

MEMORANDUM

DEVELOPMENT SERVICES DEPARTMENT



DATE: September 11, 2026

FILE NO.: E2026.029-STR

TO: Christopher Garrish, Senior Manager of Planning

FROM: Jerritt Cloney, Planner I

RE: Short-Term Rental Accommodation (STR) Permit — Electoral Area “E”

Civic: 4700 North Naramata Road Legal: Lot 2, Plan EPP65786, District Lot 211, SDYD Folio: E-07146.004

Purpose:

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

In support of this proposal, the applicant has stated that they wish to provide “accommodations to visitors to support our local economy and for them to find accommodations options that are needed in our area.”

Site Context:

The subject property is approximately 20.2 ha in area and is situated on the east side of North Naramata Road, approximately 1.5 km north-east from the boundary of the Naramata Village Centre zone. The property is understood to contain one (1) singled detached dwelling and an accessory building.

The surrounding pattern of development is generally characterised by similar rural development to the north, east and south, and residential parcels to the west.

Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on June 28, 2017, while BC Assessment has classified the property as “Residential” (Class 01).

Available Regional District records indicate that building permits previously issued for this property include: a foundation for a single detached dwelling and garage (2006), a single family dwelling on an existing foundation (2008), and an accessory building (i.e. yurt) (2009).

Official Community Plan (OCP):

Under the Electoral Area “E” Official Community Plan (OCP) Bylaw No. 3010, 2023, the subject property is currently designated Resource Area (RA), with the Plan speaking to supporting the use of a residential dwelling unit for short-term rental permitted by a “Short-Term Rental Accommodation” (STR) Permit where:

- a) *it is occurring within the principal residence, or an accessory dwelling or secondary suite on the same parcel as the principal residence, of the property owner and/or tenant;*

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- b) *no more than one (1) dwelling unit on a parcel may be used for short-term rental accommodation, except in the Medium Density Residential and Naramata Village Centre zones where there shall be no limit;*
 - c) *the maximum occupancy does not exceed an aggregate occupancy of two (2) persons per bedroom within a dwelling unit; and*
 - d) *off-street vehicle parking is provided in accordance with the requirements of the applicable electoral area zoning bylaw.*

Zoning Bylaw:

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Resource Area (RA) which lists “short-term rental accommodation” as a permitted accessory use, subject to Section 7.11.

Amongst other things, Section 7.11 of the Zoning Bylaw requires that “short-term rental accommodation” use occurs within a dwelling unit that is also “used for residential purposes by at least one person, or is located on the same parcel as another dwelling unit that is used for residential purposes by at least one person.”

As an exception to this, Section 7.11.4 of the Zoning Bylaw further requires that, in Electoral Area “E” the person operating the “short-term rental accommodation” must be present and residing in the same dwelling unit as a patron during the patron’s stay.

In this instance, the proposed STR use is to occur within a principal dwelling, and the applicant’s have indicated that they will not be residing in the dwelling when patrons are present. For this reason, an STR Permit is required to authorize the “short-term rental accommodation” use of the principal dwelling.

Enforcement History:

The Regional District has no record of written complaints previously being received in relation to this property.

Delegated Authority:

Under Section 3.23 of the Regional District’s *Chief Administrative Officer Delegation Bylaw No. 3033, 2023*, “the CAO or his designate shall ... be delegated authority to issue, renew or re-issue a Short-Term Rental Accommodation (STR) permit under Section 493(3) of the *Local Government Act* where:

- i) *the maximum number of short-term rental accommodation uses occurring on a parcel does not exceed the maximum number of dwelling units specified in the applicable zoning bylaw;*
- ii) *the short-term rental accommodation use is to occur within a single detached dwelling, duplex dwelling, approved secondary suite or approved accessory dwelling unit;*
- iii) *the maximum number of patrons to be accommodated within a dwelling unit does not exceed two (2) per bedroom;*
- iv) *one (1) vehicle parking space is provided for each bedroom available within the dwelling unit that is to accommodate the short-term rental accommodation use;*
- v) *in Electoral Area “C”, confirmation has been provided with an application that the dwelling unit to be used for the purposes of the short-term rental accommodation use complies with minimum*

standards for health and safety as specified in the Regional District's Business Licence Regulation Bylaw, as amended;

vi) for a renewal or reissuance, no additional changes to the initial permit have been requested by the applicant; and

vii) no representation(s) opposing the requested permit has been submitted to the Regional District within the timeframe specified in the Regional District's Development Procedures Bylaw.

Public Process:

In accordance with Schedule 5 (Application for a Temporary Use Permit) of the Regional District's Development Procedures Bylaw No. 2500, 2011, adjacent residents and property owners were notified of this STR Permit application on August 20, 2026, and provided 15 working days to submit comments electronically or in-person to the Regional District.

As of September 11, 2026, being 15 working days from the date of notification, approximately 0 (zero) representations have been received electronically or by submission at the Regional District office.

