



Date: 11/02/2025

To: Chair and Directors, Cariboo Regional District Board

And To: Murray Daly, Chief Administrative Officer

From: Virgil Hoefels, Chief Building Official

Date of Meeting: Cariboo Regional District Board_Feb28_2025

File: 4010-20-20230000109

Short Summary:

Area H – Notice on Title – Lot 6 District Lot 3922A Lillooet District Plan 9419

Voting:

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

Memorandum:

July 27, 2023, Stop Work Notice (SWN) was posted on a cabin being built without the necessary building permit.

SWN copy was received and signed by property owner.

Owner was given 15 days to apply for a building permit to build a single-family dwelling.

An inspection report with path to compliance was delivered to property owner on September 5, 2023.

To date an application has not been received. Owner has advised that the property is to be listed for sale.

Attachments:

1. Corrective Enforcement Summary Report CE23-109

Financial Implications:

Cost to file a Notice in the Land Title Office is \$32.51. 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:

- Infrastructure and Asset Management:** To establish a systematic, predictable approach to managing the regional district's assets and infrastructure that builds on current asset management data and condition assessments.
- Enhanced Communications and Engagement:** To build trust and credibility of the regional district by enhancing our communications and engagement with citizens, stakeholders, and volunteers.
- Effective and Responsive Land Use Planning and Development:** To ensure our land use planning and development is responsive to future growth and housing needs, anticipates risks and hazards associated with climate change and provides efficient and consistent processes for landowners and developers.
- Relationships with First Nations:** To foster a healthy and inclusive region by building and strengthening our relationships with First Nations and embracing the principles of reconciliation.

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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 filing Notice on Title and archive file; or
4. Defer.

Recommendation:

That the Corporate Officer/Deputy CAO of the Cariboo Regional District be directed to file Notice on Title in the Land Title Office, in accordance with Section 57 of the Community Charter for Lot 6 District Lot 3922A Lillooet District Plan 9419; PID: 009-693-921.

Further, 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.

And further still, that staff be directed to proceed with further enforcement action.