

MEMORANDUM

DEVELOPMENT SERVICES DEPARTMENT



DATE: July 20, 2026

FILE NO.: C2026.025-STR

TO: Ben Kent, Acting Senior Manager of Planning

FROM: Jerriitt Cloney, Planner I

RE: Short-Term Rental Accommodation (STR) Permit — Electoral Area “C”

Civic: 7586 Crest-A-Way Road **Legal:** Lot 2, Plan KAP28457, District Lot 2450S, SDYD **Folio:** C-06536.105

Purpose:

This application is seeking to authorize the operation of a “short-term rental accommodation” use on the subject property through the issuance of a Short-Term Rental Accommodation (STR) Permit.

In support of this proposal, the applicant has stated, amongst other things, that:

- *The STR will operate out of the newly converted garage space utilizing one (1) bedroom to host a maximum of two (2) guests per night.*
- *The proposed land use seeks only to legally permit short term accommodation within the existing, permitted footprint of the property, preserving the current residential/rural character of the site.*
- *All minimum off-street parking requirements outlined in the zoning bylaw are met, with four (4) designated parking spaces available entirely on the subject property, three (3) on the driveway plus one (1) inside the garage.*

Site Context:

The subject property is approximately 836 m² in area and is situated on the north side of Crest-A-Way Road, approximately 1.5 km from the boundary with the Town of Oliver. The property is understood to contain one (1) singled detached dwelling that has been developed with a secondary suite.

The surrounding pattern of development is generally characterised by similar residential development to the east, south and west, while agricultural development borders the property to the north.

Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on November 16, 1977 while BC Assessment has classified the property as “Residential” (Class 01).

Available Regional District records indicate that building permits previously issued for the property include a Single Family Dwelling (1989), Replacement of Window and Door (2020), Deck (2021) and the Conversion of a workshop to a secondary suite (2025).

Official Community Plan (OCP):

Under the Electoral Area “C” Official Community Plan (OCP) Bylaw No. 2452, 2008, the subject property is currently designated Low Density Residential (LR), with the Plan speaking to supporting the use of a residential dwelling unit for short-term rental permitted by a “Short-Term Rental Accommodation” (STR) Permit where:

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- a) *it is occurring within the principal residence, or an accessory dwelling or secondary suite on the same parcel as the principal residence, of the property owner and/or tenant;*
 - b) *no more than (1) dwelling unit on a parcel may be used for short-term rental accommodation, except in the (Medium Density Residential and Naramata Village Centre) zones where there shall be no limit;*
 - c) *the maximum occupancy does not exceed an aggregate occupancy of two (2) persons per bedroom within a dwelling unit; and*
 - d) *off-street vehicle parking is provided in accordance with the requirements of the applicable electoral area zoning bylaw.*

Zoning Bylaw:

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Low Density Residential Two (RS2) which lists “short-term rental accommodation” as a permitted accessory use, subject to Section 7.11.

Amongst other things, Section 7.11 of the Zoning Bylaw requires that “short-term rental accommodation” use occurs within a dwelling unit that is also “used for residential purposes by at least one person, or is located on the same parcel as another dwelling unit that is used for residential purposes by at least one person.”

As an exception to this, Section 7.11.4 of the Zoning Bylaw further requires that, in Electoral Area “C” the person operating the “short-term rental accommodation” must be present and residing in the same dwelling unit as a patron during the patron’s stay.

In this instance, the proposed STR use is to occur within a one-bedroom secondary suite that the operator does not reside within. For this reason, an STR Permit is required to authorize the “short-term rental accommodation” use of the secondary suite.

Delegated Authority:

Under Section 3.23 of the Regional District’s *Chief Administrative Officer Delegation Bylaw No. 3033, 2023*, “the CAO or his designate shall ... be delegated authority to issue, renew or re-issue a Short-Term Rental Accommodation (STR) permit under Section 493(3) of the *Local Government Act* where:

- i) *the maximum number of short-term rental accommodation uses occurring on a parcel does not exceed the maximum number of dwelling units specified in the applicable zoning bylaw;*
- ii) *the short-term rental accommodation use is to occur within a single detached dwelling, duplex dwelling, approved secondary suite or approved accessory dwelling unit;*
- iii) *the maximum number of patrons to be accommodated within a dwelling unit does not exceed two (2) per bedroom;*
- iv) *one (1) vehicle parking space is provided for each bedroom available within the dwelling unit that is to accommodate the short-term rental accommodation use;*
- v) *in Electoral Area “C”, confirmation has been provided with an application that the dwelling unit to be used for the purposes of the short-term rental accommodation use complies with minimum standards for health and safety as specified in the Regional District’s Business Licence Regulation Bylaw, as amended;*

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- vi) *for a renewal or reissuance, no additional changes to the initial permit have been requested by the applicant; and*
- vii) *no representation(s) opposing the requested permit has been submitted to the Regional District within the timeframe specified in the Regional District's Development Procedures Bylaw.*

Public Process:

In accordance with Schedule 5 (Application for a Temporary Use Permit) of the Regional District's Development Procedures Bylaw No. 2500, 2011, adjacent residents and property owners were notified of this STR Permit application on July 10, 2026, and provided 15 working days to submit comments electronically or in-person to the Regional District.

As of July 10, 2026, being 15 working days from the date of notification, zero (0) representations have been received electronically or by submission at the Regional District office.

Analysis:

In considering this application, it is noted that the proposed "short-term rental accommodation" use generally complies with the applicable Board policies contained at Sections 6.5.13 and 20.4 of the Electoral Area "C" OCP, specifically:

- the use will be occurring within a residential dwelling unit (i.e. secondary suite);
- no more than two (2) dwelling units will be used for the purposes of a "short-term rental accommodation" use on the subject property;
- the maximum occupancy will not exceed an aggregate occupancy of two (2) persons per bedroom within a dwelling unit (e.g. the applicant has indicated that they intend utilize one (1) bedroom within the dwelling unit to a maximum occupancy of two (2) persons);
- the applicant has provided a site plan indicating that two (2) off-street vehicle parking spaces will be provided for use by patrons (e.g. the Zoning Bylaw requires one (1) on-site vehicle parking space per sleeping unit within the dwelling);
- the applicant has completed a Health and Safety Declaration indicating the dwelling unit complies with minimum standards for health and safety

The proposed use is also seen to satisfy the criteria listed under Section 3.23 of the CAO Delegation Bylaw for an STR Permit to be issued under delegated authority.

For these reasons, it is recommended that the STR Permit be approved.

Recommendation:

THAT Short-Term Rental Permit No. C2026.025-STR, to authorize the operation of a "short-term rental accommodation" use at 7586 Crest-A-Way Road, be approved.

Respectfully submitted:

Jerritt Cloney

Jerritt Cloney, Planner I

Attachments:

No. 1 – Context Maps

No. 2 – Aerial Photo (Nearmap)

No. 3 – Site Photo (Google Streetview)

Attachment No. 1 – Context Maps



Attachment No. 2 – Aerial Photo (Nearmap)



Attachment No. 3 – Site Photo (Google Streetview)

