

File No.: 04-1000-20-2022-262

June 20, 2022

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 of May 12, 2022 under the ***Freedom of Information and Protection of Privacy Act, (the Act)***, for:

Records regarding evidence of an illegal suite at 2638 (2640) Charles Street related to file CF-2020-015301. Date range: January 1, 2007 to May 11, 2022.

All responsive records are attached. Some information in the records has been severed, (blacked out), under s.22(1) of the Act. You can read or download this section here:

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

Please note that issued permits, notifications to property owners, inspection reports, and addressing notes are routinely available on a fee for service basis from the Property Research section of the By-law and Compliance Administration branch, Development, Building & Licensing Department. To access these records please contact Property Research at property.research@vancouver.ca.

Permits can also be searched online at the following link: www.vancouver.ca/permit-search

Please see the following link which also provides more information on obtaining property records:

<https://vancouver.ca/home-property-development/request-property-research-and-copies-of-permits.aspx>

Under section 52 of the Act, and within 30 business days of receipt of this letter, you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your FOI request 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 (#04-1000-20-2022-262); 2) a copy of this letter; 3) a copy of your original request; and 4) detailed reasons why you are seeking the review.

Yours truly,

[Signed by Cobi Falconer]

Cobi Falconer, MAS, MLIS, CIPP/C
Director, Access to Information & Privacy
cobi.falconer@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.

Encl. (Response package)

:pm

May 31/2011

**SECONDARY SUITE
SPECIAL INSPECTION APPLICATION**

(Owner's Authorization)

**FEE IS \$152.00
(plus HST)**

RE:

2638 Charles Str.

Property Address

Complete (a) if you are the property owner or (b) if you are a representative of the owner

s.22(1)

(a)

I, _____, am the registered owner of the above property and am authorizing a Special Inspection to be carried out by the Building, Plumbing and Electrical Inspectors to determine the upgrading requirements to retain/install a secondary suite in the above building.

(b)

I, _____ (authorized applicant), have permission from

the registered owner, _____ (print owner's name here), to authorize a Special Inspection to be carried out by the Building, Plumbing and Electrical Inspectors to determine the upgrading requirements to retain/install a secondary suite in the above building,

s.22(1)

AND

I, _____ confirm that the secondary suite is finished area (ie. gypsum wallboard on walls and ceiling), and that the suite will not be gutted, or reconfigured before and/or after the Secondary Suite Special Inspection.

Please read and complete the following:

- The non-refundable portion of the fee is currently \$85.00
- The inspectors will require access to all buildings on-site. A reinspection fee of \$152.00 (plus HST) will be charged if the inspectors cannot gain access to any or all buildings.
- The owners will be notified in writing of any remedial work and additional permits that will be required for the secondary suite.
- Any hazardous deficiencies identified during the inspection must be rectified whether or not a secondary suite is retained/installed.

Name of applicant (print)

Mailing Address

Home Tel. No.

Signature of owner/authorized applicant

Postal Code

Work Tel No.

Date

RE: 2638 CHARLIE ST.
VANCOUVER, BC

May 10, 2011

REQUESTING A LETTER THAT SHOWS THE HOME
IS OKAY TO OCCUPY AND ALL RELEVANT MATTERS WITH RESPECT
TO SUCH OCCUPANCY HAS BEEN APPROVED AND OR PASSED.

s.22(1)



M1442553

lum

CITY OF VANCOUVER

(THIS IS NOT A PERMIT)

