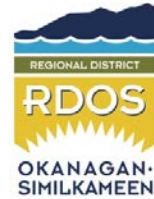


## ADMINISTRATIVE REPORT

**TO:** Planning & Development Committee  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** October 18, 2012  
**RE:** Q3 2012 Activity Report – For Information Only



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### 1.0 DEVELOPMENT SERVICES DEPARTMENT

#### 1.1 PLANNING

##### Q3 Activities

- Area 'H' Official Community Plan – Preparation of final Plan, First and Second Reading and Public Hearing preparations.
- Area 'B' Community Plan – Background work on Objectives and Policies.
- Community Plan housekeeping amendments for Development Approval Information, Temporary Use Permits and Watercourse Development Permits. Second reading, Public Hearing and third reading.
- Proposed Amendments to Zoning Bylaws and Campground and Mobile Home Park Bylaw, to create revised Manufactured Home Zones and new Bylaws for Manufactured Housing and Campgrounds.
- Proposed Amendments to Bylaws for Bed and Breakfast and related text changes and to Community Plans for proposed use of Temporary Use Permits for Vacation Rentals.
- Climate Action Plan – Work on Implementation Strategy.
- Regional Growth Strategy –Ongoing work on Implementation, including completion of Regional Context Statements for Summerland and Penticton.
- Area D-2 Community Plan – Preparation of Draft Plan. Citizens Committee meetings. Public Input meetings, on-line survey and local displays.
- Provided planning services to Princeton, Oliver and Keremeos.
- Crown Land Telecommunications Public Consultation Policy.
- Policy for use of temporary secondary dwelling and Decommissioning.
- Committee Reports on Professional Reliance and Board Initiated Rezoning.
- Worked on RDOS staff team on issues around the KVR trail in Kaleden.
- Zoning Housekeeping Amendments – Review Bylaws and Prepare Draft Amendments.
- 25 Planning Reports to the Board, attendance at 5 Advisory Planning Committee meetings.
- See attachment for number of new Development Applications received in July, August, and September, 2012.

##### Planned Activities for Q4 2012

- Area D-2 Community Plan – Review of Committee and public consultation comments. Preparation of Final Plan.
- Area H OCP – Public Hearing and Adoption Process
- Gallagher Lake Area Plan – establish Terms of Reference.
- Vacation Rentals/Bed and Breakfast – Public Open Houses (3). Review of Public and APC consultation comments and preparation of Bylaw amendments for first and second reading.

- Manufactured Home zoning and regulatory bylaw amendments. APC meetings. Final Bylaw preparation.
- Area D-1 Community Plan Review Project. Establish Terms and Reference and Budget outline.
- OCP Housekeeping Amendments – Final Adoption.
- Area ‘B’ – Advisory Committee meetings. Draft Plan Review by Section.
- Zoning Bylaw Housekeeping Amendments – Committee Report.
- Area ‘A’/Osoyoos Agriculture Plan –Zoning Bylaw Implementation Strategy with Town to be developed.
- Climate Action Plan – Establish Community and Corporate Implementation and Action Plans.
- Regional Growth Strategy – Sustainability Checklist and Technical Planning Committee establishment to Board. Research and Update Indicators.

## 1.2 BUILDING INSPECTIONS

- Fine tuning inspection services in Area H / Princeton Building Inspection Office.
- Building Supervisor position awarded.
- Ongoing work on policies and procedures.

See below (page 5) for number of Building Permit applications, by Type and Area as of August 31, 2012.

## 1.3 BYLAW ENFORCEMENT

### Q3 Activities:

- Financial tracking of tickets is nearing completion
- Continued working with Animal Contractor to streamline services
- Worked with solicitor on 2 active land use enforcement files
- Review of Kennedy Lake data
- Attendance at a Community Meeting in Olalla
- Policies and procedures have been drafted; ongoing discussions

### Enforcement Highlights:

- All structures within Kennedy Lake Resort are located; building permit records have been reviewed and mapping is nearing completion
- Attended a Community Information Meeting in Olalla
- Fines collected in the Third Quarter total \$500.00.
- To date, since the creation of this position, paid fines total \$9,266.00.

