

File No.: 04-1000-20-2023-423

August 4, 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 July 14, 2023 under the *Freedom of Information and Protection of Privacy Act* for:

Correspondence between the Development, Licensing & Buildings Permitting Services Centre and "McCuaig and Associates Engineering Ltd.," "D.D. 1110 Harwood Apartments Ltd.," or "D.D. Harwood Apartments Ltd.," confirming that the City requires patio enclosures be removed unless permits have been issued at 1100 Harwood Street, prior to the City authorising Metcap/Starlight's permits for renovation of that building's exterior. Date range: January 1, 2022 to July 13, 2023.

All responsive records are attached.

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 (#04-1000-20-2023-423); 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. Alternatively, you can call the FOI Case Manager at 604-871-6584.

Encl. (Response Package)

:dl

Attribute	Value
Interaction Ref	201000638780/I
Channel	E-mail Out
Created	Jun 16 2023 11:53 (33 days ago)
Reported By	cCuaig & Associates Engineering Ltd., organization permits@mccuaig.net 6042550992
Verified	
To	permits@mccuaig.net
Cc	
Bcc Used?	
From	no-reply.DBLServicesCentre.COV@vancouver.ca
Sent	Jun 16 2023 11:53 (33 days ago)
Subject	Building Permit application does not meet requirements: Case reference 201000646250 - Permit Submission Update: Application Incomplete and Next Steps 1100 Harwood

Attachments

Message ****Please do not reply. Replies are not monitored****

Hello,

Thank you for your building permit submission request via the City of Vancouver's online enquiry form.

At this time, we are unable to open a Building Permit application as your application does not meet the minimum requirements to open a permit in our system.

Hi McCuaig

This application cannot be reviewed as there is work done that needs to be permitted or removed as a part of this permit. The drawings show enclosed

balconies that were never permitted. Those balconies needs to be permitted before we can review this permit application.

Here is the checklist for development permit,

https://vancouver.ca/files/cov/balcony_enclosure_checklist_-_existing_buildings.pdf

. Once you have the documents and drawings, attach to a new web form for development permit intake.

Next Steps

Review the

[https://vancouver.ca/files/cov/balcony_enclosure_checklist_-_existing_buildings.pdf]

application checklist to ensure you have the required documents to submit a complete application package:

For additional Building Permit checklists, please refer to our Building and renovating forms, checklists, and bulletins

<<https://vancouver.ca/home-property-development/application-forms-and-checklists.aspx>> page.

Once you have all of the required documents, re-submit your application package using the Development and Building Services Centreenquiry form

<<https://vancouver.ca/home-property-development/contact-development-buildings-services-centre.aspx>>

and quote your reference number.

As part of our efforts to improve permit wait times, we have transitioned to a new system for electronic permit applications. Booking intake appointments and dropping off documents and drawings are no longer necessary.

Don't Have an Online Permit Account?

* Please set up an account by visiting vancouver.ca/permits/apply

<<https://vancouver.ca/permits/apply>>

* Instructions on creating an online permit account can be found here:

<https://vancouver.ca/files/cov/creating-an-online-account-guide.pdf>

<https://vancouver.ca/files/cov/creating-an-online-account-guide.pdf> Why do you need an Online Permit Account?

An online permit account is necessary for you to be able to communicate and share documents with City staff. During the application process staff will ask questions or request additional documents to support the review of your application. You can also pay most permitting related fees online through your online permitting account. Once your permit is issued, you will have access to your issued permit and any drawings or documents that have been accepted.

If you need further assistance or to provide more information, please submit another enquiry through our contact form <https://vancouver.ca/building-development-support> and quote your reference number.

Thank you,

Wayland, Service Center

Related Enquiries

<u>Reference</u>	<u>Title</u>	<u>Associated</u>	<u>Type</u>	<u>Status</u>	<u>Created</u>
201000646250	Building and Development Inquiry Case - Submit permit application	1100 HARWOOD ST	Building and Development Inquiry Case	closed	Jun 7 2023 15:44 15:44

One item found.

Interaction Notes

<u>Note</u>	<u>Created by</u>	<u>Created</u>
Nothing found to display.		

No items found.