



REPORT TO COUNCIL

DATE: October 1, 2024
TO: Mayor & Council
FROM: CAO/Acting Director of Development
SUBJECT: Development Services Activity Report

Request for: ☐ Direction ☐ Decision ☒ Information

Recommendation:

THAT Council receive the Development Services Activity Report dated October 1, 2024, for information.

Background:

Rebuilding and redevelopment of properties throughout the Village are occurring in parallel with the Village's infrastructure and amenity works. Ongoing reporting of applications and inquiries will be provided each month at a Council meeting to support transparency and improve awareness around local development activities.

Discussion:

This report summarizes the development-related activities for the period up to September 30, 2024. This summary highlights the pre-application work often completed by staff prior to receipt of formal applications. Where possible, staff work with property owners to reduce the need for formal applications. Therefore, not all inquiries will result in a development application; many can proceed directly to Building Permit application. Detailed information is available in a Cumulative Application and Inquiry History as Attachment 1.

Activity Type	<i>2024 Inquires for Current Month*</i>	<i>2024 Issued or Approved</i>	<i>Pre-2024 Issued or Approved</i>	<i>Total: Issued or Approved</i>
Building Permits				
Single Detached Dwellings	43	14	1	15
Other Residential	1	2	1	3
Commercial/Industrial/Mixed	4	6	1	7
Occupancy/Final: Permits Closed		4		4
Development Variance Permits	1	1		1
Development Permits			1	1
Temporary Use Permits		1	1	2

Activity Type	2024 <i>Inquires for Current Month*</i>	2024 <i>Issued or Approved</i>	<i>Pre-2024 Issued or Approved</i>	<i>Total: Issued or Approved</i>
Zoning Bylaw Amendments	1		4	4
Subdivision	1			
Planning - Building Permit Application Review	2			

**This information is updated monthly.*

Financial Impact:

Rebuilding on private properties creates the community and tax base required to support the municipality's ongoing functions.

Communication to the Public:

Regular reporting to Council forms part of the greater Village communication efforts. Village of Lytton Council meetings are live streamed and published on the Village of Lytton YouTube channel. In addition, the Council highlights are in the weekly newsletter and on the website.

Respectfully submitted,

Corine (Cory) Gain

For Diane Mombourquette

CAO/Acting Director of Development

Attachments:

1. Cumulative Application & Inquiry History

ATTACHMENT 1

Cumulative Application & Inquiry History

New Inquiries – Planning (September)

<i>Address</i>	<i>Activity</i>	<i>Next Steps</i>
48075 Trans Canada Hwy.	Development inquiry	Not in Village of Lytton. Must reach out to FVRD
224 Fraser St.	BP zoning check and variance inquiry	Owner to submit variance application.
341 Trans Canada Hwy.	BP zoning check	BP issuance

Inquiries - Building (September 2024)

<i>Activity</i>	<i>Total number of inquiries YTD</i>	<i>Inquires in Sept</i>	<i>Observations</i>
Inspections	181	43	
Permit and inspection inquiries	110	33	
General inquires	39	4	
Application related	195	11	

Development Applications (no changes)

<i>Application Number</i>	<i>Address</i>	<i>Activity</i>	<i>Status/Next Steps</i>
TUP2024-01	1120 Trans-Canada Hwy.	Temporary Use permit to allow for worker housing	Approved 2024-04-23
DVP2023-01	145 Main Street	Development Variance Permit for parking	Approved 2024-02-14
DP2023-01	224 & 280 Main Street	Development Permit for mixed-use building	Approved 2023-12-14
TUP2023-01	1120N Trans-Canada Hwy	Concrete Batch Plant	Approved 2023-09-06
Z2024-01	30 Main Street	Expansion of the Public Works Yard	1 st & 2 nd Reading Consideration 2024-10-08

Building Permits Issued (2024 Total: 24 permits)

<i>Address</i>	<i>Construction Type</i>	<i>Status/Next Steps</i>
538 Station Street	Industrial Addition/Renovation	Issued June 2023 CLOSED
124 Fraser Street	Plumbing	Issued September 2023 CLOSED
618 Station Street	SFD Construction	Issued October 2023
273 Fifth Street	SFD Construction	Issued January 2024
124 Main Street	SFD Construction	Issued January 2024
165 Fraser Street	SFD Construction	Issued February 2024
87 Main Street	SFD Construction	Issued March 2024 CLOSED

<i>Address</i>	<i>Construction Type</i>	<i>Status/Next Steps</i>
365 Trans-Canada Hwy	Gazebo/SD74	Issued March 2024
455 Fraser Street	Atco trailer placement	Issued March 2024
85 Fraser Street	SFD Construction	Issued March 2024 CLOSED
145 Main Street	Commercial	Issued April 2024
437 Fraser Street	SFD Construction	Issued April 2024
522 Fraser Street	SFD Construction	Issued May 2024
339 Main Street	SFD Construction	Issued May 2024
725 Station Street	SFD Construction	Issued May 2024
240 Main Street	Mixed use Commercial	Issued June 2024
244 Fraser Street	SFD Construction	Issued June 2024
165 Fraser Street	Detached Garage	Issued July 2024
243 Fraser Street	SFD	Issued July 2024
141 Fourth Street	Legion-Foundation ONLY	Issued July 2024
1120N Trans-Canada Hwy	Industrial Work Camp	Issued July 2024
421 Fraser Street	Garage	Issued August 2024
421 Fraser Street	SFD	Issued August 2024
441 Trans-Canada Hwy	SFD	Issued August 2024
341 Old Trans-Canada Hwy	SFD	Issued September 2024

Building Permits – Drafts/In Review

<i>Address</i>	<i>Construction Type</i>	<i>Status/Next Steps</i>
141 Fourth Street	Commercial (Legion)	Phase 2 Draft
224 Fraser Street	Residential (on hold DVP)	DVP (review next)
14 Main Street	Industrial (Public Works)	Draft
365 Trans-Canada Hwy	Solar Panels (SD)	Draft
478 Fraser Street	SFD	Draft