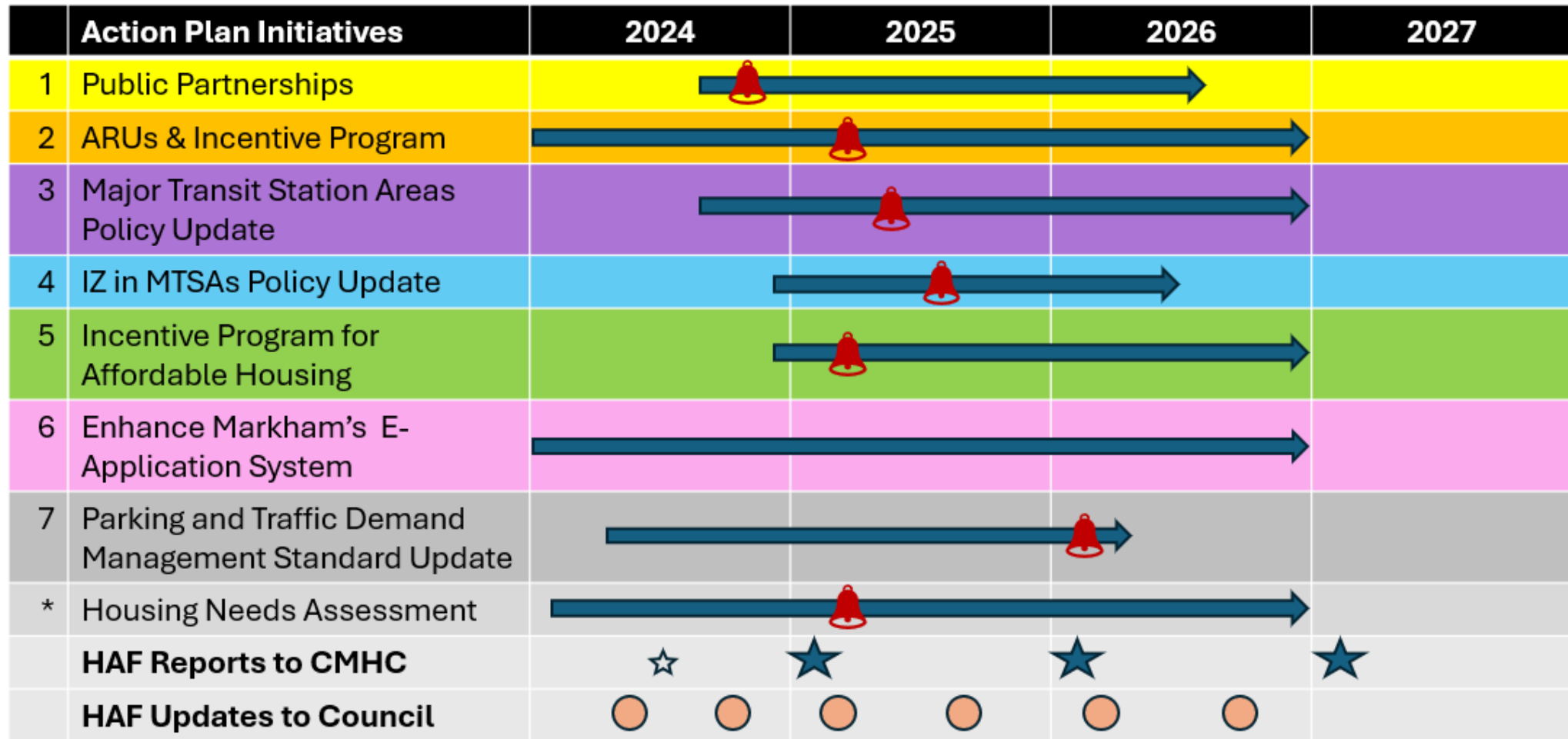



Appendix 1 – Work Plan

The following summary chart and accompanying details provide an overview of the City’s Housing Accelerator Fund Work Plan, comprised of the seven Initiatives included in the Action Plan, as committed through the contribution agreement, and the estimated budgets for the proposed spend.



