

Staff Report for Decision

DATE OF MEETING SEPTEMBER 17, 2018

AUTHORED BY DAVE LABERGE, MANAGER OF COMMUNITY SAFETY

SUBJECT UNAUTHORIZED SUITE - 100 ASHLAR AVENUE

OVERVIEW

Purpose of Report

To obtain Council authorization to enforce the provisions of the *Community Charter* related to unauthorized suites.

Recommendation

That Council, pursuant to Sections 72 and 73 of the *Community Charter*, order the owner of 100 Ashlar Avenue to remove the unauthorized suite within 30 days.

BACKGROUND

100 Ashlar Avenue is a single family dwelling with an authorized basement suite along with an unauthorized suite in an accessory building located in the rear yard of the property.

The entire construction of the building was done without a building permit as required by the City of Nanaimo "Building Bylaw 2016 No 7224". The City of Nanaimo "Zoning Bylaw 2011 No. 4500" and the "2012 BC Building Code" allows one secondary suite per dwelling which includes any buildings accessory to the dwelling.

Correspondence was sent to the owner outlining the requirements and instructions how to remove the unauthorized suite. The property has not been brought into compliance.

OPTIONS

1. That Council, pursuant to Sections 72 and 73 of the *Community Charter*, order the owner of 100 Ashlar Avenue to remove the unauthorized suite within 30 days.
2. That Council provide alternate direction.

SUMMARY POINTS

- 100 Ashlar Avenue contains an unauthorized suite.
- Efforts were made to bring the property into compliance.
- As compliance was not achieved, the property is forwarded to Council for authorization to enforce the provisions of Sections 72 and 73 of the *Community Charter*.

Submitted by:

Dave LaBerge
Manager of Community Safety

Concurrence by:

Karen Fry
Fire Chief