



Date: 06/01/2022

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_Feb25_2022

File: 3120-20-S200077

Short Summary:

Area H – Notice on Title - Lot 5, Plan KAP30042, District Lot 5009, Lillooet Land District, Except Plan 30043

Voting:

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

Memorandum:

A building permit application was received from the property owners on October 9, 2019 for the construction of a dwelling and deck (2 cabins separated by a deck). On October 10, 2019 the property owners notified the CRD that they did not wish to proceed with the permit application due to financial and health problems. However, on March 9, 2020 a Stop Work Notice was posted at the property as the owners had proceeded to build 2 bunk houses joined by a covered deck, without a building permit. A registered letter was sent to each owner on March 25, 2021 reminding them of the requirement for a building permit, and the Canada Post tracking site confirmed that one of the property owners signed for and received the letter. There has been no response from the property owners; therefore, another registered letter was sent on January 6, 2022 notifying them that a recommendation would be made to the Board of Directors on February 25, 2022 to place a Notice on Title.

Attachments:

Stop Work Notice Checklist

Financial Implications:

Cost to file a Notice in the Land Title Office is currently \$34.47. 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.

[Click here to enter text.](#)

CAO Comments:

[Click here to enter text.](#)

Options:

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

Recommendation:

That the agenda item summary from Virgil Hoefels, Chief Building Official, dated January 6, 2022, regarding Notice on Title - Lot 5, Plan KAP30042, District Lot 5009, Lillooet Land District, Except Plan 30043, be received. Further, that the Manager of Corporate Services at 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.