

**To:** Mayor and Council  
**From:** Paul Gipps, CAO  
**Meeting Date:** October 15, 2024  
**Meeting Type:** Regular Council Meeting

**Prepared by:** Paul Gipps, Chief Administrative Officer  
**Department:** Planning and Development

**Title:** Planning and Development Department Update  
**Description:** A department update as it related to the backlog of files, work plan and upcoming projects.

**RECOMMENDATION**

For Information

**EXECUTIVE SUMMARY**

An update Council on the Development Department backlog of files, work plan and upcoming projects as it relates to the Housing Needs Strategy for Lake Country.

**DISCUSSION/ANALYSIS**

The District of Lake Country has had a significant backlog of applications for development opportunities for a number of years now. The backlog was generated as a result of numerous process challenges and staff shortages that made advancing the files time consuming and arduous.

Since 2019 505 planning applications have been received. Of these 416 have completed the approval process leaving 89 (28 received, 20 on hold, 41 in progress) applications still to be completed. There are 188 units within the 89 applications that will eventually be in front of Council.

Year	Applications*	To be completed
2019	107	4
2020	102	5
2021	119	10
2022	85	26
2023	63	24
2024	29	20

Earlier this year, Council adopted recommended changes to the OCP that has helped significantly with processing times for applications. Approximately 50 applications have completed in 2024 and about half of those files, have been completed since the beginning of June.

To date (September 30, 2024) 178 building permits have been issued which translates into 254 new housing units.

2024 Building Permits	Issued	Units
Apartment	2	199
Duplex	3	6
Manufactured Home	1	1
Secondary Suite	21	21
Single Family Dwelling	27	27

In total there have been approximately 500 units approved by council over the last few years that are at various stages of construction.

#### Housing Needs Assessment

In August of 2023 Council received a report called the Housing Needs for Lake Country. This report identified the growth Lake Country is experiencing over the last several years along with the anticipated growth for next several years (to 2031). This report is in the process of being updated by years end as required by Province. Staff will provide a further update in early 2025 with any significant changes noted.

The report identified the following key areas of housing Lake Country is likely needing to support the population growth anticipated.

**Table 15: Housing Unit Need Estimates by Household Income (2021-2031), District of Lake Country**

Source: Statistics Canada, 2021 Census, Custom Data Report

Household Income		<\$20,000	\$20,000–\$49,000	\$50,000–\$79,999	\$80,000–\$119,999	>\$120,000		
Affordable Monthly Housing Cost		\$500	\$1,250	\$2,000	\$3,000	>\$3,000	<b>TOTAL</b>	<b>%</b>
E N I S T I Z E	1-Bedroom	105	335	110	60	35	<b>645</b>	<b>26%</b>
	2-Bedroom	30	280	190	225	300	<b>1,025</b>	<b>41%</b>
	3- Bedroom	0	55	50	75	160	<b>340</b>	<b>14%</b>
	4-Bedroom	0	30	30	55	215	<b>330</b>	<b>13%</b>
	5+ Bedroom	0	0	10	35	120	<b>165</b>	<b>7%</b>
<b>TOTAL</b>		<b>135</b>	<b>700</b>	<b>390</b>	<b>450</b>	<b>830</b>	<b>2,505</b>	<b>100%</b>
<b>%</b>		<b>5%</b>	<b>28%</b>	<b>16%</b>	<b>18%</b>	<b>33%</b>	<b>100%</b>	

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To meet the anticipated population growth and required housing by 2031 as identified in the report Lake Country will need to approve 358 units per year made up of the above categories. In addition Lake Country housing units issued by permit over the last several years shows we are trending about 100 units short per year resulting in a shortfall of about 500 units. This means that the required number of units is closer to 3005 or 430 units per year.

Council's tax exemption policy that will allow units to be built in two areas of Lake Country are intended to encourage development in the key area of housing need; purpose built rental. To date only one development totaling 96 units has submitted the application for a municipal portion of tax exemption to build purpose built rentals. Three other development applications are at various stages and appear to be qualified which could account for an additional 160 units. Staff will keep Council updated as applications are approved on the total number of units being permitted and the number of applications received for the Municipal Tax Exemption for purpose built rentals. This will allow Council to consider the duration of the future applications for the exemption.

Over the course of the next several months, staff will be prioritizing their time to support the applications for development to reduce the backlog and support new applications. As the backlog eases, two of our staff will be initiating the start of the OCP. This is anticipated by early winter.

**FINANCIAL IMPLICATIONS**

None                       Budget Previously Approved     Other (see below)

Respectfully Submitted.

**Paul Gipps, Chief Administrative Officer**