



## Minutes

### Regular Council Meeting

October 1, 2024, 7:00 p.m.  
 Council Chambers/Video Conference  
 10150 Bottom Wood Lake Road  
 Lake Country, British Columbia V4V 2M1

Council Present:	Mayor Blair Ireland Councillor Tricia Brett Councillor Heather Irvine Councillor Michael Lewis Councillor Todd McKenzie Councillor Bib Patel, electronically
Council Absent:	Councillor Cara Reed
Staff Present:	Paul Gipps, Chief Administrative Officer Trevor James, Chief Financial Officer Matthew Salmon, Director of Engineering & Environmental Services Reyna Seabrook, Director of Corporate Services Matt Vader, Director of Parks, Recreation & Culture Steven Gubbels, Manager of Development Richard Wagner, Manager of Finance Kiel Wilkie, Utility Manager Brian Zurek, Manager of Planning Makayla Ablitt, Legislative Technical Clerk Travis Tonn, Support Analyst Sheeja Vimalan, Planner Jeremy Frick, Director of Planning & Development Carie Liefke, Manager of Current Planning
Others:	Kiara Domanski, Youth Councillor

#### 1. Call to Order and Territorial Acknowledgement

*We acknowledge that we are conducting our business today on the unceded territory of squilx"/syilx (Okanagan) peoples. As a Council, we recognize the importance of doing our best to build respectful relationships that contribute to stewarding the land and waters in the community with integrity and consideration for future generations.*

The Mayor called the meeting to order at 7:00 p.m.

The Mayor read a statement regarding the National Day for Truth and Reconciliation.

**2. Adoption of Agenda**

**2024-10-179 It was moved and seconded**

*THAT the Regular Council Meeting Agenda of October 1, 2024 be adopted.*

**Carried.**

**3. Adoption of Minutes**

**3.1 Regular Council Meeting Minutes of September 3, 2024**

**2024-10-180 It was moved and seconded**

*THAT the Regular Council Meeting Minutes of September 3, 2024 be adopted.*

**Carried.**

**3.2 Special Council Meeting Minutes of September 10, 2024**

**2024-10-181 It was moved and seconded**

*THAT the Special Council Meeting Minutes of September 10, 2024 be adopted.*

**Carried.**

**4. Mayor's Report**

**5. Announcements**

On October 7, five classes from Davidson Elementary School will be planting 700 seedlings in Jack Seaton Park. The seedlings were provided by Sharon McCoubrey from an Artwalk exhibit and the activity will be managed by Forestry students from Rutland as well as the Parks team.

When conditions allow, wildfire risk reduction work will commence again this fall with BC Wildfire Service team members cutting/trimming trees and starting pile burns. This will start on the lower east side of Spion Kop (west of Hwy 97) between the Lakes neighbourhood and West Oyama. Work zones will be marked, so if you are hiking or dirt biking in the area (particularly the Raptor Trail), we ask you to please stay out of the work area for everyone's safety and to allow the BCWS crew to complete their work.

**6. Delegations**

**6.1 Lake Country Museum & Archives**

Lynn Fanelli, Executive Director, to present

**7. Planning and Development Applications**

**7.1 Development Variance Permit | DVP00409 | 5150 Finch Road**

Development Variance Permit to authorize construction of a secondary suite

Jeremy Frick, Director of Planning introduced Carie Liefke, the new Manager of Current Planning.

Page 4 of Attachment A to DVP00409-Draft DVP was amended and circulated prior to the meeting and is attached to and forms part of these minutes.

**2024-10-182 It was moved and seconded**

THAT Development Variance Permit DVP00409 for the property located at 5150 Finch Road, (Attachment A to the Report to Council dated October 1, 2024) (Roll 218.048; PID: 005-670-128) to allow construction of a secondary suite be approved.

**Carried.**

**7.2 Development Permit with Development Variance Permit | DP000832 & DVP00386 | 3386 Woodsdale Road**

Development Permit and Development Variance Permit to authorize proposed mixed-use development with variances to landscaping and parking regulations

Three pieces of correspondence were received in response to DVP00386 after the publication of the October 1, 2024 Agenda and are attached to and form part of these minutes.

Birte Decloux | Applicant

Ms. Decloux responded to questions from Council and advised there is no request to vary the size for off-street loading space, only to change the materials used.

**2024-10-183 It was moved and seconded**

*THAT Development Variance Permit DVP00386 (Attachment A in the Report to Council dated October 1, 2024) for the property at 3386 Woodsdale Road (Roll 10094232; PID:007-488-394), be amended as follows:*

- Removing the variance to section 9.2.4(a) of Zoning Bylaw 561, 2007 reducing the minimum size of an off-street loading space from 28m<sup>2</sup> to 15m<sup>2</sup>; and
- Adding a variance to section 8.6.1(c) of Zoning Bylaw 561, 2007 to vary the landscaping setback from 3.0m to 0.0 metres.

**Carried.**

**2024-10-184 It was moved and seconded**

*THAT Development Variance Permit DVP00386 (Attachment A in the Report to Council dated October 1, 2024) for the property at 3386 Woodsdale Road (Roll 10094232; PID: 007-488-394), to allow for a mixed-use development with variances as amended, be approved;*

*AND THAT Development Permit DP000832 (Attachment B in the Report to Council dated October 1, 2024) for the property at 3386 Woodsdale Road (Roll 10094232; PID: 007-488-394), to allow for a mixed-use development be approved.*

**Carried.**

**7.3 Zoning Amendment | Z0000339 | Strata Hotel / Motel Secondary Use**

Addition of Strata Hotel/Motel as a Secondary Use to 9652 and 9654 Benchland Drive Zara at Lakestone.

An amended version of Zoning Amendment (Z0000339) Bylaw 1243, 2024 was circulated to Mayor & Council, which is attached to and forms part of these minutes.

**2024-10-185 It was moved and seconded**

*THAT Zoning Amendment (Z0000339) Bylaw 1243, 2024 be read a first and second time and forwarded to a Public Hearing.*

**Carried.**

**8. Departmental Reports**

**8.1 Disaster Risk Reduction | Climate Adaptation Grant**

Council endorsement of a grant application through the Union of BC Municipalities (UBCM) through the Disaster Risk Reduction – Climate Adaptation Fund.

**2024-10-186 It was moved and seconded**

*THAT a grant submission under the Provincial Union of British Columbia Municipalities Disaster Risk Reduction-Climate Adaptation funding stream for Climate Change Hazard, Risk, & Vulnerability Assessment valued in the amount of \$150,000 be approved;*

*AND THAT the District will provide overall grant management for the project.*

**Carried.**

**9. Bylaws for Adoption and Readings Following a Public Hearing**

**10. Rise and Report from In Camera**

**11. Council Committees**

**11.1 Public Art Advisory Commission Draft Meeting Minutes of September 9, 2024**

**12. External Committees and Boards**

**12.1 Board of Education Meeting Highlights of September 11, 2024**

**12.2 Okanagan Regional Library Board of Trustees Regular Meeting Minutes of May 15, 2024**

**13. Strategic Priorities**

**14. Report from Councillors**

Councillor Patel expressed appreciation for the respectful communication and the way concerns were addressed with neighbours in relation to the Woodsdale development permit.

Councillor Irvine thanked the RCMP for their increased patrols and stated how much she enjoyed UBCM and looks forward to next year.

Councillor McKenzie echoed comments regarding UBCM and thanked the community for supporting Council's attendance. He is thankful to see increased RCMP patrols and reminded

residents to slow down in school zones. Lastly, Councillor McKenzie noted the Oyama canal dredging was started but is on hold due to contamination.

Councillor Brett expressed her appreciation for attending UBCM where Council was able to meet other Councillors, learn on topics of interest and accomplish tasks during meetings with Ministers. Councillor Brett announced that attended the opening of the Lake Country Art Gallery's Anthropocene exhibit and recognized the Lake Country Museum for their recent content. She announced the following events taking place at Okanagan Centre Hall:

Annual General Meeting on October 9th at 7:00 p.m. at the Okanagan Centre Hall

The Christmas Dinner & Dance tickets are now available for purchase at intrigue winery for \$50.00 per person. Payment can be made by cash or cheque.

Youth Councillor Domanski thanked Mayor and Council for having her back this year in her Grade 12 year. She announced she is 2025 GESS Grad Class President and looks forward to bringing updates on graduation events.

Councillor Lewis noted UBCM was very productive and expressed it is great to see the newly paved roads around the community. He also commented on how exiting it is to see the new bike park being constructed and the community is looking forward to it.

Mayor Ireland reminded everyone it is important to drive slow on local roads and noted Council was well organized and made a great impact at UBCM.

#### **14.1 Notice of Motion from Councillor Reed made September 10, 2024**

Notice of Motion deferred to a future Council Meeting for consideration.

*THAT staff be directed to send a letter to Canadian Radio-Television and Telecommunications Commission (CRTC) regarding the loss of our local programming and Global Okanagan.*

#### **15. Adjournment**

The Mayor adjourned the meeting at 8:23 p.m.

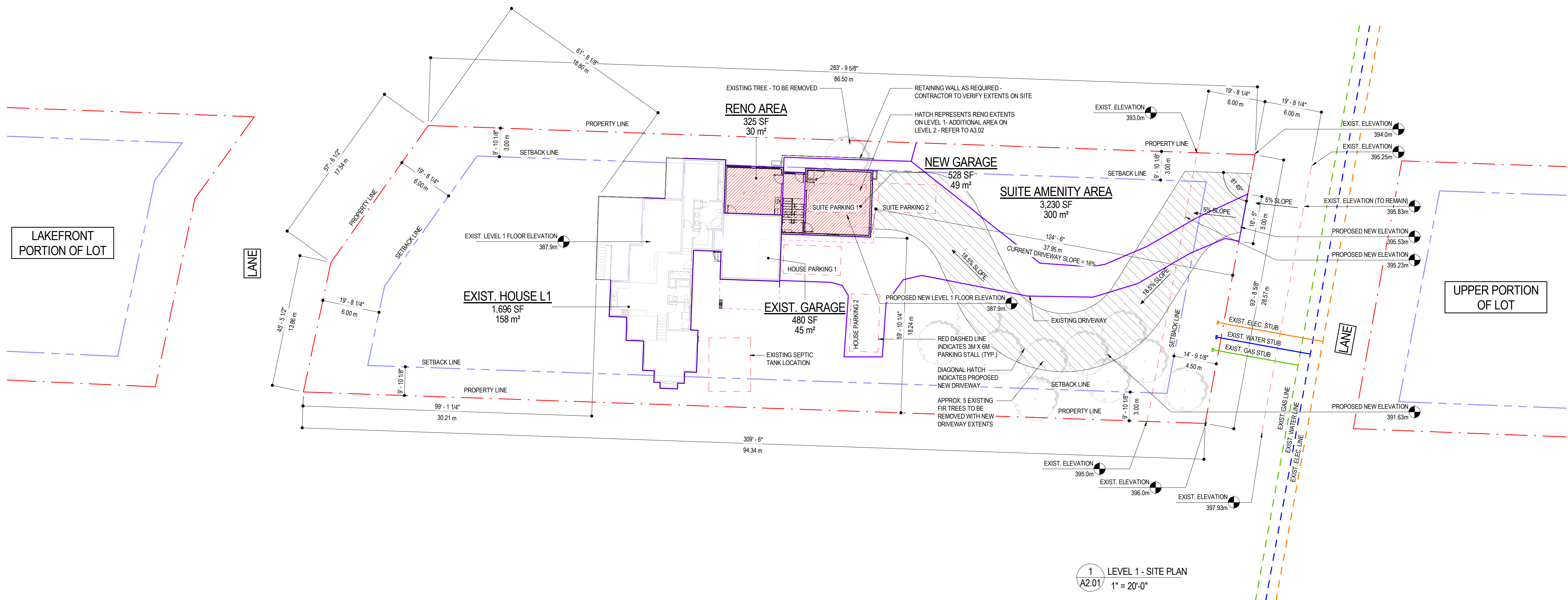
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Mayor, Blair Ireland

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Corporate Officer, Reyna Seabrook





PARCEL SIZE		
Name	Area	Area (SM)
PARCEL SIZE	28,652 SF	2,661.8 m <sup>2</sup>
PARCEL SIZE	11,923 SF	1,107.7 m <sup>2</sup>
PARCEL SIZE	19,097 SF	1,774.2 m <sup>2</sup>
PARCEL SIZE	59,672 SF	5,543.7 m <sup>2</sup>

PARKING AREA		
Name	Area	Area (SM)
PARKING & DRIVEWAYS	3,430 SF	318.6 m <sup>2</sup>

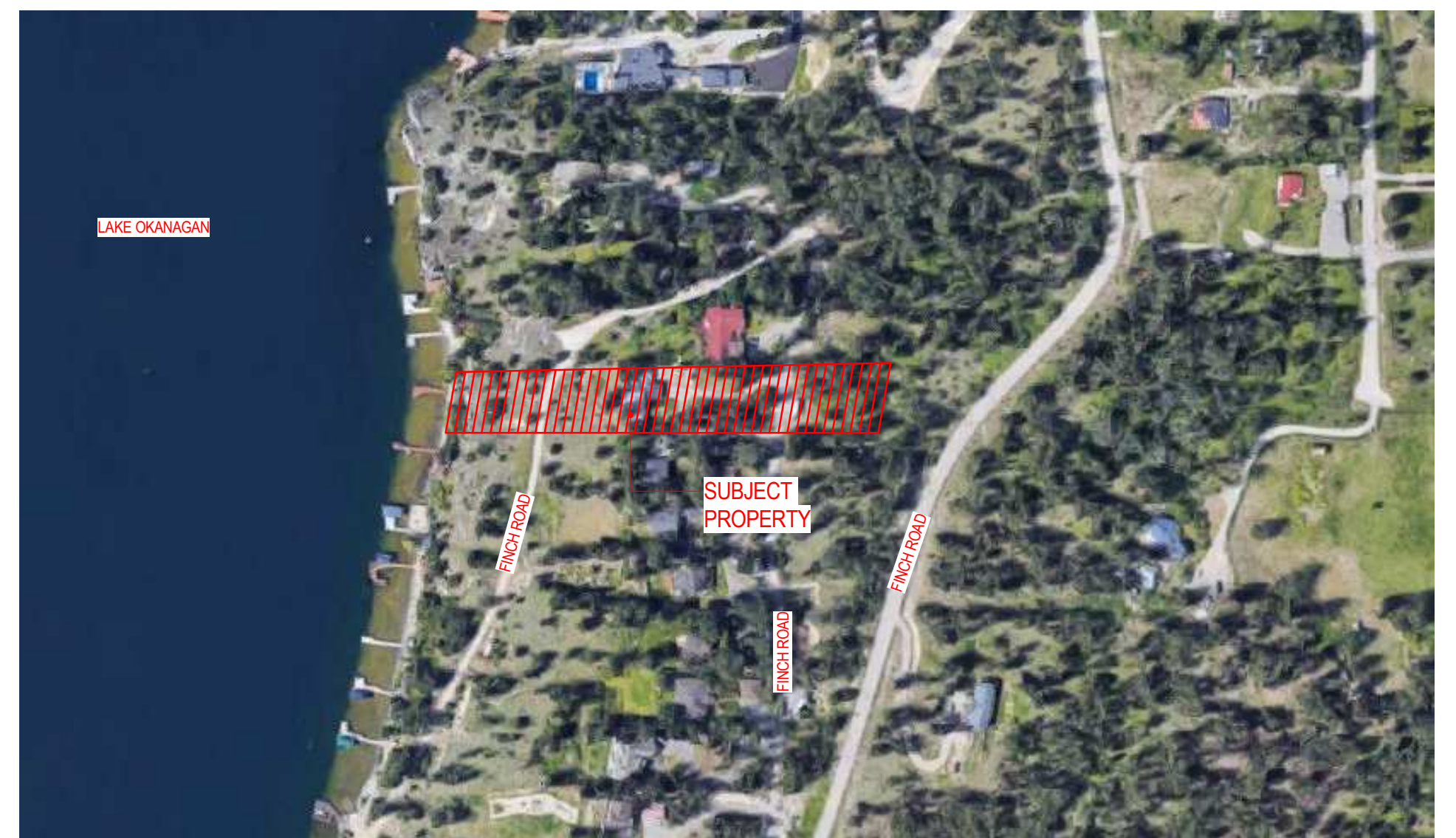
AMENITY AREA		
Name	Area	Area (SM)
SUITE AMENITY AREA	3,230 SF	300.1 m <sup>2</sup>

