

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: February 22, 2024

RE: Subdivision and Development Servicing Bylaw Review (X2023.001-SDS)

Administrative Recommendation:

THAT the Regional District of Okanagan-Similkameen Subdivision and Development Servicing Bylaw No. 2900, 2024, be read a third time; and

THAT the Regional District of Okanagan-Similkameen Campground and Manufactured Home Park Zoning Amendment Bylaw No. 3061, 2024, be read a third time

Purpose:

It is being proposed to introduce a new Subdivision and Development Servicing Bylaw No. 2900, 2024, and to further repeal of the Regional District's Campground Regulations Bylaw No. 2779, 2018, and Manufactured Home Park (MHP) Regulations Bylaw No. 2597, 2012.

It is further proposed to amend the electoral area zoning bylaws in order to maintain certain regulations currently contained within Bylaw Nos. 2597 & 2779 (e.g. mandatory service connections, MHP road standards, etc.).

Background:

On January 17, 2024, a Public Information Meeting (PIM) was held online via the WebEx meeting platform and was attended by approximately 17 members of the public.

On January 24, 2024, a Public Information Meeting (PIM) with representatives of various local consulting engineering firms was held at 101 Martin Street, Penticton (RDOS Boardroom) and was attended by approximately 8 persons.

At its meeting of February 8, 2024, the Regional District Board approved first and second reading of Bylaw Nos. 2900 and 3061, 2024, and scheduled a public hearing for Amendment Bylaw No. 3061, 2024, ahead of its meeting of February 22, 2024.

Analysis:

A guiding principal of the Subdivision Servicing Bylaw Review has been to modernize and simplify the bylaw as it pertains to those services that the Regional District has authority for.

In furtherance of this objective, the new Subdivision and Development Servicing Bylaw relies on the Master Municipal Construction Documents (MMCD) Association's *Municipal Infrastructure Design Guideline Manual*.

The *Municipal Infrastructure Design Guideline Manual* provides a standardized set of guidelines that can be adopted by local government involved with the design and construction of servicing

infrastructure (e.g. community water and community sewer systems) and is updated on a regular basis (i.e. approximately 4-5 years).

Recognizing, however, that the *Municipal Infrastructure Design Guideline Manual* is a standard template designed for use throughout the province and that there may be aspects of it that are not suitable for the South Okanagan and Similkameen Valley's, it is being proposed that the design schedules to Draft Bylaw No. 2900 only specify standards where the Regional District diverges from the *Manual*.

Other updates include revisions to the list of Exemptions such as clarification on what is meant by "unattended equipment" as well as boundary adjustments, and a new exemption for subdivisions that are seeking to conserve a natural area.

The proposed regulation of private utilities is being undertaken separately due to required official community plan (OCP) bylaw amendments and, as a result, different consultation requirements under the *Local Government Act*. It is anticipated that any direction resulting from this project *may* be incorporated in Draft Bylaw 2900 at a later point.

Alternative:

Conversely, the alternative of retaining the current subdivision servicing bylaw as well as maintaining the current MHP Regulations Bylaw and Campground Regulations Bylaw is available to the Board.

Due, however, to the age of the current subdivision servicing bylaw, the resources that have already been allocated to this project as well as the requisite amendments that would be required to ensure the current bylaw remains current, this option is not recommended.

Summary:

In summary, Administration is supportive of the proposed bylaws.

Alternatives:

1. THAT first and second reading of the Regional District of Okanagan-Similkameen Subdivision and Development Servicing Bylaw No. 2900, 2024, and Regional District of Okanagan-Similkameen Campground and Manufactured Home Park Zoning Amendment Bylaw No. 3061, 2024, be rescinded and the bylaws abandoned.

Respectfully submitted:



C. Garrish, Senior Manager of Planning



S. Duong, Planner II