

Date: January 28, 2020
To: Nikki Gilmore, Chief Administrative Officer
From: Lisa Pedrini, Manager of Development Services
Subject: Development Services 2019 Fourth Quarter Report: October – December

PURPOSE

The purpose of this report is to inform Council of the activities of the Development Services Department for the Fourth Quarter of 2019.

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 October 1st, 2019 and December 31st, 2019 in the following areas:

BUILDING DIVISION

October - December 2019 - Building Permit Overview

A breakdown of building permit data for the Fourth Quarter of 2019 is provided below:

Type of Permit	# of BP's Issued	Value of Construction	Permit Fees
Single Family Dwelling	4	\$2,042,213.45	\$15,502.30
Single Family Dwelling with suite	1	\$769,670.00	\$5,690.00
Manufactured Homes (mobile)	0	0	0
Multi Family Dwelling (owned)	1	\$1,823,076.92	\$14,100.00
Multi Family Dwelling (rental)	0	0	0
Industrial (new)	1	915,425.00	6,707.80
Institutional	0	0	0
Farm Building	0	0	0
Other (Decks, Stairs, Reno, Plumbing, etc.)	10	\$55,000.00	\$2,400.00
Tenancy Improvements (Commercial/Industrial)	2	\$20,000.00	\$200.00
Total Permits – 4th Quarter 2019	19	\$5,625,385.37	\$44,600.10
2019 – Total Permits	83	\$34,732,988.42	\$298,207.24
2018 – Total Permits	78	\$25,054,114.00	\$263,486.00
Comparison of 2018 to 2019 (percent increase from 2018 to 2019)*		39%	+\$34,721.21

Development Cost Charges Overview

The following Development Cost Charges were collected in 2019:

Fund	DCCs Collected in 4 th Quarter	Total DCCs Collected in 2019
Roads	\$2,254.04	\$13,819.20
Drainage	\$114.52	\$1,307.75
Sewer	\$5,434.60	\$18,789.61
Water	\$2,639.52	\$9,339.97
Parks	\$3,507.48	\$3,507.48
TOTAL	\$13,950.16	\$46,764.01

PLANNING DIVISION

2019 Current Development Applications

A list of applications currently in-house is provided below; information new to the Fourth Quarter is shown in **bold font**.

Application #	Project	Status
DP016	Wye Lands – Combined Commercial Residential Development	Application Review in Process
OR127	Sunstone – OCP and Zoning Amendment to Residential	Adopted November 19th 2019
OR128	1400 Oak Street – PSS OCP and Zoning Amendment to Residential	In Process
SO71	1368 Fernwood – 4 Lot Subdivision	In Process
SO74	1351 Cedar Street – Lot Split	In Process
SO75	1350 Aster Street- SLRD/VOP Lot Split	In Process
SO76	1400 Oak Street – PSS Lot Split	In Process
SO77	7622 Seven O’Clock Drive - Stop Up and Close	Received; In Process
SO78	Sunstone – Phase 2	Received; In Process
SAP 2019-05	2000 Sabre Way	In Process
SAP 2019-09	PSS, 1400 Oak Street	Application on hold pending OR128 and SO76 approval
SAP 2019-13	1368 Fernwood Drive	In Process

DPA: Development Permit
 DVP: Development Variance Permit
 LL: Liquor Licence

SO: Subdivision
 BoV: Board of Variance
 CL: Cannabis Licence

DPm: Minor Development Permit
 OR: OCP/Zoning Amendment
 SAP: Site Alteration Permit

2019 Long Range Planning Projects

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

Project	Status
Hillside Development Design Guidelines	In Process - Consultation with Developers Completed
Affordable Housing Action Plan	Approved, November 5, 2019
Mount Currie Rock Slide Risk Assessment Strategy	In Process
Community Amenity Contribution Policy	In Process
Sign Bylaw	In Process
Regional Growth Strategy Review	Adopted, October 23, 2019
Development Procedures Bylaw Update	In Process
Cycling Network Plan	In Process – Draft plan to be presented to COTW in January

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 and to meet statutory requirements related to notification as needed.

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 Division 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 2019 Fourth Quarter Report be received for information.

Submitted by:	Lisa Pedrini, Manager of Development Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer