



THE CORPORATION OF THE
DISTRICT OF SUMMERLAND
INFORMATION REPORT

DATE: August 29, 2023
 TO: Graham Statt, Chief Administrative Officer
 FROM: Brad Dollevoet, Director of Development Services
 SUBJECT: July 2023 Development Services Activities

FILE: 0640-30

STAFF RECOMMENDATION:

That Council pass the following resolution:

THAT the July 2023 Development Services Monthly Report be received for information.

PURPOSE:

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

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
Z21-012 9800 Turner Street <i>RSH to RDH</i>	Sent TPC Outcome Letter	ON HOLD as per Applicant's Request
Z22-005 3240 Landry Crescent <i>WZ1 to WZ2</i>	APC meeting of June 30, 2023	Denied at Council's meeting of July 18, 2023
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.
Z22-013 8307 Jones Flat Road <i>CR1 to M1</i>	Public Hearing held June 26, 2023. Third reading provided	Adoption July 18, 2023

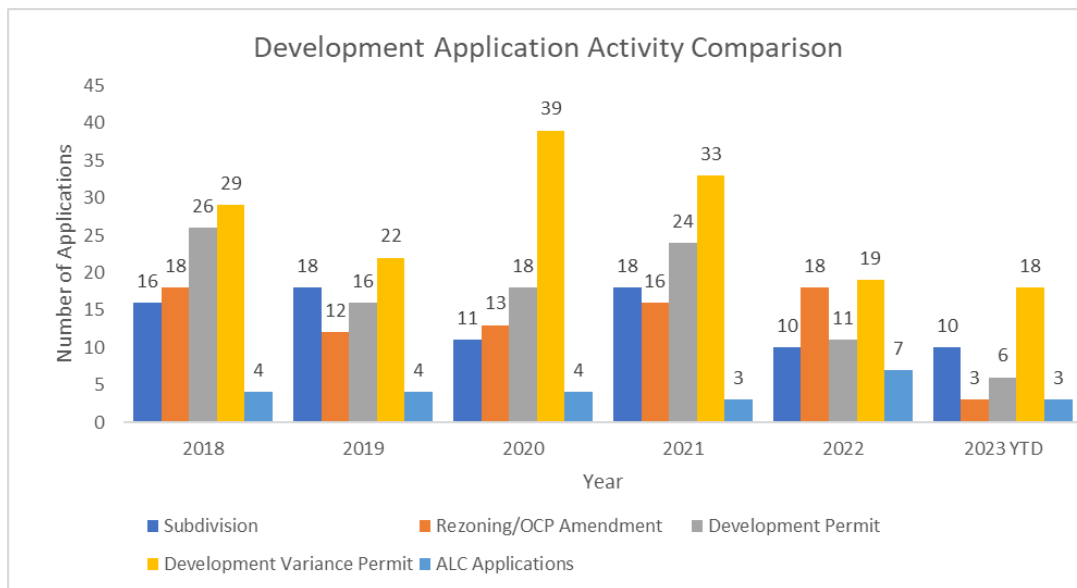
Z22-016 9514 & 9518 Julia Street <i>Institutional to RHD</i> 14406 & 14408 Rosedale Avenue <i>RSD1 to Tourist Commercial</i>	Public Information Meeting – February 23 APC Meeting – February 24	Revised plans being submitted by Applicant, including TIA. Waiting on new submission
Z23-001 13610, 13606 Banks Crescent <i>Single Family (7 units) and Town Housing (97 Units)</i>	Internal/External Referrals	TPC Outcome Letter being sent to applicant – Additional information requested
Z23-002 1719 Britton Road <i>RSD3 to RSD1</i>	Internal/External Referrals	Public hearing and 3 rd reading provided on August 8, 2023
DVP21-027 9800 Turner Street <i>La Vista Project</i>	Waiting on Rezoning	ON HOLD -Waiting on rezoning
DVP21-032 14815 Conway Crescent <i>Section 8.1.5(a)</i>	ON HOLD, require ALC application	ON HOLD
DVP22-013 17003 Logie Road <i>Farm Home Plate</i>	Referrals	ON HOLD – ALC Application Required
DVP23-010 16200 Watson Avenue <i>Farm Home Plate size</i>	Internal/External Referrals	Waiting on new plans to be submitted by Applicant
DVP23-011 Minor Type II 12596 Sunset Place <i>Concrete Retaining Wall height</i>	Adjacent landowner circulation	Approved – June 12, 2023
DVP23-012 Minor Type I 11913 Darke Road <i>Steps for Secondary Suite</i>	Internal/External Referrals	Approved – August 8, 2023
DVP23-014 Minor Type II 5408 Simpson Road <i>Farm Home Plate</i>	Application Submitted	ON HOLD - ALC application required. Waiting until ALC approval granted.
DVP23-014 Minor Type II 10907 Prairie Valley Road <i>Height Variance</i>	Application Submitted	Internal/External Referrals
DVP23-015 Council 11306 Fyffe Road <i>Front Yard Setback</i>	Internal/External Referrals	Going to Council on August 29, 2023
DVP23-016 Minor Type II 19260 Lakeshore Drive <i>Rear Yard Setback</i>	Application Submitted	Internal/External Referrals
DVP23-017 Minor Type II 9015 Front Bench Road <i>Front Yard Setback</i>	Application Submitted	Internal/External Referrals
DVP23-018 Minor Type I 18677 Sanborn Place <i>Site Coverage</i>	Application Submitted	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
S21-010 6108 Austin Street <i>1 to 2 lot subdivision</i>	PLA Issued	Final Subdivision upon submission
S21-012 20401 Highway 40 <i>1 to 2 lots</i>	TPC Outcome Letter Sent	ON HOLD - Applicant for Response
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
S21-018 9913 Gillard Avenue <i>Lot Line Adjustment</i>	ON HOLD, ALC application needed	ON HOLD
S22-001 3240 Landry Crescent <i>Strata Subdivision</i>	PLA Issued	Registration of Phase 1 upon completion
S22-003 1514 Wharf Street <i>1 to 3 Lots</i>	PLA Issued	Final Approval recently applied for. Waiting on house removal.
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
S22-007 6359 Victoria Road <i>1 to 2 lots</i>	PLA Issued	Applicant to submit revised engineering plans
S22-008 19013 Bentley Road (Hunters Hill Phase 3) <i>14 residential lots</i>	Detailed Design Approval	Final Approval being applied for. Servicing Agreement to be signed
S22-010 12010 Lakeshore Drive <i>4 residential lots</i>	PLA Issued	Final submission upon completion
S23-001 27410 Garnet Valley Road <i>Lot Boundary Adjustment</i>	Internal/external referrals	On HOLD – by applicant
S23-002 1316 Johnson Road <i>Two lot subdivision</i>	Drafted PLA	Waiting on electrical utility estimate to issue PLA

