



THE CORPORATION OF THE DISTRICT OF SUMMERLAND INFORMATION REPORT

DATE: July 8, 2025
TO: Graham Statt, Chief Administrative Officer
FROM: Brad Dollevoet, Director of Development Services
SUBJECT: May 2025 Development Services Report

FILE: 0640-30

STAFF RECOMMENDATION:

That Council pass the following resolution:

THAT the May 2025 Development Services Report be received for information.

PURPOSE:

To update Council about Development Services Department activities on a monthly and annual basis.

BACKGROUND and DISCUSSION:

The Development Services Department reports monthly on the activity of the department including a summary of development applications received, building permits issued, and bylaw enforcement activity. Development Services also provides an annual statistical report of department activities in comparison to previous years. Recent activity on in-stream applications is also summarized.

Planning Acronym Legend:

APC – Advisory Planning Commission	TPC – Technical Planning Committee	DVP – Development Variance Permit
TIA – Traffic Impact Assessment	ALC – Agricultural Land Commission	PLA – Preliminary Layout Approval
MOTI – Ministry of Transportation and Infrastructure	QEP – Qualified Environmental Professional	AAC – Agricultural Advisory Committee
DP – Development Permit	OCP – Official Community Plan	AIA – Archeological Impact Assessment

Development Applications in Progress:

Development/Description	Recent Activity	Next Steps
Z21-010 11815 Prairie Valley Road <i>RSD1 to RMD</i>	Sent Development Information Request	ON HOLD -Applicant to Provide Requested Information
Z22-008 Lot 4, Garnet Valley Road <i>A1 to A1 Site Specific</i>	TPC Outcome Letter	ON HOLD – Requested by Applicant - Prioritization of Subdivision application.
Z23-001 13610, 13606 Banks Crescent <i>Single Family (7 units) and Town Housing (97 Units)</i>	Council provided first reading only at August 13, 2024.	Applicant to submit AIA and TEK assessment.