Analysis:

In considering this application, it is noted that the proposed "short-term rental accommodation" use generally complies with the applicable Board policies contained at Sections 6.7.13 and 22.4 of the Electoral Area "E" OCP, specifically:

- that the residential dwelling unit (e.g. single detached dwelling) that the use will be occurring in is on the same parcel as the "principal residence" of the property owner and documentation has been provided by the applicant confirming this;
- no more than one (1) dwelling unit will be used for the purposes of a "short-term rental accommodation" use on the subject property;
- the maximum occupancy will not exceed an aggregate occupancy of two (2) persons per bedroom within a dwelling unit (e.g. the applicant has indicated that they intend utilize three (3) bedrooms within the dwelling unit to a maximum occupancy of six (6) persons); and
- the applicant has provided a site plan indicating that four (4) off-street vehicle parking spaces will be provided for use by patrons (e.g. the Zoning Bylaw requires one (1) on-site vehicle parking space per sleeping unit within the dwelling).

The applicant has further indicated that the proposed duration of the "short-term rental accommodation" use will be from May 1st to October 31st.

The proposed use is also seen to satisfy the criteria listed under Section 3.23 of the CAO Delegation Bylaw for an STR Permit to be issued under delegated authority.

For these reasons, it is recommended that the STR Permit be approved.

Recommendation:

THAT Short-Term Rental Permit No. E2026.029-STR, to authorize the operation of a "short-term rental accommodation" use at 4700 North Naramata Road, Naramata, be approved.

Respectfully submitted:

Jerritt Cloney

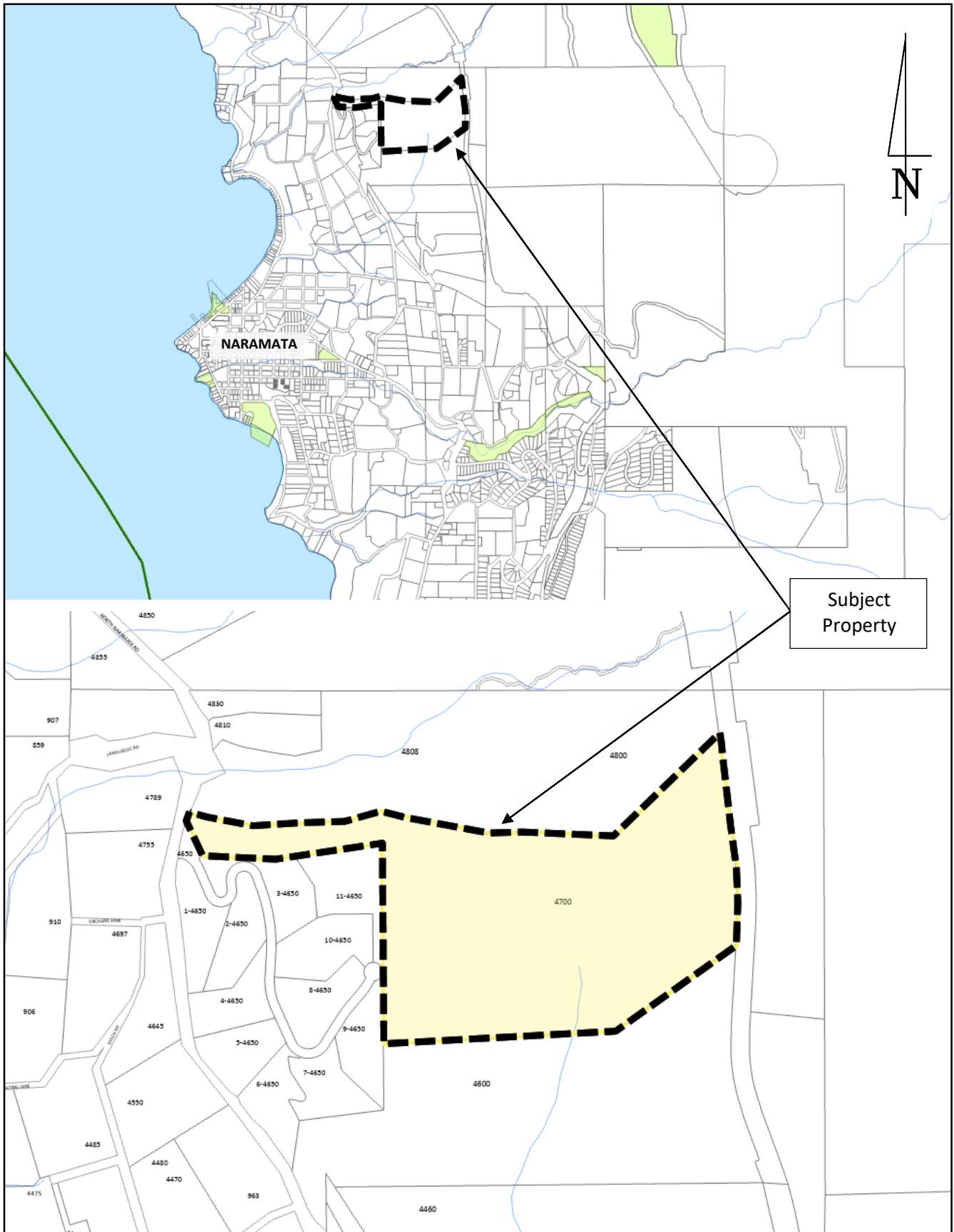
Jerritt Cloney, Planner I

Attachments: No. 1 – Context Maps

No. 2 – Aerial Photo

No. 3 – Applicant's Site Plan

Attachment No. 1 – Context Maps



Attachment No. 2 – Aerial Photo



Attachment No. 3 – Applicant’s Site Plan