S23-003 1719 Britton Road <i>Two lot subdivision</i>	Internal/external referrals	Draft PLA
S23-004 13316 Prairie Valley Road <i>13 lot strata subdivision</i>	Internal/external referrals	Draft PLA
S23-005 5277 Solly Road <i>Two lot subdivision</i>	Internal/external referrals	Draft PLA
S23-006 14413 Downton Avenue <i>Two lot subdivision</i>	Internal/external referrals	Draft PLA
S23-007 32-6709 Victoria Road S <i>4 lot subdivision</i>	Application Submitted	Internal/external referrals
S23-008 10907 Prairie Valley Road <i>2 lot strata subdivision</i>	Application Submitted	On hold by Applicant
S23-009 8120 Purves Road <i>2 lot subdivision</i>	Application Submitted	Internal/external referrals
S23-010 10113 Quinpool Road <i>2 lot subdivision</i>	Application Submitted	Internal/external referrals
DP20-016 10830 Prior Place <i>Watercourse DP</i>	QEP Report submitted to Province	ON HOLD - Awaiting Provincial Review
DP21-018 9800 Turner Street <i>Multi-Family</i>	Waiting for Rezoning	ON HOLD Waiting for applicant information/rezoning
DP22-002 12010 Lakeshore Drive <i>High Hazard Zone</i>	Waiting on new revised report	DP Issued. Application Complete
DP22-004 12010 Lakeshore Drive <i>Environmental DP</i>	Revised report for new subdivision submitted	DP Issued. Application Complete
DP22-009 12600 Blagborne Avenue <i>Environmentally Sensitive</i>	Received landscaping plan	Development Permit drafted. Awaiting security payment
DP22-011 9514 & 9518 Julia Street <i>Multi-Family Development (with variances)</i>	Internal/External Referrals	On Hold – Waiting on Rezoning (Z22-016)
DP23-006 12619 Lakeshore Drive <i>Watercourse Dev Permit</i>	Application Submitted	Internal/External Referrals
ALC-65188 7311 Hillborn Street <i>Non-Adhering Residential Use</i>	ALC Payment made and Application complete to ALC	Waiting ALC decision
ALC-66489 14113 Dale Meadows Road	Internal/External Referrals	On Hold by Applicant

