

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: December 18, 2025

RE: Temporary Use Permit Application – Electoral Area “E” (E2025.001-STR)

Administrative Recommendation:

THAT Temporary Use Permit No. E2025.001-TUP, to allow a short-term rental accommodation use at 2750 Noyes Road, Naramata, be approved.

Legal: Lot 3, Plan KAP40735, District Lot 207, SDYD Folio: E02096.030

OCP: Low Density Residential (LR) Zone: Low Density Residential Three (RS3)

Purpose:

This application is seeking to authorize the operation of a “short-term rental accommodation” (STR) use on the subject property through the issuance of a Short-Term Rental (STR) Permit.

In support of this proposal, the applicant has stated, amongst other things, that:

- *The benefits of this short term rental are both monetary to us as the home owners but also to the region offering another form of accommodation to visitors to the area. Being situated on the Naramata bench and in close proximity to outdoor activities, wineries and the lake, it would be an attractive option to tourists.*
- *[T]he existing guest suite at 869 square feet, contains two bedrooms, two bath areas (power room and shower room), full kitchen and living and dining area. The proposed suite is the main floor of the residence at 2750 Noyes Road, owners of the property live full time on the second floor above.*

Strategic Priorities: Operational

Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on February 10, 1989, while available Regional District records indicate that building permits for a single detached dwelling with secondary suite (2020) and a garage (2020) have previously been issued for this property.

Under the Electoral Area “E” Official Community Plan (OCP) Bylaw No. 3010, 2023, the subject property is currently designated Low Density Residential (LR), and is not subject to any Development Permit Area designations.

Section 6.7.15 of Electoral Area “E” OCP Bylaw Supports the use of a residential dwelling unit for a STR where permitted by a STR Permit, provided that:

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- The use is occurring in, or on the same property as, a principal residence;
 - Maximum 1 STR per parcel (except in the Medium Density Residential and Naramata Village Centre zones);
 - Maximum occupancy of two (2) persons per bedroom;
 - Minimum of one (1) parking space per bedroom; and
 - The dwelling unit meets minimum health and safety requirements under the BC Building Code.

Section 22.4.1 of the Bylaw contains the following assessment criteria for STR Permit applications:

- Provision of adequate off-street parking;
- Confirmation from a qualified person that the building meets minimum health and safety standards;
- Normal occupancy of the dwelling unit and the proposed duration of use;
- Confirmation that the dwelling unit is the owner's principal residence.

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Low Density Residential Three (RS3) which lists "short-term rental accommodation" as a permitted use only if the operator is present and residing in the same dwelling unit as a patron during the patron's stay.

The Regional District has received a concurrent business licence application for a STR business.

BC Assessment has classified the property as "Residential" (Class 01).

Analysis:

In considering this proposal, Administration notes that the Electoral Area "E" OCP includes policies supporting the issuance of STR permits to authorize STR uses that do not involve an operator present and residing in the same dwelling unit as patrons during the patrons' stay.

In this instance, the STR is proposed in a secondary suite. While the applicants have indicated that they reside on site, they reside in a separate dwelling unit (the single detached dwelling) and therefore a STR Permit is required to authorize the use.

In considering the scope of the proposed STR, Administration notes that the use complies with the STR Permit assessment criteria listed in the Electoral Area "E" OCP:

- The applicant has indicated the STR is located on the same property as a principal residence;
- 1 STR is being proposed on the parcel;
- A maximum occupancy of four (4) guests is being proposed in two (2) bedrooms;
- The applicant has indicated at least two (2) off-street vehicle parking spaces will be provided; and
- Confirmation from a qualified person has been provided confirming minimum health and safety requirements under the BC Building Code.

Alternative

Conversely, it is recognised that the option to deny the permit is available to the Board, however, given the general compliance with the assessment criteria established by the Board in relation to STR permits, Administration is challenged to find a rationale in favour of denial.

Summary

In summary, the proposed STR use complies with the assessment criteria listed in the Electoral Area “E” OCP and for this reason Administration is recommending that the STR Permit be approved.

Financial Implications:

Financial implications have been considered and none were found.

Communication Strategy:

The proposed STR Permit has been notified in accordance with the requirements of the *Local Government Act* as well as the Regional District’s Development Procedures Bylaw No. 2500, 2011.

Site Context:

The subject property is approximately 2,178 m² in area and is situated on the east side of Noyes Road, approximately 2.5 km southeast from the Naramata Village centre and approximately 2.8 km north from the boundary with the City of Penticton. The property is understood to contain one (1) singled detached dwelling, a secondary suite and an accessory building (a garage).

The surrounding pattern of development is generally characterised by similar residential development.

