

File No.: 04-1000-20-2018-211

April 25, 2018

s.22(1)

Dear s.22(1)

Re: **Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")**

I am responding to your request dated April 11, 2018 under the *Freedom of Information and Protection of Privacy Act, (the Act)*, for:

Copies of any internal correspondence, reports, briefing materials, or similar documents that discuss the drafting, interpretation, administration, or enforcement of the Vacancy Tax By-Law No. 16774, including any manuals, directives, guidelines, bulletins, or other instructive materials that have been prepared for vacancy tax auditors, review officers, or review panel members, but excluding any documents that have been posted on the City's website.

Date Range: January 1, 2016 to April 11, 2018

The information you are requesting is exempted from disclosure under section s.13(1), s.14 and s.17(1) of the Act: You can read or download this section here:

http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/96165_00

Under section 52 of the Act you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your request. The Act allows you 30 business days from the date you receive this notice to request a review by writing to: Office of the Information & Privacy Commissioner, info@oipc.bc.ca or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number assigned to your request (04-1000-20-2018-211); 2) a copy of this letter; 3) a copy of your original request for information sent to the City of Vancouver; and 4) detailed reasons or grounds on which you are seeking the review.

Yours truly,



Barbara J. Van Fraassen, BA
Director, Access to Information & Privacy

*Barbara.vanfraassen@vancouver.ca
453 W. 12th Avenue Vancouver BC V5Y 1V4*

*If you have any questions, please email us at foi@vancouver.ca and we will respond to you as soon as possible. Or you can call the FOI Case Manager at 604.871.6584.

:cf