<i>Lot Line Adjustment</i>		
ALC-66703 26405 Garnet Valley Road 2 lot subdivision	Internal/External Referrals	On Hold – by Applicant
ALC-67253 17003 Logie Road <i>Non-adhering residential use</i>	Application Submitted	Staff review of application
ALC-68013 25210 Wildhorse Road <i>Carriage house</i>	Application Submitted	On Hold – Waiting on Payment

Development Application Activity Summary



July was slower month for new planning applications, with a total of only 5 new applications received for the month.

Building Permit Activity (Five Year Comparison):

Month of July	2019	2020	2021	2022	2023
Permits Issued	12	22	10	16	24
Total Construction Value (May)	\$1,244,000	\$2,613,200	\$1,013,000	\$2,738,000	\$3,407,900
Year to Date					
Permits Issued	132	102	121	153	115
Total Construction Value	\$27,250,300	\$16,052,500	\$17,524,000	\$33,737,000	\$29,120,123
Total Annual					

Permits Issued	206	200	203	232	
Revenue	\$445,982	\$399,304	\$557,236	\$444,590	
Total Construction Value	\$45,879,300	\$35,734,900	\$59,775,300	\$49,622,000	

**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.*

July 2023 saw a total of 24 building permits issued and construction value of \$3,407,900. Total construction value for the year in 2023 is up to \$29,120,123 which is on average for the past 5 years.

Bylaw Enforcement Department:

July Activities

Bylaw Services opened 75 files in July 2023 of which 27 are still open. Of the 75 files generated in July, District Staff generated 10, Bylaw Staff generated 26. Significant resources have been spent this month dealing with an increased presence in the community of homeless/unhoused individuals, couples, and families and on several ongoing large files.

