

## ADMINISTRATIVE REPORT



**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** August 7, 2025

**RE:** Temporary Use Permit Application – Electoral Area “E” (E2025.006-TUP)

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### Administrative Recommendation:

**THAT Temporary Use Permit No. E2025.006-TUP, to allow vacation rental use at 1160 Upper Debeck Road, Naramata, be approved.**

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Legal: Lot 7, Plan KAP24878, District Lot 266, SDYD      Folio: E-01933.030

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

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### Purpose:

This application is seeking to allow for a vacation rental use to operate on the subject property through the issuance of a Temporary Use Permit (TUP).

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

- This home is used as a rental home. Sometimes monthly, sometimes short term for friends and families who come to visit.
- This home would be used as a vacation rental from May to October. Long term rental from October to May.
- The home will be used as a vacation rental for no more than 5 persons. Parking will be limited to area in front of the home and shop.
- There is a mandate in place, with respect to our neighbours: no parties, no pets, no Barbeques with guests who are unregistered.
- My husband and I will be property managers and will be the main contacts.

### Strategic Priorities:

Operational

### Background & Analysis:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on Mar 11, 1974, and BC Assessment has classified the property as “Residential” (Class 01).

Available Regional District records indicate that building permits have not previously been issued for this property and that existing structures may have been constructed prior to the requirement for building permits in Electoral Area “E”.

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File No: E2025.006-TUP

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### Land Use Bylaws:

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 the subject of no Development Permit Areas.

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Low Density Residential Three (RS3) which allows for single detached dwelling as a permitted principal use.

### Application History:

On December 2, 2021, The Board approved RDOS File number E2021.011-TUP which permitted a vacation rental use at the subject property for one season. The Temporary Use Permit expired December 31, 2022.

Section 22.3.5 of Electoral Area “E” OCP Bylaw contains criteria in evaluating a temporary use permit application. Section 11.6 and 22.3 specify conditions for temporary use permits and short-term vacation rentals respectively.

### Enforcement:

There is no record of previous bylaw enforcement actions in relation to the use or development of the subject property.

### Analysis:

In considering this proposal, Administration notes that the Electoral Area “E” Official Community Plan Bylaw No. 3010, 2023, is supportive of vacation rental uses within residential areas and outlines criteria against which the Board will consider such a use under Sections 22.3 and 11.6.

The proposed vacation rental use is seasonal, as it will take place between May 1 and October 31 and is not seen to be an intensive in scale.

Vacation rentals are consistent with the residential use properties, and the subject property is in a neighbourhood that primarily consist of residential properties.

The proposed vacation rental use will allow for three (3) bedrooms to be used to accommodate a maximum of six (6) guests. The impacts of the vacation rental use on the natural environment and neighbouring are minimized as it will be contained to the existing single detached dwelling on the property. Moreover, the three (3) bedrooms require three (3) off street parking spaces which have been provided on the property.

A letter from a Registered onsite wastewater practitioner has been provided stating that the septic system is sufficient to carry out a vacation rental use for up to three bedrooms.

A Health and Safety inspection was previously completed for the dwelling.

### Conversely:

While the option to deny the request permit is available to the Board, Administration notes that the proposal generally complies with the criteria contained in the Electoral Area “E” OCP Bylaw for such uses.

### Summary:

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In summary, the proposed vacation rental is seen to be consistent with the Electoral Area “E” OCP requirements. For this reason, Administration is recommending approval.

**Financial Implications:**

Financial implications have been considered and none were found.

**Communication Strategy:**

The proposed Temporary Use Permit (TUP) 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. Information will be posted on the RDOS website. Interested or affected parties will be contacted directly via email, regular mail, or Voyent Alert! notifications

**Site Context:**

The subject property is approximately 1,412 m<sup>2</sup> in area and is situated on the south side of Upper Debeck Road in Naramata, approximately 4 km north of the boundary with the City of Penticton. It is understood that the parcel is comprised of a single detached dwelling and an accessory structure.

The surrounding pattern of development is generally characterised by similarly sized residential parcels that have been development with single detached dwellings and some agricultural parcels to the west.

**Public Process:**

Adjacent property owners will have received notification of this application with written comments being accepted up until one (1) week prior to the Board’s regular meeting at which the application is to be considered. All comments received are included as a separate item on the Board’s Agenda.

**Alternatives:**

1. THAT the Board of Directors deny Temporary Use Permit No. E2025.006-TUP.

Will a PowerPoint presentation be presented at the meeting?      No

**Respectfully submitted:**

*Colin Martin*

Colin Martin  
Planner I

**Endorsed By:**



C. Garrish  
Senior Manager of Planning

**Endorsed By:**



A. Fillion  
Managing Director, Dev. & Infrastructure

Attachments: No. 1 – Agency Referral List

No. 2 – Applicant’s Site Plan

No. 3 – Site Photo (Google Earth)

## Attachment No. 1 – Agency Referral List

Referrals to be sent to the following agencies as highlighted with a ☒, prior to the Board considering adoption of Temporary Use Permit No. E2025.006-TUP.

