

## APPENDIX 1:

Report No. DS-2025-018

Mayoral Directive (DIR-2025-001)

In response to the resolution from Council at the Regular Council Meeting held on September 24th, 2025, below is a layout of measures that the Town has initiated to help address housing constraints within the Town of Cobourg.

Initiative	Summary	Mayor Directive Item
Affordable and Rental Housing CIP	In 2020, the Town of Cobourg launched a CIP initiative focused on increasing affordable housing and available rental units. Provides a comprehensive tool kit of financial incentive programs specifically designed to help stimulate the development and availability of affordable and rental housing in the community. The Affordable and Rental Housing CIP is also aimed at encouraging the implementation of sustainable, urban and accessible design, particularly associated with affordable and rental housing projects. However, monies have not been in the budget to fund this CIP for a couple years. Council would need to include in the upcoming budgets funds in order to run these programs in the future. Need to also review all active CIP's and consolidate similar programs with comparable end goals.	10
Digitizing Development Approvals/Cloud Permit	Program module purchased in 2025. Onboarding still in progress. Training of staff required. Development of applications for the public in progress. Current Staff are completing updated application forms for Planning Act applications and will be launching fillable PDF's on the Town's website by end of 2025. Opportunities the use of AI ad-ons for completeness review checks.	4
Standardized Development Agreements	Staff have taken the initiative to produce draft/template agreements. Need to be expanded upon and standardized as there are numerous scenarios that need to be accounted for with different development types. Also ensuring to have Town's solicitor review for further recommendations.	14
Zoning Changes	Changes have been included which reduced limitations and setback requirements for residential projects, including Additional Residential Units (ARU's). Further	3, 17

	progressive Planning policies can be adapted into the ZBL and future versions.	
Municipal Land Bank	Maintain a currently inventory of Town owned properties. Review of current properties for prospect of future development (ie. Tannery Lands).	9
*Waive or Reduce Development Charges for Affordable/Rental Housing	The Town completed a Development Charges (DC) Background Study in 2021 and a current review is being completed. As per the Town's DC By-Law 001-2022, reduced DC's are available to developers for affordable and rental housing projects and the building department can confirm that this has been utilized in 2025. In addition, it states that non-profit housing developments are exempt from DC's.	7
Apply for Provincial and Federal Funding	Most recently, the Town of Cobourg was the successful recipient of the HEWSF (House-Enabling Water Systems Fund) Grant (~\$25 million) in 2024. Being utilized to install infrastructure in east end.	11
Allow More Flexible Parking Standards	The Town has a Cash-in-Lieu of Parking agreement available for certain areas to permit proponents to apply for reduced parking requirements. However, this could be further promoted and supported as approval requires Council approval.	5
Coordinate Infrastructure Planning with Intensification Goals	Very similar to what is being done in the east end with water/wastewater in the Secondary Plan area. Further study would be required to determine what additional areas within Town limits can be utilized.	15

\*Partial completion