 Initiative-Specific Implementation Reports

Appendix 1 – Work Plan

Action Plan Initiative	Work Description	Contribution Agreement Timelines	Required Resources	Estimated Resource Spend	Total Target Spend
<p>1. Public Partnerships</p> <p>Key Departments: Planning, Real-Estate, Legal</p>	<p>Implement a minimum of 2 public partnerships to support affordable and purpose-built housing development with other levels of government, non-profit or for-profit developers, or landowners, including a review of public lands.</p> <ul style="list-style-type: none"> • Develop partnership criteria, parameters & approach • Undertake technical studies / site assessments (as needed) • Launch partnership & procurement approach • Implement a minimum of 2 partnerships that include affordable housing <p>Agreement Milestones:</p> <ol style="list-style-type: none"> 1. Selection criteria and candidate properties 2. Approved properties and partnership approach 3. 1st project approvals and permits 4. 2nd project approvals and permits 	<p>Aug. 2026</p> <p>Report back to Council in late Q3/early Q4 2024</p>	<p>Consultants:</p> <ul style="list-style-type: none"> • Various - technical studies (for sites if needed), financial analysis, legal agreements 	<p>\$2.38M</p>	<p>\$29M</p> <p>(49% of total funding)</p>
<p>2. Additional Residential Unit (ARU) Permissions & Incentive Program</p> <p>Key Departments: Planning, Buildings, Corporate Communications</p>	<p>Update policies and develop a community outreach package to assist and support homeowners providing ARUs on properties.</p> <ul style="list-style-type: none"> • Prepare a proposed amendment to the City's Official Plan and Zoning By-law to permit up to four residential units on properties where zoning permits single detached, semi-detached or row house dwelling units • Administer incentive program for ARUs • Develop a concierge program for second suites <p>Agreement Milestones:</p> <ol style="list-style-type: none"> 1. Retain consultant(s) 2. Initiate planning process 3. Statutory Public Meeting 4. Bring OPA/ZBA for Approval and Incentive Program 5. Implementation 	<p>Dec. 2026</p> <p>Report back to Council in Q1 2025</p>	<p>Consultants:</p> <ul style="list-style-type: none"> • Updated policy studies • Permit support, training material, public information, guides • Legal appeals support (if needed) • Engagement campaign support (if needed) 	<p>\$0.6M</p>	<p>\$1.3M</p> <p>(2.2% of total funding)</p>

Appendix 1 – Work Plan

Action Plan Initiative	Work Description	Contribution Agreement Timelines	Required Resources	Estimated Resource Spend	Total Target Spend
			Staff: <ul style="list-style-type: none"> 1 - Dedicated concierge service/ program staff & administration 		
3. Major Transit Station Areas (MTSA) Update Key departments: Planning, Buildings	Update MTSA policies and enhancements to support housing development. <ul style="list-style-type: none"> Implement MTSA mapping and policy direction in Official Plan from York Region Official Plan Assess and propose an amendment to the Official Plan and Zoning By-Law that would permit as a minimum up to four storeys within MTSA's, excluding those that are solely comprised of employment areas and preclude residential development <p>Agreement Milestones:</p> <ol style="list-style-type: none"> Project Initiation + Communication Statutory Planning Process Public engagement Approval of updated policies and pre-zoning Implementation 	Dec. 2026 Report back to Council in Q2 2025	Consultants: <ul style="list-style-type: none"> Legal appeals and policy support (if needed) Staff: <ul style="list-style-type: none"> 1 – Project manager (overall HAF program administration) 	\$0.8M	\$0.8M (1.4% of total funding)
4. Inclusionary Zoning (IZ) in Major Transit Station Areas Key Departments:	Implement IZ in select areas of the City following an updated Housing Needs Assessment, market feasibility assessment and peer review. <ul style="list-style-type: none"> Complete policy analysis & market assessment Update implementation framework for IZ Update Official Plan and Zoning By-law policies 	Jun. 2026 Report back to Council in Q3 2025	Consultants: <ul style="list-style-type: none"> Housing Needs Assessment update Inclusionary Zoning market 	\$1.28M	\$1.28M (2.2% of total funding)