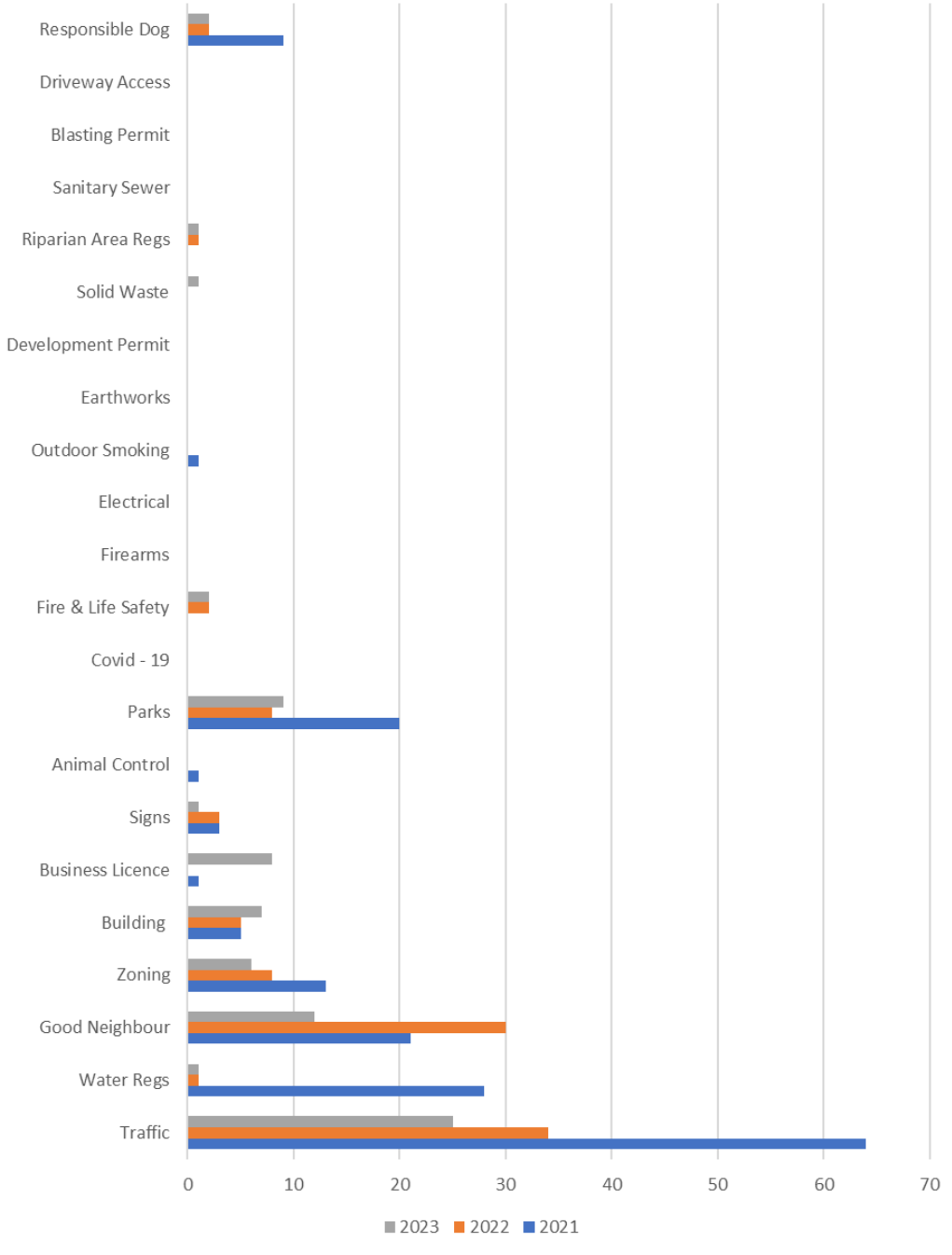
Short Term Rentals Monthly Update:

Current Active Unique Listings on Air BnB*	128
2023 Approved STR Business Licences	42
2023 STR Applications currently in process	33
Percentage of Active AirBnB Listings with Licences Applied	58.5%
2023 STR Complaints (year-to-date)	8

