

TO: Planning & Development Committee

FROM: B. Newell, Chief Administrative Officer

DATE: January 18, 2018

RE: Fourth Quarter, 2017 Activity Report – Development Services Department

For information only

Purpose:

The purpose of this report is to present the Board with an overview of activities undertaken by the Development Services Department during the previous quarter.

Background:

The Development Services Department provides a quarterly update to the Regional District Board in April (Q1), July (Q2), October (Q3) and January (Q4) of each year.

Overview:

The Development Services Department comprises Planning Services, Building Inspection Services and Bylaw Enforcement and is generally responsible for planning for and regulating development within the Regional District. The following is an overview of activities undertaken by the Department by division:

PLANNING:

Q4 Activities (October to December)

- Electoral Area “F” Official Community Plan Review is ongoing. Round 2 survey results presented November 29, 2017, at an information session and a working draft has been initiated.
- 1st, 2nd & 3rd readings of a new Zoning Bylaw for Electoral Area “G” (adopted January 4, 2018).
- The following reports were prepared for consideration by the Planning and Development Committee:
 - Okanagan Falls Town Centre Plan;
 - Regulation of dock structures (Electoral Area “A”);
 - Recap of proposed retaining walls and building height regulation amendment bylaw; and
 - Large Holdings Review (Electoral Area “D-2”).
- The following reports were prepared for consideration by the Board:
 - 2 Joint Official Community Plan Bylaw & Zoning Bylaw Amendments*;
 - 12 Zoning Bylaw Amendments*;
 - 1 Discharge/Termination of a Land Use Contract*;

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- 6 Development Variance Permits;
 - 1 Floodplain Exemption; and
 - 4 Agricultural Land Commission (ALC) referrals.

* may include multiple readings of same amendment bylaw(s)

- 14 Development Permits (i.e. Environmentally Sensitive, Watercourse, Industrial, etc.) were issued under delegated authority.
- 3 referrals from the Province regarding proposed use of Crown land were processed.
- 4 Advisory Planning Commission (APC) Meetings were scheduled.
- 4 Public Information Meetings for Bylaw Amendments or Temporary Use Permits were scheduled.
- 6 Public Hearings were scheduled.
- A total of 1 Liquor License referral for Lounge and Special Event Area Applications:
 - Rust Wine Company (Electoral Area “C”).
- Provision of planning services to the Town of Oliver, including:
 - 1 Zoning Bylaw Amendment;
 - 2 Industrial Development Permits;
 - 3 Subdivision referrals;
 - 1 Liquor Licence referral;
 - Preparation of a new Zoning Bylaw No. 1380; and
 - Preparation of a new Land Use Procedures Bylaw No. 1367.
- Provision of planning services to the Village of Keremeos, including:
 - 1 Zoning Bylaw Amendment (update of General Regulations and AG Zone).

Planned Activities for Q1 – 2018 (January to March)

- Continue work on the Electoral Area “F” Official Community Plan Bylaw Review
- Present the OCP amendments in support of Okanagan Falls Town Centre Plan;
- Review of Provincial and Federal legislation on Recreational Marijuana (when released);
- Continue work on Zoning Bylaw Update (Small Holdings & Residential zones, etc.);
- Invite provincial government representative to Board to present current approach to dock and lakeshore approvals; and
- Continue to provide planning services to the Town of Oliver and Village of Keremeos.

BUILDING INSPECTION:

Q4 Activities (October to December)

- 576 permits were issued in 2017, compared to 558 permits in 2016 (see Attachment No. 2 for the summary of issued Building Permits in Q4 and the total summaries for the 2017 calendar year).
- A total of \$88,108,116 construction value was experienced in 2017, which is an 35.7% increase over 2016's total construction value (\$56,629,545). This represents the largest amount of construction value experienced by RDOS in a calendar year on record.
- Kennedy Lake inspections are ongoing. As at December 31, 2017, 79 permits remain outstanding at varying degrees of completeness. 140 permits have been closed. 14 non-compliant structures had been targeted for demolition which was to occur by the end of October, 2017. However, all but 2 lease owners completed their projects satisfactorily prior to demolition occurring. These remaining three structures will be targeted for demolition in the spring 2018.
- Building Inspection Services Kaizen was completed December 11-13, 2017 with 21 action items to be implemented through 2018. Many "quick hit" actions to be implemented by end of January, early February.