TOTAL BUILDING AREA		
Name	Area	Area (SM)
EXIST. GARAGE	480 SF	44.6 m <sup>2</sup>
EXIST. HOUSE L1	1,696 SF	157.6 m <sup>2</sup>
EXISTING BASEMENT	1,683 SF	156.4 m <sup>2</sup>
NEW GARAGE	528 SF	49.0 m <sup>2</sup>
RENO AREA	325 SF	30.2 m <sup>2</sup>
SUITE L1	161 SF	14.9 m <sup>2</sup>
SUITE L2	1,510 SF	140.3 m <sup>2</sup>
	6,383 SF	593.0 m <sup>2</sup>

ZONING SUMMARY		
5150 FINCH ROAD		
ADDRESS	5150 FINCH ROAD, LAKE COUNTRY, BC V4V 1N6	
LEGAL DESCRIPTION	LOT 10, SECTION 4, TOWNSHIP 20, PLAN KAP25111 PID: 005-670-128	
DEVELOPMENT PERMIT AREA	HILLSIDE & WILDFIRE & NATURAL ENVIRONMENT	
EXISTING ZONING	RR3	
PROPOSED ZONING	N/A	
EXISTING LEGAL USE	SINGLE FAMILY HOME	
PROPOSED LEGAL USE	SINGLE FAMILY HOME + SECONDARY SUITE	
ZONING REQUIREMENTS MAIN BUILDING		
	ZONING STANDARD	PROPOSED
FRONT SETBACK	4.5m (HOUSE) 6.0m (GARAGE)	37.95m (FOR NEW ADDITION)
SIDE SETBACK	3.0m	3.0m (FOR NEW ADDITION)
REAR SETBACK	6.0m	30.21m (UNCHANGED)
PARCEL SIZE	-	5,544sm
BUILDING HEIGHT	9.5m or 2 1/2 storeys	7.06m - OR 8.62m AVERAGE HEIGHT FROM WALKOUT
EXISTING PARCEL COVERAGE %	2,217sm (40%)	202.2sm (3.65%)
ADDITION PARCEL COVERAGE %	40%	94.1sm (1.69%)
TOTAL LEVEL 1 PARCEL COVERAGE %	-	296.3sm (5.34%)
TOTAL PARKING COVERAGE %	-	318.6sm (5.75%)
TOTAL COMBINED COVERAGE %	50%	614.9sm (11.09%)

ZONING REQUIREMENTS SECONDARY SUITE (2 BED)		
	ZONING STANDARD	PROPOSED
SUITE AREA	90sm	155.2sm (VARIANCE REQD)
SUITE AREA / MAIN BUILDING AREA (%)	40%	155.2sm / 439sm = 35.4%
SUITE PARKING	2 SPACES	2 SPACES
SUITE AMENITY AREA	30sm	300sm

- RENOVATION NOTES:**
- EXISTING HOME TO REMAIN AS-IS. BUILDING PERMIT IS RELATED TO THE ADDITION ONLY.
  - THE EXISTING GARAGE WILL FOOTPRINT WILL REMAIN AS-IS. THE TRUSSES WILL BE REPLACED WITH FLOOR JOISTS. AS THE 2ND LEVEL WILL BECOME CONDITIONED SPACE. WOOD FRAMED CRICKETS WILL BE ADDED TO THE EXISTING ROOF STRUCTURE TO ENSURE POSITIVE DRAINAGE.
  - THE ADDITION WILL CONSIST OF A NEW BONUS ROOM, A SECOND GARAGE, AND A 2 BED, 2 BATH SUITE ON THE SECOND LEVEL. THE SUITE WILL REQUIRE A VARIANCE, AS IT IS LARGER THAN ALLOWED WITHIN THE BYLAW.