PERMIT TYPE		SPECIAL INSPECTION APPLICATION				APPLICATION NUMBER A IA 410067	
LEGAL DESCRIPTION LT 7 BLK 36 SECTION 33 PL VAP4396 PLAN VAP4396 (cont'd)						ADDRESS 2638 CHARLES ST	
ADDITIONAL ADDRESS INFORMATION						SPECIFICS	
APPLICATION DATE APR 18, 2012	PURPOSE SEC SUITE	PROJECT VALUE	ASSESSED VALUE	PLANS	METRIC NO	PLACE NAME	
TEMPORARY PERMIT DATES		TEMPORARY USE DATES				SUBTYPE	
						CO-ORDINATE 607-274-44-0000	
APPLICANT AGENT FOR OWNER DOUG MASSIE CHERCOVER MASSIE & ASSOCIATES #120-1200 W 73RD AV VANCOUVER BC V6P 6G5			CONTACT 2 PROPERTY OWNER S.22(1) 2638 CHARLES ST VANCOUVER BC			CONTACT 3	
TEL 604-264-1450	BUS LICENSE 527537	TEL	BUS LICENSE	TEL	BUS LICENSE		
TEL 604-619-3695	CERTIFICATE	FAX	CERTIFICATE	FAX	CERTIFICATE		

REASON FOR INSPECTION:

A special inspection to determine the upgrading requirements to change the use from a one-family dwelling to a one-family dwelling with a secondary suite.

The inspectors will require access to the entire house, including any accessory buildings.

Inspection on APR 24, 2012 AT 11 AM.

GENERAL USE	SPECIFICS/LOCATION	AREA (SF)	OCC	GENERAL USE	SPECIFICS/LOCATION	AREA (SF)	OCC
D31 1FD W/SEC SUITE							
ITEM	SPECIFICS/REFERENCE	QTY/AMT		ITEM	SPECIFICS/REFERENCE	QTY/AMT	
8000 CURRENT USE CODE	D30 ONE-FAM DWELLING			8001 PROPOSED USE CODE	D31 1FD W/SEC SUITE		
CLEARANCES REQD DURING APPLICATION STAG INCLUDE :							
			B175 SSP BLDG REVIEW	SSP DBI	604-873-7945		
			B175 SSP EIRC REVIEW	KRIS BILINSKY	604-871-6224		
			P175 SSP PLBG REVIEW	SSP 8:30-9:15AM	604-873-7366		

ADDITIONAL NOTES:

- 006 To make arrangements for your secondary suite special inspection please call 604-873-7955 within 30 days of the date of this application.
- 010 The inspector will require access to the entire building, including any accessory buildings. Please ensure that access is available or an additional re-inspection fee will be required.
- 008 If the inspection and report takes more than one hour an additional fee of \$155.00 per hour is charged.

AS OWNER OR OWNERS' AGENT, I HAVE VERIFIED THAT THE INFORMATION CONTAINED WITHIN THIS DOCUMENT AND ASSOCIATED DOCUMENTS AND PLANS IS CORRECT, AND DESCRIBES A USE, A BUILDING OR A WORK WHICH COMPLIES WITH ALL RELEVANT BY-LAWS AND STATUTES. I ACKNOWLEDGE THAT RESPONSIBILITY FOR BY-LAW COMPLIANCE RESTS WITH THE OWNER AND THE OWNER'S EMPLOYEES, AGENTS AND CONTRACTORS. I WILL INDEMNIFY AND SAVE HARMLESS THE CITY OF VANCOUVER, ITS OFFICIALS, EMPLOYEES AND AGENTS AGAINST ALL CLAIMS, LIABILITIES AND EXPENSES OF EVERY KIND, IN RESPECT OF ANYTHING DONE OR NOT DONE PURSUANT TO THIS APPLICATION OR FACT SHEET OR ENSUING PERMIT, INCLUDING NEGLIGENCE AND/OR THE FAILURE TO OBSERVE ALL BY-LAWS, ACTS OR REGULATIONS.

