

# ADMINISTRATIVE REPORT



**TO:** Board of Directors  
**FROM:** J. Zaffino, Chief Administrative Officer  
**DATE:** April 18, 2024  
**RE:** Temporary Use Permit Application – Electoral Area “E”

---

## Administrative Recommendation:

**THAT Temporary Use Permit No. E2024.004-TUP, to allow a vacation rental use at 2870 Gammon Road be approved.**

---

Legal: Lot A, Plan KAP36242, District Lot 207, SDYD Folio: E-02086.010  
OCP: Agriculture (AG) Zone: Agriculture One (AG1)

---

## Proposed Development:

This application is seeking to allow a vacation rental use to take place in an accessory on the subject property through the issuance of a Temporary Use Permit (TUP).

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

*the reason for this proposed temporary use is to provide accommodation for no more than two (2) guests at any given time coming to the Naramata area for a short holiday... The economic spin-offs for the local area and especially the wineries, are many. At the same time, being able to operate our guest suite as a short-term rental would provide us – a retired couple on a fixed pension – with a modest supplementary income while promoting and complementing the quiet charm and beauty of our area.*

## Site Context:

The subject property is approximately 1,445 m<sup>2</sup> in area and is situated on the east side of Gammon Road. It is understood that the parcel is comprised of a single detached dwelling and a carriage house.

The surrounding pattern of development is generally characterised by similarly sized residential parcels that have been developed with single detached dwellings and small agricultural lots.

## Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on January 2, 1986, while available Regional District records indicate that a building permits for an additional to a dwelling (2021), a conversion of a studio to an accessory dwelling (2017), and a garage/studio (2015) 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 Agriculture (AG).

---

---

Section 22.3.4 of Electoral Area “E” OCP Bylaw establishes the following criteria in evaluating a Temporary Use Permit application:

- The use must be clearly temporary or seasonal in nature;
- Compatibility of the proposal with adjacent uses;
- Impact of the proposed uses on the natural environment, including groundwater, wildlife, and all environmentally sensitive areas;
- Intensity of the proposed use;
- Opportunity to conduct the proposed use on land elsewhere in the community; and
- The remedial measures to be carried out to mitigate any damage to the natural environment as result of the temporary use.

Section 11.6.2 of Electoral Area “E” OCP Bylaw further establishes the following evaluation criteria for a temporary use permit proposing a vacation rental.

- Capability of providing domestic water and accommodating on site sewage disposal;
- Mitigating measures such as screening and fencing;
- Provision of adequate off-street parking;
- Confirmation that the structure proposed complies with the BC Building Code; and
- Benefits that such accommodation may provide to the community.

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Agriculture One (AG) which includes accessory dwellings as a permitted accessory use, but does not include vacation rentals as a permitted accessory use.

Under the Regional Growth Strategy (RGS) Bylaw No. 2770, 2017, Naramata is designated a Rural Growth Area, however, the 2870 Gammon Road is not in Growth Containment Area.

The property is within the Agricultural Land Reserve (ALR).

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

**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.

**Analysis:**

In considering this proposal, Administration notes that the Electoral Area “E” Official Community Plan No. 3010, 2023, in Section 22.3.4 outlines criteria for evaluating Temporary Use Permits (TUP).

As it relates to the evaluation criteria in the OCP, the proposed vacation, if approved, would be seasonal as it only operate between May 1<sup>st</sup> and October 31<sup>st</sup>. any impact to the natural environment would be unlikely as the proposed use would take place at 2870 Gammon Road, which is already being used residentially, and is not designated as an Environmentally Sensitive Development Permit

---

(ESDP) Area. The property is within the Agricultural Land Reserve (ALR), but is only 1,445 m<sup>2</sup> in area and is not being used agriculturally.

The proposed vacation rental use will take place in an accessory dwelling and is for a maximum of two (2) guests and once (1) bedroom. The applicant has provided a parking plan, which indicates adequate off-street parking by providing an additional parking space for the proposed vacation rental.

