

ADMINISTRATIVE REPORT



TO: Advisory Planning Commission
FROM: B. Newell, Chief Administrative Officer
DATE: March 14, 2022
RE: Temporary Use Permit – Electoral Area “E”

Purpose: To allow for a vacation rental use of a secondary suite.

Folio: E-02196.110

Civic: 3175 Bartlett Rd Legal: Lot B, District Lot 210, SDYD, Plan KAP47571

OCP: Small Holdings (SH) Zone: Small Holdings Two (SH2)

Proposed Development:

This application is seeking to allow for a vacation rental of use of secondary suite on the subject property through the issuance of a Temporary Use Permit (TUP).

In support of this proposal, the applicant has stated that “the current use is a residential dwelling. I will be occupying the top floor full time as my principle residence...I will put a long term tenant in during the off season”.

Site Context:

The subject property is approximately 1371 m² in area and is situated on the west side of Bartlett Road. It is understood that the parcel is comprised of a single detached dwelling.

The surrounding pattern of development is generally characterised by residential parcels that have been developed with single detached dwellings.

Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on July 7, 1992, while available Regional District records indicate that a building permits for a single family dwelling (1992) and renovations to the dwelling and addition of a suite (2021).

Under the Electoral Area “E” Official Community Plan (OCP) Bylaw No. 2458, 2008, the subject property is currently designated Small Holdings (SH).

Section 22.3.4 of Electoral Area “E” OCP Bylaw contains criteria in evaluating a temporary use permit application. Section 22.3.5 and 22.3.6 specify conditions for temporary use permits and short-term vacation rentals respectively.

Under the Electoral Area “E” Zoning Bylaw No. 2459. 2008, the property is currently zoned Small Holdings Two (SH2) which allows for a single detached dwelling and secondary suite, subject to Section 7.12.

BC Assessment has classified the property as “Residential” (Class 01).

Analysis:

In considering this proposal, Administration notes that the Electoral Area “E” OCP Bylaw contains a supportive policy statement which addresses short-term vacation rentals in areas with Rural OCP designations (i.e., Small Holdings and Large Holdings) and outlines the criteria which the Board may use to assess such proposals.

In response to the criteria outlined in Section 10.3.10 of the OCP Bylaw, in favour of the application, the applicant has submitted a site plan which shows provision of adequate parking on-site. Additionally, the applicant has submitted a letter from a Registered Onsite Wastewater Practitioner confirming that the septic system is capable of supporting the proposed vacation rental in addition to the full-time residential use of the dwelling. However, a health and safety inspection has not yet been completed.

In response to the criteria contained in Section 22.3.4 of the OCP Bylaw, the proposed use is seasonal in nature (April – September) and is not intensive in scale. The impact on the natural environment and neighbouring uses is minimized by being contained within an existing building.

Conversely, Administration recognises that the 2020 Housing Needs Assessment was completed this year, which identifies a lack of long-term rental housing. This is especially critical in areas of the region that have high vacation-rental and owner vacation use that are otherwise vacant for the rest of the year, like Naramata. Interior Health recommends that any housing not used by the owner for part of the year, like a secondary suite, should be rented long-term rather than short-term rentals.

For the reasons listed above, Administration support approval of the temporary use permit under the following conditions:

- Period of use (April 1 – September 30);
- Posting of information within vacation rental;
- Maximum number of bedrooms (1);
- Maximum occupancy (2);
- Minimum number of on-site parking stalls (1);
- Prohibition of camping or use of RVs or accessory buildings for vacation rental occupancy;
- Providing TUP and contact information to neighbours;
- Vacation rental operator and guests adhere to provincial health order during the Provincial State of Emergency for COVID-19;
- Confirmation that the suite meets health and safety inspection requirements.


Administrative Recommendation:

THAT the APC recommends to the RDOS Board of Directors that the proposed temporary use be approved.

