplementary reporting data into the Housing Targets Progress Report. These enhancements will allow for more comprehensive and accurate reporting, further supporting transparency and informed decision-making.



HOUSING TARGET PROGRESS REPORT FORM

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In addition to expediting development approvals, the City is actively exploring methods to increase demand for development in Maple Ridge. This includes evaluating the feasibility of incentive programs designed to attract developers and encourage investment in housing projects. Such programs could complement existing efforts by fostering a more competitive and appealing development environment.

The data submitted for the interim reporting period reflects new processes for reporting data. The first full year report will reflect a more refined methodology and therefore slight variations are anticipated.

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.