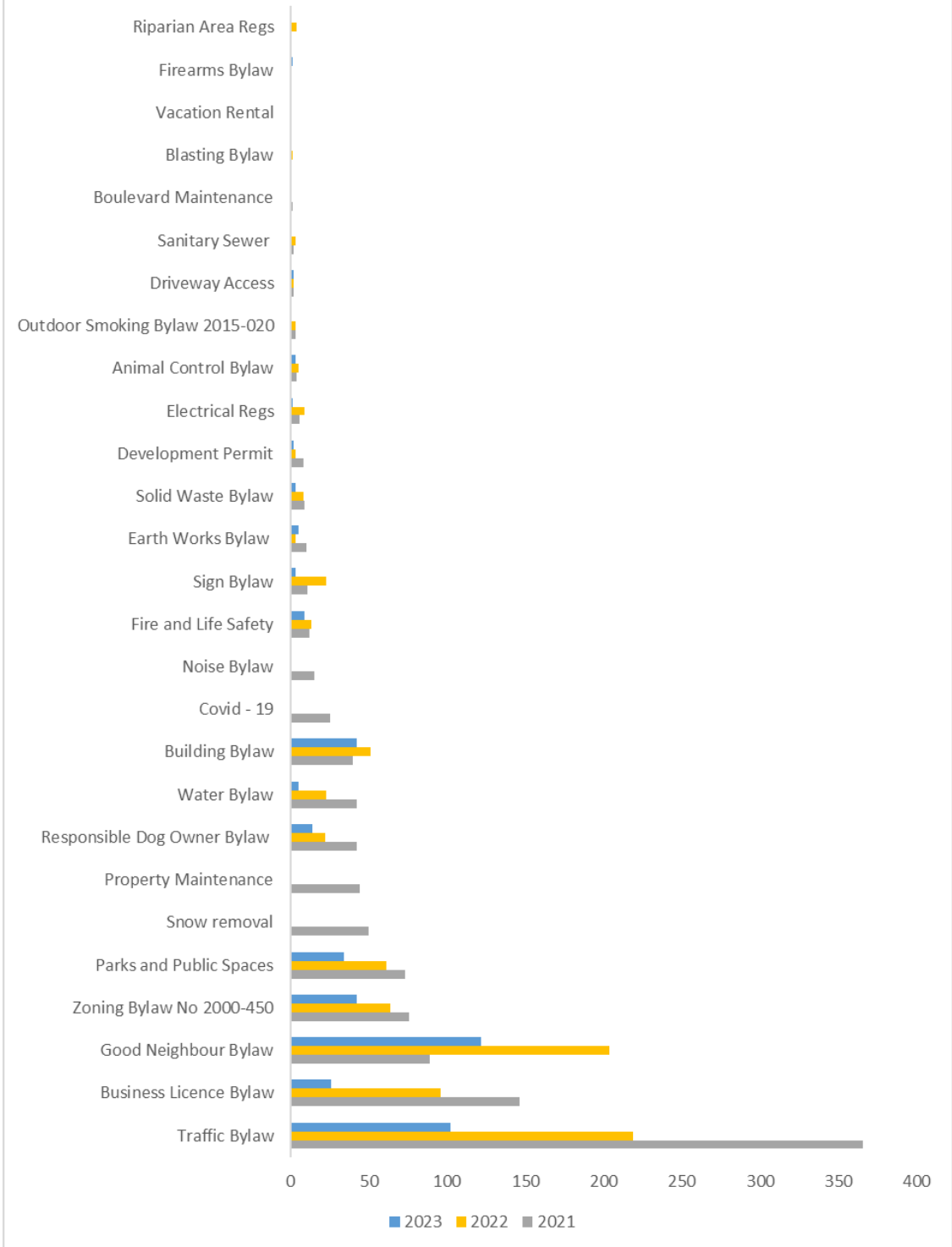
**Listings from other STR websites were not included due to duplication of listings. It is anticipated that an additional ~20 unique listings would exist on these other websites.*

Staff have an excel spreadsheet with a total of 146 unlicensed listings that was saved on the final day of access to the STR monitoring website contract (ended May 31, 2023). Many of these listings are now licensed or in process of achieving a licence. The remaining will need to be manually verified as active or inactive with enforcement proceeding on unlicensed active operations. It is planned for this process to be targeted as a strategic priority however it is anticipated that it will take some time to complete this review due to having to manually verify if each STR is still in operation, if an application has been received and/or to prepare enforcement letters and fines for each individual property listing. This will be a significant resource lift on our existing two bylaw enforcement officers and the response timeline for submitted complaints may suffer as a result.

July Totals



Total Year to Date Files Comparison



Animal Control:

Animal Control Files - total calls for service = 36

- Attack (minor- animal): 1
- Attack (minor – person): 1
- Nuisance dogs: 3
- Patrol: 22
- Provide community support (provide food): 2
- Barking dog: 1
- Dog concern: 1
- In prohibited area: 2
- Impound: 1
- Dog in hot car: 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.

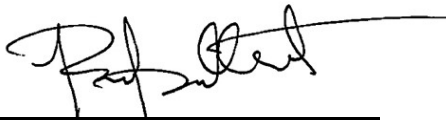
CONCLUSION:

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,



Brad Dollevoet
Director of Development Services

Endorsed by,



Graham Statt
Chief Administrative Officer

Presentation: Yes No