Alternatives:

1. THAT Temporary Use Permit No. E2025.001-TUP, to allow a short-term rental accommodation use at 2750 Noyes Road, Naramata, be denied.

Will a PowerPoint presentation be presented at the meeting? No

Respectfully submitted:

“Ben Kent”

Ben Kent,
Planner II

Endorsed By:



C. Garrish,
Senior Manager of Planning

Endorsed By:

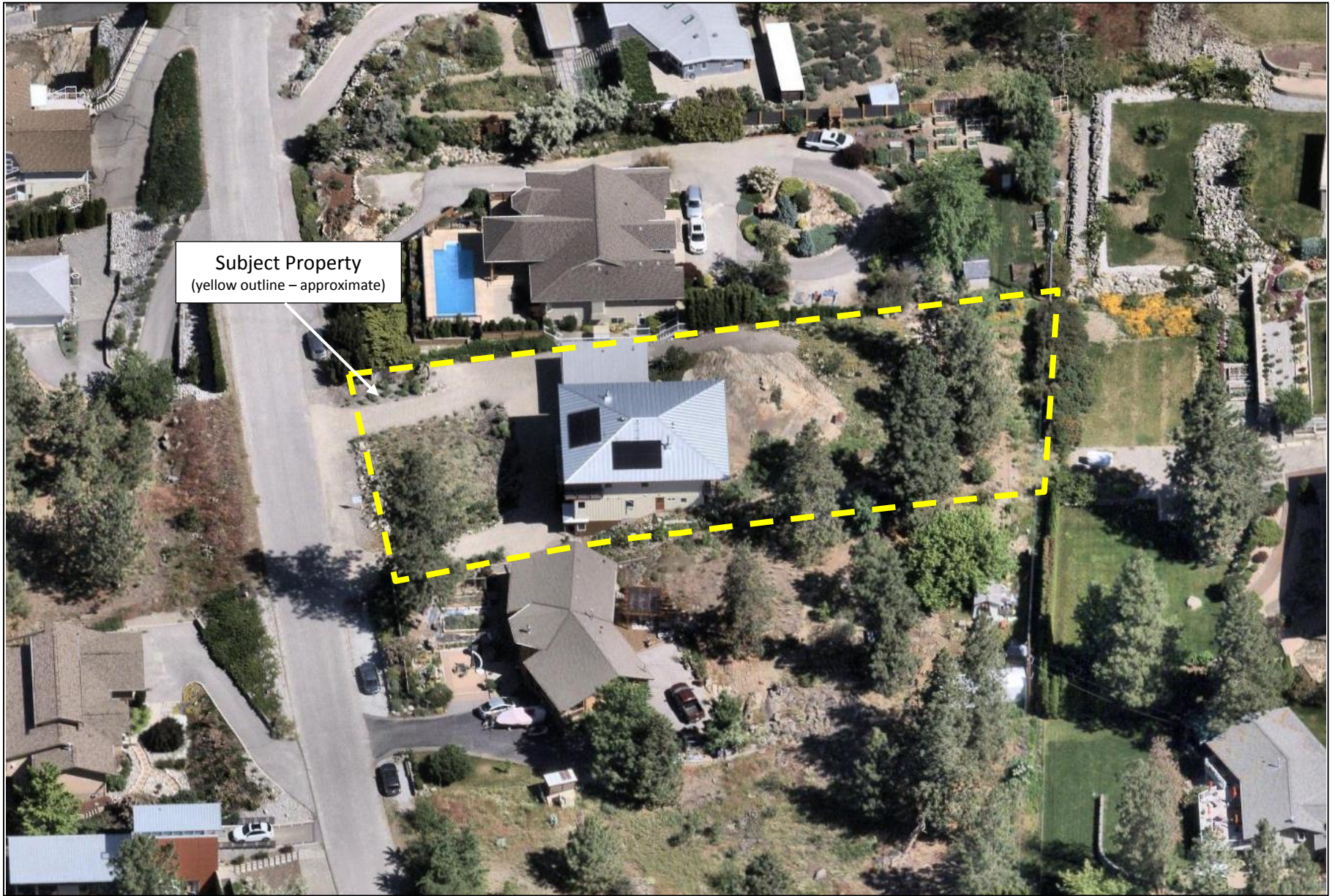


A. Fillion,
Managing Director of Dev. & Infrastructure

Attachments: No. 1 – Aerial Photo

No. 2 – Site Photo

Attachment No. 2 – Aerial Photo (Nearmap, 2025)



Subject Property
(yellow outline – approximate)

Attachment No. 3 – Site Photo (Street View, 2022)



STR Proposed in
Secondary Suite