FEE	AMOUNT	FEE	AMOUNT	SIGNED BY	DOUG MASSIE
684 SPEC INSP SSP	155.00			DATE	SEE PERMIT
902 HST	18.60			TAKEN BY	H POWVALLA
				FOR THE	DIRECTOR OF L & I
INVOICE: 665237		TOTAL		\$173.60	

**BOARD OF VARIANCE / PARKING VARIANCE BOARD
APPEAL DECISION**

Appeal No. Z33819 – 2638 Charles Street

Appeal Section: 573(1)(b) Appeal of Regulation
Legal Description: Lot 7, Block 36, District Lot THSL NWD Part NE ¼ and Plan VAP4396.
Lot Size: 33.00 ft. x 127.00 ft. (Lot Area = 4,191.00 sq. feet).
Zone: RS-1
Related By-Law Clause: 4.7 (FSR)

Appeal Description:

Requesting a relaxation of the Floor Space Ratio regulations of the RS-1 District Schedule to permit interior and exterior alterations by converting the crawlspace in the basement into new floor area (or new habitable area) within this existing one-family dwelling site.

Name of Appellant(s): Doug Massie
Chercover, Massie & Associates Ltd.
#120 - 1200 West 73rd Avenue
Vancouver, BC
V6P 6G5

This appeal was heard by the Board of Variance on April 12th, 2012 and was **ALLOWED**, thereby granting a relaxation of the Floor Space Ratio regulations of the RS-1 District Schedule to permit interior and exterior alterations by converting the crawlspace in the basement into new floor area (or new habitable area) within this existing one-family dwelling site, subject to the following conditions:

- (1) that all exterior decks must remain open and shall never be covered and/or enclosed at anytime in the future; and
- (2) that the development shall otherwise comply with the requirements and regulations of the Zoning and Development By-law to the satisfaction of the Director of Planning.

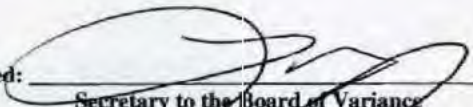
Diary? No. ☒ Yes ☐
To: PS 09 (PAM KISELBACH)
Date: July 12, 2012 Init: LOUIS NG
C.B.T.H.

Additional note to the Appellants:

Please note that all the plans and construction must comply with the requirements of the Building By-law. If there is a question regarding the Board's decision, please contact the Secretary to the Board at (604) 873-7723. The Board's decision recorded in the executive summary Minutes (signed by the Chair of the Board) lies.

No Enforcement - NR

Note: Unless otherwise ordered by the Chief Building Official in writing, the Board's decision is valid for one-year and the owner(s) must obtain a Development Permit within 90 days from the hearing date. Any changes to the plans approved under this appeal may require a new appeal decision.

Signed: 
Secretary to the Board of Variance



BOARD OF VARIANCE / PARKING VARIANCE BOARD
453 West 12th Ave., Vancouver, BC V5Y 1V4, (604) 873-7723
Mr. J. Dhillon, Chair of the Board

April 13th, 2012

To Whom It May Concern,

RE: Appeal No. Z33819 – 2638 Charles Street

PLEASE READ!

The decision made by the Board of Variance in regards to your above-mentioned appeal is recorded on the enclosed form. Please note that you must prepare **three (3) NEW Sets** of architectural drawings for the Secretary of the Board of Variance to review and have the drawings stamped "APPROVED" before proceeding to the Development Services.

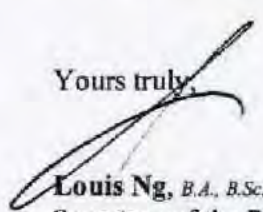
As a consequence of this appeal having been allowed, in order to take advantage of this decision and before proceeding with the work contemplated, the owner must first obtain all necessary City permits. This entails a development permit and may also entail a corresponding building permit and trade permits (e.g., electrical, plumbing/gas, sprinkler).

*** Please DROP OFF THREE (3) NEW SETS OF Architectural drawings** to the Board of Variance's site office between 10 a.m. to 4:00 p.m. As well please allow **minimum three (3) Business Days** for the Secretary of the Board to review and stamp your approved architectural drawings. Once your drawings have been stamped "APPROVED" by the Secretary, you are required to obtain all necessary permits. Permit applications can be filed at the Enquiry Center, 2nd Floor, East Wing of Vancouver City Hall.

