

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: J. Zaffino, Chief Administrative Officer
DATE: April 2, 2026
RE: Development Variance Permit Application — Electoral Area “E” (E2026.006-DVP)

Administrative Recommendation:

THAT Development Variance Permit No. E2026.006-DVP, to allow for the addition of a garage to a single detached dwelling at 485 Ritchie Avenue, be approved.

Alternative:

1. THAT Development Variance Permit No. E2026.006-DVP, to allow for the addition of a garage to a single detached dwelling at 485 Ritchie Avenue, be denied.
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Legal: Lot A, Plan EPP149070, District Lot 210, SDYD Folio: E-00701.010

OCP: Low Density Residential (LR) Zone: Low Density Residential Two (RS2)

Variance to reduce the minimum rear parcel line setback from 7.5 metres to 1.2 metres; and

Requests: to reduce the minimum exterior side parcel line setback from 4.5 metres to 1.7 metres.

Purpose:

This application is seeking a variance to the rear and exterior side parcel line setbacks that applies to the subject property in order to undertake the construction of dwelling addition (e.g. attached garage).

Specifically, it is being proposed to reduce the rear parcel line setback from 7.5 metres to 1.2 metres and to reduce the exterior side parcel line setback from 4.5 metres to 1.7 metres.

In support of this request, the applicant has stated that:

- *The current “garage” is undersized and situated below grade, which causes frequent water ingress and drainage issues.*
 - *The existing space is too small to park even a single standard-sized vehicle, effectively leaving the property without functional indoor parking ...*
 - *The new garage provides ample space for multiple vehicles, allowing the owners to move parking off the street front.*
 - *As part of this project, the existing steep driveway (8% slope) leading to the basement will be removed, eliminating a significant safety concern and improving the property’s overall accessibility ...*
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- *The proposal includes space for a workshop and additional storage, allowing the owners to maintain the property more effectively and keep equipment secured and out of site.*
 - *By utilizing a 1.7m setback from the exterior side yard we can provide a new concrete apron for safer vehicle maneuvering.*

Strategic Priorities: Operational

Background:

Available Regional District records do not indicate when the current boundaries of the subject property were created, while BC Assessment has classified the property as “Residential” (Class 01).

Available Regional District records indicate that building permits have not previously been issued for this property, suggest development proceeded the introduction of building permit requirements.

Under the Electoral Area “E” Official Community Plan (OCP) Bylaw No. 3010, 2023, the subject property is currently designated Low Density Residential (LR) and is the subject of a no Development Permit Area designations.

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Low Density Residential Two (RS2) which includes single detached dwellings as a permitted principal use and establishes the following setbacks: 7.5 metres (principal) and 1.0 metre (accessory) for the rear parcel line and 4.5 metres for the exterior side parcel line.

Under Section 10.0 (Floodplain Regulations) of the Zoning Bylaw, the subject property is the floodplain associated with Naramata Creek. Section 10.4.6(b) exempts garages and carports from floodplain requirements.

When a proposed development is to be sited closer than 4.5 metres to a public road (e.g. road right-of-way), approval from the Ministry of Transportation and Transit (MoTT) for a reduced setback is required. Under the Regional District’s Development Procedures Bylaw, this MoTT approval is to be obtained prior to consideration of a DVP application by the Board. In this instance, MoTT has approved the reduced setback on February 3, 2026. It is understood that MoTT measures setbacks to the wall of structures, not to the furthest most projections.

Analysis:

In considering this proposal, Administration notes that the Zoning Bylaw’s use of setback regulations in residential zones is generally to provide physical separation between neighbouring properties in order to protect privacy and prevent the appearance of overcrowding.

When a parcel is also adjacent a roadway, setbacks are further employed to maintain adequate sightlines for vehicle traffic movements.

In this instance, the proposed dwelling addition (garage) is consistent with the zoning of the property for residential uses (e.g. the proposed addition is to be used for the vehicle storage, household items and as a personal workshop), and is unlikely to affect the Ritchie Avenue streetscape as it will generally not be visible from the road.

Further, development within the rear and exterior side parcel line setbacks is not uncommon in this area as nearby parcels exhibit examples of structures within 1.2 metres of these parcel lines.

While most of these structures *may* have been built before zoning was implemented (as there is limited information available about them), a variance was previously approved by the Board of Variance (BoV) in 2003 to allow for the adjacent parcel at 525 Ritchie Avenue to construct a principal dwelling within 1.8 metres of the exterior side parcel line setback (see Attachment No. 1).

The variable rear setback of 7.5 metres for principal structures versus 1.0 metre for accessory structures has further resulted in a built form where structures have been placed within close proximity of the rear parcel line.

With regard to the possible impacts on road function and vehicle movements, it is noted that the laneways that adjoin the subject property are unmade and, consequently, considered to be lightly used for transportation purposes.

For these reasons, it is unlikely that allowing new development to be sited at the requested distances will adversely impact vehicle sight lines and visibility, driveway access and safety on surrounding parcels or impact future road widening needs (NOTE: the Regional District commonly receives referrals from the Ministry regarding proposal to close similarly unmade laneways within Naramata).

It is also noted that the Ministry has supported the siting of the proposed addition in close proximity to its road reserve and that these unmade laneways are also seen to provide an additional buffer to surrounding parcels, which should minimize the impact of the reduced setbacks on the use of these properties.

Finally, it is recognized that the location of the principal dwelling limits the space available to construct either an attached or detached garage without encroaching on any setbacks.

Alternative:

Conversely, other options *may* be available to the applicant such as reducing the size of the garage and designing it as a detached structure in order to take advantage of the reduced rear setback for such structures and reducing the overall length.

Alternately, the option to increase the land area of the parcel and avoid setback incursions by applying to the Ministry to close and acquire the adjacent public road (e.g. laneway) *may* also be available to the applicant.

Summary:

For these reasons, Administration supports the requested variances and is recommending approval.

Financial Implications:

Financial implications have been considered, and none were found.

Communication Strategy:

The proposed variance(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.

Site Context:

The subject property is approximately 837 m² in area and is situated on the north side of Ritchie Avenue, approximately 4.8 km north from the boundary with the City of Penticton. The property is understood to contain one (1) singled detached dwelling.

The surrounding pattern of development is generally characterised by similar residential uses (e.g. principal dwellings and accessory structures).

Public Process:

Adjacent property owners will have received notification of this application with written comments regarding the proposal being accepted, in accordance with Section 2.10 of Schedule '4' of the Regional District's Development Procedures Bylaw No. 2500, 2011, until 4:30 p.m. on March 18, 2026. All comments received are included as a separate item on the Board's Agenda.

Will a PowerPoint presentation be presented at the meeting? No

Respectfully submitted

Colin Martin

Colin Martin
Planner I

Endorsed by:



C. Garrish
Senior Manager of Planning

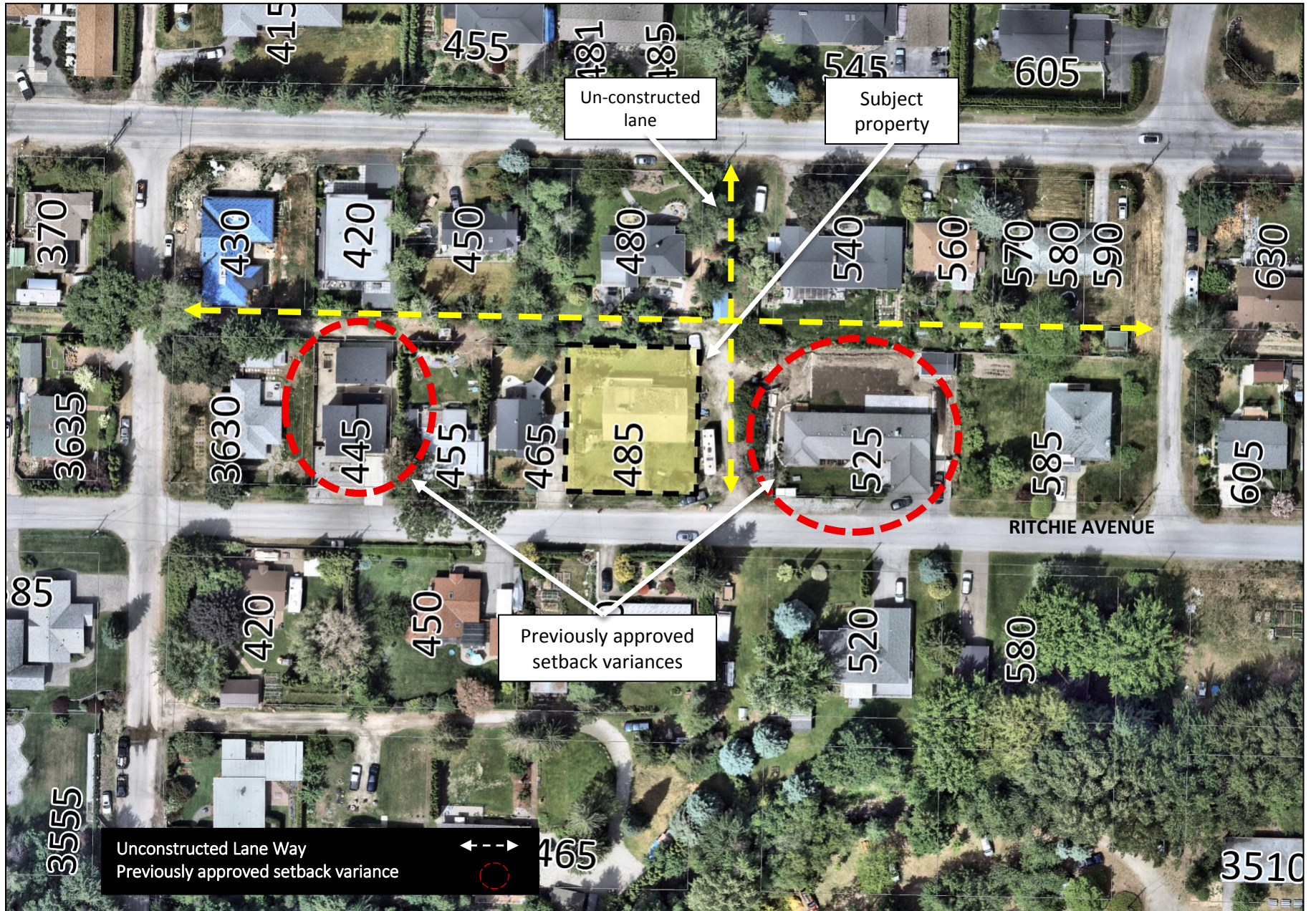
Endorsed by:

Allen Fillion

A. Fillion
Managing Director, Dev. & Infrastructure

Attachments: No. 1 – Aerial Photo
 No. 2 - Site Photo (Google Streetview)

Attachment No. 1 – Aerial Photo



Attachment No. 2 – Site Photo (Google Streetview)