A letter from a Registered Onsite Wastewater Practitioner (ROWP) stating that “[t]his system as designed should be adequate to service the daily flow from the existing 2-bedroom main home plus one bedroom seasonal vacation rental with a maximum occupancy of two people.”

A Health and Safety Inspection was completed on January 30, 2024. No issues or other concerns were noted at that time.

In summary, the proposed vacation rental appears to be generally consistent with the assessment criteria provided in the Electoral Area “E” OCP. For these reasons, administration is recommending approval.

**Financial Implications:**

Financial implications have been considered and none were found.

**Alternatives:**

1. THAT the Board of Directors deny Temporary Use Permit No. E2024.004-TUP

**Respectfully submitted:**

Colin Martin

Colin Martin, Planner I

**Endorsed By:**



C. Garrish, Senior Manager of Planning

Attachments: No. 1 – Agency Referral List

No. 2 – Applicant’s Floor Plan

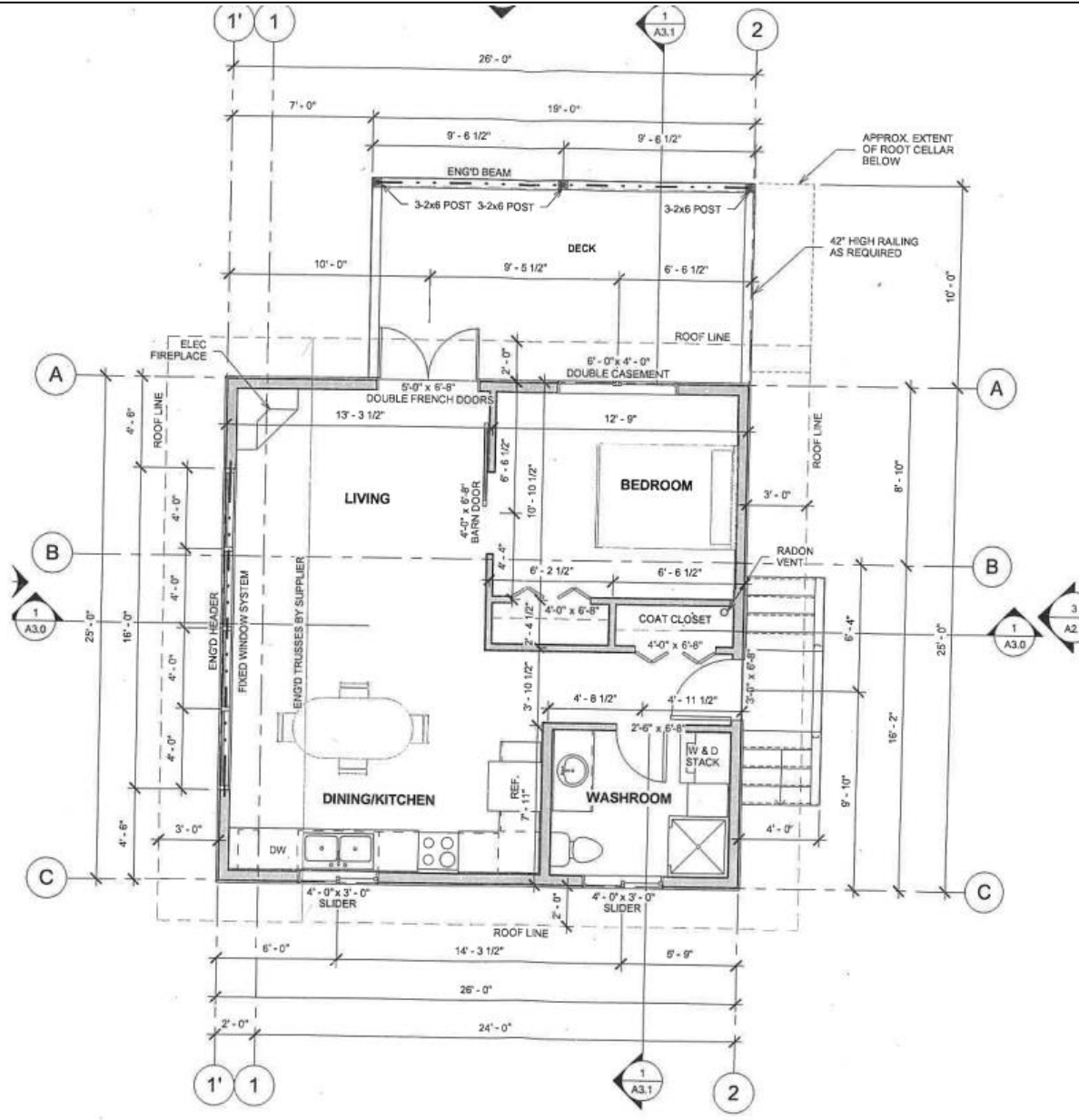
No. 3 – Site Photo (Google Earth, 2024)

