
TO: CITY MANAGER **DATE:** 2018 January 24

FROM: DIRECTOR PLANNING AND BUILDING **FILE:** 86000 20
Reference: STR #16-02

SUBJECT: STRATA TITLE APPLICATION #16-02
4442 and 4444 Imperial Street (new address 4436 and 4438 Imperial Street)

PURPOSE: To obtain Council authority for strata titling of an existing occupied two-family dwelling.

RECOMMENDATION:

1. **THAT** Strata Titling of 4436 and 4438 Imperial Street be approved subject to complete satisfaction of the Guidelines for Conversion of Existing and Occupied Two-Family Dwellings into Strata Title Units.

REPORT

The Planning and Building Department is in receipt of an application for strata title approval of an existing owner occupied two-family dwelling constructed in the late 1960's early 1970's at the above location. Council approval is required when strata titling of existing occupied two-family dwellings is requested. The conversion is being pursued in accordance with Section 242 of the Strata Property Act.

The subject property is zoned R5 Residential District, which permits single and/or two-family dwellings, and is not in an area proposed for alternative use (see *attached* sketch). At the present time, the two-family dwelling is owned and occupied by the owners Tsun Ming Kao and Kelvin J F Chang.

This application has been circulated to the Engineering, and Planning and Building Departments to ensure all Zoning Bylaw and Building Code issues have been addressed. All departmental approvals have been substantially met through the submission of an independent health consultant's certificate guaranteeing that the property is free of any infestation and confirmation of the building's structural and mechanical integrity report which has been accepted by the Chief Building Inspector.

To: City Manager
From: Director Planning and Building
Re: STR #16-02, 4442 and 4444 Imperial Street (new address
4436 and 4438 Imperial Street)
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With Council approval for the strata titling of the subject property, the owners would be requested to submit the required strata plans and legal fees. Once received, the necessary covenant will be prepared by the City Solicitor to ensure that each unit is used as a single-family dwelling only and, after the requisite signatures are obtained, the documents and plans will be registered at the Land Title Office.


Lou Pelletier, Director
PLANNING AND BUILDING

lm/cvh

Attachment

cc: Director Engineering
Director Engineering – Environmental Engineering
Chief Building Inspector
City Solicitor

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