

DATE OF MEETING October 9, 2019

AUTHORED BY [DARCY FOX, MANAGER, BUILDING INSPECTIONS]

SUBJECT [BYLAW CONTRAVENTION NOTICE – SECONDARY SUITE]

OVERVIEW

Purpose of Report

To obtain Council authorization to proceed with the registration of a Bylaw Contravention Notice on the property title of the property listed within this report.]

Recommendation

That Council direct the Corporate Officer to file a Bylaw Contravention Notice at the Land Title and Survey Authority of British Columbia under Section 57 of the *Community Charter* for the following property:

1. 432 Stable Place – illegal secondary suite]

BACKGROUND

Illegal Secondary Suite / Illegal Construction

- 432 Stable Place

An inspection was completed on 2018-APR-09 in response to a complaint received. The inspection revealed that work had been completed to significantly alter the basement of the dwelling to incorporate a suite, including the installation of a countertop with electrical outlets, cabinets, a kitchen sink, and the removal of a window that was replaced by an exterior door. This work was done without a permit or inspections. A building permit application for the work was subsequently received; however, the permit was never picked up and has now expired. Pursuant to Section 57 of the *Community Charter*, it is recommended a notice be registered on the property title to reflect the work completed without a permit or inspections in contravention of “Building Bylaw 2016 No. 7224”.

As such, the Building Inspection Section, with the assistance of the Bylaw Enforcement Section will seek further action and/or removal of the secondary suite.]

DISCUSSION

The purpose of registering a Bylaw Contravention Notice (Section 57 of the *Community Charter*) on the title of the affected property is to advise those with an interest in the property of the regulations contravened, to provide disclosure to future owners and to protect taxpayers against potential claims with regard to the regulations contravened.

As per the Secondary Suite Enforcement Policy, a Bylaw Contravention Notice is required to be registered on the title of the affected property in order to identify construction that was originally completed without a building permit and it is, therefore, unknown if the completed works are compliant with the standards of the BC Building Code.

SUMMARY POINTS

- A Bylaw Contravention Notice is being registered in compliance with the Secondary Suite Enforcement Policy.
- Registration of a Bylaw Contravention Notice is required on the title of the affected property to advise those with an interest in the property of the regulations contravened, to provide disclosure to future owners, and to protect taxpayers against potential claims with regard to the regulations contravened.

Submitted by:

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