



301 – 990 Cedar Street, Campbell River, BC V9W 7Z8
 Tel 250-830-6700 Fax 250-830-6710
www.strathconard.ca

APR 27 2018

BYLAW COMPLAINT FORM

Complainant:	[REDACTED]	Date: (office) use only	
Address:	[REDACTED]	Telephone:	[REDACTED]
Mailing Address:			
City/Town:	Campbell River	Postal Code:	V9H 1G8
*Anonymity will be maintained between the complainant and the alleged violator except where necessary in a Court of Law			
Please provide as much of the following information as you can regarding your complaint (include dates and times of each incident)	Complaint Details: (use back of form if more space is required)		
	<p>This is residential property. As of April 26/18 there are two permanent trailers, 1 RV trailer, 1 camper and a motor home. From the 5 listed above 4 are occupied.</p> <p>Signature: [REDACTED] Date: April 26/18</p>		
Subject Property:			
Name:	Murray Rayer	Telephone:	250-926-0670
Address:	3993 Craig Rd.	(from Google)	
City/Town:	Campbell River	Postal Code:	V9H 1G8
THIS SECTION TO BE COMPLETED BY SRD STAFF			
P.I.D.:	Folio No.:		
Zoning:	Electoral Area:	Map No.:	ALR/FLR:
Legal Description:			
Contravention of Bylaw No.:		Bylaw Name:	
Lot Size:	File No.:	Rec'd by:	



301 – 990 Cedar Street, Campbell River, BC V9W 7Z8
Tel 250-830-6700 Fax 250-830-6710
www.strathconard.ca

Complaint Details Continued:

This property at 3993 Craig Rd is turning into a trailer park. This is not allowed and nor do I want to see it continue and grow. My biggest concern is the disposal of sewage.

Signature: 

Date: April 20/18

Jordan Hargrave

From: Clements, Nancy <Nancy.Clements@viha.ca>
Sent: April-30-18 10:01 AM
To: Jordan Hargrave
Subject: RE: Inquiry

Hi Jordan,

There is a permit on file from 1972 for a mobile home. If it is still the same field it is quite old in sewage years. This area also tends to have a lot of high water table, and some challenging soil conditions. We have had no other indication of works done on this property. If you are on site and see evidence of sewage being discharged to the surface of the ground or into a ditch, please take some photos and let me know so I can follow up.

Thanks
Nancy

From: Jordan Hargrave [mailto:JHargrave@srd.ca]
Sent: Friday, April 27, 2018 1:57 PM
To: Clements, Nancy; Molony, Anne TRAN:EX
Subject: Inquiry

Hi Nancy and Anne

Do either of you have any records for 3993 Craig Rd, Campbell River? The SRD has none that I can find.

It is alleged to have up to 4 occupied trailers/rv's/dwellings. Our aerial imagery suggests that a fair bit of the residential use is spilling over onto MOTI's right of way for the "future inland island highway".

Jordan



Jordan Hargrave
Building Official
Bylaw Compliance Officer
301 - 990 Cedar Street, Campbell River, BC V9W 7Z8
e. jhargrave@srd.ca | t. 250.830.6713 | f. 250.830.6710

N PLAN OF PART OF
CT LOT 85
DISTRICT

100 Feet = 1 Inch

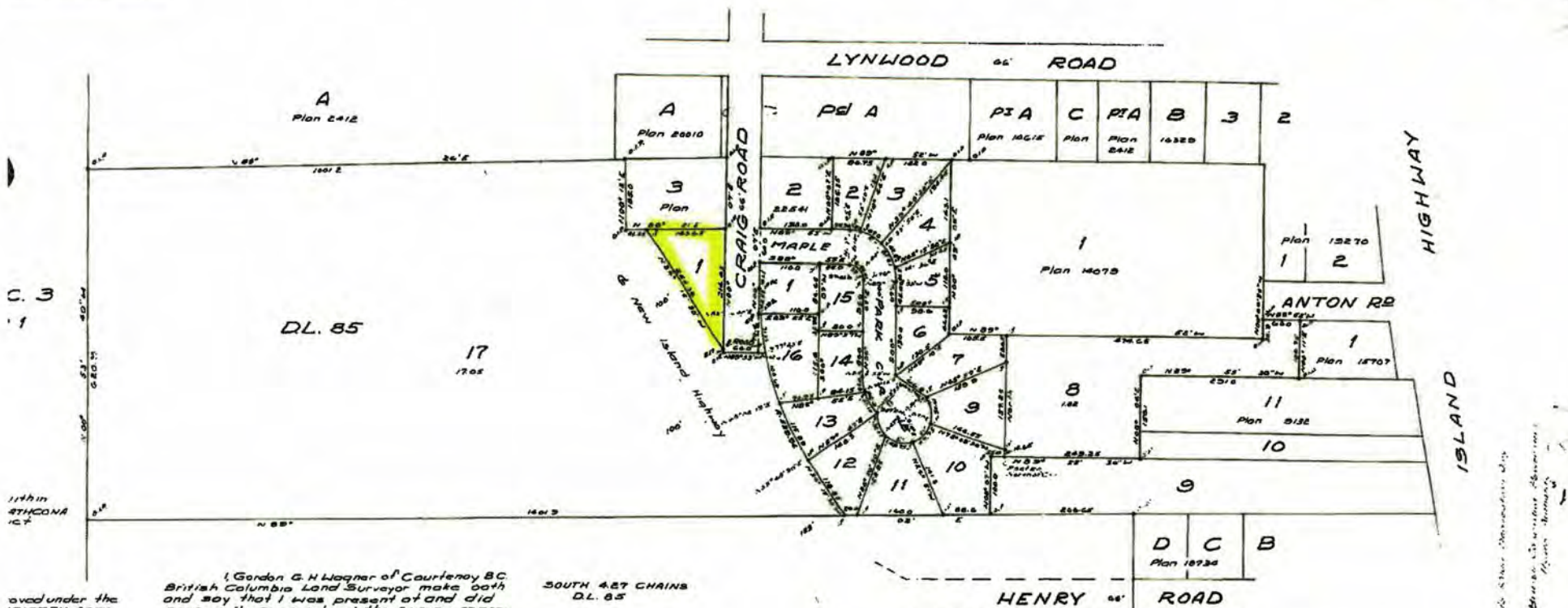
1:2534
As per plan found
Standard iron pin set

Section 114 Land Registry Act
Part 2 and Part 4 of the Regulations for it
Regulation 60 and 61 of the Regulations for it
The D.D. 84524 & 84525

Register

PLAN 241
Deposited in the
REGISTRY OFFICE
VICTORIA BC 7159
of February 1971

A. J. [Signature]
Deputy Registrar



C. 3
1

11th in
STHCONA
CT

sworn under the
REGISTRY ACT
[Signature]
Sworn before me
1st of Highways
A. BC
14th 1970.

I, Gordon G. H. Waagner of Courtenay BC
British Columbia Land Surveyor make oath
and say that I was present at and did
personally superintend the survey repre-
sented by this plan and that the survey
and plan are correct. The said survey was
completed on the 4th day of September 1970.
G. H. Waagner B.C.L.S.
Sworn before me at Courtenay, BC this 16th day
of September 1970.
R. B. Farney
A Commissioner for the taking of affidavits in
and for the Province of British Columbia.

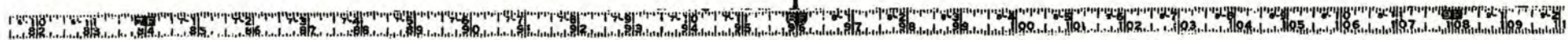
SOUTH 4.87 CHAINS
DL. 85

Mortgage
[Signature]
Campbell River and District C.P.L.U. (Union)

LENNEA DEVELOPMENT COMPANY LTD.
R. McManus (Pres.)
Patricia P. Lennea (Secretary)

Gordon G. H.
BC Land Surveyor # 1
Box 339 Courtenay
File 1031-

[Handwritten notes]
 100 Feet = 1 Inch
 Standard Iron Pin Set



APPLICATION TO CONSTRUCT
SEWAGE DISPOSAL SYSTEM (SCHEDULE "A")P.H.134
(1967)

TO THE MEDICAL HEALTH OFFICER: -

Nov 10, 1971

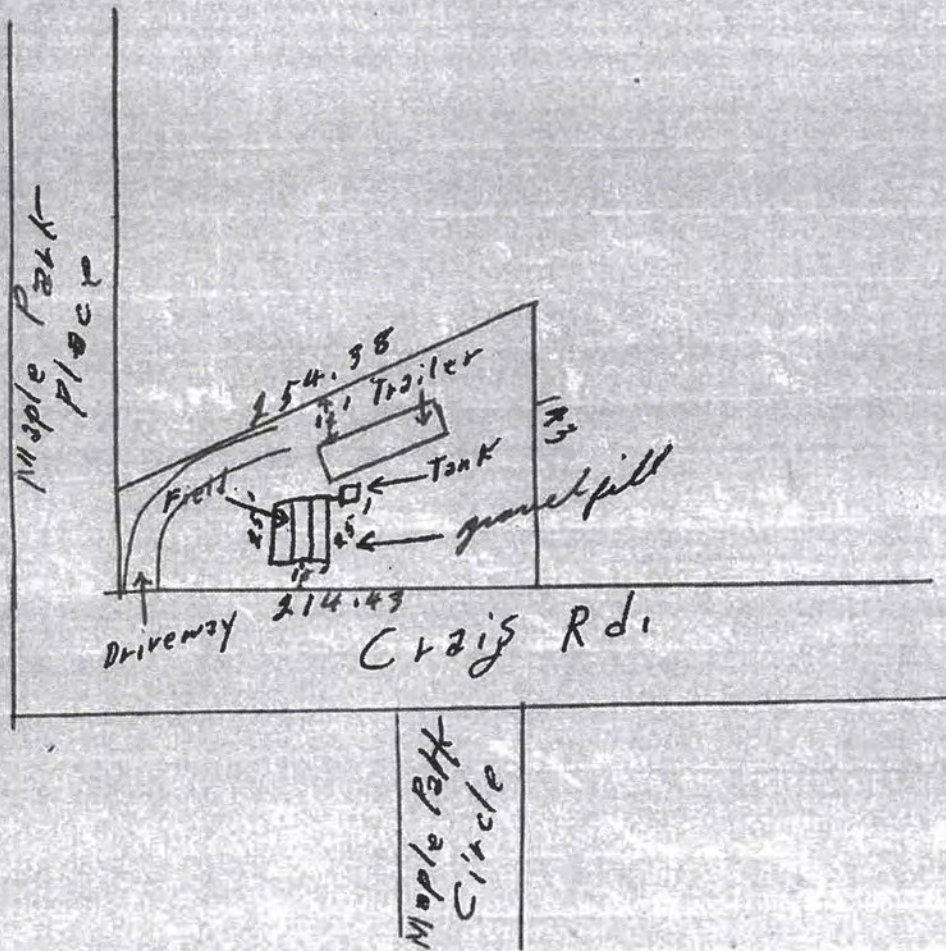
In accordance with the provisions of the Regulations Governing Sewage Disposal under the "Health Act" application for a permit is hereby made to construct a septic tank and ground absorption system, or other system of effluent disposal at the property described below according to the following specifications and plans.

BUILDING	TYPE (DWELLING, STORE ETC.)	NUMBER OF OCCUPANTS
<u>Trailer</u>	<u>Home</u>	<u>2</u>

- LOCATION Craig Rd.
LOT 1 PLAN 24138
STREET _____
- NAME OF OWNER R W Turner
OWNER'S MAILING ADDRESS RR #1 Campbell River
- NAME OF CONTRACTOR R W Turner
ADDRESS _____
- SIZE OF LOT 15,000 sq ft
(DIMENSIONS AND AREA)
- SURFACE DRAINAGE good
- DEPTH OF POROUS TOP SOIL 48"
- PERCOLATION RATE AS DETERMINED BY OWNER 3 MIN/INCH
- SEWAGE FLOW _____ OR NUMBER OF BEDROOMS 2
- SEPTIC TANK (A) MATERIAL cement (B) WORKING VOLUME 600
(C) TRICKLE (D) SYPHON _____ (E) PUMP _____
- DISPOSAL FIELD (A) TYPE OF PIPE plastic (B) LENGTH 150
(C) DISTANCE FROM BUILDING 3' Bed 10 ft (D) DISTANCE FROM WELL 50 ft.
- SOURCE OF WATER Municipal

PLOT PLAN, SHOW LOCATION OF HOUSE IN RELATION TO SEPTIC TANK, DISPOSAL FIELD LAYOUT, WELL (IF ANY). PROPERTY LINES ETC. MAY BE DRAWN ON THE REVERSE SIDE OF THIS FORM.

Pursuant to the above application for a permit to construct a septic tank and ground absorption system, this site has been inspected and the soil conditions noted. It is considered that if an installation is made in accordance with the above, it should



B.C. HEALTH BRANCH

Permit No. 270 (72)

P.H.135
(1967)

PERMIT TO CONSTRUCT SEWAGE DISPOSAL SYSTEM
(SCHEDULE "B")

Campbell River, B.C.