## 1.4 SUBDIVISION SERVICING

### Third Quarter Activities:

- **Subdivision Referrals** – 18 referrals received year to date.  
12 referrals approved year to date.  
**44 referrals ongoing and pending applicants’ action.**

- **Ongoing Major Subdivisions:**
  - Anarchist Mountain – Osoyoos Mountain Estates Inc. (OMEI) moving forward with subdivisions referrals
  - Stonebrook, Phase II – PLA issued, pending applicant action
  - Twin Lakes Development Variance Permit deferred until applicant completes water report
  - Deer Park (Gallagher Lake) bare land strata – revised plan to 30 lots
  - Kaleden KVR Trail – discussion with applicant and Province at a stand still
  - Naramata Benchlands - 4 lot subdivision, PLNA
  
- **Other Projects:**
  - NW Osoyoos Sewer, lift station electrical complete, assist with Building Permit process
  - Planning Referrals – 23 reviewed year to date
  - Gallagher Lake:
    - Modular Home Park – Mobile Home Park permit, Phase II
    - Proposed Distillery and multi-Family
  - Willow Beach - Zoning review pending
  - (Subdivision) Works and Services Bylaw review
  - WOW Golf Course – subdivision for one parcel

**Planned Activities for Q4 2012:**

- **Ongoing Subdivisions**
  - Osoyoos Mountain Estates
  - Naramata Benchlands, Phase II & III, subdivision
  - Assist with Naramata DCC and Capital Plan
  - Kaleden/KVR Trail review land issues
  - Naramata Benchlands - Water service Area Petition
  - (Subdivision) Works and Services Bylaw review
  - Deer Park (Gallagher Lake) sewer and water systems – Osoyoos Indian Band Agreement
  - Twin Lakes – Water and Sewer Petition – applicant water report
  - Willow Beach proposed development

**Respectfully Submitted,**

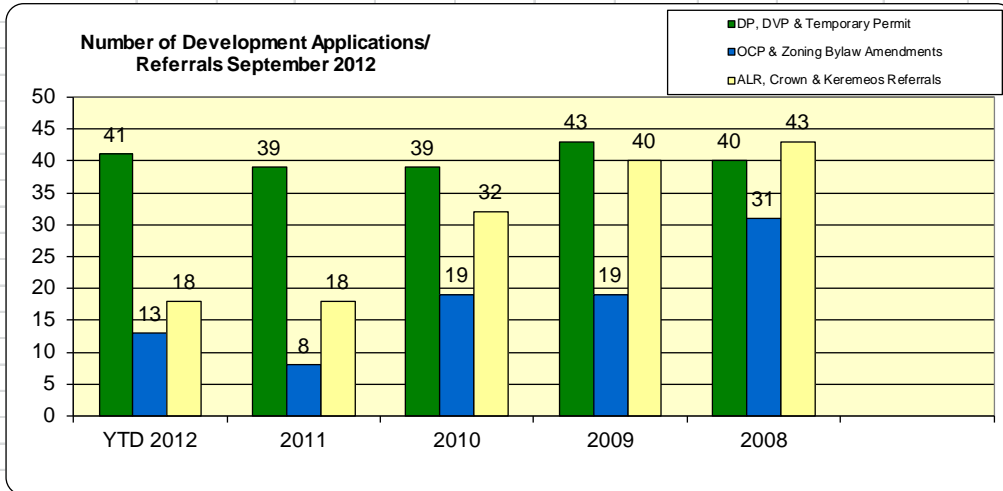
*Donna Butler*

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Donna Butler, Development Services Manager

Number of Development Applications / Referrals September 2012 Year to Date

	Month								Total	YTD 2012	2011	2010	2009	2008
	A	B	C	D	E	F	G	H						
Develop Permit & DVP					2			2	4					
Temp. Industr									0					
DP, DVP & Temporary Permit									4	41	39	39	43	40
Zoning									0					
OCP/ZONING									0					
OCP & Zoning Bylaw Amendments									0	13	8	19	19	31
ALR						1			1					
Crown Land									0					
Keremeos/Others			1						1					
ALR, Crown & Keremeos Referrals									2					
									3	18	18	32	40	43



**REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN**  
**SUMMARY OF BUILDING PERMITS FOR THE MONTH OF AUGUST 2012**

NUMBER OF PERMITS									
DESCRIPTION	A	C	D	E	F	H	TOTAL	2012	2011
RENEWAL/DEFICIENCY		1	1			2	4	51	49
S.F.D.	4		1	1		2	8	39	52
MOBILE HOMES	1	4					5	27	8
CABINS/REC							0	1	0
SEMI-DETACHED, DUPLEX, MULTI							0	0	1
DEMOLITION					1		1	15	17
ACCESSORY USES	1	1	4	3			9	63	53
ADDITIONS / REPAIRS / PLUMBING	3		5	5	1	2	16	86	62
COMMERCIAL							0	18	8
INDUSTRIAL			1				1	2	0
FARM BUILDING EXEMPTION							0	13	17
INSTITUTIONAL							0	2	4
SOLID FUEL APPLIANCE							0	3	4
<b>MONTHLY TOTAL</b>	<b>9</b>	<b>6</b>	<b>12</b>	<b>9</b>	<b>2</b>	<b>6</b>	<b>44</b>	<b>320</b>	<b>275</b>
<b>YEAR TO DATE 2012</b>	46	67	89	38	15	65	320		
<b>SAME MONTH 2011</b>	5	7	13	3	2	6	36		
<b>YEAR TO DATE 2011</b>	45	45	67	31	27	60	275		

