

Date: Tuesday, May 7, 2019
To: Nikki Gilmore, Chief Administrative Officer
From: Lisa Pedrini, Manager of Development Services
Subject: Development Services 2019 First Quarter Report: January - March 2019

PURPOSE

The purpose of this report is to inform Council of the activities of the Development Services Department for the First 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 January 1st, 2019 and March 31st, 2019 in the following areas:

BUILDING DIVISION

January – March 2019 - Building Permit Overview

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

Type of Permit	# of BP's Issued	Value of Construction	Permit Fees
Single Family Dwelling	1	\$ 600,000.00	\$ 4,265.59
Single Family Dwelling with suite	3	\$1,967,230.00	\$17,869.83
Manufactured Homes (mobile)			
Multi Family Dwelling (owned)			
Multi Family Dwelling (rental)			
Institutional			
Farm Building			
Others (Decks, Stairs, Reno etc.)	1	\$ 350,000.00	\$ 3,346.00
Tenancy Improvements (Commercial/Industrial)			
Industrial Buildings	1	\$ 45,000.00	\$ 650.00
Excavation / Blasting	1	Not Applicable	\$ 300.00
Total Permits – 1st Quarter	7	\$2,962,230.00	\$26,431.42

January – March 2019 - Development Cost Charges Overview

There were no Development Cost Charges collected in the First Quarter.

PLANNING DIVISION

2019 Current Development Applications

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

Application #	Project	Status
DP008	1422, 1426 & 1430 Portage Road (Crestline) - 36 Stacked Townhouses	In Process
DP011	7370 Highway 99 (Pemberton Mobile Home Park Ltd.) addition of new pads	In Process
DP016	Wye Lands – Combined Commercial Residential Development	Received 12.19.19; In Process
DPM	7423 Frontier Street Pemberton Hotel – Exterior Façade Upgrades to add Cannabis Retail and additional hotel rooms at grade	Received 01.25.19; In Process
SO52 – Phase 1	Sunstone – 21 Lot Subdivision	Completed 01.05.2019
SO70	1931 Timberlane Road – 2 Lot Subdivision	In Process
SO71	1368 Fernwood – 4 Lot Subdivision	In Process
SO73 – Phase 1b	Sunstone – 25 Lot Subdivision	TAL Issued – 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	In Process
TUP 009	1394 Portage Road – Coffee Truck	Received 03.28.19; In Process
SAP 2019-04	Lot 36, Sunstone	Received 01.25.19; 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	Underway; project will proceed once the Planner position is filled
Affordable Housing Action Plan	Planning Consultant negotiations to be completed in April 2019; Plan to be presented to Committee of the Whole in July, 2019
Mount Currie Rock Slide Risk Assessment Strategy	To be presented to Committee of the Whole in Sept 2019

Community Amenity Contribution Policy	To be presented to Committee of the Whole in Oct 2019
Sign Bylaw	To be presented to Committee of the Whole in Nov 2019
Regional Growth Strategy Review	Awaiting 60 Day official referral from SLRD to member municipalities; anticipated to occur in late spring 2019
OCP Update	2020 Work Plan
Development Procedures Bylaw Update	2020 Work Plan

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 First Quarter Report be received for information.

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