Nov 10, 1972

PURSUANT TO APPLICATION (SCHEDULE "A") FILED AT THIS OFFICE AND DULY
ACKNOWLEDGED, A PERMIT IS HEREBY GRANTED FOR THE CONSTRUCTION OF A
SEPTIC TANK AND GROUND ABSORPTION SYSTEM ON:-

Lot 1, Plan 24138
Craig Road

772-01175.100

600 gallon capacity tank and
150 feet tile field

R. W. Lennea
4
MEDICAL HEALTH OFFICER.

I, R. W. Lennea, HEREBY AGREE TO NOTIFY THE MEDICAL
(OWNER OR AUTHORIZED REPRESENTATIVE)
HEALTH OFFICER WHEN THE ABOVE SYSTEM IS READY FOR INSPECTION.

TEN DAYS' NOTICE WILL BE NECESSARY.

Mr. R.W. Lennea
R.R. # 1
Campbell River, B.C.

file

B.C. HEALTH BRANCH

P.H.136
(1967)

Permit No. 270 (72)
Mr. R.W. Lenna
R.R. # 1
Campbell River, B.C.

APPROVAL FORM - SEWAGE DISPOSAL SYSTEM
(SCHEDULE "C")

Campbell River, B.C.

November 28 19 72

INSPECTION

THIS IS TO CERTIFY THAT THE SEPTIC TANK AND GROUND ABSORPTION SYSTEM ON:

Lot 1, Plan 24138
Craig Road,

772-01175.100

HAS BEEN CONSTRUCTED IN ACCORDANCE WITH THE REGULATIONS GOVERNING SEWAGE
DISPOSAL.

R.W. Berggren

for MEDICAL HEALTH OFFICER

Jordan Hargrave

From: Jordan Hargrave
Sent: May-03-18 3:38 PM
To: 'Molony, Anne TRAN:EX'
Subject: RE: Inquiry

Thank you. I will use gps to try to determine what is onto the MOTI right of way and insist that they move it. If I encounter resistance I may require your help!



Jordan Hargrave
Building Official
Bylaw Compliance Officer
301 - 990 Cedar Street, Campbell River, BC V9W 7Z8
e. jhargrave@srd.ca | t. 250.830.6713 | f. 250.830.6710

From: Molony, Anne TRAN:EX <Anne.Molony@gov.bc.ca>
Sent: May-03-18 3:01 PM
To: Jordan Hargrave <JHargrave@srd.ca>
Subject: RE: Inquiry

Hi Jordan,

I've checked our electronic and hard copy files and we don't have anything regarding this property.

Thanks,
Anne

Anne Molony, MSc
Area Manager, Roads
Ministry of Transportation and Infrastructure
Courtenay Area Office

From: Jordan Hargrave [<mailto:JHargrave@srd.ca>]
Sent: Friday, April 27, 2018 1:57 PM
To: Nancy Clements ; Molony, Anne TRAN:EX
Subject: Inquiry

Hi Nancy and Anne

Do either of you have any records for 3993 Craig Rd, Campbell River? The SRD has none that I can find.

It is alleged to have up to 4 occupied trailers/rv's/dwellings. Our aerial imagery suggests that a fair bit of the residential use is spilling over onto MOTI's right of way for the "future inland island highway".

Jordan



Jordan Hargrave
Building Official
Bylaw Compliance Officer



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e. jhargrave@srd.ca | t. 250.830.6713 | f. 250.830.6710

Please be advised there are three permanent residences residing at 3993 Craig Road. Two have been situated there for 3 years or more and now a third one has been there for at least 1 year. I assume this property is zoned for three residences. I would also assume they pay three water charges.

I would also like to note that properties with more value does not mean the home owner can pay more water \$1.00 on assessed value (nowhere else does this happen) than properties of lesser value. All it means is that we have to work harder to keep up the cost of living in a rural area D area.

Signed,

Angry citizen of Area D



Jordan Hargrave

From: Jenny Brunn
Sent: May-28-18 3:47 PM
To: Jordan Hargrave
Cc: Mary Ellen Swift
Subject: 3993 Craig Road - site inspection request.

Follow Up Flag: Follow up
Flag Status: Flagged

Jordan,


Can you please do a site inspection, at your convenience, of 3993 Craig Road. A resident has stated that this property has 3 residences on it. From our utility map, it appears that we are billing one flat rate to the property, and the ortho photos are difficult to determine buildings onsite.

Thank you,



Jenny Brunn
Environmental Services Coordinator
301 – 990 Cedar Street, Campbell River, BC V9W 7Z8
e. jbrunn@srd.ca | t. 250.830.6719

This communication is intended for use of the recipient to whom it is addressed and may contain confidential, personal and/or privileged information. Please contact me immediately if you are not the intended recipient of the communication and do not copy, distribute, or take action relying upon it. Any communication received in error, or subsequent reply, should be deleted or destroyed.

 Please consider the environment before printing this email



June 18, 2018

File: 772 01175.100 / 18-D-012

[REDACTED]
Campbell River, BC
V9H 1G8

Re: Number of Dwellings at 3993 Craig Rd. (772 01175.100)

The Strathcona Regional Districts acknowledges receipt of your complaint dated April 27, 2018. The property in question is zoned Residential 3 (R-3). Only one dwelling unit is permitted on R-3.

We are investigating the complaint and will contact you when the property has been brought into compliance. Thank you for bringing this to our attention.

Sincerely,

A handwritten signature in black ink that reads "J. Hargrave". The signature is fluid and cursive, with a long horizontal stroke at the end.

Jordan Hargrave
Building Official
Bylaw Compliance Officer

Strathcona Regional District
Building Inspector's Report

Date 2018-06 Permit No. 18-D-012

Owner WARNER

Folio # 1175-100 Address 3993 CRAIG RD

- | | | | | | |
|------------------------------|--------------------------|------------------------------|--------------------------|---------------------------|--------------------------|
| Voluntary | <input type="checkbox"/> | Siting-Building Height | <input type="checkbox"/> | Chimney | <input type="checkbox"/> |
| Site-Geotechnical | <input type="checkbox"/> | Sheathing | <input type="checkbox"/> | Woodstove..... | <input type="checkbox"/> |
| Site-Footing | <input type="checkbox"/> | Framing | <input type="checkbox"/> | Water Service Pipe..... | <input type="checkbox"/> |
| Drain tile | <input type="checkbox"/> | Ground Under Slab..... | <input type="checkbox"/> | Building Sewer..... | <input type="checkbox"/> |
| Dampproofing | <input type="checkbox"/> | Insulation Under Slab | <input type="checkbox"/> | Rough-In Under Slab..... | <input type="checkbox"/> |
| Roof Drainage Rough-In | <input type="checkbox"/> | Insulation | <input type="checkbox"/> | Rough-In..... | <input type="checkbox"/> |
| Siting-Setbacks..... | <input type="checkbox"/> | Vapour Barrier | <input type="checkbox"/> | Back Flow Preventor | <input type="checkbox"/> |
| Siting-Flooding Setbacks .. | <input type="checkbox"/> | Fireplace..... | <input type="checkbox"/> | Final..... | <input type="checkbox"/> |
| Siting-FCL..... | <input type="checkbox"/> | Other | | | |

Incomplete Accepted Not Accepted Waived

Any deficiencies noted must be rectified, inspected and approved prior to carrying out any further work. Any person who fails to comply with any order or notice issued by the authority having jurisdiction, or who allows a violation of these provisions to continue, contravenes these provisions.

