



# **Bylaw No. 2012-14**

## **Disclaimer:**

**This information has been provided solely for research convenience. Official bylaws are available from the Office of the City Clerk and must be consulted for purposes of interpretation and application of the law.**

## **Office Consolidation**

### **THE CITY OF REGINA CONDOMINIUM POLICY BYLAW, 2012**

**Bylaw No. 2012-14**

**Including Amendments to November 26, 2018**

**This Bylaw has been consolidated under the authority of the City Clerk. It represents proof, in absence of evidence to the contrary of:**

- a) the original bylaw and of all bylaws amending it; and**
- b) the fact of passage of the original and all amending bylaws.**

AMENDMENTS

DATE PASSED

Bylaw No. 2012-72

August 20, 2012

Bylaw No. 2013-49

July 29, 2013

Bylaw No. 2013-75

November 25, 2013

Bylaw No. 2014-16

February 27, 2014

Bylaw No. 2015-67

November 23, 2015

Bylaw No. 2016-48

June 27, 2016

Bylaw No. 2018-60

November 26, 2018

BYLAW NO. 2012-14

THE CITY OF REGINA CONDOMINIUM POLICY BYLAW, 2012

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THE COUNCIL OF THE CITY OF REGINA ENACTS AS FOLLOWS:

**PART I GENERAL**

**Purpose**

1 The purpose of this Bylaw is to:

- (a) ensure the orderly conversion of residential rental Apartments to Condominium ownership;
- (b) provide measures that mitigate hardship for Tenants of rental Apartments that are the subject of Condominium Conversion applications;
- (c) ensure that Condominium Conversions do not significantly reduce the supply of rental accommodations in the City;
- (d) except for the provisions in this Bylaw which require City Council approval, to delegate to the Development Officer the responsibility to exercise or carry out all of the powers and duties of City Council as an approving authority for condominium applications in accordance with and in the manner provided for in this Bylaw.

**Statutory Authority**

2 The authority for this Bylaw is section 8 of *The Cities Act*, section 15 of *The Planning and Development Act, 2007*, subsection 8(4) of *The Condominium Property Regulations* and section 10 of the Act.

**Definitions**

3 In this Bylaw:

- (a) **“Act”** means *The Condominium Property Act, 1993*, as may be amended from time to time;
- (b) **“Apartment”** means one or more rooms that:
  - (i) is rented to a Tenant;
  - (ii) is used as a residence; and
  - (iii) has sleeping, cooking and toilet facilities;

Approved as to form this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
City Solicitor

- (c) **“Application Date”** means the date on which the City receives a completed Condominium Conversion application for a Property from the Property’s owner;
- (d) **“Approval Date”** means the date on the letter from the Development Officer or the date that City Council advises the owner of the Property that the Property that was the subject of the Condominium Conversion application has been approved or denied;
- (e) **“City”** means The City of Regina;
- (f) **“CMA”** means Regina Census Metropolitan Area;
- (g) **“CMA Vacancy Rate”** means the two most recently published spring vacancy rates or the two most recently published fall vacancy rates for the Regina CMA, whichever is closer to the Application Date, based on the published Canada Mortgage and Housing Corporation’s rental market survey;
- (h) **“Condominium”** has the same meaning as prescribed in the Act;
- (i) **“Condominium Conversion”** means the process of converting an existing, residential, rental Apartment to Condominium ownership and includes the process of redividing an existing residential rental Condominium Unit into one or more Condominium Units in accordance with the Act;
- (j) **“Condominium Plan”** has the same meaning as prescribed in the Act;
- (k) **"Council"** means the Council of the City of Regina;
- (l) **“Court”** means the Court of Queen’s Bench for Saskatchewan;
- (m) **“Designated Heritage Property”** means a property that has been designated as a:
  - (i) Provincial Heritage Property pursuant to *The Heritage Property Act* (Saskatchewan);
  - (ii) a Municipal Heritage Property pursuant to a City bylaw; or
  - (iii) as a Heritage Property as part of the Victoria Park Heritage Conservation District pursuant to *The Victoria Park Heritage Conservation District Bylaw*, No. 9656;