LOCATION MAP - N.T.S

UPDATES - 2024-09-11

No	Dat	Revisi
0	2023-08-3	ISSUED FOR DEVELOPMENT
0	2024-06-2	ISSUED FOR BUILDING



Project  
**5150 FINCH ROAD**

Drawing  
**SITE PLAN & ZONING**

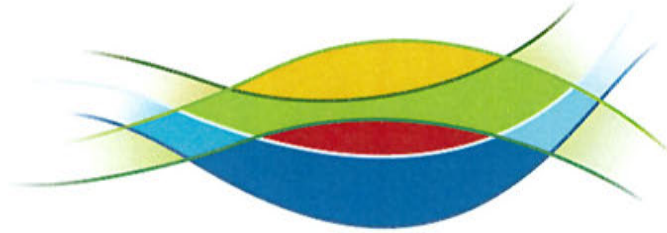
Drawing

**A2.01**

5150 FINCH ROAD, LAKE COUNTRY, BC, V4V 1N6  
 LOT 10, SECTION 4, TOWNSHIP 20, PLAN KAP25111

Job 18 - 1816  
 Scal As indicated





# LAKE COUNTRY

Life. The Okanagan Way.

**PUBLIC CORRESPONDENCE**

**October 1, 2024**

**Item #7.2: DP000832 & DVP00386**

**Sunscapes Strata Plan KAS 3628**

██████ Woodsdale Road  
Lake Country BC V1Y 2R7

September 25, 2024

Mayor and Council  
District of Lake Country  
10150 Bottom Wood Lake Rd.  
Lake Country, BC V4V 2M1  
[mayorandcouncil@lakecountry.bc.ca](mailto:mayorandcouncil@lakecountry.bc.ca)

**Re: Development Variance Permit – Your file DVP00386  
3386 Woodsdale Road, Lake Country  
Lot B District Lot 117 ODYD Plan KAP21443 (“Lot B”)**

Dear District of Lake Country Mayor and Council:

We are writing as council members on behalf of residents of Sunscapes development to express concerns regarding the changes to variances on Lot B.

We have a few concerns regarding the proposed variances set out in your September 19, 2024 letter, as follows:

1. One of our council members visited your District of Lake Country offices and was told that access to this new development is behind our existing garbage and recycling bins and not through the access road in front of our bins marked on your proposed site plan. We would ask that consideration be made when deciding on the parking set back to ensure that the easement in front of our existing bins is landscaped in a manner that does not allow for access in or out of Lot B. We would be happy if it became two additional parking spots for our residents.
2. We note on Variance 4 the garbage and recycling bins are very close to our fencing, private decks and front doors. We deliberately located our bins away from our buildings to lessen noise disturbance and odors. It would be practical to consider putting the bins near our bins close to parking stalls numbered 17 and 18.
3. We know that we are in an area that has a high water table. We have had a storm drainage issue for a number of years that we have addressed with the District of Lake Country and have been advised that it needs to be dug up and redeveloped. We also understand that the costs are the responsibility of all three properties, being ours KAS3628, Lot B and the property to the west, Plan KAP86288. It would be practical that it would be repaired and costs shared at the time of this new development on Lot B.
4. We understand that purpose-built rental housing in the Woodsdale Road area are given tax breaks to developers who are building a minimum of 15 units. Does this development qualify for this tax break and will we see a cost increase in our taxes and services as a result to compensate for this development? This is a concern for our community.



5. Will there be sufficient room for fire/ambulance and garbage/delivery trucks to access and turn around on Lot B?

If some of these concerns are not being addressed at this stage we would appreciate if you passed these concerns on to the next stages of development.

While we do not oppose development on Lot B, we believe the proposed density is excessive for this site and parking is and will be an ongoing issue along Woodsdale Road.

In closing, we would like to see Lot B developed and we are encouraged that the District of Lake Country is moving forward with approving developments that add to our community. We hope these comments will be shared with the developer as we are most affected by this development.

We would appreciate hearing from you on our questions and concerns noted above.

Sincerely,

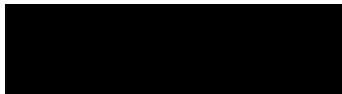
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Melanie Faber, Sunscapes Strata Council Member



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Shelley Atkinson, Sunscapes Strata Council Member



**From:** [Christine Thorpe](#)  
**To:** [Planning](#)  
**Subject:** Proposed site plan for development at 3386 Woodsdale Road  
**Date:** Saturday, September 28, 2024 5:22:25 PM

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You don't often get email from [REDACTED] [Learn why this is important](#)

Christine Thorpe and James Wood  
[REDACTED] Woodsdale Road  
Lake Country V4V2R7

September 28, 2024

District of Lake Country

Re: Proposed site plan for development at 3386 Woodsdale Road

After studying the notification mailed to residents of the Sunscape development, I would like to raise two concerns:

The proposed site for placement of garbage and recycling will be objectionably close to my front door and also to the patio of Unit 201 and balcony of Unit 205. Therefore I object to Variance #4 which permits the setback requirement to be changed from 3.0 meters to 0.0 meters. If one or more of the units to be built serves food, the waste may be more smelly than otherwise and attract vermin. Could the garbage and recycling containers be moved close to (or even joined with) those of the Sunscape development? We propose that this option be considered.

The shared boundary of the lot at 3386 and that of Sunscape may not be correctly marked by the existing fence. I would ask for clarity on how much of the landscaping on the Sunscape side of the existing fence will be removed during construction and how much of this garden area may be claimed by the new development.

Thank you for your consideration of our concerns.

Sincerely,

Christine Thorpe and James Wood  
[REDACTED]



Virus-free [www.avg.com](http://www.avg.com)

Christine Thorpe and James Wood  
[REDACTED] Woodsdale Road  
Lake Country V4V2R7

September 28, 2024

District of Lake Country

Re: Proposed site plan for development at 3386 Woodsdale Road

RECEIVED  
OCT 09 2024  
DISTRICT OF  
LAKE COUNTRY

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Thank you for your consideration of our concerns,

Sincerely,

[REDACTED]

Christine Thorpe and James Wood  
[REDACTED]

E:

**DISTRICT OF LAKE COUNTRY**

**BYLAW 1243, 2024**

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**A BYLAW TO AMEND ZONING BYLAW 561, 2007**

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The Council of the District of Lake Country, in open meeting assembled, enacts as follows:

1. District of Lake Country Zoning Bylaw 561, 2007 is hereby amended as follows:

1.1. Section 19-Direct Control Zones, 19.3 DC3-Direct Control 3 (Lakestone) subsection 19.3.3 Secondary Uses is amended by adding the following item (g) in alphabetical order:

“(g) Strata Hotel/Motels on Lot 94 Sec 9 Twp 20 ODYD Plan EPP74823; 9652 and 9654 Benchland Dr”

For clarity, the subject property is outlined in blue on Schedule A, attached to and forming part of this bylaw.

1.2. Section 3.3.3 General Definitions, is amended by adding the following definition of “Strata Hotel/Motel” in alphabetical order:

“STRATA HOTEL/MOTEL means a strata-titled hotel or motel as defined in the Short-Term Rental Accommodations Regulation B.C. Reg.268/2023.”

2. This bylaw may be cited as “Zoning Amendment (Z0000339) Bylaw 1243, 2024”.

READ A FIRST TIME this xx day of xx, 2024.

READ A SECOND TIME this xx day of xx 2024.

ADVERTISED on the xx and xx days of xx , 2024 that the Public Hearing held on the pursuant to Section 464 of the *Local Government Act*.

READ A THIRD TIME this xx day of xxx, 202x.

ADOPTED this xx day of month, 202x.

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Mayor

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Corporate Officer

Schedule A to Bylaw 1243

Lot 94 Sec 9 Twp 20 ODYD Plan EPP74823; 9652 and 9654 Benchland Dr

