

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: J. Zaffino, Chief Administrative Officer
DATE: May 8, 2025
RE: Temporary Use Permit Application – Electoral Area “E” (E2025.002-TUP)

Administrative Recommendation:

THAT Temporary Use Permit No. E2025.002-TUP, to allow for a vacation rental use at 3285 Lyons Road, Naramata, be approved.

Legal: Lot A, Plan KAP54932, District Lot 266, SDYD Folio: E-01940.002
OCP: Small Holdings (SH) Zone: Small Holdings Three (SH3)

Proposed Development:

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

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

The Property is our main/permanent residence, and we would be onsite 24/7 during the rental period. We have a small 647 sq ft (approx. 60M²) 2 bedroom basement suite in/below the main property that was renovated for short-term rental use in 2020.

Site Context:

The subject property is approximately 2088 m² in area and is situated on the west side of Lyons Road, and is approximately 4 km north from the boundary with the City of Penticton. It is understood that the parcel is comprised of a single detached dwelling secondary suite and various accessory structures.

The surrounding pattern of development is generally characterised by similarly sized residential parcels that have been development with single detached dwellings and some agricultural parcels.

Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on June 6, 1995, while available Regional District records indicate that a building permits for a retaining wall (2022), a shed (2020), a suite addition and renovations (2019), and a single detached dwelling (1981) have previously been issued for this property.

Under the Electoral Area “E” Official Community Plan (OCP) Bylaw No. 3010, 2023, the subject property is currently designated Small Holdings (SH), and is the subject of no Development Permit Area designations.

Section 22.3.5 of Electoral Area “E” OCP Bylaw contains criteria in evaluating a temporary use permit application. Section 11.6 and 22.3 specify conditions for temporary use permits and short-term vacation rentals respectively.

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Small Holdings Three (SH3) which permits a single detached dwelling as a principal use and secondary suite as an accessory use.

Under the Regional Growth Strategy (RGS) Bylaw No. 2770, 2017, the Naramata area is currently designated as a Rural Growth Area.

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

Public Process:

Adjacent property owners will have received notification of this application with written comments being accepted up until one (1) week prior to the Board’s regular meeting at which the application is to be considered. All comments received are included as a separate item on the Board’s Agenda.

Analysis:

In considering this proposal, Administration notes that the proposed vacation rental will take place within a maximum of two bedrooms for a maximum of four (4) guests during the dates of May 1st to October 31st.

A site plan has been provided which shows more than the required four (4) parking spaces that are required for the single family dwelling and vacation rental use.

The applicant has provided confirmation from a Registered On-site Wastewater Professional that the septic system is sufficient for the proposed vacation rental and home.

As the vacation rental use will take place on the property it is unlikely to have any negative impacts on environmentally sensitive areas or resources.

A Health and Safety Inspection was completed by an RDOS Building Official on January 29, 2025 and no deficiencies were noted.

Summary

In summary, the proposed vacation rental is seen to be generally consistent with the Electoral Area E OCP requirements. For these reasons, Administration is recommending approval.

Financial Implications:

Financial implications have been considered and none were found.

Communication Strategy:

The proposed Temporary Use Permit (TUP) has been notified in accordance with the requirements of the *Local Government Act* as well as the Regional District’s Development Procedures Bylaw No. 2500, 2011.

Alternatives:

1. THAT the Board of Directors deny Temporary Use Permit No. E2025.002-TUP.

Will a PowerPoint presentation be presented at the meeting? No

Respectfully submitted:

Colin Martin
Colin Martin
Planner I

Endorsed By:



C. Garrish
Senior Manager of Planning

Endorsed By:



A. Fillion
Managing Director, Dev. & Infrastructure

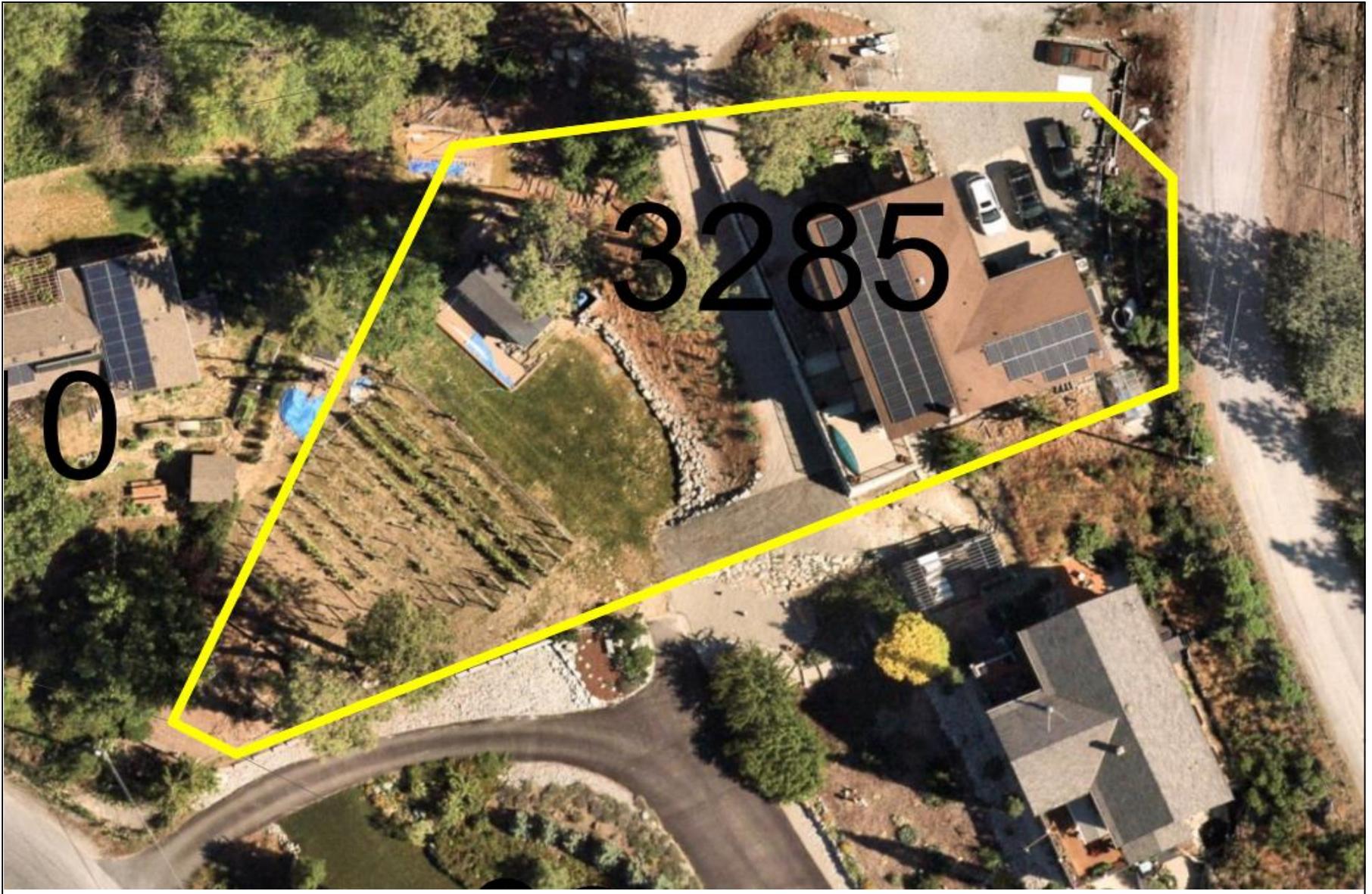
Attachments: No. 1 – Agency Referral List
No. 2 – Aerial Photo
No. 3 – Applicant’s Floor Plan
No. 4 – Site Photo (Google Earth)

