ADMINISTRATIVE REPORT

TO: Planning & Development Committee

FROM: B. Newell, Chief Administrative Officer

DATE: April 18, 2013

RE: 1st Quarter Report 2013 Activity Report – For Information Only

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1.0 DEVELOPMENT SERVICES DEPARTMENT

1.1 PLANNING

Q1 Activities

- Area 'H' Official Community Plan – Ministry approval of Community Plan received.
- Area 'B' Community Plan – Background work on Objectives and Policies and meetings with Citizen Committee on Resource Area, Growth Management and Parks sections.
- Community Plan housekeeping amendments for Development Approval Information, Temporary Use Permits and Watercourse Development Permits. Approved by the Ministry and adopted by the Board.
- Zoning Bylaws and Campground and Mobile Home Park Bylaw Amendments, to create revised Manufactured Home Zones and new Bylaws for Manufactured Housing and Campgrounds. Adopted by Board.
- Proposed strategy for regulation of Vacation Rentals, including a revised approach for Apex resort and direction to seek public consultation from Apex.
- Amendments to Zoning Bylaws for Bed and Breakfast and related text changes adopted by Board.
- Biodiversity Strategy – "Keeping Nature in Our Future". Received by Board and direction to obtain public input.
- Report on Winery Lounges and Restaurants in the ALR.
- Climate Action Plan – Work on Corporate 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.
- 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.
- 40 Planning Reports to the Board, attendance at 12 Advisory Planning Committee meetings.
- See attachment for number of new Development Applications received in January, February and March, 2013

Planned Activities for Q2 - 2013

- Area D-2 Community Plan – Completion of Final Plan. Legal review. OCP Citizens Committee meeting. First and second reading.
- Area H OCP – Bylaw adoption.

- Area B Official Community Plan, Agriculture and Rural Holdings sections. Preparations for a public Open House.
- Planning services to Oliver, Princeton and Keremeos.
- Gallagher Lake Area Plan – Commence Area Plan process.
- Vacation Rentals – Prepare report on proposed Community Plan and Zoning Bylaw amendments, including public consultation comments from Apex.
- Zoning Bylaw Housekeeping Amendments – Committee Report.
- Area 'A'/Osoyoos Agriculture Plan –Zoning Bylaw Implementation Strategy with Town-commence project.
- Climate Action Plan – Establish Community and Corporate Implementation and Action Plans and staff education and engagement.
- Regional Growth Strategy – Ongoing consultation with Technical Advisory Committee.

1.2 BUILDING INSPECTIONS

- Building Permit Fee Increase
- 7 files for enforcement of Building Bylaw Violations and 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 March 31, 2013

1.3 BYLAW ENFORCEMENT

Q1 Activities:

- Financial tracking of tickets has been put on hold in consideration of year end audit
- Work with Ministry of Transportation and Infrastructure on development of a strategy for enforcement of signage along main traffic routes in Okanagan Valley is pending; waiting for comments from the Ministry of Transportation and Infrastructure on draft Work Plan
- Continued working with Animal Contractor to streamline services
- Board Report on Kennedy Lake enforcement direction is ongoing
- Enforcement of WDP contraventions at Sickle Point was initiated
- Policy for processing of land use complaints ongoing and nearing completion
- Appointment of Outside Enforcement Officers by Board.

Enforcement Highlights:

- Vintage Views compliance agreement successfully completed, with future work to follow
- New format for enforcement statistics created (see below Q2 Activities)
- RDOS was successful in processing Area C derelict vehicle trial in our favour

Q2 Activities

- Continuation of Vacation Rental Enforcement Policy
- Finalize Land Use Complaint Processing Policy
- Reactivate Penticton Remote Radio Car Club enforcement on Eastside Road
- Process Untidy and Unsightly Property Bylaw contravention within electoral Area D for Board direction

- Process two Bylaw Offence Notices for Bylaw Adjudication Hearing (dog at large, derelict vehicles, both in Area C)

REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN
SUMMARY OF ENFORCEMENT FILES - 1st QUARTER 2013

TOTAL ACTIVE FILES TO DATE (processed in office)

ELECTORAL AREA	A	B	C	D	E	F	G	H	TOTAL
Untidy and Unsightly	n/a	n/a	3	5	1	0	0	n/a	9
Land Use	4	n/a	8	16	10	5	1	8	52
WDP	0	n/a	0	3	1	1	n/a	3	8
ESDP	1	n/a	0	0	0	0	n/a	0	1
TOTAL	5	n/a	11	24	12	6	1	11	70

ANIMAL CONTROL - 1st Quarter only (processed by contractor)

ELECTORAL AREA	A	B	C	D	E	F	G	H	TOTAL
Impounded	5	0	5	4	0	0	4	n/a	18
Claimed by Owner	1	0	1	3	0	0	1	n/a	6
Euthanised	0	0	1	0	0	0	1	n/a	2
Adopted	1	0	1	1	0	0	1	n/a	4
Complaints Attended	4	0	5	16	0	1	6	n/a	32
Warnings/Tickets	1	0	2	8	0	0	1	n/a	12
TOTAL	12	0	15	32	0	1	14	N/A	74

NOISE COMPLAINTS - 1st Quarter only (processed by contractor)

ELECTORAL AREA	A	B	C	D	E	F	G	H	TOTAL
Complaints Attended	n/a	n/a	2	3	2	3	n/a	n/a	10

TOTAL FINE REVENUE COLLECTED IN 1ST QUARTER: $660.00

TICKETS DISPUTED IN 1ST QUARTER: 2

- Ongoing and daily processing of complaints

1.4 SUBDIVISION SERVICING

First Quarter Activities:

- **Subdivision Referrals** – 9 referrals received for 2013; and
  49 referrals ongoing and pending applicants' action.

- **Ongoing Major Subdivisions:**
  - Anarchist Mountain – Osoyoos Mountain Estates Inc. moving forward with subdivision referrals, restoration of conservation area and Parkland
  - Twin Lakes – Waiting on Developer's water report.
  - Deer Park (Gallagher Lake) bare land strata – revised plan to 30 lots, received back Petitions with over 50% in favour of RDOS creating servicing areas to provide distribution of potable water and the collection of wastewater discharge.
  - Kaleden KVR Trail – in discussions with applicant and Province. Some properties have been listed for sale.
  - Willow Beach – 80 lot bare land strata, moving forward to the APC in the near future.
  - Vintage Views Phase 3 – 30 Lot subdivision – to review engineering plans.
  - Naramata Benchlands - 4 lot subdivision, applicant working on PLNA; Phase II & III pending applicant action.

- Arawana Road - 4 lot subdivision, construction of the water infrastructure moving forward.
- Vintage Views Phase 3 – 30 lot subdivision

- **Other Projects:**
  - Planning Referrals – 23 reviewed year to date.
  - Area D-2 OCP review
  - Weyerhaueser Site – working with Planning OCP and Zoning application
  - Cooper Zoning – Area A
  - Water System Acquisition inquiries
  - Gallagher Lake:
    - Modular Home Park – Mobile Home Park permit, applying for Phase II.
    - Proposed Distillery and multi-Family, securities are being held for a water connection and sewer.
  - (Subdivision) Works and Services Bylaw – reviewing water, level of service and quality control sections.
  - WOW Golf Course – single lot subdivision, not supported through OCP and geotechnical to be completed for zoning to go forward.

Planned Activities for Second Quarter:

- **Ongoing Subdivisions**
  - Osoyoos Mountain Estates.
  - Assist with Naramata DCC and Capital Plan.
  - Kaleden/KVR Trail review land issues.
  - (Subdivision) Works and Services Bylaw review.
  - Weyerhaueser Site OCP and Zoning application
  - 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
  - Naramata Benchlands.
  - Arawana Road Subdivision.

