

**Date:** November 16, 2021  
**To:** Nikki Gilmore, Chief Administrative Officer  
**From:** Scott McRae, Manager of Development Services  
**Subject:** Development Services 2021 Third Quarter Report: July-September

---

**PURPOSE**

The purpose of this report is to inform Council of the activities of the Development Services Department for the Third Quarter of 2021.

**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 July 1 and September 30, 2021 in the following areas:

**BUILDING DIVISION**

**July - September 2021 - Building Permit Overview**

A breakdown of building permit data for the Third Quarter of 2021 is provided below.

Type of Permit	# of BP's Issued	Value of Construction	Permit Fees
Single Family Dwelling with suite	2	\$1,681,689	\$12,372
Duplex	6	\$6,839,398	\$51,176
Industrial (new)	1	\$1,500,000	\$10,800
Other (Decks, Stairs, Renovations, Plumbing, etc.)	35	\$1,820,000	\$19,936
<b>Totals</b>	<b>44</b>	<b>\$11,841,087</b>	<b>\$94,284</b>

The following Development Cost Charges (DCCs) were collected in the Third Quarter of 2021.

Fund	DCCs Collected in 3rd Quarter
Roads	\$6,762
Drainage	\$343
Sewer	\$16,303
Water	\$7,918
Parks	\$10,522
<b>TOTAL</b>	<b>\$41,850</b>

## PLANNING DIVISION

### 2021 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
DP86	Harmony Reach (Wye Lands) – Combined Commercial Residential Development	On hold pending DVP125 (see below)
DP88	1422, 1426, 1430 Portage Road – The Aspect – Multi-family Building/Dedicated Rental	In Process
DP90	7454 Prospect Street – Tenquille Building – Mixed Use Building	In Process; Awaiting information from the Applicant
DP91	Sunstone Phase 2B Lot Grading	Received 07.21.2021; In Process
DPm119	Sunstone Phase 4 Clearing	Issued
DPm120	Sunstone Phase 1C Lot Grading	Issued
DPm121	Sunstone Phase 2A Lot Grading	Received 08.09.2021; Issued
DPm122	7374 Pemberton Farm Road E - Redwoods Environmental Protection	Received 09.23.2021; Deferred
DVP125	Harmony Reach (Wye Lands) – Combined Commercial Residential Development – road and parking variances	In Process; Awaiting information from the Applicant
DVP128	7661 Cerulean Drive – Retaining Wall Variance	Referred back to Staff 04.13.2021; Awaiting information from the Applicant
DVP130	Sunstone Ridge Phase 1C/1D Hillside Road Variances	Received 06.21.2021; Authorized for issuance 07.13.2021
OR131	Hwy 99 K- 12 French School – OCP & Zoning Bylaw Amendment	Public Hearing 09.21.2021 3 <sup>rd</sup> Reading of OCP/Zoning Bylaws 10.05.21

OR133	Nkwûkwma (Benchlands) Neighbourhood Concept Plan Submission	Received 03.18.2021 – In Process
S061	Tiyata – Phase 4 – 32 Duplex Lot Subdivision	TAL Amended 07.06.2021; In Process
S071	1368 Fernwood – 4 Lot Subdivision	In Process
S076	1400 Oak Street – PSS Lot Split	TAL Expired 04.15.2021
S078	Sunstone Phase 2	In Process
S079	1929 Stone Cutter Place – VOP & SLRD	In Process
S081	Sunstone Phase 1C – 14 Fee Simple Lots + Remainder	TAL Issued 05.05.2021
<b>SAP 2021-22</b>	<b>7507 Pebble Creek Drive</b>	<b>Received 07.18.2021; Issued</b>
<b>SAP 2021-23</b>	<b>7374 Pemberton Farm Rd East</b>	<b>Application Withdrawn, SAP Not Permitted</b>
<b>SAP 2021-24</b>	<b>1933 Stonecutter Place</b>	<b>Received 07.31.2021; Issued</b>
<b>SAP 2021-25</b>	<b>1707 Wishbone Court</b>	<b>Received 07.31.2021; Issued</b>
<b>SAP 2021-26</b>	<b>7508 Pebble Creek Drive</b>	<b>Received 08.12.2021; Issued</b>
<b>SAP 2021-27</b>	<b>7510 Pebble Creek Drive</b>	<b>Received 08.12.2021; Issued</b>
<b>SAP 2021-28</b>	<b>1368 Greenwood</b>	<b>Received 08.25.2021; Issued</b>
<b>SAP 2021-29</b>	<b>1368 Fernwood Drive</b>	<b>Received 09.07.2021; Issued</b>
<b>SAP 2021-30</b>	<b>7390 Laurel Street</b>	<b>Received 09.20.2021; Issued</b>
<b>SAP 2021-31</b>	<b>7415 Prospect Street</b>	<b>Received 09.27.2021; Issued</b>
<b>BoV28</b>	<b>Sunstone Ridge Future Development Phase 2A Lot 9 – Front Set back variance</b>	<b>Received 08.03.2021; Variance granted</b>

DP: Development Permit

DVP: Development Variance Permit

LL: Liquor Licence

TUP: Temporary Use Permit

S: Subdivision

BoV: Board of Variance

CL: Cannabis Licence

DPm: Minor Development Permit

OR: OCP/Zoning Amendment

SAP: Site Alteration Permit

## 2021 Long Range Planning Projects

The following is a list of long-range planning projects and policy work and their respective status as of September 30, 2021.

Project	Status
Affordable Housing Action Plan – Work Program	In Process
Climate Action Plan	In Progress, to be presented to Committee of the Whole in December
Zoning Bylaw Text & Mapping Amendments	In Process, goal to complete in Q4 2021
Development Cost Charge (DCC) Bylaw Review	In Process
Official Community Plan (OCP) Review	In Process, Project Charter due Q1 2022
Building Bylaw Update	Completed

## **COMMUNICATIONS**

The Development Services Department works with the Communications & Grants Coordinator to regularly update the Village's website with current information related to planning and building to meet statutory requirements related to notification as needed.

The new online public engagement website – HaveYourSay.Pemberton.ca is used to share information and seek input on certain Long Range Planning Projects.

## **LEGAL CONSIDERATIONS**

There are no legal considerations as this report is being presented for information purposes.

## **IMPACT ON BUDGET & STAFFING**

The Development Services Department operates on a cost recovery basis as per the *Development Procedures Bylaw No. 887, 2020*, 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 Department works closely with all Village Departments through referrals and coordination of public hearings, reports, and presentations to Council.

## **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 2021 Third Quarter Report be received.

Submitted by:	Lisa Pedrini, OCP Policy Planner
Manager Approval by:	Scott McRae, Manager of Development Services
CAO Approval by:	Nikki Gilmore, Chief Administrative Officer