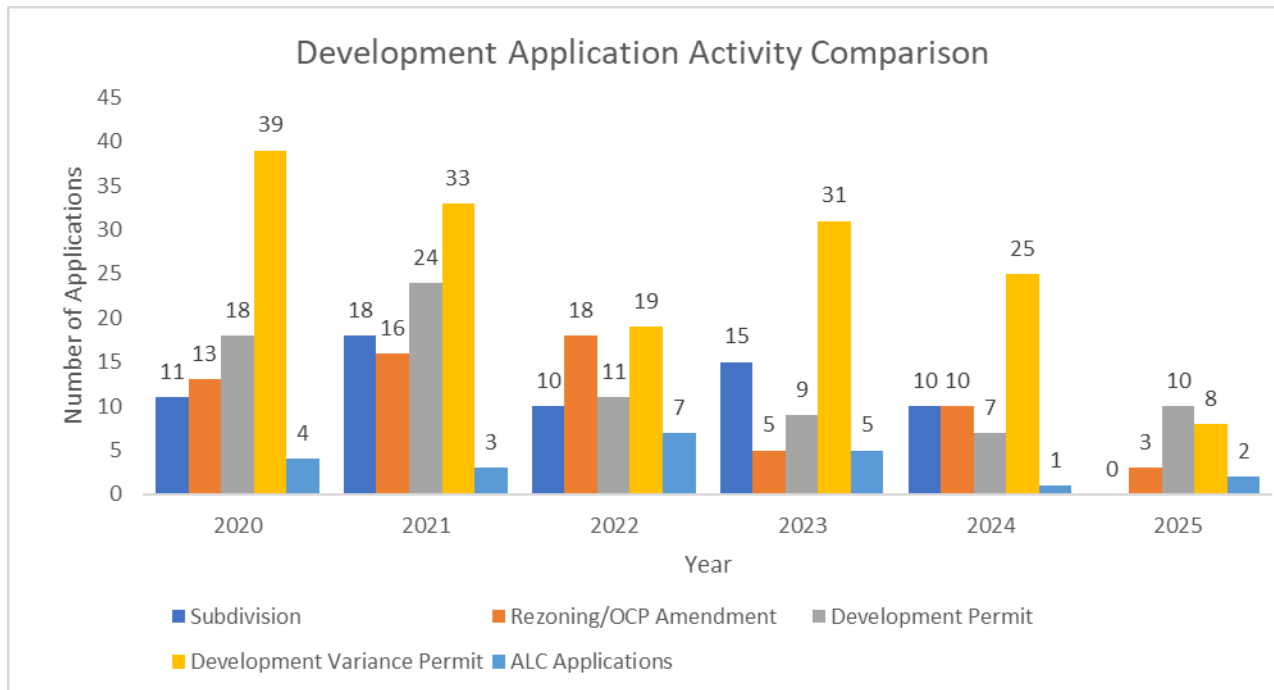
Z24-005 13824 Yule Crescent <i>RMD to RU2 – to facilitate a subdivision</i>	Application Received	ON HOLD – Waiting to provide subdivision PLA to applicant to ensure rezoning to proceed.
Z24-006 DL 3955 (Sportsmans Club) <i>FG to FG Site Specific – to facilitate gun range</i>	Internal/External Referrals	ON HOLD by applicant
Z24-007 15815 Hwy 97 <i>A1 to M3 Agri-Industrial – to accommodate food processing facility</i>	Third reading provided. ON HOLD until non-farm use application completed	2 nd and 3 rd reading rescinded. Need to amend bylaw. Council provided 2 nd reading, as amended. Public hearing on July 8.
Z24-008 17400 Hwy 40 (Penticton Disc Golf Club) <i>FG to FG Site Specific – to allow for outdoor recreation</i>	Council provided 1 st and 2 nd reading on May 6.	Public hearing scheduled June 17.
Z24-010 26405 Garnet Valley Road <i>From FG to A2</i>	Internal/External Referrals	ON HOLD – requested by applicant
Z25-001 17013 Sanborn Street <i>CR1 to RMD and PP</i>	Internal/External Referrals	Draft and send TPC Outcome Letter
Z25-002 23411 Callan Road <i>From A1 to CR1</i>	Application Received	Internal/External Referrals
Z25-003 12606 Temple Court <i>From MDR to LDR</i>	Application Received	Internal/External Referrals
DVP22-013 17003 Logie Road <i>Farm Home Plate</i>	Referrals	ON HOLD – ALC Application Required
DVP24-024 (Minor Type 2) 6011 Hwy 97 <i>Lot coverage and FAR</i>	Application Received	ON HOLD – Waiting on new plans to be submitted by applicant
DVP25-001 (Council) 7512 Fiske Street <i>Two Farm Home Plates</i>	Internal/External Referrals	Waiting on revised site plan from applicant and driveway access permit
DVP25-004 (Minor Type I) 17529 Dickinson Place <i>Accessory building Height & Lot coverage</i>	Internal/External Referrals	Approved through Delegation.
DVP25-005 (Minor Type II) 18694 Sanborn Place <i>Retaining Wall Height</i>	Internal/External Referrals	Approved through Delegation on May 26, 2025
DVP25-006 (Council) 7519 Prairie Valley Road <i>Changeable Letter Sign</i>	Internal/External Referrals	Schedule for Council decision in August, 2025
DVP25-007 (Council)	Application Received	Internal/External Referrals

20401 Hwy 40 <i>Agri-Tourism Campground</i>		
DVP25-008 (Minor Type 2) 3240 Landry Crescent <i>Number of Parking Stalls</i> <i>(short term rental)</i>	Application Received	Internal/External Referrals
S21-007 6108 Solly Road <i>2 lot subdivision</i>	PLA Issued	Final Subdivision upon submission
S21-009 12600 Blagborne Avenue <i>1 to 17 lot subdivision</i>	PLA Issued	Final Subdivision upon submission
S21-014 19240 Lakeshore Drive N <i>1 to 2 lots</i>	PLA Issued	Final submission upon completion
S21-015 11020 Ellis Avenue <i>1 to 2 lots</i>	PLA Issued	Final submission upon completion
S22-004 8709 Jubilee Street <i>Strata Subdivision</i>	PLA Issued	Registration of Phase 1 upon completion
S22-005 1500 Harding Street <i>1 to 2 lots</i>	PLA Issued	Final submission upon completion
S22-006 11612 Victoria Road <i>1 to 2 lots</i>	PLA Issued	Final submission upon completion
S23-004 13316 Prairie Valley Road <i>13 lot strata subdivision</i>	PLA Issued	Final submission upon completion
S23-005 5277 Solly Road <i>Two lot subdivision</i>	PLA Issued	Final submission upon completion
S23-009 8120 Purves Road <i>2 lot subdivision</i>	PLA Issued	Final submission upon completion
S23-010 10113 Quinpool Road <i>2 lot subdivision</i>	PLA Issued	Final submission upon completion
S23-013 11467 Giants Head Road <i>Lot Line Adjustment</i>	PLA Issued	Final submission upon completion
S23-015 15807 & 15803 Fosbery Avenue <i>Lot Line Adjustment</i>	PLA Issued	Final submission upon completion
S24-001 (REVISED) 19013 Bentley Road <i>Two lots in Phase 2 & Phase 4 (22 lots total) – Hunters Hill</i>	TPC Outcome Letter generated.	Draft PLA
S24-003	Internal/External Referrals	Draft PLA