Options:

1. THAT the APC recommends to the RDOS Board of Directors that the proposed temporary use be approved.
2. THAT the APC recommends to the RDOS Board of Directors that the proposed temporary use be approved with the following conditions:
 - i) *TBD*
3. THAT the APC recommends to the RDOS Board of Directors that the proposed temporary use be denied.

Respectfully submitted:



Shannon Duong, Planner I

Endorsed By:



C. Garrish, Planning Manager

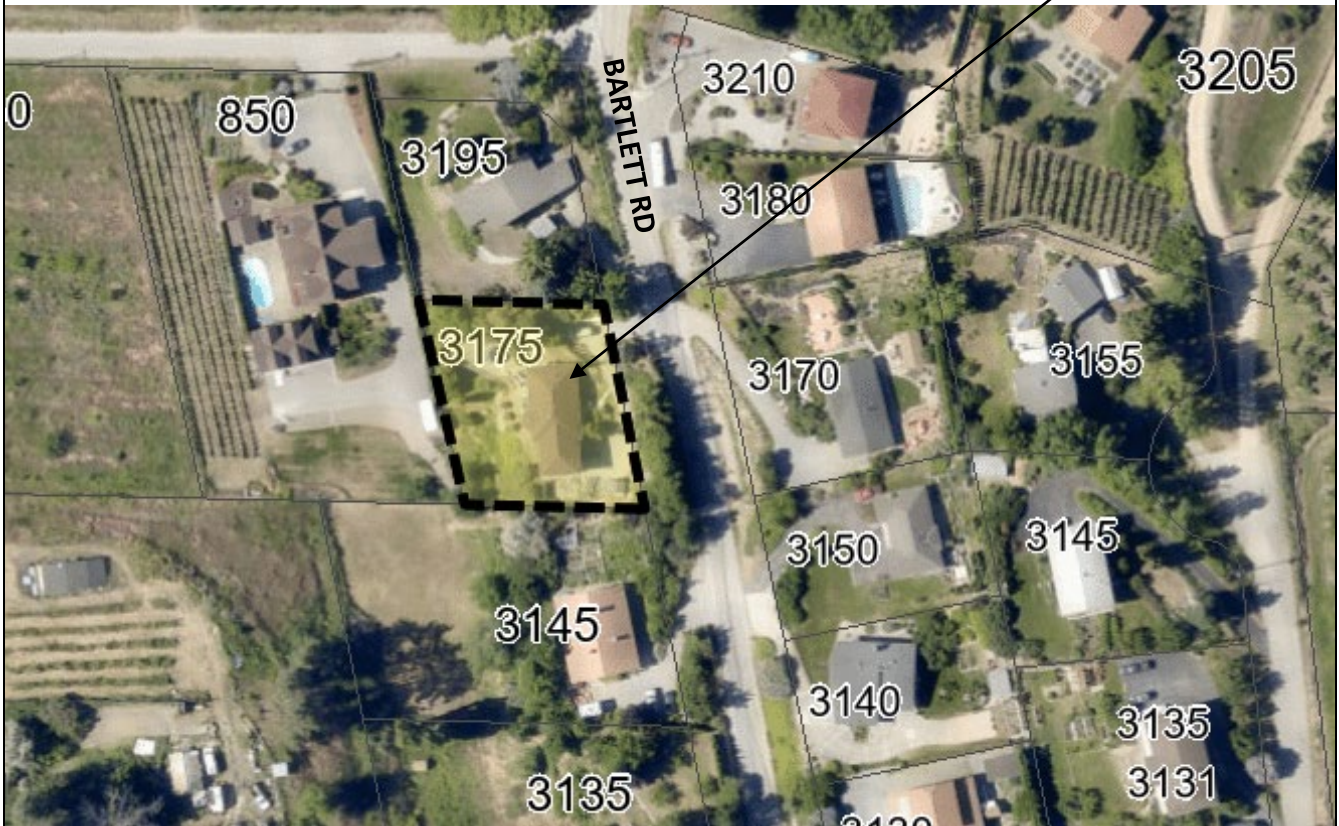
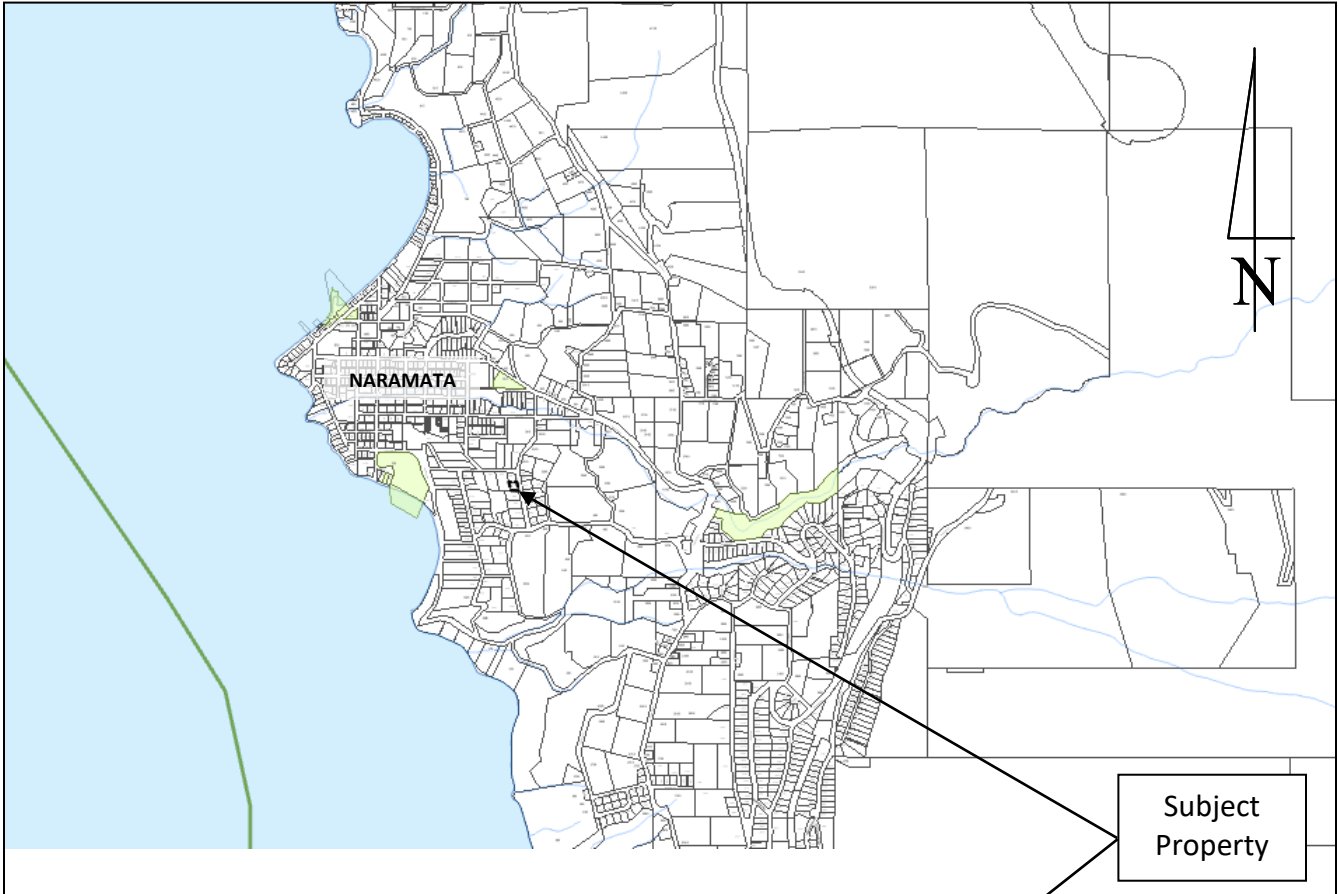
Attachments: No. 1 – Context Maps

No. 2 – Applicant’s Floor Plan

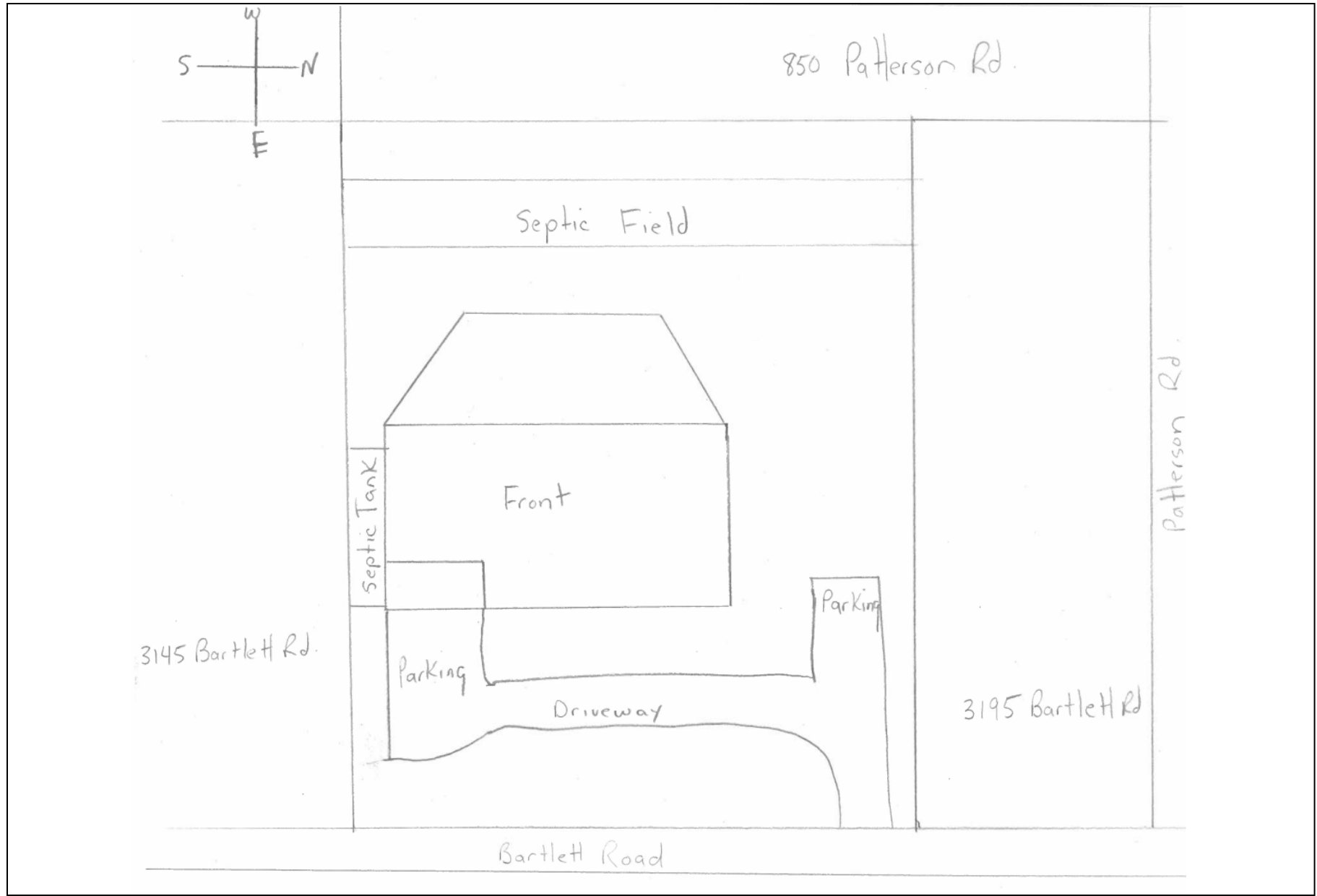
No. 3 – Parking Plan

No. 4 – Suite Access and Septic Locations

Attachment No. 1 – Context Maps



Attachment No. 3 – Parking Plan



Attachment No. 4 – Suite Access and Septic Locations

