



# CENTRAL CARIBOO HOUSING CAPACITY AND GAP ANALYSIS

## TECHNICAL COMMITTEE TERMS OF REFERENCE

Effective: [date] [month], 2019

Authorized by: Council and Board

The goal for this project is to establish data to understand the true supply and demand for the full spectrum of housing types in the Central Cariboo and to ensure policies and initiatives are developed to supply the appropriate housing for the changing demands of our community (urban and rural). This includes structure type (i.e. single dwelling unit, apartment, etc.), tenure type (rental, market, subsidized, etc.) and land availability to meet needs for new development.

In order to promote development and/or redevelopment of properties to meet changing demands this project must also identify costs of construction and property values to support investment decisions.

The City is in the process of selecting a consultant to carry out this work. The Technical Committee may receive information directly from the City's Project Manager in the completion of this project.

### TECHNICAL COMMITTEE

The Technical Committee is a select committee co-chaired by the City and CRD that provides advice and recommendations to the consultant on the development of the Central Cariboo Housing Capacity and Gap Analysis.

### COMMITTEE MEMBERSHIP

- City Council representative (Co-chair)
- CRD Board representative (Co-Chair)
- Representative from the City
- Representative from the CRD
- Social Planning Council representative

### COMMITTEE RESPONSIBILITIES

As a select Committee of Council and the Board, the Technical Committee will keep their respective organizations informed with updates and will take an active role to move the project forward by encouraging their sectors to complete surveys, attend focus groups, etc. and will bring sector issues and concerns forward to the steering committee.

### STAFF SUPPORT

Staff support for the committee will be directed by and provided for by the Development Services for the City. Additionally, the [insert CRD staff or department] for the Cariboo Regional District will direct staff support for the Cariboo Regional District.

## **PROJECT OBJECTIVES**

The primary objectives of the study are to:

- provide an overview of the current housing availability, suitability, and affordability across the entire housing continuum from basic shelter to high-end real estate;
- identify the current and anticipated housing need for market and non-market housing stock for the next 10 years. The marker housing stock shall identify the need for different forms and tenures of housing;
- establish baseline data on the supply of market and non-market housing of various housing types and tenures;
- understand the cost of development/construction and market values of land and improvements in the community;
- evaluate the housing supply to identify gaps in housing across the housing continuum;
- compare housing supply with housing demand to determine the ability to meet future needs;
- assessment of net migration into the community from other communities and its impact on the housing market. It is expected that the Technical Committee's contributions will support the development of the Central North Cariboo Housing Needs Assessment, Gap Analysis and Action Plan; and
- identify strategies to fill gaps and housing supply.

## **ANTICIPATED SCHEDULE**

Although it is understood that there may be some slight shifting of the following dates to accommodate schedules it is anticipated that these dates will be met as closely as possible.

- First draft of needs assessment and gap analysis data findings is due to be reviewed by Technical Committee by [month] 2020.
- Final needs assessment, gap analysis, and action plan presentation on target populations and housing types and tenures by [month] 2020.