.....

NOTE: Unless ordered by the Chief Building Official in writing, the decision of the **Board of Variance is valid for ONE-YEAR** from the date of the Board's decision (see attachment) and **a Development Permit must be obtained**. Any changes to the plans approved under this appeal may require a new appeal.

Yours truly,


Louis Ng, B.A., B.Sc. & Dipl.T.
Secretary of the Board of Variance
& Freedom of Information Officer
Tel: (604) 873-7723 / Fax: (604) 873-7475



Secondary Suite Inspection Report (Bldg.)

Page 1 of 2

IR Number SB 11504 EN Number
Main Address 2638 Charles Street
Secondary Address
Owner or Agent Address 2638 Charles Street

Date of Inspection (yyyy/mm/dd) 2012/04/24
Special Inspection IA# IA 410067

Number of Suites 2 Occupied? yes
Present Use 2
suites

Reason for Inspection To determine the upgrading requirements to change the use from one family dwelling to a one family dwelling with a secondary suite.

Description of Building

Single Family Dwelling Combustible Construction
Sideyards 4 ft. 4 ft. No. of Storeys 2
Basement OR Cellar (Grade) basement
Lane yes Sprinklered yes
Garage/Carport garage Spaces 2 Stairs
Open Parking Spaces Smoke Alarms yes
Grades Highest Lowest Suites Interconnected yes

Building Requirement checklist, and Observations and Notes: (see Page 2)

Description of Existing or Proposed Secondary Suite

Location (eg. basement, 2nd floor, etc.) 2nd floor
Entry at front Kitchen 1
Extra Exit Rear deck Ceiling Height 8 ft
Bathrooms 2 Ceiling Finish drywall
Bedrooms 3 Room Height 8 ft
Living 1 Square Feet 800
Dining 1 Doors, Self-closing device no
Laundry Furnace Other

Photos Yes Digital No
Taken? Regular

Date Report Made: April 24, 2012

Kien Wong

Inspector's Name

For Manager or Assistant Manager Use Only

File: Approval / Use Enforcement Project / Permit

FYA to: Elke Hoffmann

FYI to:

R dyck

Manager / Supervisor

BUILDING REQUIREMENTS CHECKLIST

Page 2 of 2

IA No.: IA 410067

Address:

IR No.: SB 11504

The following is required for the secondary suite and/or areas that provide access to the secondary suite.

		Suite 1	Suite 2
Provide a fire protection membrane		<input type="checkbox"/>	<input type="checkbox"/>
Self-closing devices required	2 doors in front entry hallway	<input type="checkbox"/>	<input type="checkbox"/>
Remove Bars on bedroom windows		<input type="checkbox"/>	<input type="checkbox"/>
Provide inter-connected hard-wired smoke alarms/carbon monoxide detector with battery backup and silencing (unsprinklered)		<input type="checkbox"/>	<input type="checkbox"/>
Provide inter-connected hard-wired smoke alarms/carbon monoxide detector pe VBBL 9.10.19.1 (2), 9.32.4.2 (sprinklered)	At least one in basement, 2 main floor and 2 top floor (secondary suite)	<input type="checkbox"/>	<input type="checkbox"/>
Gas-proof between garage and dwelling		<input type="checkbox"/>	<input type="checkbox"/>
Self-closing device to garage door		<input type="checkbox"/>	<input type="checkbox"/>
Stairs to be made safe/comply		<input type="checkbox"/>	<input type="checkbox"/>
Separate furnace room and bedrooms/baths		<input type="checkbox"/>	<input type="checkbox"/>
Handrails to meet requirements		<input type="checkbox"/>	<input type="checkbox"/>
Guardrails to meet requirements		<input type="checkbox"/>	<input type="checkbox"/>
Ventilation to bathroom		<input type="checkbox"/>	<input type="checkbox"/>
One parking space required		<input type="checkbox"/>	<input type="checkbox"/>
Head room height to conform		<input type="checkbox"/>	<input type="checkbox"/>
Glazing in doors to be wired or tempered glass		<input type="checkbox"/>	<input type="checkbox"/>
Winder stairs handrail 2 sides		<input type="checkbox"/>	<input type="checkbox"/>
No access between garage and bedroom		<input type="checkbox"/>	<input type="checkbox"/>
Install viewer for exterior suite entry door		<input type="checkbox"/>	<input type="checkbox"/>
Seismically strap HWT		<input type="checkbox"/>	<input type="checkbox"/>
Kitchen hood fan to meet requirements		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

