



**Date:** 17/12/2020

**To:** Chair and Directors, Cariboo Regional District Board

**And To:** John MacLean, Chief Administrative Officer

**From:** Virgil Hoefels, Chief Building Official

**Date of Meeting:** Cariboo Regional District Board\_Jan15\_2021

**File:** 3120-20-C160362

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## Short Summary:

Area D – Notice on Title – Lot 20, Plan PGP12659, District Lot 3545, Cariboo Land District

## Voting:

Stakeholder Vote – Weighted – Electoral Areas A, B, C, D, E, F, G, H, I and L

## Memorandum:

On August 31, 2016, a complaint was received by the Bylaw Enforcement Officer about construction and excavation taking place, and unhealthy living conditions, on the subject property. A site inspection was conducted on September 13, 2016 at which time a Stop Work Notice was issued due to structural repairs being made to the foundation without a permit. On Oct. 5, 2016, the property owner informed the CRD that he was not allowed on the property due to a family situation and that the house would be vacant. A follow up letter was sent to the property owner on January 9, 2020, after which he informed the CRD that he is not doing any work on the house and not living in it, and would apply for a permit when he is able to do the work. An N.O.T. warning letter was sent on March 4, 2020 and another letter on December 3, 2020 informing the property owner that a recommendation would be made to the Board to place a Notice on Title if a permit was not obtained. On December 15, 2020, the property owner's girlfriend called the Chief Building Official to say that he would apply for a permit. A site inspection was booked for December 22, 2020 to determine what will be required in order to bring the house into compliance. The property owner was informed that the Notice on Title would still be recommended to the Board; but once a permit is issued and the project passes final inspection, it could be removed.

## Attachments:

C160362 – Stop Work Notice Checklist

## Financial Implications:

Cost to file a Notice in the Land Title Office is \$74.87. Once the required documents are received and deficiencies are rectified, the Notice may be removed by the Cariboo Regional District upon receipt of a \$350.00 fee per the current Building Bylaw.

## Policy Implications:

Although there are no policies relating to filing of Notices, the Board has dealt with a number of building bylaw contraventions by filing Notices. It has proven successful over time in resolving many of these situations.

## Alignment with Strategic Plan:

- Communication:** Facilitate communication strategies throughout the entire Cariboo Regional District that meet the needs of residents, community stakeholders, and other levels of government.
- Planning:** Intentionally plan services and activities of the CRD to prepare for future needs of residents and community stakeholders.
- Economic Sustainability:** Foster an environment to ensure the economic sustainability of CRD communities and the region.
- Governance:** Ensure that CRD governance policy and practices are intentional, transparent, and respectful.

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## CAO Comments:

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## Options:

1. Endorse filing Notice on Title;
2. Reject recommendation for filing Notice on Title and archive file (refer to archive procedure);  
or
3. Defer.

## Recommendation:

That the agenda item summary from Virgil Hoefels, Chief Building Official, dated December 17, 2020, regarding Notice on Title - Lot 20, Plan PGP12659, District Lot 3545, Cariboo Land District, be received. Further, that the Manager of Corporate Services of the Cariboo Regional District be directed to file Notice in the Land Title Office, in accordance with Section 57 of the *Community Charter*. Further, that upon confirmation from the Chief Building Official that the matter has been resolved and an approved final inspection issued, the Notice may be discharged from the title upon receipt of the fee stipulated in the Building Bylaw.