Attachment No. 1 – Agency Referral List

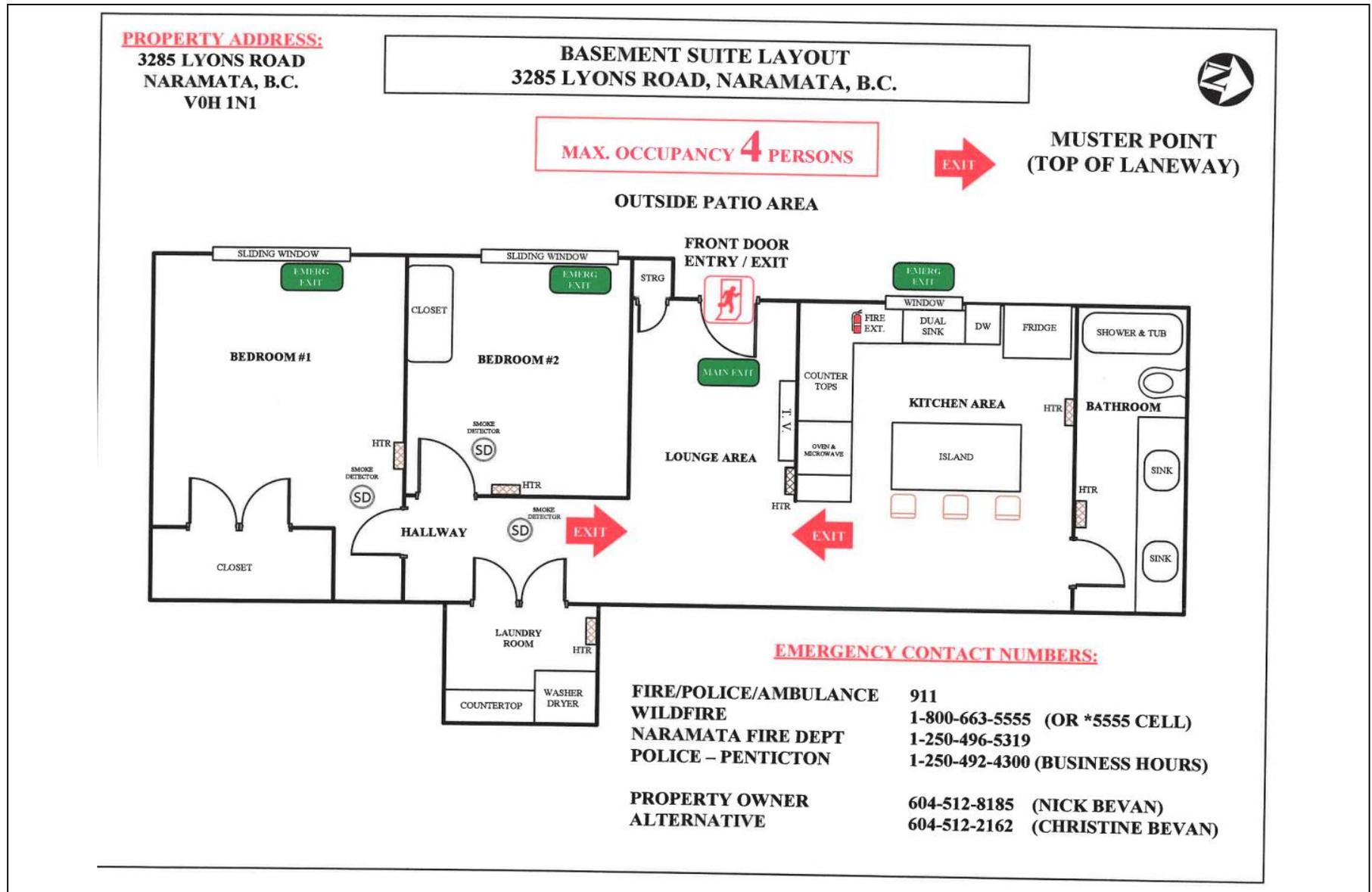
Referrals to be sent to the following agencies as highlighted with a , prior to the Board considering adoption of Temporary Use Permit No. E2025.002-TUP.

<input type="checkbox"/>	Agricultural Land Commission (ALC)	<input checked="" type="checkbox"/>	Fortis
<input type="checkbox"/>	Interior Health Authority (IHA)	<input type="checkbox"/>	City of Penticton
<input type="checkbox"/>	Ministry of Agriculture	<input type="checkbox"/>	District of Summerland
<input type="checkbox"/>	Ministry of Energy, Mines & Petroleum Resources	<input type="checkbox"/>	Town of Oliver
<input type="checkbox"/>	Ministry of Municipal Affairs & Housing	<input type="checkbox"/>	Town of Osoyoos
<input type="checkbox"/>	Ministry of Forest, Lands, Natural Resource Operations & Rural Development (Ecosystem Section)	<input type="checkbox"/>	Town of Princeton
<input type="checkbox"/>	Ministry of Forest, Lands, Natural Resource Operations & Rural Development (Archaeology Branch)	<input type="checkbox"/>	Village of Keremeos
<input type="checkbox"/>	Ministry of Jobs, Trade & Technology	<input type="checkbox"/>	Okanagan Nation Alliance (ONA)
<input checked="" type="checkbox"/>	Ministry of Transportation and Transit	<input type="checkbox"/>	Penticton Indian Band (PIB)
<input type="checkbox"/>	Integrated Land Management Bureau	<input type="checkbox"/>	Osoyoos Indian Band (OIB)
<input type="checkbox"/>	BC Parks	<input type="checkbox"/>	Upper Similkameen Indian Band (USIB)
<input type="checkbox"/>	School District #53 (Areas A, B, C, D & G)	<input type="checkbox"/>	Lower Similkameen Indian Band (LSIB)
<input type="checkbox"/>	School District #58 (Area H)	<input type="checkbox"/>	Environment Canada
<input checked="" type="checkbox"/>	School District #67 (Areas D, E, F, I)	<input type="checkbox"/>	Fisheries and Oceans Canada
<input type="checkbox"/>	Central Okanagan Regional District	<input type="checkbox"/>	Canadian Wildlife Services
<input type="checkbox"/>	Kootenay Boundary Regional District	<input type="checkbox"/>	OK Falls Irrigation District
<input type="checkbox"/>	Thompson Nicola Regional District	<input type="checkbox"/>	Kaleden Irrigation District
<input type="checkbox"/>	Fraser Valley Regional District	<input type="checkbox"/>	Irrigation District / improvement Districts / etc.
<input checked="" type="checkbox"/>	Naramata Fire Department	<input type="checkbox"/>	

Attachment No. 2 – Aerial Photo



Attachment No. 3 – Applicant’s Floor Plan



Attachment No. 4 – Site Photo (Google Earth)