Observations and Notes (other enforcement issues and/or mandatory work):



Secondary Suite Inspection Report

Page 1 of 2

IR Number	SU 53346	EN Number	EN 069694	Date of Inspection (yyyy/mm/dd)	2011/04/03
Main Address	2638 CHARLES STREET			Specifics and/or Suite #	
Secondary Address					
Owner or Agent	s.22(1) [REDACTED] s.22(1) LYNDON PATRICK LAWYER(604-974-0028) pA			Number of Storeys	2+C
Owner or Agent Address				Permit Number	DB421763
Approved Use of Building/Land	ONE FAMILY DWELLING			Present Use of Building/Land	3 DWELLING UNITS
Reason for Inspection	ONE YEAR OCCUPANCY AND IMPERMEABLE				

Floor	CELLAR			
DU	HKU		SU	
SINK		CF'S		
Bathroom				
WC	WB		BT/SHR	
Rooms	LAUNDRY ROOM			
CH	8'	L & V	GOOD	
Heating - Gas/Elec/Other				
Separate Furnace Room	YES			
Smoke Alarms	Wired		Battery	
Fire Protection (Describe)				
Means of Egress (Describe)				
Interconnection (where)	STAIRS UP TO MAIN			
Occupant Information				

Floor	1 ST FLOOR WEST SIDE			
DU	1	HKU	SU	
SINK	1 1COMP	CF'S	220 HOOK UP	
Bathroom				
WC	1	WB	1	BT/SHR 1
Rooms	1 BATHROOM, 1 KITCHEN, LR/BR			
CH	8'0"	L & V	GOOD	
Heating - Gas/Elec/Other	GAS			
Separate Furnace Room	DOWN			
Smoke Alarms	Wired		Battery	
Fire Protection (Describe)	GYPROC			
Means of Egress (Describe)	FRONT DOWN STAIRS TO GRADE			
Interconnection (where)	MIDDLE			
Occupant Information	VACANT			
General Information	Grades			

Floor	1 ST FLOOR EAST SIDE			
DU	1	HKU	X	SU X
SINK	1 1COMP	CF'S		HOOK UP220
Bathroom				
WC	1	WB	1	BT/SHR 1
Rooms	BR, KITCHEN, BATHROOM LR			
CH	8'0"	L & V	GOOD	
Heating - Gas/Elec/Other	BOILER			
Separate Furnace Room	CELLAR			
Smoke Alarms	Wired		Battery	
Fire Protection (Describe)	GWB			
Means of Egress (Describe)	FRONT & REAR STAIR DOWN TO GRADE			
Interconnection (where)	MIDDLE HOUSE			
Occupant Information	VACANT			

Floor	2 ND FLOOR			
DU	1	HKU		SU
SINK	1 COMP	CF'S		1 4BG STOVE-HOOD FAN
Bathroom				
WC	2	WB	2	BT/SHR 2
Rooms	3 BR, 1 KITCHEN, 2 BATHROOMS, 1 LR, 1 DR			
CH	8'0"	L & V	GOOD	
Heating - Gas/Elec/Other	GAS			
Separate Furnace Room	CELLAR			
Smoke Alarms	Wired		Battery	
Means of Egress (Describe)	FRONT AND REAR DOWN STAIRS TO GRADE			
Interconnection (where)	MIDDLE			
Occupant Information	1 TENANT s.22(1)			
No. of Parking Spaces	2 CAR GARAGE			

