

Date: July 28, 2020
To: Nikki Gilmore, Chief Administrative Officer
From: Lisa Pedrini, Manager of Development Services
Subject: Development Services 2020 Second Quarter Report: April – June

PURPOSE

The purpose of this report is to inform Council of the activities of the Development Services Department for the Second Quarter of 2020.

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 and applications received between April 1st, 2020 and June 30th, 2020 in the following areas:

BUILDING DIVISION

April - June 2020 - Building Permit Overview

A breakdown of building permit data for the Second Quarter of 2020 is provided below.

| Type of Permit | # of BP's Issued | Value of Construction | Permit Fees |
|---|------------------|-----------------------|-----------------|
| Single Family Dwelling | 2 | \$628,258 | \$4,778 |
| Single Family Dwelling with suite | 4 | \$2,996,327 | \$21,874 |
| Manufactured Homes (mobile) | 0 | 0 | 0 |
| Multi Family Dwelling (owned) | 0 | 0 | 0 |
| Multi Family Dwelling (rental) | 0 | 0 | 0 |
| Industrial (new) | 0 | 0 | 0 |
| Institutional (new & repairs & improvements) | 4 | \$4,155,000 | \$29,865 |
| Farm Building | 0 | 0 | 0 |
| Other Residential (Decks, Stairs, Reno's, Plumbing, etc.) | 6 | \$41,800 | \$818 |
| Tenancy Improvements & Minor Commercial/Industrial | 3 | NA | \$1,065.00 |
| TOTAL | | \$7,821,384 | \$58,400 |

Development Cost Charges Overview

No Development Cost Charges were collected in the Second Quarter of 2020.

PLANNING DIVISION

2020 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 |
|--------------------|---|---|
| DP78 | Crestline/ The Aspect (proposed new name) | Authorized for issuance; project on hold. Staff are anticipating a new DP application. |
| DP86 | Harmony Reach (Wye Lands) – Combined Commercial Residential Development | On hold. Requires DVP to proceed |
| DP87 | Mountain Side Collection – Multi-family Residential Development | In Process |
| DPm115 | Sunstone (Phase 3) – Environmental Protection & Land Constraints | Issued June 30, 2020 |
| DPm116 | Sunstone Phase 1B building pads | Issued May 7, 2020 |
| DVP124 | 1368 Fernwood – road & utility variances | In Process |
| OR129 | Sunstone – Text Amendment to RTA-1 Zone | Approved May 26, 2020 |
| 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 |
| SO78 | Sunstone Phase 2 | In Process |
| SO79 | 1929 Stone Cutter Place – VOP & SLRD | In Process |
| TUP009 | 1394 Portage Road – Food Truck | Council Authorized for issuance June 16, 2020 |
| SAP 2020-07 | Lease Lot 10, East Taxiway, Airport (add fill to raise lot to FCL) | Issued May 6, 2020 |
| SAP 2020-08 | 7669 Cerulean Drive (site prep for SFD) | Issued June 2, 2020 |
| SAP 2020-09 | Wye Lands (site prep for MFD) | Application withdrawn: DP required |
| SAP 2020-10 | 1480 Hemlock Street (remove trees) | Issued June 3, 2020 |
| SAP 2020-11 | 1480 Lupin Street (remove trees) | Issued June 16, 2020 |
| SAP 2020-12 | 1481 Hemlock Street (remove trees) | Issued June 30, 2020 |

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

2020 Long Range Planning Projects

The following is a list of long-range planning projects and policy work and their respective status as of June 30, 2020.

| Project | Status |
|--|--|
| Hillside Development Design Guidelines | Adopted April 21, 2020 |
| Affordable Housing Action Plan – Work Program | In Process; Consultation with Community scheduled for Fall 2020 |
| Cycling Network Plan | Adopted April 21, 2020 |
| Climate Action Plan | RFP to be issued Fall 2020 |
| Development Procedures Bylaw Update | In Process – To be presented Sept 1, 2020 |
| Community Amenity Contribution Policy | Draft supported by Council on June 30, 2020 Consulting with the local development community will take place Aug/Sept 2020 |
| Sign Bylaw | Consultation with Business Community to be held Fall 2020 |
| Mount Currie Rock Slide Risk Assessment Strategy | Deferred until 2021 |
| Retail Cannabis Policy Amendment | Adopted June 16, 2020 |
| Advisory Planning Commission Bylaw Amendment | Adopted April 21, 2020 |
| Village Plant List Update | Presented to Council on June 16 - referred back to Staff for additional information |

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.

RECOMMENDATIONS

THAT the Development Services 2020 Second Quarter Report be received for information.

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