

File No.: 04-1000-20-2023-061

February 1, 2023

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 January 23, 2023 under the *Freedom of Information and Protection of Privacy Act*, for:

**Letters of Assurance – Schedules A, B, and C for the property at 656 W 13<sup>th</sup> Avenue.**

We have confirmed with the department that Letters of Assurance are routinely available on a fee for service basis from the Property Research section of the Development, Building & Licensing Department. To access these records please contact Property Research at [property.research@vancouver.ca](mailto:property.research@vancouver.ca).

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 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](mailto: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 (#04-1000-20-2023-061; 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,

*[Signed by Cobi Falconer]*

**Cobi Falconer, MAS, MLIS, CIPP/C**  
**Director, Access to Information & Privacy**  
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If you have any questions, please email us at [foi@vancouver.ca](mailto: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.

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