



# City of Revelstoke

## Council Report

File No.: 3900-02

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**To:** His Worship Mayor McKee and Members of City Council  
**From:** Nigel Whitehead, Director of Development Services  
**Date:** January 14, 2018  
**Subject:** Development Activity – 2017 Summary Report

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### **RECOMMENDATION:**

THAT Development Activity – 2017 Summary Report be received for information.

### **CAO Comments:**

Approved for Council consideration. AC

### **Background:**

This report and attached table summarizes development activity statistics for 2014 through 2017. A complete review of all departmental activities in 2017 will be compiled in the 2017/18 Annual Report.

### **Options / discussion**

2017 was a challenging year for the Development Services Department, due to substantial staff turnover in combination with an historically busy construction season. Planning applications continue to trend upwards, with an exception of an anomaly in the number of 2016 rezoning applications due to implementation of vacation rental zones. Building permit valuations continue to increase substantially. Total construction valuation for 2017 is 57% over 2016 and 102% over 2015.

Numerous planning applications submitted in 2017 remain in the queue, with a departmental objective of completing these permits within Q1 of 2018. Achievement of this objective will be dependent both on staff capacity, as well as applicants' ability to provide revised drawings as necessary. Development interest in Revelstoke is also keeping our local design professionals in the private sector busy, impacting their turn-around times for applicants. A brochure outlining minimum submission standards will be developed for planning applications. This is a common document among most municipalities and will assist applicants in understanding what information is necessary in order to process an application as quickly as possible.



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Increasing customer service by improving availability of information, and increasing processing capacity through efficiency will continue to be top priorities for Development Services in 2018. Staff have struggled through 2017 with a lack of formal departmental procedures, and outdated, ineffective procedures where they do exist. Previous staff did not update documented procedures, leaving their positions along with their institutional knowledge required to efficiently complete applications. Work is progressing on updating and improving departmental procedures and will be aggressively pursued in Q1 of 2018, to better prepare for the 2018 build season.

All indications through discussions with the development community at the front counter lead to an expectation of 2018 to be as busy or busier than 2017. It is important to caution that the current increase in development activity is likely largely attributed to global economic cycles currently driving both the tourism and real estate markets in BC and Canada. This presents an element of risk to departmental planning, with a need to be cognizant of global macroeconomic projections.

### **Financial / Risk Implications:**

No financial or risk implications are anticipated from the proposed recommendation.

### **Strategic Plan Reference:**

Planning for the Future: The City of Revelstoke will ensure that City services encourage and support community vision towards development for the future.

### **Others Consulted:**


This report will be circulated to the Advisory Planning Commission and Economic Development Commission for their information.

### **Attachments:**

Figure 1 – Development Activity Summary Table (2014 - 2017)

**Respectfully submitted,**

**Nigel Whitehead, B.PI**  
**Director of Development Services**

	City of Revelstoke - Development Activity			
	2014	2015	2016	2017
Housing Starts	11	15 <sup>1</sup>	37	67 <sup>3</sup>
Secondary Suites	1	3	9	8
Residential Building Construction Values *	\$ 8,955,000.00	\$ 8,965,000.00	\$ 15,499,000.00	\$ 20,908,382.00
Commercial/Industrial starts	1	3	1	1
Commercial/Industrial construction values	\$ 5,338,000.00	\$ 6,077,000.00	\$ 3,844,000.00	\$ 6,118,172.60
Total Building Permit Construction Values	\$ 14,293,000.00	\$ 15,042,000.00	\$ 19,343,000.00	\$ 30,324,000.00
Rezoning Applications	13	9	62 <sup>2</sup>	16
Subdivision Applications	3	3	11	9
Development Permit Applications	19	16	15	18
Development Variance Applications	15	15	18	15
Heritage Alteration Permits	4	7	3	7
Total Planning Applications	54	50	109 <sup>2</sup>	65

\*-Includes all Residential Permits (ie: plumbing, demos etc..)

1-Includes 6 affordable housing units

2- Includes 49 Vacation Rental Applications

3-Includes 46 Multi-family units