Respectfully Submitted,

Donna Butler

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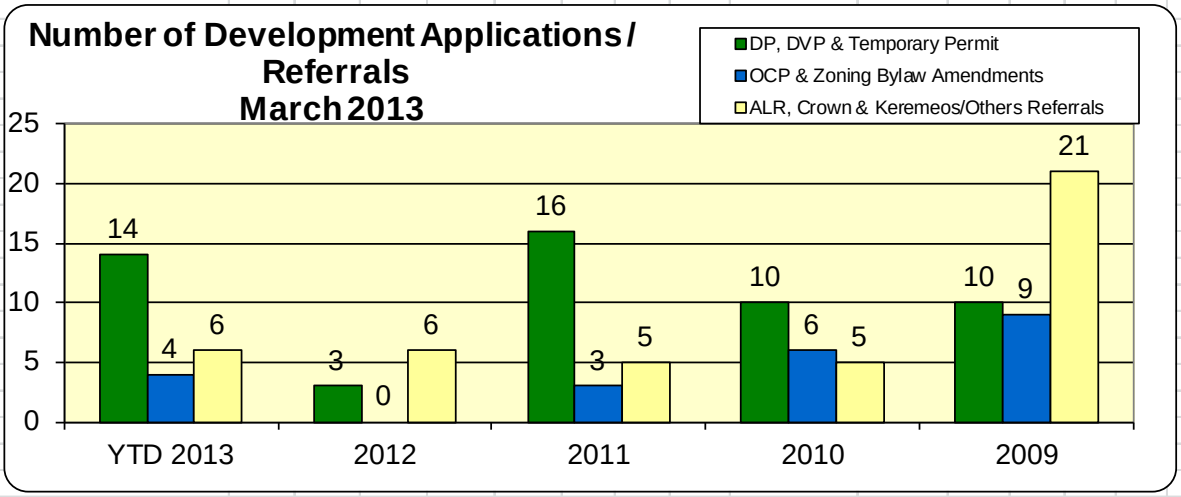
Donna Butler, Development Services Manager

Number of Development Applications / Referrals March 2013 Year to Date

	A	B	C	D	E	F	G	H	Month Total	YTD 2013	2012	2011	2010	2009
Develop Permit & DVP	1		3	2					6					
Temp. Industr									0					
DP, DVP & Temporary Permit									6	**14**	3	16	10	10
Zoning									0					
OCP/Zoning	1							1	2					
OCP & Zoning Bylaw Amendments									2	**4**	0	3	6	9
ALR									0					
Crown Land									0					
Keremeos/Others									0					
ALR, Crown & Keremeos/Others Referrals									0	**6**	6	5	5	21



REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN
SUMMARY OF BUILDING PERMITS FOR THE MONTH OF MARCH 2013

NUMBER OF PERMITS

DESCRIPTION	A	C	D	E	F	H	TOTAL	2013	2012
RENEWAL/DEFICIENCY				1		1	**2**	7	23
S.F.D.	1		3	2		1	**7**	13	9
MOBILE/MANU HOMES		1				1	**2**	3	9
CABINS/REC							**0**	0	0
SEMI-DETACHED, DUPLEX, MULTI							**0**	0	0
DEMOLITION							**0**	2	4
ACCESSORY USES	1	1	1		1	3	**7**	12	6
ADDITIONS / REPAIRS / PLUMBING		1	2		3	2	**8**	15	20
COMMERCIAL							**0**	2	6
INDUSTRIAL							**0**	0	1
FARM BUILDING EXEMPTION							**0**	3	2
INSTITUTIONAL						1	**1**	1	2
SOLID FUEL APPLIANCE							**0**	1	1
MONTHLY TOTAL	**2**	**3**	**6**	**3**	**4**	**9**	**27**	**59**	**83**
YEAR TO DATE 2013	9	12	15	7	5	11	59		
SAME MONTH 2012	*4*	*7*	*14*	*6*	*1*	*3*	*35*		
YEAR TO DATE 2012	*12*	*22*	*29*	*9*	*1*	*10*	*83*		

