SCHEDULE D



February 22, 2018

Ms. Alyson Culbert 1450 Hamley St. Victoria, BC V8S 1N1



Re: 1162/1164 Kings Rd. / Bylaw File #74282

Dear Ms. Culbert,

The purpose of this letter is to advise you that more than 16 months has now elapsed since you were directed to take the action necessary to bring the property at 1162/1164 Kings Road into compliance with City bylaws. We have reached the point where we need to see positive action being taken to bring this property into compliance or we need to commence enforcement action to comple compliance with our bylaw.

The legal use of the structure according to city records is "duplex', meaning that there should be only 2 dwelling units. An inspection conducted on September 22, 2016 revealed that there are in fact 4 separate self-contained dwelling units. Work has been done to create 2 additional "illegal" dwelling units. This work was done without the required building, plumbing, and electrical permits.

In a letter, dated October 12, 2016, you were directed to make application for and obtain the permits required to bring this property into compliance. While it appears that you did comply with an order from the Electrical Inspector and hire an Electrician to conduct an electrical safety survey and correct any deficiencies, you have taken no further action to bring the property into compliance

While our preferred course of action is to have you voluntarily comply with our bylaws and bring your property into compliance, failure on your part to take such action in the next 90 days from the date of this letter will result in us pursuing enforcement action. Such action can include, issuing fines, placing a notice on land title, or additional legal action through the courts.

If you have any questions or require additional information please don't hesitate to contact me at 250.361.0578 or by email at <u>adolan@victoria.ca</u>.

Regards, un

Andrew Dolan Senior Bylaw Officer Bylaw & Licensing Services City of Victoria

To Contact

Telephone: 250.361.0215 Fax: 250.361.0205 E-Mail: Tipylawehrorcement@victorianea and Fsqweb: Network Wctorianea and work

Legislative and Regulatory Services Department

Bylaw and Licensing Services Division

1 Centennial Square Victoria BC V8W 1P6