- (n) Repealed. (#2016-48, s. 23(2), 2016)
- (o) “**Development Officer**” means the person appointed to the position of Executive Director, City Planning and Development, of the City or his or designate;
- (p) “**Drawings**” are drawings of the Property prepared, signed and under seal by an independent, professional engineer licensed to practice in Saskatchewan;
- (q) “**Inspection Report**” means a report that is prepared by an independent professional engineer or architect licensed to practice in Saskatchewan following the engineer or architect’s on-site observation of the Property;
- (q.1) “**Laneway Dwelling Unit**” means a subordinate, self-contained dwelling unit, located above a detached garage with direct access from a rear lane or an alternative secondary accessory dwelling unit as approved by Council;
- (r) “**Life Safety Requirements**” means the minimum requirements in applicable acts, regulations, codes, bylaws, as may be amended from time to time, that contain requirements relating to building conditions that ensure that a building is not deficient in features that are essential to human health during the normal operation of the building and in the case of an emergency;
- (s) Repealed. (#2018-60, s. 34, 2018)
- (s.1) “**Neighbourhood Vacancy Rate**” means the most recently published neighbourhood vacancy rate, for the neighbourhood in which the Property is located as such neighbourhood is designated and as such vacancy rate is stated by Canada Mortgage and Housing Corporation’s rental market survey;
- (t) “**Previously Unoccupied Residential Building**” means a building or dwelling unit therein, that is not and has never been, occupied as a residential premises;
- (u) “**Property**” means the building that is the subject of a Condominium Conversion or a building that is subject to Part III of this Bylaw;
- (u.1) “**Rate of Availability**” means the impact of a conversion of rental Property to condominiums based on the rental vacancy rate reported by Canada Mortgage and Housing Corporation; and

- (u.2) “**Secondary Suite**” has the same meaning as in as *The Regina Zoning Bylaw*, No. 9250
- (v) “**Tenant**” means a person occupying the Property as of the Application Date;
- (w) “**Tenant Guarantee**” means the legal obligation the owner of the Property shall provide to the Tenant which guarantees the Tenant the right to live in the Apartment in which the Tenant is residing as of the Application Date, and which becomes a Unit upon the Condominium Conversion of the Property, for 24 months from the Approval Date, notwithstanding the term of any existing lease or rental agreement between the Tenant and the owner of the Property but subject to any provincial legislation pertaining to rental properties;
- (x) “**Unit**” has the same meaning as in the Act;
- (y) “**Vacant Property**”:
  - (i) means a Property in which all of the Apartments are vacant on the Application Date and which have been continuously vacant during the 12 month period prior to the Application Date; provided that a Property where the vacancy is the result of a notice to vacate having been issued to any Tenant pursuant to *the Residential Tenancies Act, 2006* or to which section 8.1 of *The Condominium Property Regulations, 2001* applies shall not be considered a Vacant Property; and
  - (ii) includes a Property that is vacant due to issuance of a fire or public health order; provided that in such circumstances City Council may, in its sole discretion, consider the Property to be a Vacant Property after less than 12 months;
- (z) “**Zone Vacancy Rate**” means the most recently published vacancy rate, as of the Application Date, for the zone in which the Property is located as such zone is designated and as such vacancy rate is stated by Canada Mortgage and Housing Corporation’s rental market survey.  
 (#2013-49, s. 2, 2013; #2013-75, s. 2, 2013, #2014-16, ss. 2 and 3, 2014, #2015-67, s. 2, 2015, #2016-48, ss. 23(2) and 23(3), 2016)

## PART II CONDOMINIUM CONVERSIONS

4 This Part shall apply to all Condominium Conversions for which City approval is required pursuant to clause 10(5)(e) and section 25 of the Act.  
(#2013-49, s. 3, 2013)

### **General Application Procedure for Condominium Conversions**

5 Every owner of a Property who wishes to convert that Property to a Condominium or wishes to redivide that Property into one or more Condominium Units shall submit application materials for Condominium Conversion to the City.  
(#2013-49, s. 4, 2013, #2016-48, s. 23(4), 2016)

5.1 A Secondary Suite, a Laneway Dwelling Unit or a Property which includes a Secondary Suite or a Laneway Dwelling Unit is not eligible for conversion to a Condominium.