MEMBER MUNICIPALITIES			
<input checked="" type="checkbox"/>	City of Penticton	<input type="checkbox"/>	Town of Oliver
<input type="checkbox"/>	District of Summerland	<input type="checkbox"/>	Town of Osoyoos
<input type="checkbox"/>	Town of Princeton	<input type="checkbox"/>	Village of Keremeos
FIRST NATIONS			
<input type="checkbox"/>	Okanagan Nation Alliance (ONA)	<input type="checkbox"/>	Lower Similkameen Indian Band (LSIB)
<input type="checkbox"/>	Osoyoos Indian Band (OIB)	<input type="checkbox"/>	Upper Similkameen Indian Band (USIB)
<input type="checkbox"/>	Penticton Indian Band (PIB)		
SCHOOL DISTRICTS			
<input type="checkbox"/>	School District No. 53 (Areas A, C & D)	<input checked="" type="checkbox"/>	School District No. 67 (Areas D, E, F, I)
<input type="checkbox"/>	School District No. 58 (Area H)		
REGIONAL DISTRICTS			
<input type="checkbox"/>	Central Okanagan Regional District	<input type="checkbox"/>	Kootenay Boundary Regional District
<input type="checkbox"/>	Fraser Valley Regional District	<input type="checkbox"/>	Thompson Nicola Regional District
IRRIGATION & IMPROVEMENT DISTRICTS			
<input type="checkbox"/>	Allison Lake Improvement District	<input type="checkbox"/>	Lakeshore Water Works
<input type="checkbox"/>	Apex Mountain Resort (utilities)	<input type="checkbox"/>	Lower Nipit Improvement District
<input type="checkbox"/>	Boundary Line Irrigation District	<input type="checkbox"/>	Meadow Valley Irrigation District
<input type="checkbox"/>	Cawston Irrigation District	<input type="checkbox"/>	Osoyoos Irrigation District
<input type="checkbox"/>	Farleigh Lake Water Users Community	<input type="checkbox"/>	Red Wing Resorts (Water System)
<input type="checkbox"/>	Fairview Heights Irrigation District	<input type="checkbox"/>	Rolling Hills Waterworks District
<input type="checkbox"/>	Hedley Improvement District	<input type="checkbox"/>	Similkameen Improvement District
<input type="checkbox"/>	Kaleden Irrigation District	<input type="checkbox"/>	Skaha Estates Improvement District
<input type="checkbox"/>	Keremeos Irrigation District	<input type="checkbox"/>	Vaseux Lake Improvement District
FIRE DEPARTMENTS			
<input type="checkbox"/>	Anarchist Mtn Volunteer Fire Department	<input type="checkbox"/>	Oliver Fire Department
<input type="checkbox"/>	Apex Volunteer Fire Department	<input type="checkbox"/>	Osoyoos Fire Department
<input type="checkbox"/>	Kaleden Volunteer Fire Department	<input type="checkbox"/>	Penticton Fire Department
<input checked="" type="checkbox"/>	Naramata Volunteer Fire Department	<input type="checkbox"/>	Summerland Fire Department
<input type="checkbox"/>	OK Falls Volunteer Fire Department	<input type="checkbox"/>	Willowbrook Volunteer Fire Department
PROVINCIAL MINISTRIES & AGENCIES			
<input type="checkbox"/>	Agricultural Land Commission (ALC)	<input type="checkbox"/>	Ministry of Agriculture & Food
<input type="checkbox"/>	Archaeology Branch	<input type="checkbox"/>	Ministry of Energy & Climate Solutions
<input type="checkbox"/>	BC Parks	<input type="checkbox"/>	Ministry of Housing & Municipal Affairs
<input type="checkbox"/>	Integrated Land Management Bureau	<input type="checkbox"/>	Ministry of Infrastructure
<input type="checkbox"/>	Interior Health Authority (IHA)	<input type="checkbox"/>	Ministry of Mining & Critical Minerals
<input type="checkbox"/>	Mountain Resort Branch	<input type="checkbox"/>	Ministry of Transportation and Transit
<input type="checkbox"/>	Ministry of Water, Land, & Resource Stewardship		
FEDERAL MINISTRIES & AGENCIES			
<input type="checkbox"/>	Canadian Wildlife Services	<input type="checkbox"/>	Fisheries and Oceans Canada
<input type="checkbox"/>	Dominion Radio Astrophysical Observatory	<input type="checkbox"/>	Parks Canada
<input type="checkbox"/>	Environment Canada		
OTHER			
<input checked="" type="checkbox"/>	Fortis		



Attachment No. 2 – Applicant's Site Plan





Attachment No. 3 – Site Photo (Google Earth)

