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## STAFF REPORT

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**TO:** CHIEF ADMINISTRATIVE OFFICER  
**FROM:** ALEX GUTERSON, BUILDING OFFICIAL / BYLAW OFFICER  
**SUBJECT:** Building Permit Summary Report – December 2025  
**MEETING DATE:** JANUARY 13, 2026

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### PURPOSE

To update Council on the monthly building occurring within the Town of Lake Cowichan.

### BACKGROUND

Applications for construction, demolition and renovations on residential and commercial properties within the Town of Lake Cowichan.

### IMPLICATIONS

- a. **Financial:**  
N/A
- b. **Policy/Legislation:**  
N/A
- c. **Strategic Priority:**  
N/A.
- d. **Sustainability:**  
N/A
- e. **Communication:**  
N/A
- f. **Staffing Implication:**

**Recommendation**

That the Committee recommend acceptance of the Building Permit Summary Report for the month of December 2025

Signed:

**Alex Guterson**

Alex Guterson

Building Official / Bylaw Officer

Concurrence:

**John T**

John Thomas

Chief Administrative Officer

**ATTACHMENT 1**

<b>Applications</b>	<b>Outstanding Permits</b>		<b>Applications Completed</b>		<b>Taken out in Current Month</b>
	<b>Previous Years'</b>	<b>Current Year</b>	<b>Previous Years'</b>	<b>Current Year</b>	
<b>Single Family Dwellings</b>	<b>33</b>	<b>21</b>			<b>3</b>
<b>Commercial</b>	<b>11</b>	<b>3</b>		<b>1</b>	
<b>Carport / garage</b>	<b>15</b>	<b>2</b>			
<b>Demolitions</b>	<b>1</b>				
<b>Renovations</b>	<b>39</b>	<b>2</b>			
<b>Deck</b>	<b>6</b>	<b>1</b>			
<b>Lawn Sprinkler / Woodstove</b>					
<b>Other _____</b>	<b>1</b>	<b>1</b>			<b>1</b>
<b>TOTALS</b>	<b>106</b>	<b>30</b>	<b>0</b>	<b>1</b>	<b>4</b>

<b>Building Permit Fees</b>	<b>Value of construction</b>	<b>Permit fees</b>
<b>For the current month</b>	<b>\$ 530,990.00</b>	<b>\$ 8,582.00</b>
<b>Year to Date</b>	<b>\$ 8,910,794.00</b>	<b>\$ 96,129.00</b>

Dwellings started – 3

Dwellings completed – 0

2025 Dwellings started - 34