IR Number SU 53346 EN Number EN 069612 Date of Inspection (yyyy/mm/dd) 2011/04/03

Standards of Maintenance

Recommendation

30 DAY LETTER TO MAKE APPLICATION TO SSP OR RESTORE TO ONE FAMILY DWELLING.
IMPERMEABLE IS ACCEPTED.

Photos Taken?	Yes	Digital Regular	No

Comments

THIS HOME HAS BEEN CONVERTED INTO 3 DWELLING UNITS TWO OF THE TENANTS ON MAIN FLOOR HAVE VACATED, THERE IS ONE TENANT LEFT ON THE SECOND FLOOR WHO IS PACKING UP AT THIS TIME. SMOKE ALARMS ARE MISSING. s.22(1) THE LAWYER LYNDON PATRICK IS HANDLING THE CASE. SEE NUMBER ABOVE.

Date Report Made: May 3, 2011

PAMELA KISELBACH

Inspector's Name

For Manager or Supervisor Use Only

File: Approval / Use Enforcement Project / Permit

FYA to: Elke Hoffman: SSP letter.

FYI to:

Bruce Peet

Manager / Supervisor

SECONDARY SUITE
SPECIAL INSPECTION APPLICATION

(Owner's Authorization)

IA 410067
FEE IS \$155.00
(plus HST)

RE: 2638 Charles St.
Property Address

Complete (a) if you are the property owner or (b) if you are a representative of the owner

(a)

I, _____, am the registered owner of the above property and am authorizing a Special Inspection to be carried out by the Building, Plumbing and Electrical Inspectors to determine the upgrading requirements to retain/install a secondary suite in the above building.

(b)

+ I, DOUG MASSIE, MAIBC (authorized applicant), have permission from the registered owner, s.22(1) (print owner's name here), to authorize a Special Inspection to be carried out by the Building, Plumbing and Electrical Inspectors to determine the upgrading requirements to retain/install a secondary suite in the above building,

AND

+ I, _____, confirm that the secondary suite is finished area (ie. gypsum wallboard on walls and ceiling), and that the suite will not be gutted, or reconfigured before and/or after the Secondary Suite Special Inspection.

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- The owners will be notified in writing of any remedial work and additional permits that will be required for the secondary suite.
- Any hazardous deficiencies identified during the inspection must be rectified whether or not a secondary suite is retained/installed.

Name of applicant (print) DOUG MASSIE, MAIBC, OF GREYHOUND MASSIE & ASSOC. LTD

Mailing Address #120-1200 WEST 73rd VAN Postal Code V6P6G5

Home Tel. No. 604 619-3695 Work Tel No. 604 264-1450

Signature of owner/authorized applicant D. Massie

Date 18 April 2012

Property Use Complaint

Case number: 101014511767

Case created: 2020-11-01, 09:19:00 AM

Channel: WEB

Incident Location

Address: 2638 CHARLES ST, Vancouver, V5K 3A5

Address2:

Location name:

Original Address: 2638 Charles St

Request Details

1. **Type of concern (if multiple concerns, select primary and provide details in question 2):**

IllegalSuite

5. **Is the suite(s) tenanted?**

Yes

9. **Phone number:***

s.22(1)

10. **(Don't ask just record - Did caller indicate they want a call back?)**

Unknown

11. **Please verify address of the property:***

2638 charles street, vancouver

Additional Details

I'm not familiar with the permitting in vancouver, but 2638 charles street renovated added an ensuite to each of the 8 bedroom to rent separately to students. Is this legal?

Contact Details

Name: s.22(1)

Address: ,

Address2:

Phone:

Alt. Phone:

Email: s.22(1)

Preferred contact method: Either

Case Notes

Photo

- no picture -