13501 Denike Street (Eco-Village) <i>7 lot subdivision</i>		
S24-005 13824 Yule Crescent <i>2 lot subdivision</i>	Draft PLA	PLA Issued
S24-006 9576 Cedar Avenue <i>2 lot industrial subdivision</i>	Application Received	PLA Issued
S24-007 10907 Prairie Valley Road <i>2 lot subdivision (Duplex)</i>	Draft PLA	PLA Issued
S24-008 14207 Victoria Road <i>3 lot subdivision</i>	Draft PLA	PLA Issued
S24-009 6104 Cuthbert Street <i>3 lot subdivision</i>	Received new information from applicant. Neighbour circulation proceeding.	Neighbour Circulation completed. Draft PLA
S24-010 26405 Garnet Valley Road <i>2 lot subdivision</i>	Internal/External Referrals	ON HOLD – by applicant
DP20-016 10830 Prior Place <i>Watercourse DP</i>	QEP Report submitted to Province	ON HOLD - Awaiting Provincial Review
DP22-009 12600 Blagborne Avenue <i>Environmentally Sensitive</i>	Received landscaping plan	Development Permit drafted. Awaiting security payment
DP24-007 6104 Cuthbert Street <i>High Hazard</i>	Application Received	ON HOLD – Waiting on issuance of subdivision PLA
DP25-001 12011 Lakeshore Drive <i>Watercourse DP</i>	Riparian branch approval received May 2, 2025. WDP to be issued.	Approved through Delegation
DP25-002 13501 Denike Street <i>Environmental Sensitive and Wildfire Hazard</i>	Drafting DP's for manager review	Development Permits to be issued.
DP25-006 28996 Garnet Valley Road <i>Watercourse</i>	Internal/External Referrals	Memo and permit drafted to Manager on May 26, 2025
DP25-008 10017 Haddrell Avenue <i>Watercourse</i>	Internal/External Referrals	To draft memo and permit for Manager review
DP25-010 17814 Bentley Road <i>Bentley Road Industrial Area</i>	Application Received	Internal/External Referrals
ALC-69652 18420 Garnet Valley Road <i>Non-farm use – Tree Removal Contracting</i>	Waiting ALC decision	ALC Decision released on March 27, 2025. ALC approval granted for non-farm use. Applicant has one year to apply for TUP.

ALC 24-001 6807 Hwy 97 <i>ALC Exclusion (Request to District of Summerland)</i>	Review of procedure and internal/external referrals	Internal/External Referrals
ALC 25-001 15815 Highway 97 <i>Non-Farm Use (Food processing)</i>	Forward to the ALC on April 16, 2025. Waiting outcome of ALC decision.	ALC Decision released on June 9, 2025

May 2025 Development Application Summary



Two new rezoning applications were submitted in May to the District's offices. Total development permit applications are up to 10 and Development Variance Permits are up to 8. Of the 8 development variance permits submitted in 2025, 3 are "Council Decision" type variances while the remaining 5 can be considered for delegated approval.

May was also the completion of our second round of public engagement for the 2025 OCP Review titled: "Where do we grow?". Two public open houses were held on the topic of urban growth boundary review, and approximately 80 community members attended the open houses. An open survey linked off the project webpage was also open for a three week period and a total of 93 completed survey responses were provided.

