

## ADMINISTRATIVE REPORT



**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** June 5, 2025

**RE:** Temporary Use Permit Application – Electoral Area “C” (C2022.022-TUP)

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### Administrative Recommendation:

**THAT the six-month Extension (until December 5, 2025) of Temporary Use Permit No. C2022.022-TUP at 380 Wilson Mountain Road be approved.**

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**Legal:** District Lot 548, SDYD, Surveyed as ‘White Swan’ Mineral Claim, Folio: C-03456.100  
Not Included Within District Lot 331S, SDYD, Except Road on Plan 34109

**OCP:** Large Holdings (LH) / Resource Area (RA) **Zone:** Large Holdings One (LH1) / Resource Area (RA)

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### Purpose:

The purpose of this report is to seek direction from the Regional District Board regarding a request from the applicant for a six-month extension (i.e., until December 5, 2025).

In support of their request, the applicant has stated:

*As you are aware, Ron, who had been the primary contact and responsible party for this application, has sadly passed away. I had very little involvement in the application process prior to his passing, and as a result, I am currently not fully informed of the necessary steps or approvals required to move the application forward.*

*I am committed to resolving this matter responsibly and working with RDOS staff to determine a clear path forward. However, I would greatly appreciate additional time to understand the current status of the application and to explore my available options.*

*I respectfully request an extension to allow for this transition and to ensure that any further steps taken are appropriate and well-informed.*

### Site Context:

The subject property is approximately 11.6 ha in area and is bisected by Wilson Mountain Road. It is understood that the parcel is comprised of the subject recreational vehicles, and recent aerial imagery further indicates the presence of numerous accessory structures (see Attachment No. 1).

The surrounding pattern of development is generally characterised by large lot rural residential use, with Resource Area (RA) parcels to the south and southeast being generally undeveloped.

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**Background:**

On January 31, 2025, Administration sent a letter to the current applicant, and provided options that they may wish to consider with respect to the application (i.e., continue the application, or withdraw the application); however, a response had not been received.

**Previous Board Consideration**

At its meeting of November 16, 2023, the Regional District Board considered a request to extend this application in order to provide the outstanding environmental assessment, and subsequently resolved to postpone consideration of the Temporary Use Permit application until staff have reviewed [the] additional information.

On December 18, 2023, the Regional District received a letter from the Ministry of Water, Land and Resource Stewardship in response to a referral which was circulated to relevant external agencies which indicated that the Ministry did not support the proposal and had noted an apparent violation of the *Water Sustainability Act* in relation to the excavation and infilling of two wetlands.

At its meeting of January 4, 2024, the Regional District Board resolved that the application remain active until July 4, 2024 in order for the applicant to obtain necessary approvals from the Provincial government.

At its meeting of October 3, 2024, the Regional District Board resolved that the applicant be provided an extension until April 3, 2025 to obtain required approvals from the Ministry of Water, Land, and Resource Stewardship.

**Development Procedures Bylaw No. 2500, 2011**

Under Section 3.11.2 (Lapse of Application) of the Regional District's Development Procedures Bylaw No. 2500, 2011, if an application is one (1) year old or older and has been inactive for a period of six (6) months the application will be deemed to be abandoned and will be closed.

In this instance, a Temporary Use Permit (TUP) application was submitted to the Regional District on October 5, 2022, in order to formalize the residential use of one recreational vehicle, and the residential/commercial (i.e., security/office) use of another recreational vehicle. The application also requests the use of a portion of property for the purpose of commercial outdoor "wet" storage of boats and recreational vehicles.

As per Section 3.11.3 of the Development Procedures Bylaw, upon written request by the applicant prior to the lapse of the application, the Board may extend the deadline for a period of six (6) months by passing a resolution to that affect.

The applicant submitted an extension request to the Regional District on May 1, 2025.

**Analysis:**

It is understood that the current applicant has inherited this application as the remaining registered owner of subject property. The extension has been requested on the basis that the applicant requires additional time to review the application and gain a better understanding of the current application and available options to proceed.

Administration notes that the application was originally submitted over two and a half years ago and this extension request would be the third extension granted, if approved.


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**Alternatives:**

1. THAT the applicant's request for a six month extension until December 5, 2025 be refused;  
AND THAT Temporary Use Permit No. C2022.022-TUP, to allow an "outdoor storage" use and residential occupancy of two recreational vehicles (RVs) at 380 Wilson Mountain Road, be denied.

Will a PowerPoint presentation be presented at the meeting?      No

**Respectfully submitted:**

  
Shannon Duong  
Planner II

**Endorsed By:**

  
C. Garrish  
Senior Manager of Planning

**Endorsed By:**

  
A. Fillion  
Managing Director, Dev. & Infrastructure

Attachments: No. 1 – Aerial Imagery (June 2024)

No. 2 – Aerial Imagery (May 2023)

No. 3 – Comparison of Waterbodies (2016 vs. 2023)

No. 4 – Site Photo (2023)



Attachment No. 1 – Aerial Imagery (June 2024)



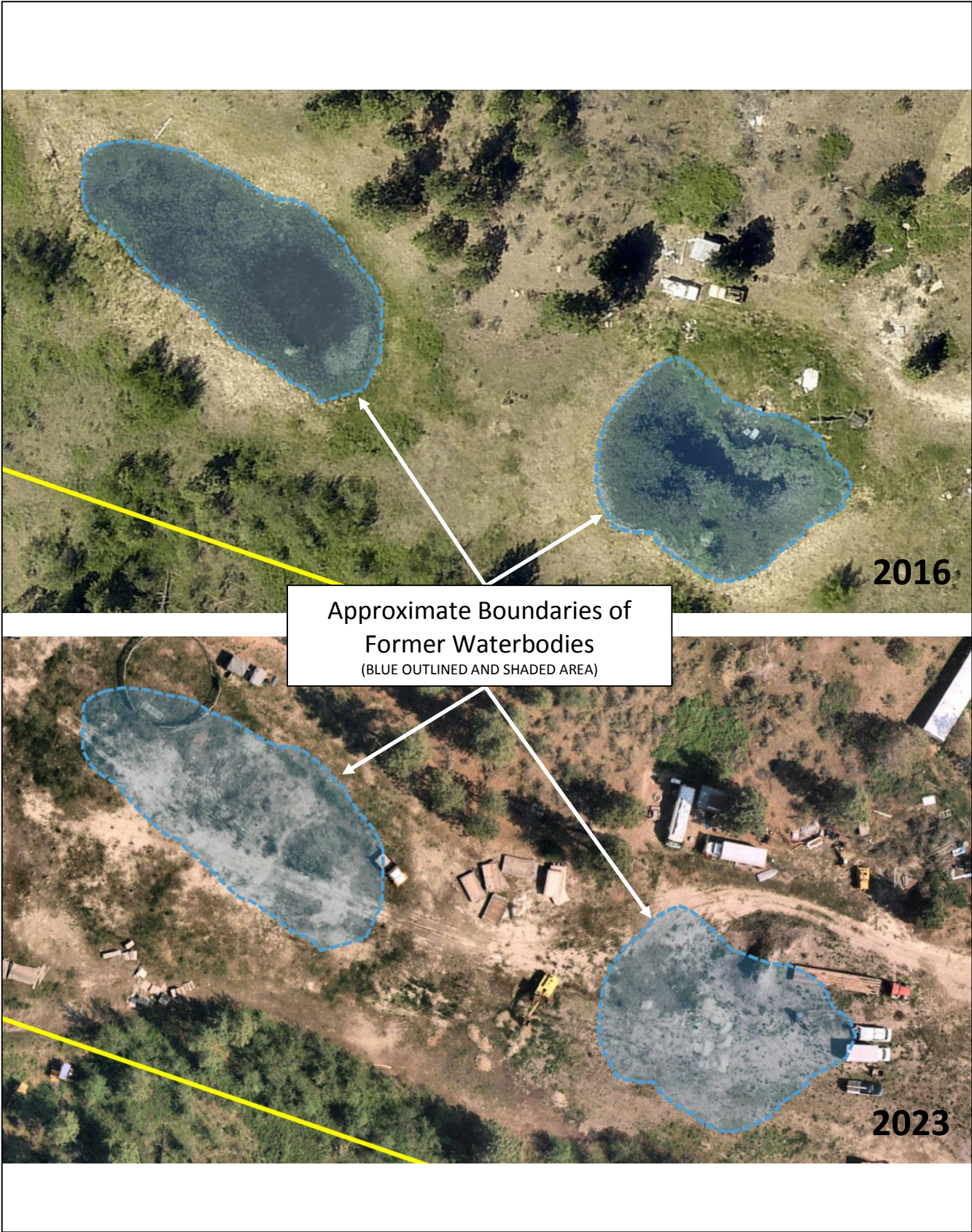


Attachment No. 2 – Aerial Imagery (May 2023)





Attachment No. 3 – Comparison of Waterbodies (2016 vs. 2023)





Attachment No. 4 – Site Photo (2023)

