

---

**TO:** CITY MANAGER **DATE:** 2011 August 24

**FROM:** DIRECTOR PLANNING AND BUILDING **FILE:** PC 86000 20  
*Reference:* **STR #10-10**

**SUBJECT:** STRATA TITLE APPLICATION #10-10  
7426 Fourth Street

**PURPOSE:** To obtain Council authority for strata titling of an existing occupied two-family dwelling subject to the conditions outlined in this report.

---

**RECOMMENDATION:**

1. **THAT** strata titling of 7426 Fourth 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 and occupied two-family dwelling at the above location. Council approval is required where conversion of previously occupied buildings into strata title is requested. The conversion is being pursued in accordance with Section 242 of the Strata Property Act.

The subject property falls within a single or two-family district (R5), and is not in an area proposed for alternative use (see attached sketch).

At the present time, the two-family dwelling is occupied.

This application has been reviewed by the Engineering and Planning and Building Departments to ensure all zoning and other bylaw issues have been addressed. All departmental approvals have been given. Requisite guidelines for conversion of existing and occupied two-family dwellings into strata title units have been substantially met through the submission of an independent health consultant's certificate guaranteeing the property is free of any infestation and confirmation of the building's structural and mechanical integrity by the Building Department.

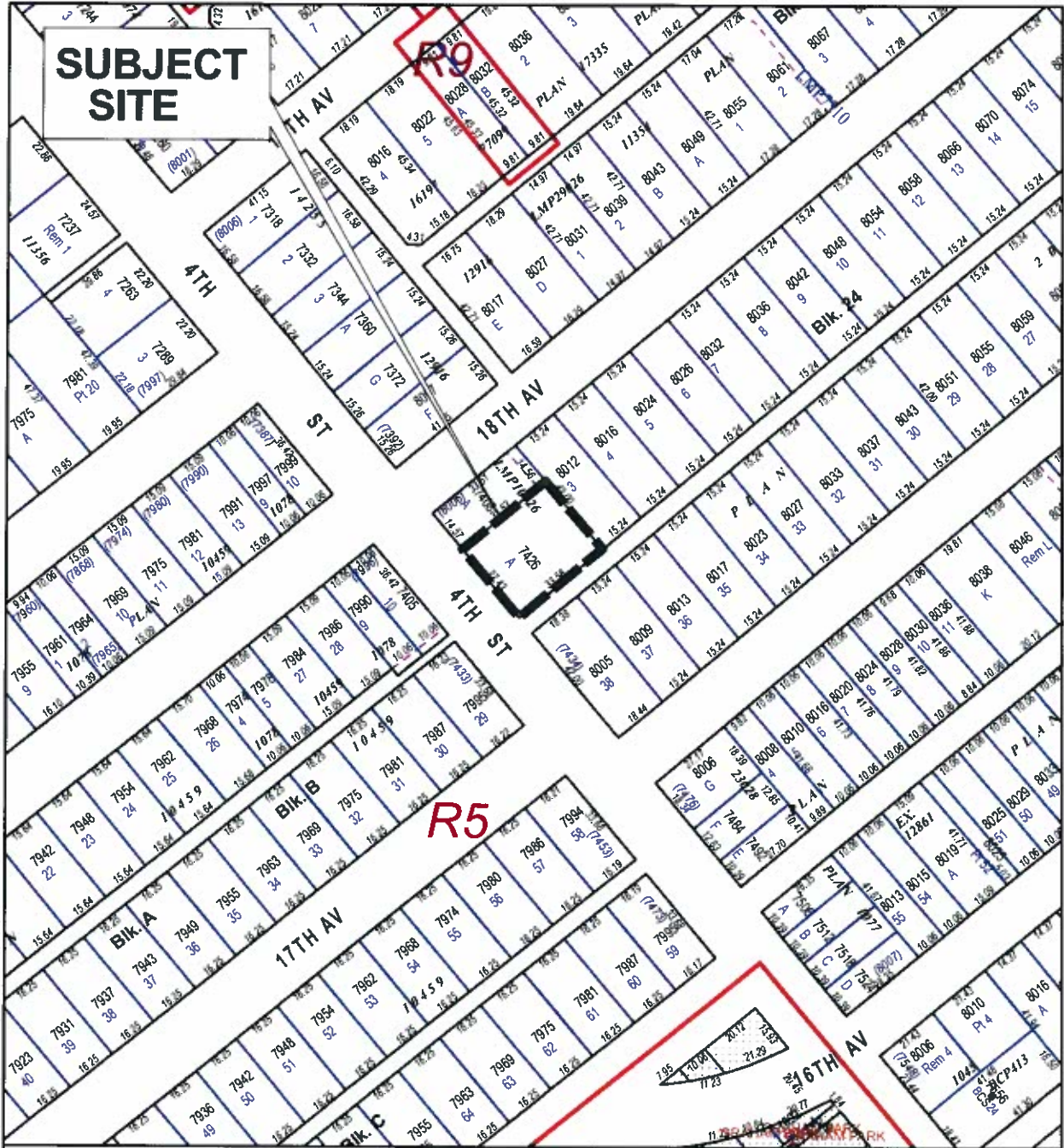
To: City Manager  
From: Director Planning and Building  
Re: STR #10-10; 7426 Fourth Street  
2011 August 24..... Page 2

Staff would, therefore, support the proposed strata titling. 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.

  
B. Luksun, Director  
PLANNING AND BUILDING

DF:hr/tn  
**Attachment**

cc: Director Engineering  
Director Engineering, Environmental Services Division  
Chief Building Inspector



PLANNING & BUILDING DEPARTMENT



DATE:  
AUG 16 2011

SCALE:  
1:2,000

DRAWN BY:  
DJ

**STRATA APPLICATION #10-10  
7426 FOURTH ST**