

**Appendix A**

**History:**

May 8, 2019	A Stop Work Order was posted for a bathhouse structure constructed without the benefit of permits or approvals. Photos were taken.
May 9, 2019	A registered letter was sent to the owner advising that a Stop Work Order was posted and a building permit application was requested to be submitted by June 10, 2019. Canada Post tracking indicated the letter was delivered.
Jun 4, 2019	A site visit conducted by the Building Inspector revealed that construction work had stopped.
Jun 5, 2019	An email was received from the owner requesting an extension to provide the supporting documentation for the permit application.
Jun 11, 2019	An email was sent to the owner advising that the deadline to submit the permit application and supporting documents was extended to August 30, 2019.
Sep 9, 2019	An email was sent to the owner advising that the permit application had not been received and an update was requested from the owner.
Sep 24, 2019	A registered letter was sent to the owner 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 unclaimed.
Oct 15, 2019	A site visit conducted by the Building Inspector revealed that construction work had resumed and the bathhouse structure appeared to be completed. Photos were taken.
Jan 22, 2020	A site visit conducted by the Building Inspector revealed there was no change.
Feb 5, 2020	A site visit was conducted by the Building Inspector. Photos were taken.
Feb 28, 2020	A voice message was received from the owner advising of their intent to comply.
Mar 9, 2020	A letter was sent to owner acknowledging the voice message received on February 28, 2020 and the intent to comply and was advised that a sixty day extension was granted until April 28, 2020 for compliance.
Apr 29, 2020	A site visit was conducted by the Building Inspector.
May 28, 2020	<p>The Chief Building Inspector phoned the owner to discuss. There was no answer and a message was left. To date, no building permit application has been received.</p> <p>The Chief Building Inspector authorized an invitation letter and staff report be prepared for committee.</p>