R-3 - one dwelling permitted. - remove RV's from property.

Sewerage permit No. 270 (1972) for 2 bedroom trailer. 600 g. tank + 150' tile field.

- ROWP to provide "inspection report"

Goals & property to be removed from MOTI right of way.

Murray Rayer.

Location of water service?

Letter to follow.

Building Inspector

J. H.

Strathcona Regional District
Building Inspector's Report

Date _____ Permit No. _____

Owner WARNER

Folio # _____ Address 3993 CRAIG RD

- | | | | | | |
|-----------------------------|--------------------------|------------------------------|--------------------------|---------------------------|--------------------------|
| Voluntary | <input type="checkbox"/> | Siting-Building Height | <input type="checkbox"/> | Chimney | <input type="checkbox"/> |
| Site-Geotechnical | <input type="checkbox"/> | Sheathing | <input type="checkbox"/> | Woodstove..... | <input type="checkbox"/> |
| Site-Footing | <input type="checkbox"/> | Framing | <input type="checkbox"/> | Water Service Pipe..... | <input type="checkbox"/> |
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| Dampproofing | <input type="checkbox"/> | Insulation Under Slab | <input type="checkbox"/> | Rough-In Under Slab..... | <input type="checkbox"/> |
| Roof Drainage Rough-In ... | <input type="checkbox"/> | Insulation | <input type="checkbox"/> | Rough-In..... | <input type="checkbox"/> |
| Siting-Setbacks..... | <input type="checkbox"/> | Vapour Barrier | <input type="checkbox"/> | Back Flow Preventor | <input type="checkbox"/> |
| Siting-Flooding Setbacks .. | <input type="checkbox"/> | Fireplace..... | <input type="checkbox"/> | Final..... | <input type="checkbox"/> |
| Siting-FCL..... | <input type="checkbox"/> | Other | <input type="checkbox"/> | | |

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OF DWELLINGS

11-15th of June? Will call back.
Away for a week.

Sept 2?

MOTI RRW?

2018-06-14 left message
2018-06-18 left message - site
visit 2018-06-21.

Building Inspector _____

2018-06-21, 10:21 AM
N 49° 55' 5", W 125° 11' 27"
3993 Craig Rd BC V9H
Canada
Altitude: 20.9 meter
Speed: 4.0 km/h



2018-06-21, 10:21 AM
N 49° 55' 5", W 125° 11' 28"
3989 Craig Rd BC V9H
Canada
Altitude: 28.2 meter
Speed: 0.6 km/h



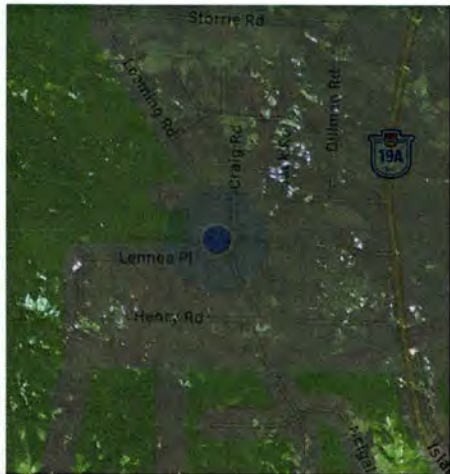


2018-06-21 10:30 AM
N 49° 55' 5" W 125° 11' 28"
3993 Craig Rd BC V9H
Canada
Altitude: 25.5 meters
Speed: 0.0 km/h



2018-06-21, 10:30 AM
N: 49° 55' 5", W: 125° 11' 28"
3993 Craig Rd BC V9H
Canada
Altitude: 25.5 meters
Speed: 0.0 km/h





2018-06-21, 10:30 AM
N 49° 55' 5", W 125° 11' 28"
3993 Craig Rd BC V9H
Canada
Altitude: 25.5 meters
Speed: 0.0 km/h



2018-06-21, 10:31 AM
N 49° 55' 5", W 125° 11' 28"
3993 Craig Rd BC V9H
Canada
Altitude: 32.1 meters
Speed: 3.2 km/h





2018-06-21 10:31 AM
N 49° 55' 41" W 125° 11' 27"
3993 Craig Rd BC V9H
Canada
Altitude: 30.7 meters
Speed: 6.0 km/h





June 25, 2018

File: 772 01175.100 / 18-D-012

Sent by mail.

Phyllis A Warner
3993 Craig Rd.
Campbell River, BC
V9H 1G8

Re: NOTICE OF INFRACTION - Number of Dwellings at 3993 Craig Rd. (772 01175.100)

On June 21, 2018, Mr. John Neill, SRD Planner and I met with Mr. Murray Rayer at your property at 3993 Craig Rd, Campbell River. At this time, we observed one single wide mobile home (Registration #11182) and two inhabited recreational vehicles. This is a total of three dwelling units. Your property is zoned Residential 3 (R-3). I've enclosed a copy for your reference. Only one dwelling unit is permitted on R-3. The RV's must be removed from the property immediately.

Additionally, the septic system was constructed in 1972 – Permit No 270 (72). The typical lifespan of a septic system is 25-35 years. Your system is 46 years old. Please provide a Performance Inspection Report prepared by a Registered Onsite Wastewater Practitioner (ROWP). I've enclosed a list of local wastewater practitioners for your reference.

Please also note that there is a significant amount of encroachment of goods and structures onto the Ministry of Transportation property to the west of your property. Please have these items moved back onto your property. I've enclosed an air photo for your reference.

Please complete the items listed above and contact the undersigned to arrange a site inspection by August 30, 2018. If you have any questions or require further clarification, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "J. Hargrave".

Jordan Hargrave
Building Official
Bylaw Compliance Officer
250-830-6713
jhargrave@srd.ca

Enclosed: R-3 Zoning, ROWP list, 2016 air photo

Jordan Hargrave

From: Jordan Hargrave
Sent: July-27-18 10:02 AM
To: Mary Ellen Swift
Cc: Jenny Brunn
Subject: RE: 3993 Craig Road - site inspection request.

Hi Mevi

I visited 3993 Craig Rd on June 21, 2018 with John Neill. We noted 1 single wide mobile home connected to water, 1 travel trailer RV with skirting and additions connected to city water and 1 5th wheel RV not connected to water for a total of 3 separate dwellings on the property.

They have been ordered to remove the additional dwellings from the property by August 30, 2018. In the meantime, please begin a second water bill effective January 1, 2018. When the property is brought into compliance, I will notify you to stop the additional water bill.

Jordan



Jordan Hargrave
Building Official
Bylaw Compliance Officer
301 - 990 Cedar Street, Campbell River, BC V9W 7Z8
e. jhargrave@srd.ca | t. 250.830.6713 | f. 250.830.6710

From: Jordan Hargrave
Sent: May-28-18 3:54 PM
To: Jenny Brunn <jbrunn@srd.ca>
Cc: Mary Ellen Swift <MSwift@srd.ca>
Subject: RE: 3993 Craig Road - site inspection request.

Yea they're already on my "to do" list....



Jordan Hargrave
Building Official
Bylaw Compliance Officer
301 - 990 Cedar Street, Campbell River, BC V9W 7Z8
e. jhargrave@srd.ca | t. 250.830.6713 | f. 250.830.6710

From: Jenny Brunn
Sent: May-28-18 3:47 PM
To: Jordan Hargrave <JHargrave@srd.ca>
Cc: Mary Ellen Swift <MSwift@srd.ca>
Subject: 3993 Craig Road - site inspection request.

Jordan,


Can you please do a site inspection, at your convenience, of 3993 Craig Road. A resident has stated that this property has 3 residences on it. From our utility map, it appears that we are billing one flat rate to the property, and the ortho photos are difficult to determine buildings onsite.

Thank you,



Jenny Brunn
Environmental Services Coordinator
301 – 990 Cedar Street, Campbell River, BC V9W 7Z8
e. jbrunn@srd.ca | t. 250.830.6719

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 Please consider the environment before printing this email

Strathcona Regional District
Building Inspector's Report

Date 2019-02-20. Permit No. _____

Owner WARNER

Folio # _____ Address 3993 CRAIG RD

- | | | | | | |
|----------------------------|--------------------------|------------------------------|--------------------------|---------------------------|--------------------------|
| Voluntary | <input type="checkbox"/> | Siting-Building Height | <input type="checkbox"/> | Chimney | <input type="checkbox"/> |
| Site-Geotechnical | <input type="checkbox"/> | Sheathing | <input type="checkbox"/> | Woodstove..... | <input type="checkbox"/> |
| Site-Footing | <input type="checkbox"/> | Framing | <input type="checkbox"/> | Water Service Pipe..... | <input type="checkbox"/> |
| Drainage | <input type="checkbox"/> | Ground Under Slab..... | <input type="checkbox"/> | Building Sewer..... | <input type="checkbox"/> |
| Dampproofing..... | <input type="checkbox"/> | Insulation Under Slab..... | <input type="checkbox"/> | Rough-In Under Slab..... | <input type="checkbox"/> |
| Roof Drainage Rough-In... | <input type="checkbox"/> | Insulation | <input type="checkbox"/> | Rough-In..... | <input type="checkbox"/> |
| Siting-Setbacks..... | <input type="checkbox"/> | Vapour Barrier | <input type="checkbox"/> | Back Flow Preventor | <input type="checkbox"/> |
| Siting-Flooding Setbacks.. | <input type="checkbox"/> | Fireplace..... | <input type="checkbox"/> | Final..... | <input type="checkbox"/> |
| Siting-FCL..... | <input type="checkbox"/> | Other | <input type="checkbox"/> | | |

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Site visit with Nancy Cleaver, VIHA

3 dwellings remain on property.

1 SWM + 5th wheel share kitchen / washroom. 5th wheel is not connected to sewer or water.

1 travel trailer connected to water. Septic held in holding tank, grey water dumped on the ground.

Septic system does not appear to show visible signs of failure at this time.

5th wheel occupant: Ken Hair
 250-205-0233

Building Inspector _____

2019-02-20 10:07 a.m.
49.9165775N 125.1888119W

90 Henry Road
Campbell River
Strathcona
British Columbia



2019-02-20 10:10 a.m.
49.91792922N 125.19113934W
3989 Craig Road
Campbell River
Strathcona
British Columbia



2019-02-20 10:12 a.m.
49.91789897N 125.191042W

3989 Craig Road
Campbell River
Strathcona
British Columbia



2019-02-20 10:12 a.m.
49.9179234N 125.19098468W
3989 Craig Road
Campbell River
Strathcona
British Columbia





August 13, 2019

File:18-D-012

Phyllis A. Warner
3993 Craig Rd.
Campbell River, BC
V9H 1G8

Dear Ms. Warner,

RE: SECOND NOTICE OF INFRACTION- Number of Dwellings at 3993 Craig Rd.

To summarize our phone conversation on August 13, 2019, you have not complied with the requests of the SRD as stated in a letter dated June 25, 2018. You advised me that 2 recreational vehicles on your property remain inhabited, contrary to zoning.

Your property is regulated by the *Campbell River Area Zoning Bylaw, 1991* and is zoned Residential 3 (R-3). Please see excerpt below:

4.6.3 iii) b) Residential use is limited to: On any lot size: One single family dwelling.

As discussed, you will be given 6 months to remove the two RV's off of your property. **Please remove these RV's no later than February 1, 2020.**

When the RV's are removed, please contact me at 250-830-6721 to arrange a site inspection to ensure that the property is in compliance.

If you have any further questions, please do not hesitate to contact me.

Thank you for your cooperation.

Sincerely,

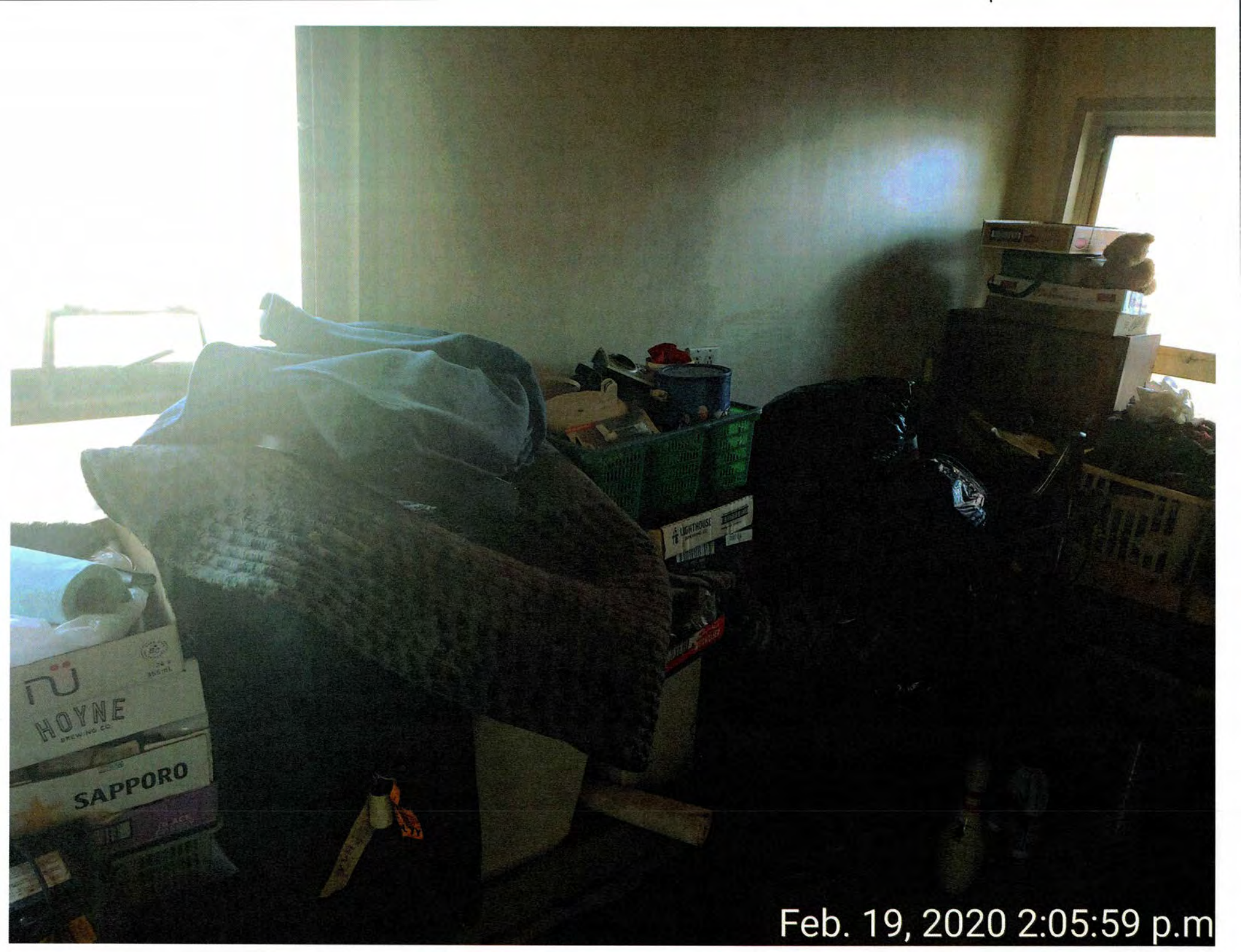
Kaila Schaefer

A handwritten signature in black ink that reads "Kaila Schaefer".

Kaila Schaefer
Bylaw Compliance Officer
kschaefer@srd.ca
250-830-6721



Feb. 19, 2020 2:08:56 p.m.



Feb. 19, 2020 2:05:59 p.m



Phyllis Warner
3993 Craig Road
Campbell River, BC
V9H 1G8

REGISTERED MAIL

COPY

February 22, 2021

RE: Zoning Violation – 3993 Craig Road- Electoral Area D

Dear Miss Warner,

Staff from the Strathcona Regional District have been unable to contact you via telephone for some time. This is regarding the written complaint received by SRD staff in 2018. Since last spoken, an inspection to was to be conducted in April of 2020 to confirm that the property has been returned to the original zoning.

Currently the property located at 3993 Craig Road is zoned *Residential 3 (R-3)* under *Campbell River Area Zoning Bylaw No. 2052, 1998* which states in Part 4, Section 1 *Permitted Uses* and Section 2 *Permitted Accessory Uses*

Permitted Principal Uses on any lot

- 1) *Residential Use;*
- 2) *Utility Use;*
- 3) *Park Use;*

Permitted Accessory Uses

a) On any lot:

- 1) *Home Occupation Use;*
- 2) *Agricultural use excluding the keeping of livestock*
- 3) *Accessory buildings*
- 4) *Bed and Breakfast*

Please contact the Bylaw Compliance Officer within 7 days of receiving this letter to arrange for a site inspection at the above-mentioned property, by email at ecalla@srd.ca or by telephone at 778-346-9142. Your prompt attention to this matter will be appreciated.

Sincerely,

Enzo Calla
Bylaw Compliance Officer



Photos taken on June 6, 2008
site inspection







Bailey Raga

From: Jennifer Wells
Sent: March 5, 2024 3:24 PM
To: Sheena Fisher
Cc: Annie Girdler; Wolfgang Parada
Subject: RE: Double water billing - 3993 Craig Rd

Good afternoon Sheena,

Quick review of bylaw enforcement files for the subject property:

1 file within *Land Use Application* identified.

File no. 18-D-012 was opened in 2018. Staff observed one single wide mobile home (Registration #11182) and two inhabited recreational vehicles used for residential purposes; property is zoned Residential 3 (R-3) which permitted (at that time) one dwelling unit and no further residential use within accessory structures nor camping use within recreational vehicles.

File was closed as compliance was achieved as there was no further residential use within the recreational trailers (only the mobile home).

Respectfully,

Jennifer Wells
Bylaw Compliance Officer
Level 1 Building Official In-Training



Strathcona Regional District
990 Cedar St. Campbell River, BC V9W 7Z8
T: [250-830-6725](tel:250-830-6725)
E: jwells@srd.ca

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From: Sheena Fisher <sfisher@srd.ca>
Sent: Tuesday, March 5, 2024 1:26 PM
To: Jennifer Wells <jwells@srd.ca>; Annie Girdler <agirdler@srd.ca>
Cc: Wolfgang Parada <wparada@srd.ca>
Subject: FW: Double water billing - 3993 Craig Rd

Hi Jenn,

This is one of the properties I chatted with you about this morning.

The owner's niece is helping her resolve several issues related to her property management and finances, and she has asked some questions I could use your help with.

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She's unsure what the issue was but thinks they were told they were not permitted two dwellings and had to take remediation actions required by the SRD. Something, about removing a porch?

Could you please investigate any records you might have for the property and let me know what any bylaw violations were about?

[@Annie Girdler](#) Could you please let me know if the properties zoning permits more than one dwelling?

Thanks,
Sheena

From: Sheena Fisher

Sent: Tuesday, March 5, 2024 9:43 AM

To: 'maremoe@shaw.ca' <maremoe@shaw.ca>

Cc: Email - info@strathconard.ca <info@srd.ca>; Wolfgang Parada <wparada@srd.ca>

Subject: Double water billing - 3993 Craig Rd

Good morning, Marilyn,

Upon reviewing the file, it is confirmed that the utility account for 3993 Craig Rd has been billed for two dwelling units since 2018.

Bylaw No. 324, the Electoral Area D Water Service Rates and Regulation Bylaw, mandates that unmetered connections pay the residential user fee for each dwelling unit.

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I believe you mentioned the property contains two mobile homes. If you believe that one of the units does not align with the Bylaw's definition of a Dwelling Unit, we can arrange for our Bylaw Officer to inspect the suite for confirmation. If you wish to pursue this option, kindly provide details on how the unit doesn't meet the Bylaw's definition and request an inspection. Please note the user fee is not linked to occupancy of the units.

