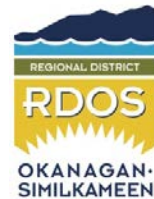


ADMINISTRATIVE REPORT

TO: Planning & Development Committee
FROM: B. Newell, Chief Administrative Officer
DATE: January 24, 2013
RE: 4th Quarter Report 2012 Activity Report – For Information Only



1.0 DEVELOPMENT SERVICES DEPARTMENT

1.1 PLANNING

Q4 Activities

- Area 'H' Official Community Plan – Third reading of Community Plan and Zoning bylaws and referral to Ministry
- 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. Referred to Ministry for approval.
- Zoning Bylaws and Campground and Mobile Home Park Bylaw Amendments, to create revised Manufactured Home Zones and new Bylaws for Manufactured Housing and Campgrounds. First reading.
- Amendments to Zoning Bylaws for Bed and Breakfast and related text changes. First reading.
- Climate Action Plan – Work on Implementation Strategy.
- Regional Growth Strategy – Establishment of Technical Advisory Committee and approval of Sustainability Checklist. Report on RGS compliance for a proposed development at Vaseux Lake.
- Research and preparation of Board Report on enforcement of signage along main traffic routes in Okanagan Valley.
- Report and discussion on Board of Variance and Development Variance Permits.
- Area D-2 Community Plan – Preparation of Final Plan.
- Provided planning services to Princeton, Oliver and Keremeos.
- Processing of applications for telecommunication facilities along highway corridors.
- Zoning Housekeeping Amendments – Review Bylaws and Prepare Draft Amendments.
- 32 Planning Reports to the Board, attendance at 8 Advisory Planning Committee meetings.
- See attachment for number of new Development Applications received in October, November and December, 2012.

Planned Activities for Q1 - 2013

- Area D-2 Community Plan – Completion of Final Plan. OCP Citizens Committee meeting (s).
- Area H OCP – Bylaw adoption.
- Planning services to Oliver, Princeton and Keremeos.
- Adoption of Mobile Home Park Zoning and Bylaw amendments.
- Gallagher Lake Area Plan – Commence Area Plan process.

- Vacation Rentals – Prepare report on proposed Community Plan and Zoning Bylaw amendments. Conduct further public consultation for Apex.
- Vacation Rental Enforcement policy.
- 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 – Ongoing consultation with Technical Advisory Committee.

1.2 BUILDING INSPECTIONS

- Board Report on Enforcement of Building Bylaw Violations
- Board Report on Requirement for Fencing Around Swimming Pools
- 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

Q4 Activities:

- Financial tracking of tickets is nearing completion
- Continued working with Animal Contractor to streamline services
- Continued with completion of Kennedy Lake data and map/photo inventory
- Research and discussion respecting vacation rental uses and Temporary Use Permits

Enforcement Highlights:

- Executed two Compliance Agreements with property owners
- Fines collected in the Third Quarter total \$1,030.00

A detailed report for 2012 Bylaw Enforcement statistics is currently being prepared and will be submitted for information in February.

1.4 SUBDIVISION SERVICING

Forth Quarter Activities:

- **Subdivision Referrals** – 27 referrals received for 2012; and **45 referrals ongoing and pending applicants’ action.**
- **Ongoing Major Subdivisions:**
 - Anarchist Mountain – Osoyoos Mountain Estates Inc.
 - 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 – in discussions with applicant and Province .

- Naramata Benchlands - 4 lot subdivision, PLNA; Phase II & III pending applicant action.
- Reflection Point – Phase I.
- Arawana Road - 4 lot subdivision.
- **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 Q1:

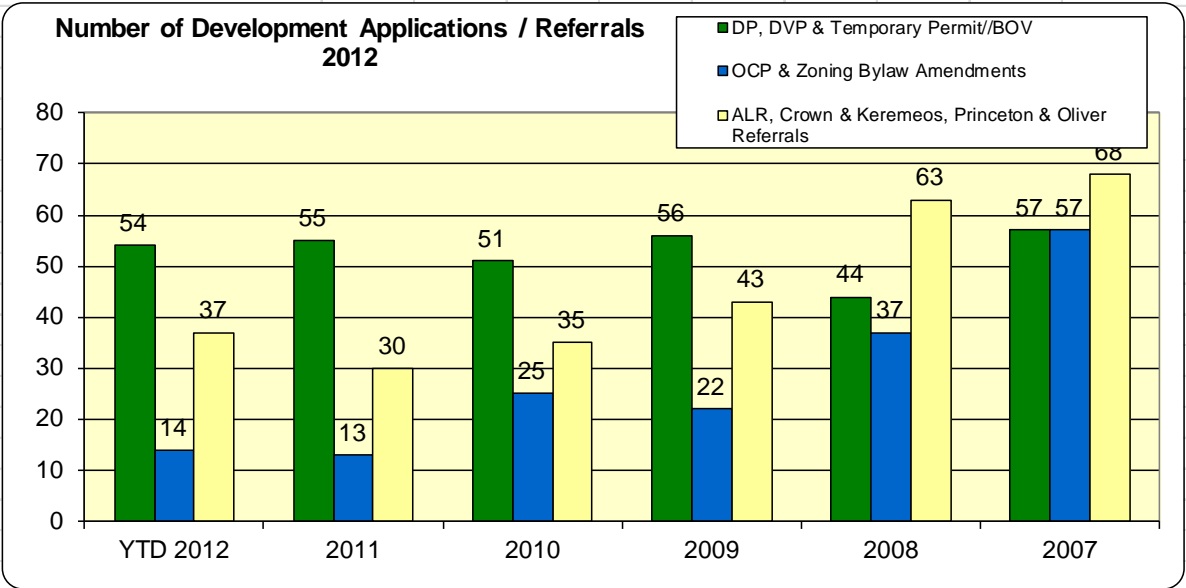
- **Ongoing Subdivisions**
 - Osoyoos Mountain Estates.
 - Naramata Benchlands.
 - Assist with Naramata DCC and Capital Plan.
 - Kaleden/KVR Trail review land issues.
 - Naramata Benchlands - Water service Area Petition.
 - (Subdivision) Works and Services Bylaw review.
 - Deer Park (Gallagher Lake)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

Respectfully Submitted,

Donna Butler

Donna Butler, Development Services Manager

| Number of Development Applications / Referrals 2012 | | | | | | |
|---|----------|------|------|------|------|------|
| | YTD 2012 | 2011 | 2010 | 2009 | 2008 | 2007 |
| Develop Permit & DVP/BOV | | | | | | |
| Temp. Industr | | | | | | |
| DP, DVP & Temporary Permit//BOV | 54 | 55 | 51 | 56 | 44 | 57 |
| ZONING | | | | | | |
| OCP/ZONING | | | | | | |
| OCP & Zoning Bylaw Amendments | 14 | 13 | 25 | 22 | 37 | 57 |
| ALR | | | | | | |
| Crown Land | | | | | | |
| Keremeos/Others | | | | | | |
| ALR, Crown & Keremeos, Princeton & Oliver Referrals | 37 | 30 | 35 | 43 | 63 | 68 |



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

| NUMBER OF PERMITS | | | | | | | | |
|-----------------------------------|-----------|-----------|------------|-----------|-----------|-----------|--------------|-------------|
| DESCRIPTION | A | C | D | E | F | H | TOTAL | 2011 |
| RENEWAL/DEFICIENCY | 9 | 8 | 18 | 4 | 2 | 22 | 63 | 69 |
| S.F.D. | 14 | 4 | 19 | 5 | 1 | 14 | 57 | 69 |
| MOBILE HOMES | 2 | 23 | 1 | 1 | 0 | 4 | 31 | 15 |
| CABINS/REC | 0 | 0 | 0 | 0 | 0 | 1 | 1 | 1 |
| SEMI-DETACHED, DUPLEX, MULTI | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| DEMOLITION | 5 | 7 | 8 | 3 | 2 | 1 | 26 | 23 |
| ACCESSORY USES | 13 | 10 | 22 | 17 | 5 | 20 | 87 | 80 |
| ADDITIONS / REPAIRS / PLUMBING | 16 | 14 | 40 | 15 | 12 | 22 | 119 | 100 |
| COMMERCIAL | 1 | 14 | 9 | 3 | 0 | 0 | 27 | 9 |
| INDUSTRIAL | 0 | 0 | 3 | 0 | 0 | 0 | 3 | 1 |
| FARM BUILDING EXEMPTION | 2 | 12 | 3 | 0 | 0 | 0 | 17 | 28 |
| INSTITUTIONAL | 0 | 0 | 1 | 0 | 0 | 2 | 3 | 5 |
| SOLID FUEL APPLIANCE | 0 | 1 | 2 | 0 | 1 | 1 | 5 | 8 |
| 2012 | 62 | 93 | 126 | 48 | 23 | 87 | 439 | 410 |
| 2011 | 57 | 68 | 97 | 47 | 42 | 99 | | |

| DOLLAR VALUE OF PERMITS | | | | | | | | |
|-----------------------------------|--------------------|--------------------|---------------------|--------------------|--------------------|--------------------|-------------------------|---------------------|
| DESCRIPTION | A | C | D | E | F | H | TOTAL 2012 | TOTAL 2011 |
| RENEWAL/DEFICIENCY | \$116,000 | \$20,000 | \$295,845 | \$3,000 | \$2,000 | \$287,550 | \$724,395 | \$353,045 |
| S.F.D. | \$5,301,711 | \$1,303,299 | \$5,864,873 | \$2,179,310 | \$271,455 | \$2,970,485 | \$17,891,133 | \$20,035,683 |
| MOBILE HOMES | \$452,185 | \$4,400,375 | \$200,205 | \$267,675 | \$0 | \$718,100 | \$6,038,540 | \$2,155,572 |
| CABINS/REC | \$0 | \$0 | \$0 | \$0 | \$0 | \$129,180 | \$129,180 | \$89,940 |
| SEMI-DETACHED, DUPLEX, MULTI | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$856,075 |
| DEMOLITION | \$5,000 | \$7,000 | \$8,000 | \$3,000 | \$1,000 | \$1,000 | \$25,000 | \$22,500 |
| ACCESSORY USES | \$280,847 | \$415,872 | \$638,781 | \$538,990 | \$339,680 | \$516,910 | \$2,731,080 | \$3,048,525 |
| ADDITIONS / REPAIRS / PLUMBING | \$1,258,185 | \$794,665 | \$1,901,437 | \$500,275 | \$779,607 | \$661,210 | \$5,895,379 | \$5,530,967 |
| COMMERCIAL | \$50,000 | \$2,699,425 | \$1,739,773 | \$159,947 | \$0 | \$0 | \$4,649,145 | \$1,990,526 |
| INDUSTRIAL | \$0 | \$0 | \$780,200 | \$0 | \$0 | \$0 | \$780,200 | \$150,000 |
| FARM BUILDING EXEMPTION | | | | | | | not valued / no revenue | |
| INSTITUTIONAL | \$0 | \$0 | \$5,000 | \$0 | \$0 | \$85,400 | \$90,400 | \$3,680,110 |
| SOLID FUEL APPLIANCE | \$0 | \$1,000 | \$2,000 | \$0 | \$1,000 | \$1,000 | \$5,000 | \$8,000 |
| 2012 | \$7,463,928 | \$9,641,636 | \$11,436,114 | \$3,604,272 | \$1,260,602 | \$5,370,835 | \$38,777,386 | \$37,973,702 |
| 2011 | \$5,458,522 | \$5,688,316 | \$14,064,035 | \$4,405,034 | \$2,471,280 | \$5,886,515 | | |

| 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 | \$24,513.20 |
| OCTOBER | \$15,480.19 | \$26,730.64 | \$35,889.37 | \$45,411.73 | \$46,844.00 | \$27,711.60 | \$34,125.76 |
| NOVEMBER | \$17,007.81 | \$41,957.94 | \$27,889.15 | \$24,651.67 | \$58,833.71 | \$23,710.90 | \$29,782.64 |
| DECEMBER | \$13,283.02 | \$5,871.19 | \$11,435.43 | \$17,219.44 | \$19,991.95 | \$41,386.71 | \$33,035.38 |
| TOTAL YEAR | \$312,063.95 | \$316,752.69 | \$452,167.53 | \$331,901.72 | \$437,636.30 | \$394,617.63 | \$398,199.32 |