BYLAW ENFORCEMENT

Q4 Activities (October to December)

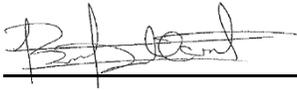
- A new Dog Control Bylaw and Animal Control Bylaw was adopted by the Board of Directors;
- Released Request for Proposals for Bylaw Enforcement Contract;
- Released Request for Proposals for Animal Control Contract;
- Drafted new fine amounts for Bylaw Enforcement Notice Bylaw to conform with new Dog Control and Animal Control Bylaw (adopted by the Board Jan. 4, 2017);
- Initiated sale of 2018 dog licences at RDOS Okanagan Falls office

REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN SUMMARY OF ENFORCEMENT - 4th QUARTER 2017									
ACTIVE FILES TO DATE (processed in office)									
ELECTORAL AREA	A	B	C	D	E	F	G	H	TOTAL
Land Use	1	n/a	7	21	2	7	1	2	41
Untidy & Unsightly	n/a	n/a	4	5	1	0	6	3	19
Other	1	1	0	4	1	2	0	1	10
TOTAL	2	1	11	30	4	9	7	6	70
ANIMAL CONTROL									
ELECTORAL AREA	A	B	C	D	E	F	G	H	TOTAL
Dogs Impounded			1	4				n/a	5
Dogs Claimed			1	4					5
NOISE COMPLAINTS									
Complaints	n/a	n/a	2	14	7	4	n/a	0	27

Planned Activities for Q1 – 2018 (January to March)

- Supply local area vendors with 2018 dog licences
- Distribute new dog bylaw regulations through media, updated information brochures
- Finalize and enter into a contract with Service Provider for Bylaw Enforcement Services
- Finalize and enter into a contract with Service Provider for Animal Control Services
- Initiate Bylaw Enforcement Policy Review and provide discussion report to Board Committee on policy options.

Respectfully Submitted,



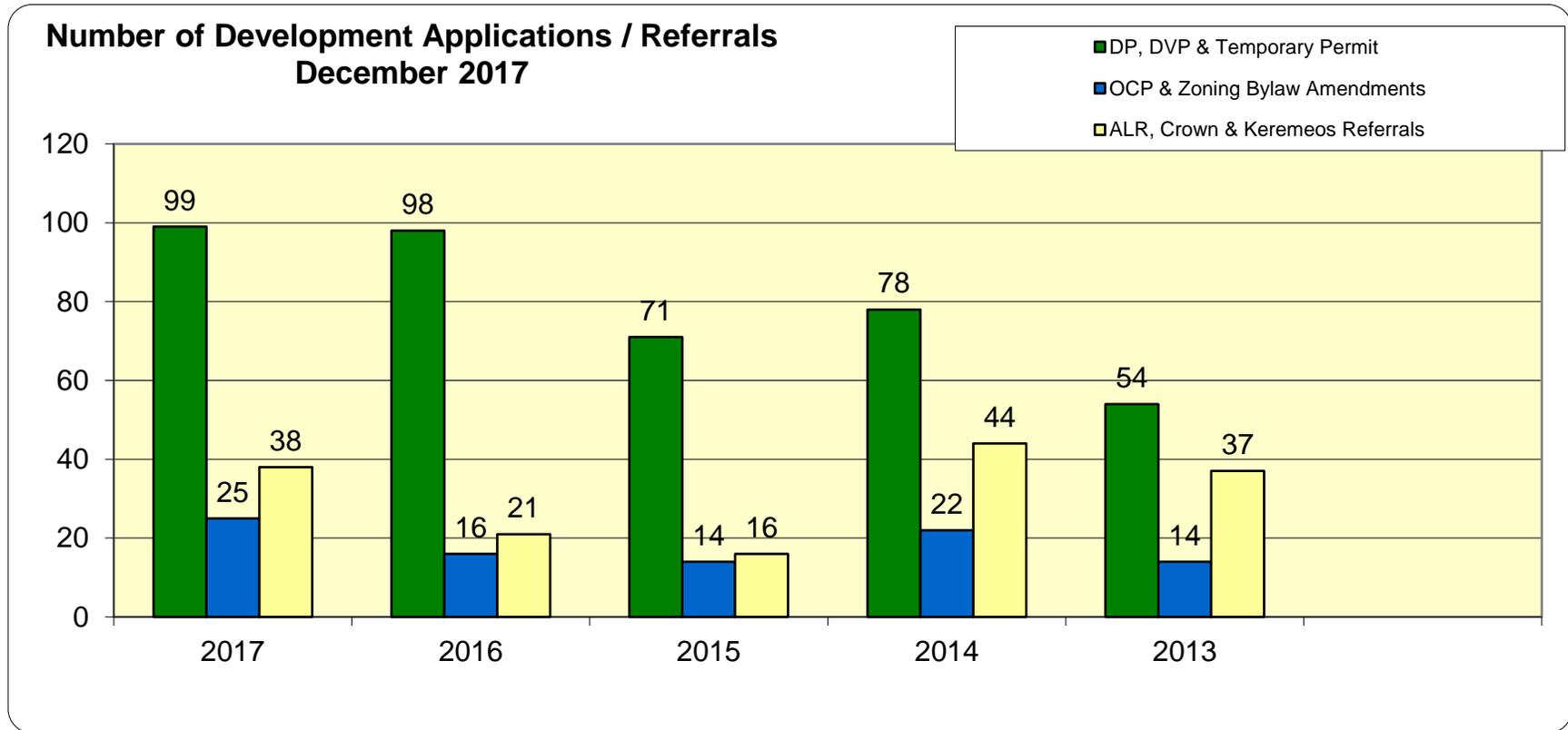
Brad Dollevoet, Development Services Manager