Please let me know if you have any questions.

Regards,
Sheena

Sheena Fisher (she/her)
Engineering Services Coordinator



Strathcona Regional District

T: [250-830-6719](tel:250-830-6719) | E: sfisher@srd.ca

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Bailey Raga

From: Mike Harmston
Sent: March 6, 2024 10:23 AM
To: Mevi Swift; Sheena Fisher; Wolfgang Parada
Cc: Jennifer Wells
Subject: Re: Double water billing - 3993 Craig Rd

Hi All,

We'll need to refer to the bylaw and see if it says we charge by connection or dwelling. If dwelling then I'd assume we'd need to charge whether it's habitable or unhabitable given it's still technically a dwelling and if the bylaw doesn't differentiate between the two. I'm at home and don't have laptop with me so can't check.

Tom may be a good resource on the legalities too.

Get [Outlook for Android](#)

From: Mevi Swift <MSwift@srd.ca>
Sent: Wednesday, March 6, 2024 9:25:50 AM
To: Sheena Fisher <sfisher@srd.ca>; Mike Harmston <mharmston@srd.ca>; Wolfgang Parada <wparada@srd.ca>
Cc: Jennifer Wells <jwells@srd.ca>
Subject: RE: Double water billing - 3993 Craig Rd

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Upon checking the UB account this property has never paid their water invoices. The debt has always been transferred to taxes. Therefore, the debt transferred on Jan 3, 2024 for 2023 was \$2258.00.

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As for the bylaw stating that there cannot be 2 dwellings, that is true, but we have a few properties that have 2 dwellings that were either built before the bylaw came into effect or the build was done without permission. We have not made people tear down buildings just because they have 2. Also, we have people with suites which is also not allowed but we have not made them dismantle the suite, we just charge for 2 units. Maybe because this was an RV, which is also not allowed, they were told to remove it.

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Please keep me in the loop and advise.

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From: Sheena Fisher <sfisher@srd.ca>
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To: Mike Harmston <mharmston@srd.ca>; Wolfgang Parada <wparada@srd.ca>
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The agent has requested an inspection so we can review the second dwelling, but seeing as it's not permitted, I suggest we require evidence the trailer has been disconnected from the water hookup and revert the account to a single-user fee.

Thoughts?

Thans,
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File was closed as compliance was achieved as there was no further residential use within the recreational trailers (only the mobile home).

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Bylaw Compliance Officer

Level 1 Building Official In-Training



Strathcona Regional District

990 Cedar St. Campbell River, BC V9W 7Z8

T: [250-830-6725](tel:250-830-6725)

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Engineering Services Coordinator



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Bailey Raga

From: Sheena Fisher
Sent: March 7, 2024 1:53 PM
To: Mike Harmston; Mevi Swift; Wolfgang Parada
Cc: Jennifer Wells
Subject: RE: Double water billing - 3993 Craig Rd

Thank you all for the input, very helpful.
I have responded to the resident and cc's finance.

S

From: Mike Harmston <mharmston@srd.ca>
Sent: Wednesday, March 6, 2024 10:23 AM
To: Mevi Swift <MSwift@srd.ca>; Sheena Fisher <sfisher@srd.ca>; Wolfgang Parada <wparada@srd.ca>
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Sheena Fisher (she/her)
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Bailey Raga

From: Marilyn Collins <maremoe@shaw.ca>
Sent: March 26, 2024 8:32 AM
To: Jennifer Wells
Subject: Re: Phyllis Warner - Bylaw Enforcement History for 3993 Craig Road

**** NOTICE: This email is from an external source.****

Good morning

In follow up to our discussion yesterday, I am writing to request information on bylaw enforcement actions initiated against Phyllis Warner at her property located at 3993 Craig Road. Phyllis is my aunt and has authorized me to assist her with her financial affairs related to outstanding property taxes, utilities, and other affairs. As I understand it, in and around 2018 there were multiple dwellings on her property and she was advised that this was in contravention of SRD bylaws and she was required to take action to bring her property into compliance. I am looking for any written notices or correspondence that were issued to her related to the infractions.

Can you please advise on how we can go about getting this information to Phyllis directly either by Mail or email. Or alternatively, if there is a consent form that Phyllis can authorize to enable me to speak on her behalf that would be ideal.

Thank you in advance for any assistance that you can provide.

Marilyn Collins
604-360-4067

Bailey Raga

From: Jennifer Wells
Sent: March 26, 2024 9:53 AM
To: Marilyn Collins
Subject: RE: Phyllis Warner - Bylaw Enforcement History for 3993 Craig Road
Attachments: FOI-Request-for-Access-to-Records-Form-2019-fillable (1).pdf

Good morning Marilyn and thank you for your phone call yesterday and today's email.

After discussing your request with the SRD Property Service Representative and Manager, the available ways to access your aunts' records would be as follows:

"Request for Access to Records" via Freedom of Information and Protection of Privacy regulations (form attached);

Forward a copy of the "Power of Attorney" for you from your aunt and then request a meeting; or
Meeting request from your aunt and, if your aunt permits, attend the meeting with your aunt.

Respectfully,

Jennifer Wells
Bylaw Compliance Officer
Level 1 Building Official In-Training
Strathcona Regional District
990 Cedar St. Campbell River, BC V9W 7Z8
T: 250-830-6725

E: jwells@srd.ca

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604-360-4067



FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

REQUEST FOR ACCESS TO RECORDS

Date Received:
File:
OFFICE USE ONLY

TO: INFORMATION & PRIVACY COORDINATOR
Strathcona Regional District
Mail / Hand Delivery: 301 - 990 Cedar Street
Campbell River, BC V9W 7Z8
Confidential Fax: 250-830-6710
e-mail: administration@srd.ca

- 1. This is an application pursuant to the Freedom of Information and Protection of Privacy Act for access to:
a) general information
b) applicant's own personal information
c) another person's personal information (attach signed consent form or other proof of authority to act for the person)

2. I am applying for access to the following records:

Please describe the record(s) you are applying to access in as much detail as possible including event or action, date of record or the date or period to which it relates, the type of record (document, report, letter). If access to personal information is being requested, be sure to provide all names by which the individual may be identified. If you need more space, use an additional sheet of paper.

- 3. I would prefer to:
receive a copy of the original record*
examine the original record*

*Note: A \$25.00 fee is required to accompany each application under 1(a). The fee may be fully or partially refunded depending on the results of the record search. Additional fees may also apply.

4. Applicant information:
Print Full Name: _____ e-mail: _____
Mailing Address: _____ Telephone: Home _____
Work _____
Cell _____
Date: _____
Signature of Applicant: _____ Fax: _____

Personal information contained on this form is collected under the Freedom of Information and Protection of Privacy Act, and will be used only for the purpose of responding to your request.

