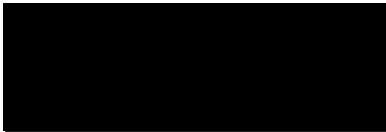


ATTACHMENT B



2021-JAN-06



Dear [REDACTED]:

Re: **3042 McCauley Drive, Nanaimo, BC**
LT 58, SEC 5, PL 20975, LD 58
Illegal Structures

A recent inspection of the above noted property revealed illegally constructed structures including a ground-level addition enclosing the rear door and an enclosure of the rear deck.

You are directed to remove the illegally-constructed structures and replace the guardrail on the deck forthwith. Should you fail to do so, Council will, at its meeting scheduled for **2021-FEB-18** at 7:00 p.m. in the Shaw Auditorium, Port of Nanaimo Centre, 80 Commercial Street, Nanaimo, BC, consider ordering the structures removed and guardrails replaced pursuant to Sections 72 and 73 of the *Community Charter*. You may attend this meeting via Zoom or telephone and show cause why Council should not proceed.

Due to COVID-19 and the amended Public Health Order dated 2020-DEC-04, the public is now restricted from attending all local government meetings and public hearings in person. Registered delegations will be able to present electronically via Zoom or telephone. To submit a delegation request, please fill out the online form (<https://www.nanaimo.ca/goto/delegation>). Your delegation request must be received prior to 11:00 a.m. the Friday before the meeting. If your delegation request is approved, you will receive detailed instructions from the Legislative Services Department.

Please contact **Terry Knowles**, Bylaw Enforcement Officer at 250-755-4422 for further information.

Yours truly,


Dave Laberge
Manager of Community Safety