

CITY OF GRAND FORKS

POLICY TITLE:	Strata Title Conversion Policy	POLICY NO:	1502
EFFECTIVE DATE:	July 20, 2009	SUPERSEDES:	
APPROVAL:	Council	PAGE:	1 of 2

Purpose:

To establish a procedure for dealing with applications to Council for the conversion of previously occupied buildings into strata lots as required by the Strata Property Act.

Policy:

1. Requests to Council for conversion shall meet the following criteria:
 - Compliance with the applicable bylaws of the municipality;
 - Compliance with the B.C. Building code; and
 - The applicant must submit a letter of intent and an application for preliminary acceptance of subdivision, with the applicable fees set out in the Fees and Charges Bylaw.

The above criteria will require a building inspection and zoning check.

1. Council must consider the following when making their decision of approval or denial of a request for conversion:
 - Rental vacancy rate;
 - Proposals to relocate persons currently occupying the building;
 - Life expectancy of the building;
 - Increases in maintenance costs due to condition of building; and
 - Any other matters deemed relevant to the conversion;
 - Council, by resolution will delegate to the Approving Officer, the authority to sign the "Endorsement by Approving Authority", which is attached to this policy as "Schedule A" and the final signing approval of the strata plans, on the proviso that the applicant meets the following terms and conditions within one (1) year of the approval in principle:

- A report from a structural engineer, registered in the Province of B.C. stating that the building is of a reasonable quality for its age, including reference to the state of repair, general workmanship and measure of compliance with relevant bylaws; and
 - That the building meets all the current building code requirements for strata conversion.
3. If the application for conversion is denied, Council's decision is final and may not be appealed.

Strata Property Act

Form T

ENDORSEMENT BY APPROVING AUTHORITY

(Section 242; Regulation section 14.5 (4))

I certify that the conversion of the buildings included in this strata plan have been approved under section 242 of the *Strata Property Act*.

Date:[month day, year]*.

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Signature of Authorized Signatory of Approving Authority

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Name of Municipality (or as the case may be)

* Section 242 (9) provides that the endorsement must be dated not more than 180 days before the date the strata plan is tendered for deposit.