DOLLAR VALUE OF PERMITS									
DESCRIPTION	A	C	D	E	F	H	TOTAL	TOTAL YEAR	
RENEWAL/DEFICIENCY		\$1,000	\$0			\$36,000	\$37,000	\$576,395	
S.F.D.	\$1,961,860		\$344,305	\$412,890		\$717,370	\$3,436,425	\$12,718,137	
MOBILE HOMES	\$119,680	\$790,545					\$910,225	\$5,238,410	
CABINS/REC							\$0	\$129,180	
SEMI-DETACHED, DUPLEX, MULTI							\$0	\$11,880	
DEMOLITION					\$1,000		\$1,000	\$14,000	
ACCESSORY USES	\$16,380	\$36,000	\$119,200	\$130,320			\$301,900	\$1,940,254	
ADDITIONS / REPAIRS / PLUMBING	\$128,070		\$429,520	\$250,360	\$75,600	\$110,980	\$994,530	\$3,633,689	
COMMERCIAL							\$0	\$2,673,365	
INDUSTRIAL			\$127,200				\$127,200	\$253,200	
FARM BUILDING EXEMPTION								not valued / no revenue	
INSTITUTIONAL							\$0	\$20,000	
SOLID FUEL APPLIANCE							\$0	\$3,000	
<b>MONTHLY TOTAL</b>	<b>\$2,225,990</b>	<b>\$827,545</b>	<b>\$1,020,225</b>	<b>\$793,570</b>	<b>\$76,600</b>	<b>\$864,350</b>	<b>\$5,808,280</b>	\$27,211,509	
<b>YEAR TO DATE 2012</b>	\$5,427,167	\$6,982,651	\$7,206,208	\$2,700,647	\$606,172	\$4,288,665	\$27,211,509		
<b>SAME MONTH 2011</b>	\$595,170	\$1,109,450	\$1,073,223	\$301,980	\$279,545	\$240,940	\$3,600,308		
<b>YEAR TO DATE 2011</b>	\$4,424,052	\$3,492,781	\$7,497,946	\$3,053,582	\$2,282,515	\$3,620,210	\$24,371,086		

BUILDING INSPECTION REVENUE							
MONTH	2006	2007	2008	2009	2010	2011	2012
JANUARY	\$22,858.73	\$15,685.04	\$25,214.69	\$11,809.60	\$11,777.72	\$17,959.62	\$16,098.23
FEBRUARY	\$18,701.34	\$14,566.50	\$30,704.24	\$23,237.39	\$22,148.93	\$18,531.97	\$14,200.42
MARCH	\$53,740.09	\$16,608.61	\$57,546.50	\$28,570.52	\$19,023.05	\$26,221.83	\$38,322.59
APRIL	\$12,173.32	\$30,280.44	\$59,265.00	\$32,345.79	\$67,151.59	\$31,870.85	\$18,059.44
MAY	\$32,573.94	\$39,709.96	\$40,570.53	\$30,856.22	\$38,836.72	\$42,136.91	\$30,849.83
JUNE	\$33,833.84	\$37,502.42	\$32,179.00	\$35,521.61	\$48,302.07	\$46,768.25	\$44,166.92
JULY	\$45,317.08	\$31,630.12	\$61,403.96	\$28,240.78	\$29,173.69	\$39,690.56	\$57,024.83
AUGUST	\$19,099.98	\$30,137.73	\$40,621.83	\$25,430.20	\$17,514.63	\$37,792.51	\$58,020.08
SEPTEMBER	\$27,994.61	\$26,072.10	\$29,447.83	\$28,606.77	\$58,038.24	\$40,835.92	
OCTOBER	\$15,480.19	\$26,730.64	\$35,889.37	\$45,411.73	\$46,844.00	\$27,711.60	
NOVEMBER	\$17,007.81	\$41,957.94	\$27,889.15	\$24,651.67	\$58,833.71	\$23,710.90	
DECEMBER	\$13,283.02	\$5,871.19	\$11,435.43	\$17,219.44	\$19,991.95	\$41,386.71	
<b>TOTAL</b>	<b>\$312,063.95</b>	<b>\$316,752.69</b>	<b>\$452,167.53</b>	<b>\$331,901.72</b>	<b>\$437,636.30</b>	<b>\$394,617.63</b>	<b>\$276,742.34</b>