Attachments: No. 1 – Number of Development Applications / Referrals (YTD – September)
No. 2 – Summary of Building Permits (YTD – September)

Attachment No. 1 - Number of Development Applications / Referrals

Number of Development Applications / Referrals December 2017																	
	A	B	C	D	E	F	G	H	Month Total	2017	2016	2015	2014	2013			
Develop Permit & DVP/BOV/TUP	1		2	2				1	6								
Temp. Industr									0								
DP, DVP & Temporary Permit									6	99	98	71	78	54			
Rezoning & RLUB									0								
OCP/ZONING									0								
OCP & Zoning Bylaw Amendments									0	25	16	14	22	14			
ALR		1							1								
Crown Land									0								
Oliver/Princeton/Keremeos/Others			3						3								
ALR, Crown & Keremeos Referrals									4	38	21	16	44	37			
* Town of Princeton, Village of Keremeos & Town of Oliver																	

Attachment No. 1 - Number of Development Applications / Referrals



Attachment No. 2 – Summary of Building Permits Issued, 2017

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
SUMMARY OF BUILDING PERMITS FOR 2017**

NUMBER OF PERMITS ISSUED								
DESCRIPTION	A	C	D	E	F	H	TOTAL	2016
RENEWAL/DEFICIENCY	9	3	10	5	1	5	33	30
S.F.D.	17	8	40	19	4	13	101	85
MOBILE/MANU HOMES	3	35	5	1	1	5	50	43
CABINS/REC	0	0	0	0	0	1	1	49
SEMI-DETACHED, DUPLEX, MULTI	0	0	2	0	0	0	2	2
DEMOLITION / MOVE	3	8	10	4	2	6	33	26
ACCESSORY USES	16	15	38	19	9	27	124	138
ADDITIONS / REPAIRS / PLUMBING	12	18	59	14	15	19	137	125
COMMERCIAL	0	16	2	4	2	1	25	25
INDUSTRIAL	0	0	1	0	0	0	1	1
FARM BUILDING EXEMPTION	4	13	6	3	1	5	32	24
INSTITUTIONAL	0	0	0	0	0	1	1	1
SOLID FUEL APPLIANCE	2	2	29	0	1	2	36	9
2017	66	118	202	69	36	85	576	558
2016	45	45	45	45	45	45		

