

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: September 4, 2025

RE: Official Community Plan (OCP) Amendment – Electoral Area “E” (E2025.005-ZONE)

Administrative Recommendation:

THAT the Electoral Area “E” Official Community Plan Amendment Bylaw No. 3010.04, 2025, be read a first and second time and proceed to public hearing;

AND THAT the Board of Directors considers the process, as outlined in this report from the Chief Administrative Officer dated September 4, 2025, to be appropriate consultation for the purpose of Section 475 of the *Local Government Act*;

AND THAT, in accordance with Section 477 of the *Local Government Act*, the Board of Directors has considered Amendment Bylaw No. 3010.04, 2025, in conjunction with its Financial and applicable Waste Management Plans;

AND THAT the holding of a public hearing be scheduled for the Regional District Board meeting of October 2, 2025;

AND THAT staff give notice of the public hearing in accordance with the requirements of the *Local Government Act*.

Purpose:

The proposed amendments to the Electoral Area “E” Official Community Plan (OCP) Bylaw No. 3010, 2023, are intended to provide exemptions for the temporary placement of metal storage containers on parcels designated as being within the Naramata Village Centre Development Permit Area.

Strategic Priorities:

Operational

Background & Analysis:

Under Section 488 of the *Local Government Act*, an official community plan may designate a development permit area for a number of specified purposes, including the “establishment of objectives for the form and character of commercial, industrial or multi-family residential development”.

The Regional District has designated a number of “form and character” development permit areas within the Electoral Areas, including the Okanagan Falls Town Centre Development Permit Area and Naramata Village Centre Development Permit Area.

The justification for these “form and character” DP Areas is that buildings can have a significant impact on the overall image of a community, the pedestrian experience, and on the adjacent residential areas.

Accordingly, the objective of these DP Areas is generally to create an environment of mixed land uses of high-quality design, which will contribute to the creation of a cohesive, identifiable, accessible town centre with a strong pedestrian orientation.

Through day-to-day use of the Regional District’s OCP bylaws, Administration has identified a possible amendment that could be made in order to provide an exemption for the temporary placement of metal storage containers on parcels within the Town and Village Centre development permit area designations in Okanagan Falls and Naramata.

Under Section 6.7 (Metal Storage Containers) of the Okanagan Valley Zoning Bylaw No. 2800, 2022, there are currently no restrictions on the placement of metal storage containers in the Naramata Village Centre (NVC) zones, provided the placement is in accordance with other zoning regulations, such as parcel line setbacks, parcel coverage and building height.

Board Consideration:

At its meeting on June 5, 2025, the RDOS Board motioned that the Electoral Area “E” Official Community Plan be amended in order to repeal the Naramata Village Centre development permit area designation.

Analysis:

In considering this issue, Administration notes that the temporary use of metal storage containers can support pop-up shops, seasonal markets, or small-scale entrepreneurial ventures. By exempting these types of containers from formal development permit requirements, creative short-term economic activity that adds vitality and diversity to commercial areas of Naramata *may* be encouraged.

Administration also considers that requiring a DP for a short-term, commercial use that is likely to utilize a metal storage container *may* be disproportionate to the scale and impact of the activity and that an exemption *may* streamline administrative processes (e.g. for property owners and staff).

Importantly, the temporary nature of a metal storage container’s use coupled with its removability, means the long-term impact on community aesthetics in Naramata town and village centres zoned *should* be minimal.

This is contingent, however, on conditions such as duration and location mitigating visual impacts and ensuring that the land on which the container is to be placed remains available for more permanent development in future and in accordance with the uses and densities contemplated by the NVC zone.

Accordingly, Administration favours the following exemption being introduced into the Naramata Village Centre development permit area.

Alternative:

Conversely, the option to maintain the status quo is available to the Board and this would require that any proposal to temporarily place a metal storage container within Naramata Village Centre development permit areas obtain a permit.

Based upon previous experience, a typical metal shipping container is prefabricated, industrial in appearance, and difficult to modify extensively without significant cost and expecting them to meet

the detailed design guidelines typical associated with a “form and character” DP Area (e.g., façade articulation, roof forms, materials, pedestrian experience) is often unrealistic.

Alternately, there is an argument to be made that a “form and character” development permit adds costs and delays for applicants (e.g., needing to hire consultants or prepare plans), and consumes limited staff resources for minimal public benefit and that the Naramata Village Centre development permit area designation should be repealed.

Administration notes that, in the past 25 years, approximately six (6) “form and character” development permits have been issued in the Naramata Village Centre area.

Removing this permitting process would be consistent with the general intent of the province’s direction on Small-Scale Multi-Unit Housing (SSMUH) implementation and removing barriers to development.

However, it is recognised that “form and character” development permits are generally seen to be a safeguard encouraging higher quality urban design.

Summary:

In summary, and for the reasons outlined above, Administration is supportive of the proposed amendments.

Financial Implications:

Financial implications have been considered and none were found.

Communication Strategy:

The proposed bylaw amendment(s) have 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.”

Referrals:

Approval from the Ministry of Transportation and Transport (MoTT) is not required prior to adoption as the proposed amendments involve lands beyond 800 metres of a controlled access highway (i.e. Highway 97 & 3).

Pursuant to Section 476 of the *Local Government Act*, the Regional District must consult with the relevant School District when proposing to amend an OCP for an area that includes the whole or any part of that School District. In this instance, School District No. 67 have been made aware of the proposed amendment bylaw.

Pursuant to Section 477 of the *Local Government Act*, after first reading the Regional Board must consider the proposed OCP amendment in conjunction with Regional District's current financial and waste management plans. The proposed OCP amendment has been reviewed by the Solid Waste Department and Finance Department, and it has been determined that the proposed bylaw is consistent with RDOS’s current waste management plan and financial plan.

Public Process:

On August 19, 2025, a Public Information Meeting (PIM) was held at the via Webex and was attended by approximately three (3) members of the public.

Administration recommends that the written notification of affected property owners, the public meetings as well as formal referral to the agencies listed at Attachment No. 1, should be considered appropriate consultation for the purpose of Section 475 of the *Local Government Act*. As such, the consultation process undertaken is seen to be sufficiently early and does not need to be further ongoing.

All comments received to date in relation to this application are included as a separate item on the Board Agenda.

Alternatives:

1. THAT the Electoral Area "E" Official Community Plan Amendment Bylaw No. 3010.04, 2025 be read a first and second time and proceed to public hearing;

AND THAT the Board of Directors considers the process, as outlined in the report from the Chief Administrative Officer dated September 04, 2025, to be appropriate consultation for the purpose of Section 475 of the *Local Government Act*;

AND THAT, in accordance with Section 477 of the *Local Government Act*, the Board of Directors has considered Amendment Bylaw No. 3010.04, 2025, in conjunction with its Financial and applicable Waste Management Plans;

AND THAT the holding of the public hearing be delegated to Director A. Fedrigo;

AND THAT staff schedule the date, time, and place of the public hearing in consultation with Director A. Fedrigo;

AND THAT staff give notice of the public hearing in accordance with the requirements of the *Local Government Act*.

2. THAT the Electoral Area "E" Official Community Plan Amendment Bylaw No. 3010.04, 2025, be denied.

Will a PowerPoint presentation be presented at the meeting? No

Respectfully submitted:


Tharini Prakash
Planning Technician

Endorsed By:


C. Garrish
Senior Manager of Planning

Endorsed By:


A. Fillion
Managing Director, Dev. & Infrastructure

Attachments: No. 1 – Agency Referral List

No. 2 – Naramata Village Centre Development Permit Area Designation Map

Attachment No. 1 – Agency Referral List

Referrals have been sent to the following agencies as highlighted with a ☒, regarding Amendment Bylaw No. 3010.04, 2025:

MEMBER MUNICIPALITIES			
<input type="checkbox"/>	City of Penticton	<input type="checkbox"/>	Town of Oliver
<input type="checkbox"/>	District of Summerland	<input type="checkbox"/>	Town of Osoyoos
<input type="checkbox"/>	Town of Princeton	<input type="checkbox"/>	Village of Keremeos
FIRST NATIONS			
<input type="checkbox"/>	Okanagan Nation Alliance (ONA)	<input type="checkbox"/>	Lower Similkameen Indian Band (LSIB)
<input type="checkbox"/>	Osoyoos Indian Band (OIB)	<input type="checkbox"/>	Upper Similkameen Indian Band (USIB)
<input checked="" type="checkbox"/>	Penticton Indian Band (PIB)		
SCHOOL DISTRICTS			
<input type="checkbox"/>	School District No. 53 (Areas A, C & D)	<input checked="" type="checkbox"/>	School District No. 67 (Areas D, E, F, I)
<input type="checkbox"/>	School District No. 58 (Area H)		
REGIONAL DISTRICTS			
<input type="checkbox"/>	Central Okanagan Regional District	<input type="checkbox"/>	Kootenay Boundary Regional District
<input type="checkbox"/>	Fraser Valley Regional District	<input type="checkbox"/>	Thompson Nicola Regional District
IRRIGATION & IMPROVEMENT DISTRICTS			
<input type="checkbox"/>	Allison Lake Improvement District	<input type="checkbox"/>	Lakeshore Water Works
<input type="checkbox"/>	Apex Mountain Resort (utilities)	<input type="checkbox"/>	Lower Nipit Improvement District
<input type="checkbox"/>	Boundary Line Irrigation District	<input type="checkbox"/>	Meadow Valley Irrigation District
<input type="checkbox"/>	Cawston Irrigation District	<input type="checkbox"/>	Osoyoos Irrigation District
<input type="checkbox"/>	Farleigh Lake Water Users Community	<input type="checkbox"/>	Red Wing Resorts (Water System)
<input type="checkbox"/>	Fairview Heights Irrigation District	<input type="checkbox"/>	Rolling Hills Waterworks District
<input type="checkbox"/>	Hedley Improvement District	<input type="checkbox"/>	Similkameen Improvement District
<input type="checkbox"/>	Kaleden Irrigation District	<input type="checkbox"/>	Skaha Estates Improvement District
<input type="checkbox"/>	Keremeos Irrigation District	<input type="checkbox"/>	Vaseux Lake Improvement District
FIRE DEPARTMENTS			
<input type="checkbox"/>	Anarchist Mountain Volunteer Fire Department	<input type="checkbox"/>	Oliver Fire Department
<input type="checkbox"/>	Apex Volunteer Fire Department	<input type="checkbox"/>	Osoyoos Fire Department
<input type="checkbox"/>	Kaleden Volunteer Fire Department	<input type="checkbox"/>	Penticton Fire Department
<input checked="" type="checkbox"/>	Naramata Volunteer Fire Department	<input type="checkbox"/>	Summerland Fire Department
<input type="checkbox"/>	OK Falls Volunteer Fire Department	<input type="checkbox"/>	Willowbrook Volunteer Fire Department
PROVINCIAL MINISTRIES & AGENCIES			
<input type="checkbox"/>	Agricultural Land Commission (ALC)	<input type="checkbox"/>	Ministry of Agriculture & Food
<input type="checkbox"/>	Archaeology Branch	<input type="checkbox"/>	Ministry of Energy & Climate Solutions
<input type="checkbox"/>	BC Parks	<input type="checkbox"/>	Ministry of Housing & Municipal Affairs
<input type="checkbox"/>	Integrated Land Management Bureau	<input type="checkbox"/>	Ministry of Infrastructure
<input type="checkbox"/>	Interior Health Authority (IHA)	<input type="checkbox"/>	Ministry of Mining & Critical Minerals

Attachment No. 2 – Naramata Village Centre Development Permit Area Designation Map