DOLLAR VALUE OF PERMITS

DESCRIPTION	A	C	D	E	F	H	TOTAL	TOTAL YEAR
RENEWAL/DEFICIENCY				$1,000		$5,000	**$6,000**	$8,000
S.F.D.	$28,800		$729,630	$721,805		$183,045	**$1,663,280**	$3,518,035
MOBILE/MANU HOMES		$49,520				$103,680	**$153,200**	$375,690
CABINS/REC							**$0**	$0
SEMI-DETACHED, DUPLEX, MULTI							**$0**	$0
DEMOLITION							**$0**	$2,000
ACCESSORY USES	$20,160	$36,000	$36,000		$128,000	$534,325	**$754,485**	$1,175,720
ADDITIONS / REPAIRS / PLUMBING		$9,600	$17,400		$71,050	$21,000	**$119,050**	$703,260
COMMERCIAL							**$0**	$13,000
INDUSTRIAL							**$0**	$0
FARM BUILDING EXEMPTION							**not valued / no revenue**	
INSTITUTIONAL						$30,000	**$30,000**	$30,000
SOLID FUEL APPLIANCE							**$0**	$1,000
MONTHLY TOTAL	**$48,960**	**$95,120**	**$783,030**	**$722,805**	**$199,050**	**$877,050**	**$2,726,015**	**$5,826,705**
YEAR TO DATE 2013	$534,375	$1,000,375	$1,366,345	$1,755,910	$292,650	$877,050	$5,826,705	
SAME MONTH 2012	*$320,670*	*$971,425*	*$1,341,887*	*$801,830*	*$15,050*	*$534,700*	*$3,985,562*	
YEAR TO DATE 2012	*$425,610*	*$3,088,525*	*$1,716,332*	*$825,370*	*$15,050*	*$815,470*	*$6,886,357*	

BUILDING INSPECTION REVENUE

MONTH	2007	2008	2009	2010	2011	2012	2013
JANUARY	$15,685.04	$25,214.69	$11,809.60	$11,777.72	$17,959.62	$16,098.23	$15,847.48
FEBRUARY	$14,566.50	$30,704.24	$23,237.39	$22,148.93	$18,531.97	$14,200.42	$18,055.76
MARCH	$16,608.61	$57,546.50	$28,570.52	$19,023.05	$26,221.83	$38,322.59	$28,007.02
APRIL	$30,280.44	$59,265.00	$32,345.79	$67,151.59	$31,870.85	$18,059.44	
MAY	$39,709.96	$40,570.53	$30,856.22	$38,836.72	$42,136.91	$30,849.83	
JUNE	$37,502.42	$32,179.00	$35,521.61	$48,302.07	$46,768.25	$44,166.92	
JULY	$31,630.12	$61,403.96	$28,240.78	$29,173.69	$39,690.56	$57,024.83	
AUGUST	$30,137.73	$40,621.83	$25,430.20	$17,514.63	$37,792.51	$58,020.08	
SEPTEMBER	$26,072.10	$29,447.83	$28,606.77	$58,038.24	$40,835.92	$24,513.20	
OCTOBER	$26,730.64	$35,889.37	$45,411.73	$46,844.00	$27,711.60	$34,125.76	
NOVEMBER	$41,957.94	$27,889.15	$24,651.67	$58,833.71	$23,710.90	$29,782.64	
DECEMBER	$5,871.19	$11,435.43	$17,219.44	$19,991.95	$41,386.71	$33,035.38	
TOTAL	$316,752.69	$452,167.53	$331,901.72	$437,636.30	$394,617.63	$398,199.32	$61,910.26