Building Permit Activity (Five Year Comparison):

Month of May	2021	2022	2023	2024	2025
Permits Issued	20	63	19	13	15

Total Construction Value	\$4,056,000	\$19,516,000	\$8,252,000	\$ 1,551,000	\$5,032,775
Year to Date					
Permits Issued	92	123	65	67	92
Total Construction Value	\$14,194,500	\$31,870,000	\$18,337,158	\$8,779,500	\$45,057,808
Total Annual					
Permits Issued	203	231	185	194	
Revenue	\$557,236	\$444,590	\$501,835	\$475,863	
Total Construction Value	\$59,775,300	\$49,622,000	\$47,190,023	\$35,189,132	

**Note: Annual construction values may vary from published reports. The information contained above provides Actual values at year end. Previous reports may have included construction values for permits that were issued but not collected by the applicant or commenced construction before year end.*

The month of May saw the issuance of 15 building permits at a total construction value of \$5,032,775. Good news is in this month alone, a total of 7 residential housing units were issued, including 5 single family homes and one duplex building. Despite tough market conditions, Summerland continues to issue new housing units to be constructed within the community.

The building department has had recent changeover of staffing personnel with both Tristan Hamersley and Nick Braam leaving the District in May. Two new full-time Building Officials have been recently hired, and we welcomed both David Doherty and Norbert Krogstad as Level 1 inspectors. David comes from a plumbing background, while Norbert has years of experience as a home-builder in Kelowna. To complement both new inspectors, the District has also retained Neil Paget, as a casual Senior Building Official to work 2.5 days per week. Neil will be providing mentorship to both inspectors, and also file review and inspection of larger, complex buildings. We are happy to have David, Norbert, and Neil on board with the District of Summerland.

May 2025 Bylaw Enforcement Activities

Due to the transition to CityView tracking software, which was fully completed in June, monthly stats are unavailable for May. The June activities report will show Bylaw Enforcement activities for the first 6 months of 2025 before returning to the traditional monthly reporting. This is to prevent double reporting of files from the transition periods.

With the improving weather, Bylaw Services has seen an increase in the unhoused in our community. While the number of individuals has not increased significantly compared to past years, we are seeing an increase in individuals with serious mental health and addiction issues. While many of these cases have chosen to move on to communities with additional services, the unhoused represent a significant resource draw on Bylaw enforcement staff.

In May and June, Bylaw Services and Works staff combined to complete 9 encampment and 2 illegal dump site cleanups, the largest of which required 12 man hours and resulted in 2 small

dump truck loads of garbage being removed. The encampment cleanups have been smaller in size and required less time to complete but still account for significant resource allocation.

May also saw the implementation of proactive enforcement of the pre-existing 2-hour and 3-hour parking restrictions in the downtown core utilizing an education and warning system. Mapping of available parking areas including 2-hour, 3-hour and full day parking options were distributed to the downtown businesses and posted on District social media. Those found in violation of the 2- and 3-hour parking restrictions are being issued warnings prior to any enforcement ticketing occurring.

These measures were undertaken to encourage parking turnover of the limited downtown stalls during Downtown construction. While a few businesses have objected to the additional enforcement, many businesses have also appreciated the initiative. Bylaw Services has noticed an increase in available parking downtown stalls since this initiative began and with the summer months upon us hope that our downtown businesses will see a benefit from the increased client turnover.

Animal Control

May Stats

Attack (serious- animal) 1 (dogs attacked and killed chickens)

Complaint – dog concern 1

Patrols 14

Provide community support 2 (brought food to the food bank)

Dog at large 1

LEGISLATION and POLICY:

- Regional Growth Strategy Bylaw No. 2770, 2017
- Official Community Plan Bylaw No. 2014-002
- Zoning Bylaw No. 2000-450
- Building Regulation Bylaw No. 2013-017
- Development Application Procedures Bylaw No. 2020-026

FINANCIAL IMPLICATIONS:

Development applications generate revenue to support the activities of the Development Services Department.

CONCLUSION:

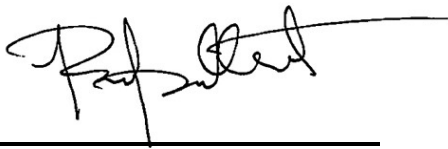
Monthly reports will augment the information available to track and assess development activity.

OPTIONS:

1. Move the motion as recommended by staff.
2. Direct staff to provide additional or less information in subsequent months.

Submitted by,

Endorsed by,



Brad Dollevoet
Director of Development
Services



Graham Statt
Chief Administrative
Officer

Presentation: Yes ☐ No ☒