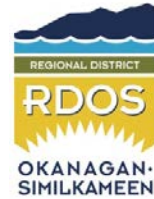


## ADMINISTRATIVE REPORT

**TO:** Planning & Development Committee  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** July 18, 2013  
**RE:** 2<sup>nd</sup> Quarter Report 2013 Activity Report – For Information Only



---

### 1.0 DEVELOPMENT SERVICES DEPARTMENT

#### 1.1 PLANNING

##### Q2 Activities

- Adoption of Area H Community Plan bylaw
- Area 'B' Community Plan – Background work on Objectives and Policies and meetings with Citizen Committee on Agriculture section and Public Open House.
- Zoning Bylaws and Campground and Mobile Home Park Bylaw Amendments, to create revised Manufactured Home Zones and new Bylaws for Manufactured Housing and Campgrounds. Revised for alternative amenity provision.
- Proposed strategy for regulation of Vacation Rentals, bylaw amendments for Apex resort and preparation of OCP amendment bylaws for Area A, C, D, E and F.
- Biodiversity Strategy – “Keeping Nature in Our Future”. Preparation of report on public consultation process.
- On going work on Winery Lounges and Restaurants in the ALR.
- Climate Action Plan – Work on Corporate Implementation Strategy.
- Area D-2 Community Plan. Legal Review and Final Plan.
- Review of zoning bylaw height regulations and Board direction to consider retaining wall regulations
- Area E Community Plan amendment for Comprehensive Development Plans
- Provided planning services to Princeton, Oliver and Keremeos.
- Zoning Housekeeping Amendments – Review Bylaws and Prepare Draft Amendments.
- 34 Planning Reports to the Board, attendance at 8 Advisory Planning Committee meetings.
- See attachment for number of new Development Applications received in April, May and June, 2013

##### Planned Activities for Q3 - 2013

- Area D-2 Community Plan – final Adoption process
- Area D-1 Community Plan – establish Terms of Reference
- Planning services to Oliver, Princeton and Keremeos.
- Gallagher Lake Area Plan – Commence Area Plan process.
- Vacation Rentals OCP Amendments to Board – Public Hearing.
- Zoning Bylaw Update Project – 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 – On going consultation with Technical Advisory Committee.

## 1.2 BUILDING INSPECTIONS

- 7 files for enforcement of Building Bylaw Violations
- Revised Building Enforcement Policy for Board approval
- On going 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

### Q2 Activities:

- New Complaint Files: 13
- Files Concluded: 4

#### 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	10	18	10	4	1	11	58
WDP	0	n/a	0	3	1	1	n/a	3	8
ESDP	2	n/a	0	0	0	0	n/a	0	2
<b>TOTAL</b>	<b>6</b>	<b>n/a</b>	<b>13</b>	<b>26</b>	<b>12</b>	<b>5</b>	<b>1</b>	<b>14</b>	<b>77</b>

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

ELECTORAL AREA	A	B	C	D	E	F	G	H	TOTAL
Impounded	19	3	5	4	0	0	2	n/a	33
Claimed by Owner	19	0	0	0	0	0	2	n/a	21
Euthanised	0	0	0	0	0	0	0	n/a	0
Adopted	0	3	2	3	0	0	0	n/a	8
Complaints	10	3	7	16	6	0	2	n/a	44
Warnings/Tickets	1	0	2	3	2	0	1	n/a	9

#### TOTAL FINE REVENUE COLLECTED IN 2nd QUARTER: 0

#### TICKETS DISPUTED IN 2nd QUARTER: 0

## 1.4 SUBDIVISION SERVICING

### Second Quarter Activities:

- **Subdivision Referrals** – 14 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. Letter of Intent executed with OIB for water and sewer infrastructure.
  - Kaleden KVR Trail – in discussions with applicant and Province.

- Willow Beach – 80 lot bare land strata, conditions for zoning being completed, requiring comments from MoT on private road.
- Vintage Views Phase 3 – 30 Lot subdivision – to review engineering plans and look at Parkland.
- **Other Projects:**
  - Planning Referrals – 23 reviewed year to date.
  - Area D-2 OCP review
  - Weyerhaeuser 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.

**Planned Activities for Third 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.
  - Weyerhaeuser 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.

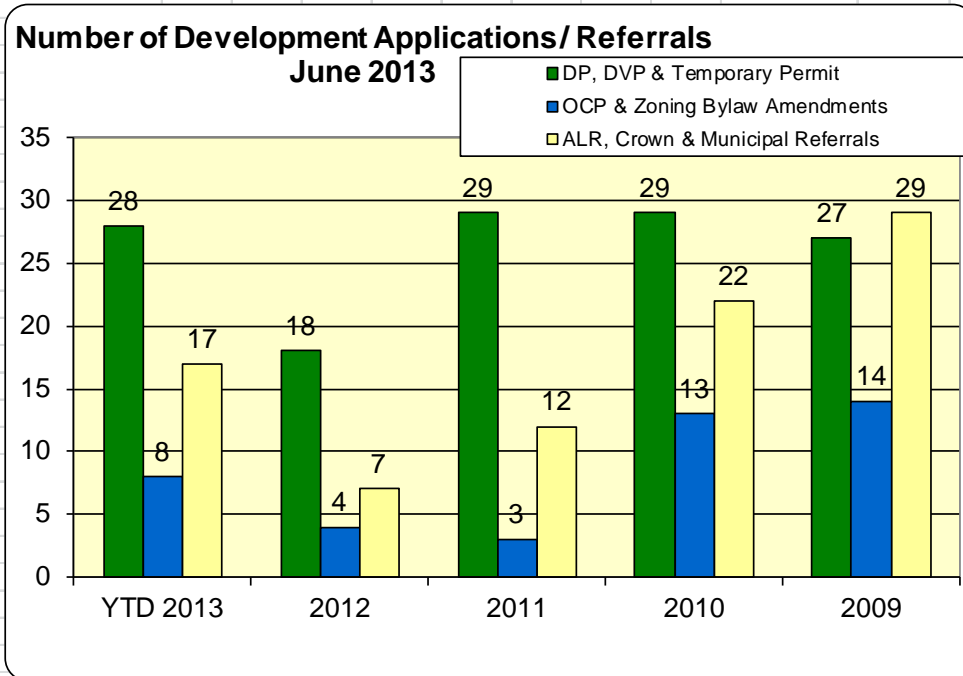
**Respectfully Submitted,**

*Donna Butler*

---

Donna Butler, Development Services Manager

Number of Development Applications / Referrals June 2013 Year to Date														
	A	B	C	D	E	F	G	H	Month Total	YTD 2013	2012	2011	2010	2009
Develop Permit & DVP			2	1	1			3	7					
Temp. Industr/Strata									0					
DP, DVP & Temporary Permit									7	28	18	29	29	27
Zoning									0					
OCP/ZONING									0					
OCP & Zoning Bylaw Amendments									0	8	4	3	13	14
ALR				1					1					
Crown Land						1			1					
Keremeos-Oliver-Princeton			2			1	2		5					
ALR, Crown & Municipal Referrals									7	17	7	12	22	29



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

NUMBER OF PERMITS									
DESCRIPTION	A	C	D	E	F	H	TOTAL	2013	2012
RENEWAL/DEFICIENCY				1			1	14	45
S.F.D.	3			2			5	26	20
MOBILE/MANU HOMES		3					3	9	17
CABINS/REC SEMI-DETACHED, DUPLEX, MULTI							0	0	0
DEMOLITION		1		2			3	9	10
ACCESSORY USES	6	2	5			5	18	40	40
ADDITIONS / REPAIRS /	1		4	3	6	2	16	49	64
COMMERCIAL							0	7	16
INDUSTRIAL							0	0	1
FARM BUILDING EXEMPTION		1			1		2	11	11
INSTITUTIONAL							0	1	2
SOLID FUEL APPLIANCE						1	1	2	2
<b>MONTHLY TOTAL</b>	<b>10</b>	<b>7</b>	<b>9</b>	<b>8</b>	<b>7</b>	<b>8</b>	<b>49</b>	<b>168</b>	<b>229</b>
<b>YEAR TO DATE 2013</b>	29	34	36	24	16	29	168		
<b>SAME MONTH 2012</b>	7	15	12	2	2	17	55		
<b>YEAR TO DATE 2012</b>	33	52	66	20	12	46	229		

DOLLAR VALUE OF PERMITS									
DESCRIPTION	A	C	D	E	F	H	TOTAL	TOTAL YEAR	
RENEWAL/DEFICIENCY				\$1,000			\$1,000	\$31,000	
S.F.D.	\$1,046,470			\$686,700			\$1,733,170	\$8,427,591	
MOBILE/MANU HOMES		\$544,980					\$544,980	\$1,346,070	
CABINS/REC SEMI-DETACHED, DUPLEX, MULTI							\$0	\$0	
DEMOLITION		\$1,000		\$2,000			\$3,000	\$9,000	
ACCESSORY USES	\$156,024	\$93,145	\$137,400			\$116,640	\$503,209	\$2,015,109	
ADDITIONS / REPAIRS /	\$36,050		\$290,881	\$83,050	\$384,910	\$38,000	\$832,891	\$3,012,446	
COMMERCIAL							\$0	\$1,021,764	
INDUSTRIAL							\$0	\$0	
FARM BUILDING EXEMPTION								not valued / no revenue	
INSTITUTIONAL							\$0	\$30,000	
SOLID FUEL APPLIANCE						\$1,000	\$1,000	\$2,000	
<b>MONTHLY TOTAL</b>	<b>\$1,238,544</b>	<b>\$639,125</b>	<b>\$428,281</b>	<b>\$772,750</b>	<b>\$384,910</b>	<b>\$155,640</b>	<b>\$3,619,250</b>	<b>\$15,894,980</b>	
<b>YEAR TO DATE 2013</b>	\$2,966,644	\$2,924,940	\$3,562,286	\$3,298,640	\$743,560	\$2,398,910	\$15,894,980		
<b>SAME MONTH 2012</b>	\$663,677	\$1,162,022	\$1,255,724	\$21,147	\$197,940	\$820,770	\$4,121,280		
<b>YEAR TO DATE 2012</b>	\$1,890,687	\$4,803,767	\$4,963,708	\$1,076,542	\$510,672	\$2,552,260	\$15,797,636		

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	\$20,973.73
MAY	\$39,709.96	\$40,570.53	\$30,856.22	\$38,836.72	\$42,136.91	\$30,849.83	\$43,054.17
JUNE	\$37,502.42	\$32,179.00	\$35,521.61	\$48,302.07	\$46,768.25	\$44,166.92	\$42,069.21
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	
<b>TOTAL</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>\$398,199.32</b>	<b>\$168,007.37</b>