Appendix 1 – Work Plan

Action Plan Initiative	Work Description	Contribution Agreement Timelines	Required Resources	Estimated Resource Spend	Total Target Spend
Planning, Buildings	<p>Agreement Milestones:</p> <ol style="list-style-type: none"> 1. Project initiation 2. Technical studies and background 3. Engagement 4. Approval of IZ By-law 5. Implementation 		<p>assessment & and third-party review</p> <ul style="list-style-type: none"> • 1 – Tools support for administering affordability • Legal appeals (if needed) <p>Staff:</p> <ul style="list-style-type: none"> • 1 – Senior Planner, Housing (3-year funded via HAF) 		
<p>5. Affordable Housing Incentive Program</p> <p>Key Departments: Planning, Real-Estate, Legal, Corporate Communications</p>	<p>Develop a City-wide approach to partnerships through an incentive program if feasible, to support the provision of affordable housing and rental housing through partnerships, with criteria including such as affordable rental housing, family sized units, and other units that meet local needs.</p> <ul style="list-style-type: none"> • Develop & approve program parameters, tools & approach • Launch program • Review & evaluate submissions • Award projects & disburse funding <p>Agreement Milestones:</p> <ol style="list-style-type: none"> 1. Project Initiation 2. Technical Studies and Background 3. Engagement 4. Program approval 5. Implementation 	<p>Dec. 2026</p> <p>Report back to Council in late Q3/early Q4 2024</p>	<p>Consultants:</p> <ul style="list-style-type: none"> • Various consultants (financial/ proforma analysis, engagement, program review/ administration, egal agreement, program review/feasibility) 	<p>\$1.3M</p>	<p>\$23M</p> <p>(39% of total funding)</p>

Appendix 1 – Work Plan

Action Plan Initiative	Work Description	Contribution Agreement Timelines	Required Resources	Estimated Resource Spend	Total Target Spend
<p>6. Enhance Markham's Electronic Development Application System</p> <p>Key Departments: Buildings, Strategy & Innovation, Corporate Communications, ITS</p>	<p>Update the City's electronic development application system (ePLAN ProjectDox & Zoning Review tool) to process residential units more efficiently, improve customer service, and expedite development processing.</p> <ul style="list-style-type: none"> Complete software configuration, procurement and development Undertake testing, finalization and approval Launch training and roll-out of new workflows in E-plan system Implement new automated zoning review and compliance tool for internal and external users <p>Agreement Milestones:</p> <ol style="list-style-type: none"> Project initiation Software Development/Configuration Deployment and Implementation 	<p>Mar. 2026</p> <p>To be included in HAF update to Council</p>	<p>Vendors:</p> <ul style="list-style-type: none"> Various - new workflows for existing ProjectDox reconfigurations, New zoning review software development, operation of new review tool 	<p>\$1.1M</p>	<p>\$1.1M</p> <p>(1.9% of total funding)</p>
<p>7. Parking and Transportation Demand Management Standard (TDM) Update for Intensification Areas</p> <p>Key Departments: Transportation, Planning</p>	<p>Develop parking and TDM guidelines to address the impacts of alternative standards for housing developments and promote the use of sustainable modes of transportation.</p> <ul style="list-style-type: none"> Update parking and TDM standards Undertake consultation and Zoning By-law Amendment Process applications using updated parking & TDM standards <p>Agreement Milestones:</p> <ol style="list-style-type: none"> Project Initiation Background Review Technical Analysis and Recommendations Approval and Implementation 	<p>Mar. 2026</p> <p>Report back to Council in Q1 2026</p>	<p>Consultants:</p> <ul style="list-style-type: none"> Parking and TDM standards update Potential legal appeals support (if needed) <p>Staff:</p> <ul style="list-style-type: none"> 1 – Project management/administration 	<p>\$0.65M</p>	<p>\$0.65M</p> <p>(1.1% of total funding)</p>

