



District of Maple Ridge

TO: His Worship Mayor Ernie Daykin and Members of Council
FROM: Chief Administrative Officer
SUBJECT: Housing Action Plan Update

MEETING DATE: September 9, 2013
MEETING: Workshop

EXECUTIVE SUMMARY:

The purpose of this report is to provide an update to Council on the status of the Housing Action Plan. Council endorsed a process proposed in the report dated June 18, 2012. A Request for Proposal (RFP) for the Housing Action Plan was completed over the summer. The consulting firm CitySpaces Consulting Ltd. has been selected as the preferred candidate and is in the process of being notified and a contract awarded.

RECOMMENDATION:

For information only, no resolution required.

DISCUSSION:

Regional Implications

In July, 2011, Metro Vancouver adopted the Regional Growth Strategy (RGS) following acceptance by all member municipalities. Maple Ridge Council accepted the RGS on March 22, 2011. The RGS demonstrates that affordable housing with a range of housing options is an essential part of a complete community and requires that each municipality prepare and implement a Housing Action Plan. The full report is attached as Appendix A. A flowchart of the Housing Action Plan included with the original report has been updated to reflect the revised timeline and is attached as Appendix B.

Housing Action Plan Process

The process for a Housing Action plan was outlined in a staff report to Council dated June 18, 2012. Council authorized staff to proceed with the Housing Action Plan based on this process. A Request for Proposal was developed in the spring of 2013 and issued July 10, 2013. The deadline for submission was August 2, 2013.

Evaluation

Parks and Leisure Services and Planning Department staff developed evaluation criteria that were forwarded to the Purchasing Department prior to the RFP submission deadline. Out of the five firms that were invited to submit a response, two proponents responded to the request for this specialized planning work. Evaluation of the submissions was conducted in mid-August, with proposals evaluated against criteria including: clarity of proposal, experience, team composition, methodology, references and the potential to advance the social, economic and environmental goal of the District of Maple Ridge. The lead proponent, CitySpaces Consulting Ltd, was selected by the highest score of the set evaluation criteria. CitySpaces is also familiar with the OCP policies and Zoning regulations of the District having been the selected consultants for the Amenity Zoning Study and the Zoning Bylaw Review.

Summary of Housing Action Plan Activities

The Housing Action Plan will begin this month (September, 2013) and is scheduled for completion in July, 2014. Scheduled activities for the Housing Action Plan process are:

- Council Updates forwarded through SPAC (approximately every two months until project completion)
- Research and analysis of the current housing context (September-November 2013)
- Consultation program design and scheduled events (October 2013 – March 2014)
- Housing Toolbox and Strategic Directions documents (March to May 2014)
- Draft Housing Action Plan (May 2014)
- SPAC Review (May 2014)
- Open Review (May-June 2014)
- Finalized Housing Action Plan (July 2014)

Over the next few weeks staff will meet with members of CitySpaces Consulting Ltd. to finalize the work plan and schedule.

CONCLUSION:

The lead proponent has received a notification of award from Purchasing as of August 30, 2013. Work on the Housing Action Plan will begin early September, 2013.

‘Original signed by Siobhan Murphy’

Prepared by: Siobhan Murphy, MA, MCIP, RPP
Planning Technician

‘Original signed by Sue Wheeler’

Approved by: Sue Wheeler
Director Community Services

‘Original signed by Chuck Goddard’

Concurrence: Jim Charlebois, MCIP, RPP
Manager Community Planning

‘Original signed by Kelly Swift’

Approved by: Kelly, Swift
General Manager, Community Development, Parks and Recreation Services

‘Original signed by Jim Rule’

Concurrence: J.L. (Jim) Rule
Chief Administrative Officer

Attachments: Appendix A – Council Report June 18, 2012
Appendix B – Housing Action Plan Flowchart