5.2 A Property that, prior to conversion, contains two or fewer Apartments is not eligible for conversion to a Condominium.”  
(#2013-75, s. 3, 2013, #2014-16, ss. 4 and 5, 2014)

6 A Property owner applying to convert a Property into a Condominium or applying to redivide a Property into one or more Condominium Units shall submit the following application materials:

- (a) a completed Condominium Conversion application form;
- (b) the application fee;
- (c) the Inspection Report;
- (d) a written plan of proposed work to the Property to remedy any deficiencies related to Life Safety Requirements identified in the Inspection Report;
- (e) a copy of the completed building permit application for construction or repairs to the Property to remedy the deficiencies in the manner identified in clause 6(d) of this Bylaw;
- (f) an affidavit of service demonstrating that every Tenant has been provided with the following, by registered mail:
  - (i) notice that the owner of the Property has applied to the City for approval for the conversion of the Property into a Condominium;
  - (ii) information identifying the City's website address;



- (iii) contact information for the Office of Residential Tenancies;
- (iv) a copy of this Bylaw;
- (v) a written document that:
  - (A) explains the Tenant Guarantee;
  - (B) creates a legal obligation on the owner of the Property to provide the Tenant with the Tenant Guarantee; and
  - (C) affirms the Tenant's right to rely on the Tenant Guarantee;
- (vi) a written document that:
  - (A) explains the Tenant's right of first refusal to purchase the Unit in which the Tenant is residing as of the Application Date;
  - (B) creates a legal right for the Tenant, exercisable at any time within thirty days after receipt, of the option to purchase the Tenant's Unit at a price equal to or not more than the price at which the Unit will be offered to the public and on terms that are not less favourable;
  - (C) estimates of all additional charges for management, maintenance and Condominium fees or service charges that the Tenant would be required to pay as an owner of the Unit;
  - (D) contains a copy of the Inspection Report; and
  - (E) discloses financial reserves for replacements and repairs for the Property;
- (vii) such other information as the Development Officer may require;
- (g) two full size copies and one reduced (8½" by 11") copy of the Drawings for the Property;
- (h) a list of the Properties that are the subject of the Condominium Conversion application;

- (i) a copy of the written notice posted at the Property and provided to future tenants of the Property notifying future Tenants of the Property of the pending Condominium Conversion application;
- (j) a copy of any housing grant, incentive agreement or tax exemption agreement with requirements or restrictions relating to the conversion of the Property to Condominium Units; and
- (k) such other information or documentation as the Development Officer considers necessary for evaluating the Condominium Conversion application.

(#2013-49, s. 5, 2013, #2015-67, s. 3, 2015)

#### **Application for Condominium Conversion for Vacant Properties**

7 A Property owner applying to convert a Property that is a Vacant Property into a Condominium or applying to redivide a Property that is a Vacant Property into one or more Condominium Units shall submit the following:

- (a) all of the documents and fees required pursuant to clauses 6(a), (b), (c), (d), (e), (f), (g), (h), (i), (j) and (k);
- (b) an affidavit stating that the Property meets the requirements of a Vacant Property; and
- (c) a monthly summary of the Property's occupancy for the 12 months prior to the Application Date.

(#2013-49, s. 6, 2013)

#### **Application for Condominium Conversion for Designated Heritage Properties**

8 Repealed. (#2018-60, s. 34, 2018)

9 Repealed. (#2018-60, s. 34, 2018)

**Inspection Report**

10 At minimum, the Inspection Report shall include:

- (a) an independent, structural analysis of the Property's condition;
- (b) a complete set of Drawings for the Property;
- (c) a description of potential items of repair or replacement for the Property;
- (d) an analysis of Life Safety Requirements aspects of the Property, including any deficiencies to the Life Safety Requirements aspects of the Property;
- (e) area, height and classification of the Property under the current *National Building Code*;
- (f) an analysis of the Property for compliance with or any variances from all applicable aspects of the statutes, regulations, codes or bylaws relating to building requirements; and
- (g) recommendations for corrective measures for the Property to become compliant with statutes, regulations, codes or bylaws relating to building requirements.

**Drawings**

11 At minimum, the Drawings shall include:

- (a) a site plan for the Property;
- (b) the locations of all work to be done at the Property;
- (c) the details of the work to be done at the Property;
- (d) the corridor pressurization system complete with fire dampers and any new shafts for duct work;
- (e) the shaft construction details;
- (f) the sprinkler system drawings including all components of the fire alarm system; and
- (g) the exit signs and emergency lighting.

**Application Fees**

12 Every owner of a Property who wishes to convert that Property into a Condominium or redivide that Property into one or more Condominium Units shall pay the applicable application fees as set out in *The Development Fee Bylaw, No. 2008-66*.

(#2013-49, s. 7, 2013)

13 The application fees required pursuant to section 12 are not refundable.

14 Applications for Condominium Conversion will not be considered until the owner of the Property provides the Development Officer with all of the information required by this Bylaw and the owner of the Property has paid the application fee in full.

