



Date: 27/04/2023

To: Chair and Directors, Cariboo Regional District Board

And To: Alice Johnston, Manager of Corporate Services/Deputy CAO

From: Virgil Hoefels, Chief Building Official

Date of Meeting: Cariboo Regional District Board_May05_2023

File: 3120-20-20140368

Short Summary:

Area C – Notice on Title – Lot 5 District Lot 8625 Cariboo District Plan 29924; PID: 005-535-042

Voting:

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

Memorandum:

This building permit was originally issued on August 24, 2014, for the construction of an addition and roof over a mobile home. An insulation inspection was completed on January 2, 2015; but no further inspections were called for. The permit expired on August 24, 2016, and multiple letters were sent to the property owners by registered mail, regular mail, and hand delivered by the Bylaw Enforcement Officer. All letters have been unsuccessful in having the property owners call for further inspections or renew the building permit.

Attachments:

1. Corrective Enforcement Summary

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 April 27, 2023, regarding Notice on Title – Lot 5 District Lot 8625 Cariboo District Plan 29924; PID: 005-535-042, 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.