

Staff Report for Decision

DATE OF MEETING June 7, 2018

AUTHORED BY DARCY FOX, MANAGER, BUILDING INSPECTIONS

SUBJECT BYLAW CONTRAVENTION NOTICES – SECONDARY SUITES

OVERVIEW

Purpose of Report

To obtain Council authorization to proceed with the registration of a Bylaw Contravention Notice on the property title of the properties 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 properties:

1. 360 Summit Drive – illegal secondary suite
2. 1127 Thunderbird Drive – illegal secondary suite
3. 5933 Broadway Road – illegal secondary suite

BACKGROUND

Illegal Secondary Suites

The following is a list of properties where an illegal secondary suite has been identified and where a building permit application has not yet been received:

- 360 Summit Drive
- 1127 Thunderbird Drive
- 5933 Broadway Road

As such, the Building Inspections Section is seeking the registration of a bylaw contravention notice on the properties, in accordance with the Secondary Suite Policy. With the assistance of the Bylaw Enforcement Section, Staff will also seek further action and/or removal of the secondary suites.

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 properties 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

- Bylaw Contravention Notices are 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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Concurrence by:

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