

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: August 21, 2025

RE: Temporary Use Permit Application – Electoral Area “E” (E2025.005-TUP)

Administrative Recommendation:

THAT Temporary Use Permit No. E2025.005-TUP, to allow a vacation rental use at 6900 Indian Rock Road be approved.

Legal: Lot 1, Plan KAP35614, District Lot 391, SDYD Folio: E-02329.310

OCP: Small Holdings (SH) Zone: Small Holdings Four (SH4)

Purpose:

This application is seeking the operation of a vacation rental use within a single detached dwelling on the subject property through the issuance of a Temporary Use Permit (TUP).

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

The application for a TUP for 6900 Indian Rock Road is from May 15 to Oct 15 each year. It consists of renting 3 bedrooms with the occupancy of 6 people. The homeowner will be onsite in an accessory dwelling and can be contacted ... The property is completely fenced and is pet friendly. There's lots of parking for 3 vehicles. There are 2 patios with lots of seating. The property is close to lake access and a 10 minute drive to the village of Naramata and many wineries.

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 June 25, 1985, and BC Assessment has classified the property as part “Residential” (Class 01) and part “Farm” (Class 09).

Available Regional District records indicate that building permits issued to the property including: the construction of a single family dwelling (1991), the conversion of an accessory farm building into a secondary dwelling (2019), and the construction of an accessory building for equipment storage (2022).

Land Use Bylaws

Under the Electoral Area “E” Official Community Plan (OCP) Bylaw No. 3010, 2023, the subject property is currently designated Small Holdings (SH) and is the subject of an Environmentally Sensitive Development Permit (ESDP) Area designation.

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Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Small Holdings Four SH4 which lists bed and breakfast operation as a permitted accessory use but prohibits “vacation rentals”.

Enforcement

The subject property has been subject to previous bylaw enforcement, where the property was investigated following a complaint about an unpermitted vacation rental.

Inspections confirmed a vacation rental use, and fines totaling \$3,500 were issued. The fines were paid in full as of February 13, 2025, and the file was officially closed on March 20, 2025.

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 15 and October 15 and is not seen to be 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 and rural-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 properties are minimized as it will be contained to the accessory dwelling unit 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.

Alternative:

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:

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.

Site Context:

The subject property is approximately 1.3 ha in area and borders Indian Rock Road to the north, south and west of the parcel's boundary. It is understood that the parcel is comprised of a single detached dwelling and accessory dwelling unit, a vineyard, and various accessory structures.

The surrounding pattern of development includes similarly sized rural residential parcels to the east, and low density residential parcels to the south and west.

The surrounding pattern of development is generally characterised by low density residential properties to the south and west, rural residential properties to the east, while the surrounding parcels are rural and undeveloped.

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. E2025.005-TUP.

Will a PowerPoint presentation be presented at the meeting? No

Respectfully submitted:

Jerritt Cloney

Jerritt Cloney
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 – Site Photo (2017)

Attachment No. 1 – Agency Referral List

Referrals have been sent to the following agencies as highlighted with a ☒, regarding Temporary Use Permit Bylaw No. E2025.005-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 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 Mountain 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, and 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 (DRAO)	<input type="checkbox"/>	Parks Canada
<input type="checkbox"/>	Environment Canada		
OTHER			
<input checked="" type="checkbox"/>	Fortis		

Attachment No. 2 – Site Photo (2017)