Bailey Raga

From: Aniko Nelson
Sent: April 10, 2024 3:03 PM
To: Jennifer Wells
Subject: FW: Request for Records

Hi Jen,

With respect to the FIPPA request below, I have found this in the G drive:

<G:\Bylaw Enforcement\02 RedFiles\2018\18-D-012 3993 Craig Rd File CLOSED JG>

Can you please do some sleuthing to see if you can locate any further electronic files, as well as, the hard copy convenience file?

Thank you!

A.

From: Edith Watson <EWatson@srd.ca>
Sent: Wednesday, April 10, 2024 1:23 PM
To: Aniko Nelson <ANelson@srd.ca>
Cc: Tom Yates <TYates@srd.ca>
Subject: Request for Records

Good afternoon,

Corporate Services is currently responding to a FIPPA request for records. Accordingly, please provide the requested hard copy documents and/or links to all electronic records on or before Tuesday, April 30, 2024 . Once collected, Corporate Services will be reviewing and severing, if applicable, prior to providing a response to the applicant. Please contact Tom or myself without delay to address any questions or concerns you may have.

The applicant's request is summarized below for your reference:

"Bylaw enforcement actions and/or infractions for property at 3993 Craig Road between the years 2018 and 2024. Property owner is Phyllis Warner."

Thank you for your assistance.

Edith Watson, CMC
Manager, Corporate Operations



Strathcona Regional District
T: [250-830-6712](tel:250-830-6712) | C: [250-949-0267](tel:250-949-0267)
E: ewatson@srd.ca

The Strathcona Regional District respectfully acknowledges that our corporate office and the Strathcona Gardens Recreation Complex are located on the traditional unceded territory of the Ligwidaḥ people.

We also recognize that we operate within the traditional, treaty and unceded territories of the Ehattesaht, Homalco, Ka:'yu:'k't'h' / Che: k'tles7et'h', Klahoose, K'omoks, Mowachaht / Muchalaht, Nuchatlaht, Tlowitsis, We Wai Kai and Wei Wai Kum First Nations.

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Complaint Number: 18-D-012	Jurisdiction 772	Roll Number 01175.100	PID 002-982-706	BCGS Map# 092F.095.1.1	Electoral D
	Legal Description: Lot: 1 District Lot: 85 LD: Comox Plan: VIP24138				
	Site Address: 3993 Craig Rd, Campbell River, BC				

Owner: PHYLLIS A WARNER, 3993 CRAIG RD	Phone: 250-926-0670	Fax:
Complainant: [REDACTED]	[REDACTED]	[REDACTED]
<i>Anonymity will be maintained between the complainant and the alleged violator, except where necessary in a court of law.</i>		

Description of Complaint: This is a residential property. As of April 26, 2018, there are two permanent trailers, 1 RV trailer, 1 camper and a motor home. From the 5 listed above, 4 are occupied. This property at 3993 Craig Rd is turning into a trailer park. This is not allowed and nor do i want to see it continue and grow. My biggest concern is the disposal of sewage.	Type of Complaint: Zoning - Use
	Received by: Date Received: 27-Apr-2018 Time Received:

Notes:

Date	Details of Investigation/Action Taken:
	Site visit with Phyllis. Informed me that tenant (Kenny) moved out and towed trailer off property that morning. Other tenant (Rick) still is in trailer, but will be fixing up the back room of the house to live in, but will keep his trailer on the property. He will use washroom and cooking facilities in house, but it will take about 1.5 months to get the area ready. Satisfied with progress- contact in April to ensure Rick is living in house.
27-Apr-2018	Complaint received
27-Apr-2018	Referral to VIHA and MOTI in regards to septic and encroachment onto the road right of way.
30-Apr-2018	Email from VIHA confirming 1972 septic system
28-May-2018	Request from environmental services to confirm number of dwellings for water billing.
30-May-2018	Spoke to owner, Ms. Phyllis Warner on the phone. She will be away next week; will call week of June 11-15 to arrange a site inspection for number of dwellings. 250-926-0670
14-Jun-2018	Left phone message
21-Jun-2018	Left phone message. We will do a site visit June 21
21-Jun-2018	Site visit confirmed 3 dwellings on property. Spoke with Mr. Murray Rayer, primary occupant of property. One single wide mobile home. Allegedly not the original home placed on the property. No attempt was made to confirm registration number. One travel trailer with skirting, deck and enclosed room. Connected to water. Septic to holding tank, grey water is dumped on the ground. One 5th wheel RV connected to power no water or sewer. RV's to be removed from property.
25-Jun-2018	Letter sent to owner.
20-Feb-2019	Site visit with Nancy Clements, VIHA Environmental Health. The 3 dwellings remain on the property. Septic system does not show visible signs of failure at this time. Spoke to 5th wheel occupant Mr. Ken Laur 250-205-0233.

see backside

13-Aug-2019	Phone conversation with c :r Phyllis- disabled and limited means. Asked for 6 months to remove 3 trailers. Letter sent.
5-Feb-2020	Left voicemail to call back to arrange site visit.
11-Feb-2020	Called again, spoke to Phyllis. She advised me that her boyfriend died yesterday and she is constantly in the hospital. 1 tenant (Kenny) to move out of trailer, and remove trailer by tomorrow (12th). Other tenant takes care of her and the yard, I suggested that he move into the house with her and use the trailer for day use. Scheduled site visit for Feb. 19th to ensure that 1 trailer is gone, and to discuss possibility of last tenant moving into house more.
19-Feb-2020	Site visit with Phyllis. Informed me that tenant Kenny has moved out and towed trailer off property earlier today. Other tenant Rick remains, but is a carpenter and is going to fix up back room of house to live in (has washroom facilities). He will keep his trailer on the property, but live in house once it is ready (approx. 1.5 months). Will follow up in April 2020 to ensure Rick is no longer residing in trailer.
22-Feb-2021	Follow up to file. New BCO has attempted to contact resident regarding file via telephone to no avail. Registered letter drafted and sent to owner, with 7 days to contact BCO, failure to contact will result in further steps to be taken i.e. fines and possible legal action.
6-Jun-2022	BO conducted a site visit on June 6, 2022. Spoke with tenant Rick Freeman (250.926.5727) and stated that he is living inside the resident instead of the trailer. BO inspected the trailer and assured the the statement was indeed correct. 2 bedrooms inside the property address is occupied by Phyllis and Rick. All 4 of the 5 listed R and trailers are not in the property. the one trailer is not being resided and is owned by the occupant. sewage was disposed every month and property was cleaned up.
6-Jun-2022	BO concluded that the file is now closed. compliance was met and the complaint was resolved. JG

see below photos are taken June 6 of last inspection.