

To: Mayor and Council
From: Paul Gipps, CAO

Meeting Date: July 08, 2025
Meeting Type: Regular Council Meeting

Prepared by: Sheeja Vimalan, Planner

Department: Planning and Development

Title: Development Variance Permit | DVP00415 | 10310 Teresa Road
Description: To authorize construction of a secondary suite in the existing single-family dwelling with variance to the allowable maximum floor area.

RECOMMENDATION

THAT Development Variance Permit DVP00415 (Attachment A to the Report to Council dated July 08, 2025) for the property located at 10310 Tessa Rd, legally described as LOT 16 SECTION 11 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP79528 TOWNSHIP 20; (PID: 026-483-459), to vary the allowable maximum floor area of a secondary suite, be approved.

EXECUTIVE SUMMARY

The subject property is a previously developed residential lot with a single-family dwelling within the District of Lake Country. The applicant's primary objective is to renovate the basement of an existing single-family dwelling for a legal secondary suite with a floor area of 103m². The proposed secondary suite would provide much-needed housing for a family during the ongoing housing crisis and an opportunity to remain in the community. To construct the secondary (legal) suite, the applicant requests a variance to the allowable maximum floor area requirement (90 m² or 40% of the total floor of the principal building to 103 m²) of Zoning Bylaw # 561, 2007.

The application is in accordance with the Official Community Plan's (OCP) associated objectives and policies.

Staff support the proposed variance.

TABLE 1: APPLICATION INFORMATION

Application Information			
Application Type	Development Variance Permit	Application Date:	2025-05-03
Applicant:	Michael Miller	Owner:	Shajan Thomas
Application Description	Request to allow construction of a secondary suite with a variance to the allowable maximum floor area requirement on the property.		
Variances	<p>❶ Indicates requested variance to the maximum floor area of a secondary suite requirement from 90 m² or 40% of the total floor area of the principal building to 103 m².</p>		

Property Information: General	
Folio/Roll #:	2392.157
Legal Description	LOT 16 SECTION 11 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP79528 TOWNSHIP 20
PID	026-483-459
Civic Address:	10310 Teresa Rd

Property Information: Land Use		
OCP Designation:	Urban Residential	
Zoning Designation:	RU1- Small-Scale Multiple Housing	
Land Use Contract	n/a	
ALR:	n/a	
Parcel Size:	~ 0.08 ha/ 0.191ac	
Development Permit Areas:	n/a	
Adjacent Land Summary:	Zoning:	Use:
<i>North:</i>	RU1 – Small-Scale Multiple Housing	Residential
<i>East:</i>	Teresa Rd, RU1 – Small-Scale Multiple Housing	Residential
<i>South:</i>	RU1 – Small-Scale Multiple Housing	Residential
<i>West:</i>	RU1 – Small-Scale Multiple Housing	Residential

Property Information: Infrastructure and Development Engineering	
Road Network	Minor Connector
Driveway Access	Permit will be required (reviewed at Building Permit stage)
Water Supply:	Municipal (source: Okanagan Lake/Beaver Lake)
Sewer:	Municipal
Drainage / Stormwater	MVC-03 Catchment Area
Comments:	N/A

ANALYSIS

The subject property, located at 10310 Teresa Rd (Attachment B) contains a single -family dwelling. The applicant's objective is to renovate the basement for a legal secondary suite (Attachment C). To accomplish this objective, the applicant is requesting a variance to increase the allowable floor area from 90m² to 103m². This renovation would provide housing for a family during the ongoing housing crisis and offer them stability and the opportunity to remain in the community.

Official Community Plan

The subject property is designated Urban Residential under the District's OCP and is in accordance with the associated objectives and policies of Section 16 Urban Residential. Staff support the proposed variance.

Zoning Bylaw 561, 2007

The subject property is zoned RU1 – Small-Scale Multiple Housing; to complete the construction of the proposed secondary suite, the applicant has requested a variance (Table 1) to the allowable maximum floor area requirement [s.10.7.3] of Zoning Bylaw #561, 2007. The requested variance would increase the allowable floor area from 90 m² or 40% of the total floor area of the principal building to 103 m² (from 968 sq. ft. to 1,106 sq. ft.), a variance of 13 m² (Attachment C).

District staff are supportive of the proposed variance as the dwelling conforms to all other applicable development regulations under the Zoning Bylaw.

DEVELOPMENT REGULATIONS		
CRITERIA	RU1 ZONE REQUIREMENTS	PROPOSAL
Secondary Suite	10.7.3. The maximum floor area of a secondary suite shall not exceed the lesser of 90 m ² or 40% of the total floor area of the principal building.	❶ 103 m ² floor area

FINANCIAL IMPLICATIONS

☒ None ☐ Budget Previously Approved ☐ Other (see below)

COMMUNICATION

- This application was referred to internal departments and had no comments.
- Neighbour Consultation was completed and the applicant noted that supportive feedback was provided by the neighbours consulted.
- Staff completed Statutory Notification requirements where properties within 100m were notified, and a Development Notice Sign was placed on the subject property.

ALTERNATE RESOLUTION OPTION(S)

1. THAT Development Variance Permit DVP00415 (Attachment A to the Report to Council dated July 08, 2025) for the property located at 10310 Tersi Rd, legally described as LOT 16 SECTION 11 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP79528 TOWNSHIP 20; (PID: 026-483-459), to vary the allowable maximum floor area of a secondary suite, not be approved.
2. THAT Development Variance Permit DVP00415 (Attachment A to the Report to Council dated July 08, 2025) for the property located at 10310 Tersi Rd, legally described as LOT 16 SECTION 11 OSOYOOS DIV OF YALE LAND DISTRICT PLAN KAP79528 TOWNSHIP 20; (PID: 026-483-459), to vary the allowable maximum floor area of a secondary suite, be deferred pending receipt of additional information as identified by Council.

Respectfully Submitted,
Sheeja Vimalan, Planner

Report Approval Details

Document Title:	Development Variance Permit - DVP00415 - 10310 Teresa Road.docx
Attachments:	<ul style="list-style-type: none"> - Attachment A-DVP00415-Draft DVP.pdf - Attachment B-DVP00415-Location Map and Orthophoto.pdf - Attachment C-DVP00415-Secondary Suite Design Plan and Elevation.pdf
Final Approval Date:	Jul 2, 2025

This report and all of its attachments were approved and signed as outlined below:

Steven Gubbels, Development Engineering Manager - Jun 27, 2025 - 10:51 AM

Carie Liefke, Manager of Current Planning - Jun 27, 2025 - 12:35 PM

No Signature found

Jeremy Frick, Director of Development Approvals - Jun 30, 2025 - 8:52 AM

Reyna Seabrook, Director of Corporate Services - Jun 30, 2025 - 9:54 AM

Paul Gipps, Chief Administrative Officer - Jul 2, 2025 - 7:52 AM

Makayla Ablitt, Legislative & FOI Coordinator - Jul 2, 2025 - 9:28 AM