

**Date:** November 7, 2017  
**To:** Nikki Gilmore, Chief Administrative Officer  
**From:** Lisa Pedrini, Senior Planner  
**Subject:** Development Services Quarterly Report: July – September 2017

---

**PURPOSE**

The purpose of this report is to inform Council of the activities of the Development Services division of the Operations & Development Services Department for the third quarter of 2017.

**BACKGROUND**

Quarterly reports will be provided throughout the current year as a means of keeping Council up to date with building, planning and development activities.

**DISCUSSION & COMMENTS**

This report provides an overview of the number of permits issued between July 1 and September 30, 2017 in the following areas:

**BUILDING DIVISION**

**July to September 2017 - Building Permit Overview**

A breakdown of building permit data for the second quarter in 2017 is provided below:

Type of Permit	# of BP's Issued	Value of Construction	Permit Fees
Single Family Dwelling	1	\$273,280.00	\$3,749.00
Single Family Dwelling with suite	2	\$719,565.85	\$9,308.00
Manufactured Homes (mobile)	1	\$121,400.00	\$1,400.00
Multi Family Dwelling (owned)	0	0	0
Multi Family Dwelling (rental)	0	0	0
Institutional (school portable)	1	\$180,000.00	\$2,807.00
Farm Building	1	\$25,000.00	\$250.00
Others (Decks, Stairs, Reno etc.)	4	\$13,000.00	\$297.00
Commercial/Industrial Tenancy Improvements	2	107,721.00	\$1,077.00
Industrial Building	4	\$1,328,000.00	\$20,413.66
Excavation / Blasting	1	n/a	250.00
<b>Total Permits</b>	<b>17</b>	<b>\$2,767,966.80</b>	<b>\$39,551.66</b>

### July to September 2017 - Development Cost Charges Overview

A breakdown of development cost charges collected in the third quarter of 2017 is provided below:

<b>Fund</b>	<b>Amount</b>
Roads	\$11,062.80
Drainage	\$1,141.40
Sewer	\$12,774.90
Water	\$6,409.40
Parks	\$0
<b>TOTAL</b>	<b>\$31,388.50</b>

**2017 DCC's Collected Year to Date: \$153,245.50**

2016 DCC's Collected Total: \$141,027.00

### PLANNING DIVISION

#### 2017 Current Development Applications

A list of applications currently in-house is provided below; those new to the third quarter of 2017 are shown in **bold font**.

<b>Application #</b>	<b>Project</b>	<b>Status</b>
DP008	1422, 1426 & 1430 Portage Road (Crestline) Stacked Townhouses	Revisions In Progress
<b>DP009</b>	<b>1350 Aster Street (SLRD Office) Office Additions</b>	<b>In Progress</b>
<b>DP010</b>	<b>1363 Aster Street (BC Hydro Field Office) Upgrade</b>	<b>In Progress</b>
<b>DP011</b>	<b>7370 Highway 99 (Pemberton Mobile Home Park Ltd.) addition of 18 new pads</b>	<b>Received, awaiting more info</b>
SO30 – 1B	Benchlands - 7 Lot Subdivision	Approved, <b>Plan Registered</b>
SO30 – 1C	Benchlands - 9 Lot Subdivision	Approved, <b>Plan Registered</b>
SO52 – Phase 2	Sunstone – 60 Lot Subdivision	In Progress
SO52 – Phase 3	Sunstone – 21 Lot Subdivision	In Progress
SO58	Sabre/Recreation Site - 5 Lot Subdivision	Approved, <b>Plan Registered</b>
SO59	SLRD/Wye Lands - 3 Lot Subdivision	Approved, <b>Plan Registered</b>
SO61	Tiyata - 66 Lot Subdivision	Phase 1 - Nearing Completion
SO62	The Ridge - 45 Lot Subdivision	In Progress
SO63	Industrial - 3 Lot with Residential units	In Progress
SO64	Sunstone Ridge - 8 Lot Subdivision	Nearing Completion

SO65	7450 Prospect Street (Expedition Station) - Strata Subdivision	Approved
SO66	1936 Stonecutter - Strata Subdivision	Approved
<b>SO68</b>	<b>1920 Carpenter Road – Strata Subdivision</b>	<b>In Progress</b>
<b>SO69</b>	<b>The Ridge – Lot Line Adjustment</b>	<b>Approved</b>
OR122	1363 Aster Street (BC Hydro Field Office Upgrade) Rezoning	1 <sup>st</sup> Reading
<b>DVP118</b>	<b>1422, 1426 &amp; 1430 Portage Road (Crestline) – Setback, Height &amp; Site Coverage variances</b>	<b>On Hold</b>
<b>DVP119</b>	<b>1350 Aster Street (SLRD Office) – Parking Surfacing variance</b>	<b>In Progress</b>

DPA: Development Permit  
 DVP: Development Variance Permit

SO: Subdivision  
 BoV: Board of Variance

DPm: Minor Development Permit  
 OR: Zoning Amendment

### **2017 Long Range Planning Projects**

The following is a list of long range planning projects and their respective status.

<b>Project</b>	<b>Status</b>
Zoning and Sign Bylaw Review & Update	Review of Draft Bylaws in progress, public information meeting to follow
Affordable Housing Action Plan	Update of Background Report in progress
Community Amenity Contribution Policy	Development of Draft Policy in progress
Regional Growth Strategy Review	60 day Referral Period
OCP Amendments (various)	2018

### **COMMUNICATIONS**

The Development Services Department works with the Communication Coordinator to regularly update the Village's website with current information related to planning and building.

### **LEGAL CONSIDERATIONS**

There are no legal considerations as this report is being presented for information purposes.

### **IMPACT ON BUDGET & STAFFING**

The Development Services Division operates on a cost recovery basis as per the *Development Procedures Bylaw No. 725, 2013*, as amended from time to time. All applications for development, subdivision, temporary use and building permits have fees associated with the review. If the review of development applications exceeds the deposit, then any additional time is cost-recoverable from the applicant.

### **INTERDEPARTMENTAL IMPACT & APPROVAL**

The Development Services Department works closely with all Village Departments through referrals and coordination of public hearings, reports, and presentations to Council, negotiations and financial impacts.

### **IMPACT ON THE REGION OR NEIGHBOURING JURISDICTIONS**

There are no impacts on the region or neighbouring jurisdictions.

### **ALTERNATIVE OPTIONS**

This report is presented for information. There are no alternative options for consideration.

### **POTENTIAL GOVERNANCE CONSIDERATIONS**

The services provided by the Development Services Division meet with Strategic Priority One: Economic Vitality; Strategic Theme Two: Good Governance; Strategic Theme Three: Excellence in Service; and Strategic Theme Four: Social Responsibility.

### **RECOMMENDATIONS**

**THAT** the Development Services 2017 Third Quarter Report be received for information.

Submitted by:	Lisa Pedrini, Senior Planner
Manager Approval by:	Tim Harris, Manager of Operations and Development Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer