

**Date:** 31/03/2023

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

**And To:** Brian Carruthers, Interim Chief Administrative Officer

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

**Date of Meeting:** Cariboo Regional District Board\_Apr14\_2023

**File:** 3120-20-20210521

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## Short Summary:

Area H – Notice on Title – Fractional South East 1/4 of District Lot 2945 Lillooet District Except Plan 21333, 21459, 35098, and H9241; PID: 013-349-180

## Voting:

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

## Memorandum:

A building permit application was submitted on November 4, 2021. The property is in the ALR and prior to the permit being issued, a Notice of Intent was to be provided by the ALC and a letter of declaration was to be submitted to the CRD building department. The information was never submitted, and the permit was not issued. December 15, 2022, CRD conducted a drive by for permit cancellation. The structure and manufactured home were installed without the building permit.

As of to date, the documents have not been received.

## Attachments:

1. Corrective Enforcement Summary Report

## 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. 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, dated March 31, 2023, regarding Notice on Title – Fractional South East 1/4 of District Lot 2945 Lillooet District Except Plan 21333, 21459, 35098, and H9241; PID: 013-349-180, 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.