

Date: Tuesday, July 30, 2019

To: Nikki Gilmore, Chief Administrative Officer

From: Joanna Rees, Planner
Lisa Pedrini, Manager of Development Services

Subject: Development Services 2019 Second Quarter Report: April - June 2019

PURPOSE

The purpose of this report is to inform Council of the activities of the Development Services Department for the Second 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 April 1st, 2019 and June 30th, 2019 in the following areas:

BUILDING DIVISION

April – June 2019 - Building Permit Overview

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

Type of Permit	# of BP's Issued	Value of Construction	Permit Fees
Single Family Dwelling	7	\$4,544,860.00	\$46,307.00
Single Family Dwelling with suite	8	\$5,503,976.00	\$51,892.00
Manufactured Homes (mobile)	0		
Multi Family Dwelling (owned)	0		
Multi Family Dwelling (rental)	0		
Institutional	0		
Farm Building	0		
Others (Decks, Stairs, Reno etc.)	3	\$3,000.00	\$210.00
Tenancy Improvements (Commercial/Industrial)	3	\$265,000.00	\$3,253.00
Industrial Buildings (includes fee revision from a 2018 permit)	3	\$8,049,000.00	\$64,230.00
Excavation / Blasting	3		\$295.00
Demolition	1		\$70.00
Total Permits – 2nd Quarter		\$18,365,836.00	\$166,257.00

Development Cost Charges Overview

April – June 2019

A breakdown of development cost charges collected in the Second Quarter of 2019 is provided below:

Fund	Amount
Roads	\$11,565.16
Drainage	\$1,193.23
Sewer	\$13,355.01
Water	\$6,700.45
Parks	\$
TOTAL 2nd Quarter	\$32,813.86

2019 DCC's Collected Year to Date: \$32,813.86 (January to June 2019)

PLANNING DIVISION

2019 Current Development Applications

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

Application #	Project	Status
DPA008	1422, 1426 & 1430 Portage Road (Crestline) - 36 Stacked Townhouses	DP#078 authorized for issuance Feb 14, 2019; meeting DP Conditions in Process
DPA011	7370 Highway 99 (Pemberton Mobile Home Park Ltd.) addition of new pads	DP#080 authorized for Issuance June 25, 2019
DPA016	Wye Lands – Combined Commercial Residential Development	Application review In Process
DPm113	7423 Frontier Street Pemberton Hotel – Exterior Façade Upgrades to add Cannabis Retail and additional hotel rooms at grade	DPm#113 authorized April 26, 2019 by Manager of DS
SO70	1931 Timberlane Road – 2 Lot Subdivision	Approved April 12, 2019
SO71	1368 Fernwood – 4 Lot Subdivision	In Process
SO73 – Phase 1B	Sunstone Ridge – 25 Lot Subdivision	In Process
SO74	1351 Cedar Street – Lot Split	In Process
SO75	1350 Aster Street- SLRD/VOP Lot Split	In Process
DVP123	Sunstone Ridge, Phase 1B, Road C – Road Standards	DVP#123 Authorized for Issuance June 25, 2019
TUP 009	1394 Portage Road – Coffee Truck	On Hold by request of Applicant
SAP 2019-01	1314 Eagle Drive – SFD construction	Application withdrawn
SAP 2019-02	1768 Pinewood –SFD construction	Issued April 16, 2019
SAP 2019-03	1436 Alder – SFD construction	Issued April 15, 2019

SAP 2019-04	Lot 36, Sunstone –SFD construction	Issued April 16, 2019
SAP 2019-05	2000 Sabre Way – TBD	Received May 30, 2019; In process
SAP 2019-06	Highway 99, Tisdale – TBD	Received May 28, 2019; In process
SAP 2019-07	1703 Wishbone – SFD construction	Received June 18, 2019; 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 Standards	To be presented to Committee of the Whole in September 2019
Affordable Housing Action Plan	Focus groups completed with community non-profit, senior's groups, builders and developers on June 20 th 2019; Progress Report to be presented to Committee of the Whole on July 30 th 2019. The Final Report is to be presented in September, 2019.
Mount Currie Rock Slide Risk Assessment Strategy	To be presented to Committee of the Whole in September 2019
Community Amenity Contribution Policy	To be presented to Committee of the Whole in October 2019
Sign Bylaw Review and Update	In Process
Regional Growth Strategy Review	In Process
Development Procedures Bylaw Update	In Process
Cycling Network Plan	In Process; Preparing RFP

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 expenses are 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 Second Quarter Report, dated July 30, 2019, be received for information.

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