

Attachment 1

History:

- Jan 18, 2018 A Stop Work Order was posted for alterations to the SFD without permits. Photos were taken by the Building Inspector.
- Jan 23, 2018 A registered letter was sent to owners advising that a Stop Work Order was posted on January 18, 2018 and to submit a building permit application within 30 days.
- Jan 31, 2018 A second site visit revealed construction work was ongoing. The owner was onsite and advised that he didn't have time to show the Building Inspector around and he had issues with the CRD and Islands Trust. The owner felt he did not need a building permit.
- Feb 15, 2018 A third site visit was conducted by the Building Inspector and met with the owner on site. The owner showed what construction work had been carried out and advised that he would be applying for a building permit.
- May 22, 2018 A registered letter was sent to the owners to advise the next step is to register a notice on land title and that the fee for removing the notice is \$500. The letter advised that an invitation to attend the public meeting will be sent. Canada Post tracking indicates the letter was refused by the recipient.
- Mar 14, 2019 A follow up site visit by the Building Inspector was conducted on the property.
- The Chief Building Inspector authorized an invitation letter and staff report be prepared for committee.
- Apr 25, 2019 Invitation was sent to the owners by registered mail to attend the May 8, 2019 EAC. Canada Post tracking confirms the letter was received.
- May 2, 2019 Owners submitted incomplete application. Permit application could not be processed. Owners were notified.
- May 8, 2019 The property was presented at the EAC meeting and this item was deferred for two months.
- May 28, 2019 Building Inspector emailed owners requesting additional documents to complete permit application.
- July 10, 2019 Site visit conducted by the Building Inspector confirmed there was no change to the alterations of the SFD and no one was onsite.
- To date, no new building permit applications or supporting documents have been received. There has been no communication from the owners since the May 8, 2019 EAC meeting.
- The Chief Building Inspector authorized a second invitation letter and staff report be prepared for committee.