
TO: CITY MANAGER **DATE:** 2020 June 03

FROM: DIRECTOR PLANNING AND BUILDING **FILE:** 86000 20
Reference: STR #19-02

**SUBJECT: STRATA TITLE APPLICATION #19-00002
5307-5309 SCHOU STREET**

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

RECOMMENDATION:

1. **THAT** Strata Titling of 5307-5309 Schou 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 the subject two-family dwelling which completed construction in January 2019 and is currently owner occupied. 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 occupied by the owner, Eveline Rosin, and a family member.

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. Given that the two-family dwelling completed construction in 2019, it has been determined that confirmation of the building's structural and mechanical integrity and an independent health consultant's certificate guaranteeing that the property is free of any infestation, will not be required.

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From: Director Planning and Building
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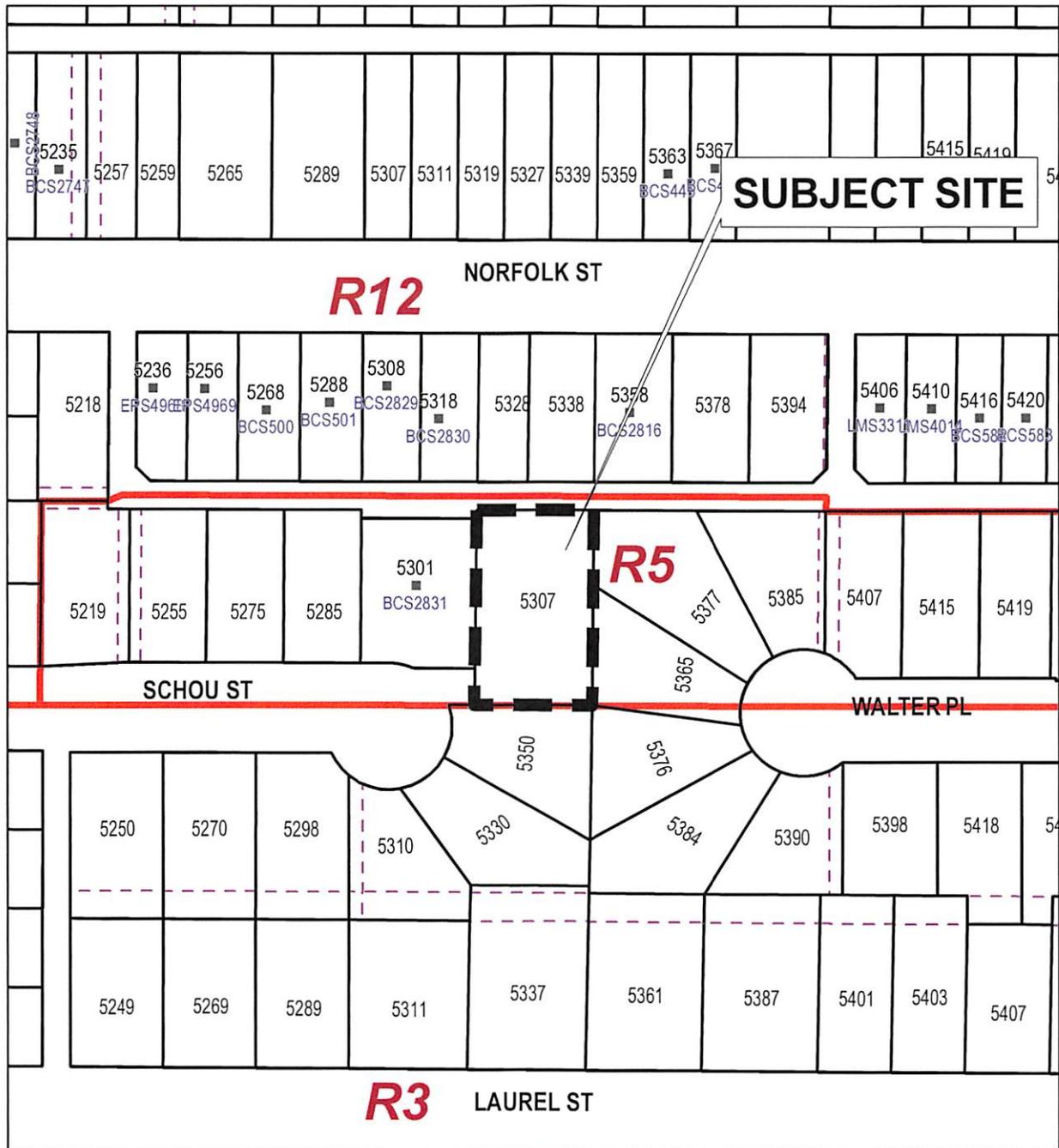
With Council approval for the strata titling of the subject property, the owner would be requested to submit the required strata plans and legal fees. Once received, the necessary covenant will be prepared by the City Solicitor to ensure that each unit is used as a single-family dwelling only and, after the requisite signatures are obtained, the documents and plans will be registered at the Land Title Office.


E. W. Kozak, Director
PLANNING AND BUILDING

EB:tn

Attachment

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



PLANNING & BUILDING DEPARTMENT



Date: APR 21 2020

scale: 1:1,400

Drawn By: RW

**TWO FAMILY DWELLING
5307 AND 5309 SCHOU STREET
STRATA TITLE APPLICATION #19-02**

 Subject Site