

Date: November 27, 2018
To: Nikki Gilmore, Chief Administrative Officer
From: Lisa Pedrini, Senior Planner
Subject: Development Services 2018 Third Quarter Report: July – September 2018

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 2018.

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, 2018 in the following areas:

BUILDING DIVISION

July to September 2018 - Building Permit Overview

A breakdown of building permit data for the Third Quarter in 2018 is provided below:

Type of Permit	# BP's Issued	Value of Construction	Permit Fees
Single Family Dwelling	11	\$3,188,783	\$45,522
Single Family Dwelling with suite	1	\$362,522	\$4,360
Manufactured Homes (mobile)	0	\$0	\$0
Multi Family Dwelling (owned)	0	\$5,054,727	\$162,017
Multi Family Dwelling (rental)	0	\$0	\$0
Institutional	0	\$0	\$0
Farm Building	0	\$0	\$0
Others (Decks, Stairs, Reno etc.)	3	\$8,000	\$402
Tenancy Improvements (Commercial/Industrial)	3	\$15,000	\$272
Industrial Buildings	2	\$1,307,300	\$53,619
Excavation / Blasting	1	\$0	\$250
Total Permits – 3rd Quarter	22	\$9,936,332	\$266,442

July to September 2018 - Development Cost Charges Overview

A breakdown of development cost charges collected in the Third Quarter of 2018 is provided below:

Fund	Amount
Roads	\$20,341.35
Drainage	\$1,464.70
Sewer	\$45,357.45
Water	\$22,103.20
Parks	\$37,603.10
TOTAL 3rd Quarter	\$126,869.80

2018 DCC's Collected Year to Date: \$170,190.14 (January to September 2018)

PLANNING DIVISION

2018 Current Development Applications

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

Application #	Project	Status
DP008	1422, 1426 & 1430 Portage Road (Crestline) Stacked Townhouses	Request for Amendment in Process
DP011	7370 Highway 99 (Pemberton Mobile Home Park Ltd.) addition of new pads	On Hold by request of Applicant
DP015	1443 Vine Road – Drive Through Restaurant & Commercial Development	Withdrawn, refund processed
DP016	Wye Lands – Combined Commercial Residential Development	Returned to Applicant, fees returned
DPm110	Mountain Glass – Exterior Improvements	In Process
DPm111	Sunstone Ridge, Phase 1B, Road C – Environmental Protection & Land Constraints	Approved by Interim Manager of Development Services; August 7, 2018
DPm112	Sunstone Ridge, Elevate @ Sunstone – Environmental Protection & Land Constraints	Approved by Interim Manager of Development Services; August 7, 2018
SO52 – Phase 2	Sunstone – 60 Lot Subdivision	Final Approval nearing completion
SO52 – Phase 3	Sunstone – 21 Lot Subdivision	In Process
SO61	Tiyata - 66 Lot Subdivision	Approved
SO62	The Ridge - 45 Lot Subdivision	Approved
SO70	1931 Timberlane Road – 3 Lot Subdivision	TAL Issued - In Process
SO71	1368 Fernwood – 4 Lot Subdivision	Initial Letter issued – In Process
SO74	1351 Cedar Street – Lot Split	In Process
DVP123	Sunstone Ridge, Phase 1B, Road C – Road Standards	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

2018 Long Range Planning Projects

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

Project	Status
Zoning and Sign Bylaw Review & Update	Zoning Bylaw No. 832, Adopted July 24, 2018; Additional Consultation on Draft Sign Bylaw with Commercial, Industrial and Airport Businesses planned for 2019
Affordable Housing Action Plan	Contract signed with Planning Consultant, August 2018
Community Amenity Contribution Policy	To be presented to Committee of the Whole in 2019
Regional Growth Strategy Review	Continued meetings with RGS Steering Committee; Second Reading of RGS Amendment Bylaw No. 1562, 2018 scheduled for October 24, 2018; Courtesy 60 Day referral to member municipalities to follow
OCP Amendments / Update (various)	2019 Work Plan
Development Procedures Bylaw Update (to add Cannabis Licence Review et. al.)	2019 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 2018 Third Quarter Report be received for information.

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