DOLLAR VALUE OF PERMITS								
DESCRIPTION	A	C	D	E	F	H	TOTAL 2017	TOTAL 2016
RENEWAL/DEFICIENCY	\$755,450	\$3,000	\$76,500	\$63,500	\$0	\$25,000	\$923,450	\$168,800
S.F.D.	\$5,324,790	\$3,011,085	\$12,604,275	\$6,679,340	\$1,391,710	\$3,458,390	\$32,469,590	\$26,021,753
MOBILE/MANU HOMES	\$535,500	\$6,695,805	\$1,041,040	\$380,400	\$143,851	\$771,525	\$9,568,121	\$8,508,542
CABINS/REC	\$62,680	\$0	\$0	\$0	\$0	\$40,320	\$103,000	\$2,234,360
SEMI-DETACHED, DUPLEX, MULTI	\$0	\$0	\$841,785	\$0	\$0	\$0	\$841,785	\$1,880,370
DEMOLITION / MOVE	\$3,000	\$8,000	\$239,935	\$4,000	\$2,000	\$46,000	\$302,935	\$225,187
ACCESSORY USES	\$502,941	\$483,725	\$1,027,283	\$589,120	\$505,290	\$755,500	\$3,863,858	\$3,841,466
ADDITIONS / REPAIRS / PLUMBING	\$692,590	\$966,276	\$2,897,469	\$711,685	\$760,195	\$402,845	\$6,431,060	\$5,497,817
COMMERCIAL	\$0	\$32,686,305	\$512,200	\$358,893	\$128,593	\$3,500	\$33,689,490	\$4,003,285
INDUSTRIAL	\$0	\$0	\$100,000	\$0	\$0	\$0	\$100,000	\$4,188,755
FARM BUILDING EXEMPTION							not valued / no revenue	
INSTITUTIONAL	\$0	\$0	\$0	\$0	\$0	\$70,400	\$70,400	\$15,360
SOLID FUEL APPLIANCE	\$2,000	\$2,000	\$29,000	\$0	\$1,000	\$2,000	\$36,000	\$9,000
2017	\$7,816,271	\$43,856,196	\$19,367,486	\$8,658,345	\$2,834,338	\$5,575,480	\$88,108,116	\$56,629,545
2016	\$5,208,077	\$12,381,215	\$21,573,078	\$7,145,273	\$2,000,987	\$8,320,915		

BUILDING INSPECTION REVENUE							
MONTH	2011	2012	2013	2014	2015	2016	2017
JANUARY	\$17,959.62	\$16,098.23	\$15,847.48	\$8,965.60	\$17,905.98	\$38,090.55	\$39,602.01
FEBRUARY	\$18,531.97	\$14,200.42	\$18,055.76	\$25,842.00	\$19,575.32	\$29,419.02	\$44,897.41
MARCH	\$26,221.83	\$38,322.59	\$28,007.02	\$30,397.81	\$32,251.07	\$41,406.24	\$62,053.58
APRIL	\$31,870.85	\$18,059.44	\$20,973.73	\$28,055.24	\$47,883.66	\$15,209.80	\$35,550.35
MAY	\$42,136.91	\$30,849.83	\$43,054.17	\$47,678.54	\$34,819.01	\$88,336.89	\$335,459.36
JUNE	\$46,768.25	\$44,166.92	\$42,069.21	\$78,964.49	\$62,473.80	\$105,215.54	\$66,954.09
JULY	\$39,690.56	\$57,024.83	\$46,889.56	\$48,610.54	\$93,218.43	\$70,891.24	\$95,394.43
AUGUST	\$37,792.51	\$58,020.08	\$35,669.63	\$41,182.51	\$59,620.80	\$73,568.01	\$47,165.53
SEPTEMBER	\$40,835.92	\$24,513.20	\$24,607.81	\$68,044.72	\$121,384.59	\$102,226.37	\$90,566.53
OCTOBER	\$27,711.60	\$34,125.76	\$28,791.57	\$36,694.11	\$39,069.81	\$44,894.56	\$43,695.30
NOVEMBER	\$23,710.90	\$29,782.64	\$25,620.64	\$40,766.83	\$58,845.97	\$32,663.33	\$58,442.60
DECEMBER	\$41,386.71	\$33,035.38	\$16,484.32	\$39,792.14	\$40,132.41	\$29,147.95	\$41,432.10
TOTAL YEAR	\$394,617.63	\$398,199.32	\$346,070.90	\$494,994.53	\$627,180.85	\$671,069.50	\$961,213.29