Attachment No. 1 – Agency Referral List

Referrals have been sent to the following agencies as highlighted with a , regarding Temporary Use Permit No. E2024.004:

<input checked="" type="checkbox"/>	Agricultural Land Commission (ALC)	<input checked="" type="checkbox"/>	Fortis
<input checked="" type="checkbox"/>	Interior Health Authority (IHA)	<input checked="" type="checkbox"/>	City of Penticton
<input checked="" type="checkbox"/>	Ministry of Agriculture	<input type="checkbox"/>	District of Summerland
<input type="checkbox"/>	Ministry of Energy, Mines & Petroleum Resources	<input type="checkbox"/>	Town of Oliver
<input type="checkbox"/>	Ministry of Municipal Affairs & Housing	<input type="checkbox"/>	Town of Osoyoos
<input type="checkbox"/>	Ministry of Forest, Lands, Natural Resource Operations & Rural Development (Ecosystem Section)	<input type="checkbox"/>	Town of Princeton
<input type="checkbox"/>	Ministry of Forest, Lands, Natural Resource Operations & Rural Development (Archaeology Branch)	<input type="checkbox"/>	Village of Keremeos
<input type="checkbox"/>	Ministry of Jobs, Trade & Technology	<input type="checkbox"/>	Okanagan Nation Alliance (ONA)
<input checked="" type="checkbox"/>	Ministry of Transportation and Infrastructure	<input type="checkbox"/>	Penticton Indian Band (PIB)
<input type="checkbox"/>	Integrated Land Management Bureau	<input type="checkbox"/>	Osoyoos Indian Band (OIB)
<input type="checkbox"/>	BC Parks	<input type="checkbox"/>	Upper Similkameen Indian Band (USIB)
<input type="checkbox"/>	School District #53 (Areas A, B, C, D & G)	<input type="checkbox"/>	Lower Similkameen Indian Band (LSIB)
<input type="checkbox"/>	School District #58 (Area H)	<input type="checkbox"/>	Environment Canada
<input checked="" type="checkbox"/>	School District #67 (Areas D, E, F, I)	<input type="checkbox"/>	Fisheries and Oceans Canada
<input type="checkbox"/>	Central Okanagan Regional District	<input type="checkbox"/>	Canadian Wildlife Services
<input type="checkbox"/>	Kootenay Boundary Regional District	<input type="checkbox"/>	OK Falls Irrigation District
<input type="checkbox"/>	Thompson Nicola Regional District	<input type="checkbox"/>	Kaleden Irrigation District
<input type="checkbox"/>	Fraser Valley Regional District	<input type="checkbox"/>	Naramata Water Utilities
<input checked="" type="checkbox"/>	Naramata Fire Department	<input type="checkbox"/>	

Attachment No. 2 – Applicant’s Building Elevations



Attachment No. 3 – Site Photo (Google Earth, 2024)