**Sale of Condominium Units**

15 Every owner of a Property who seeks to convert that Property to a Condominium or to divide the Property into one or more Condominium Units shall not offer any Units in that Property for sale to anyone other than the Tenants of that Property until the Condominium Conversion application is approved.

(#2013-49, s. 8, 2013)

**Application of Other Legislation**

16 Any rights conferred by this Bylaw are in addition to, and not in derogation of, any other right of action or any other remedy available pursuant to any other Act or law.

17 Where a Condominium Conversion has been approved, a Tenant may enforce a Tenant Guarantee or right of first refusal through any remedy available pursuant to any act or law, including through *The Residential Tenancies Act, 1993*.

**Condominium Conversion Approval**

18 The Development Officer is hereby delegated the authority to consider and approve applications for Condominium Conversion for any Property that, prior to conversion, contains 3 or 4 Units or Apartments, where the following conditions have been met:

- (a) the Property owner has provided the Development Officer with:
  - (i) the completed Condominium Conversion application form;
  - (ii) all required supporting documentation as required by this Bylaw;
  - (iii) the application fee;

- (b) the parcel on which the Property is located does not have more than four existing Units or Apartments;
- (c) there are no outstanding property taxes owing on the Property;
- (d) the Property is not subject to any agreements that:
  - (i) restrict the Owner from converting the Property into condominiums;
  - (ii) require the Owner to maintain the property as rental property;
  - (iii) restrict the Owner from redividing the Property into one or more Condominium Units;
- (e) Repealed. (#2018-60, s. 34, 2018)
- (f) the plan to remedy the Life Safety Requirements deficiencies noted in section 6 is acceptable to the City;
- (g) the Property is suitable for conversion into a Condominium in that it meets the current requirements of all applicable statutes, regulations, codes and bylaws as of the Application Date; and
- (h) the impact of the Condominium Conversion will not reduce the Rate of Availability to less than 2.5 percent based on the CMA Vacancy Rate;

18.1 The Development Officer is hereby delegated the authority to deny any application where the conditions set out in Section 18 are not or cannot be complied with as of the Application Date.

(#2013-75, s. 4, 2013, #2014-16, s. 6, 2014, #2015-67, s. 4, 2015)

19 The Development Officer is hereby delegated the authority to consider and approve applications for Condominium Conversion for any Property that, prior to conversion, contains 5 to 50 Units or Apartments where the following conditions have been met:

- (a) the Property owner has provided the Development Officer with:
  - (i) the completed Condominium Conversion application form;

- (ii) all required supporting documentation as required by this Bylaw;
- (iii) the application fee;
- (b) the CMA Vacancy Rate is 3% or more;
- (c) the Zone Vacancy Rate is 3% or more;
- (d) there are no outstanding property taxes owing on the Property;
- (e) the Property is not subject to any agreements that:
  - (i) restrict the Owner from converting the Property into condominiums;
  - (ii) require the Owner to maintain the property as rental property;
  - (iii) restrict the Owner from dividing or redividing the Property into one or more Condominium Units;
- (f) Repealed. (#2018-60, s. 34, 2018)
- (g) the plan to remedy the Life Safety Requirements deficiencies noted in section 6 is acceptable to the City;
- (h) the Property is suitable for conversion into a Condominium in that it meets the current requirements of all applicable statutes, regulations, codes and bylaws as of the Application Date; and
- (i) the impact of the Condominium Conversion will not reduce the Rate of Availability to less than 3 percent based on the Neighbourhood Vacancy Rate;

19.1 The Development Officer is hereby delegated the authority to deny any application where the conditions set out in Section 19 are not or cannot be complied with as of the Application Date.

(#2013-75, s. 5, 2013, #2015-67, s. 5, 2015)

20 Where a Property contains 51 Units or more, the Development Officer shall evaluate the application and related material for Condominium Conversion and prepare a report for the Regina Planning Commission.

- 21 The Regina Planning Commission shall review the report of the Development Officer and shall make a recommendation to City Council.
- 22 City Council shall review the recommendation of the Regina Planning Commission and where a Property contains 51 Units or more, Council may consider and approve the application for Condominium Conversion where the following conditions have been met:
- (a) the Property owner has provided the Development Officer with:
    - (i) the completed Condominium Conversion application form;
    - (ii) all required supporting documentation as required by this Bylaw;
    - (iii) the application fee has been paid;
  - (b) the CMA Vacancy Rate is 3% or more;
  - (c) the Zone Vacancy Rate is 3% or more;
  - (d) there are no outstanding property taxes owing on the Property;
  - (e) the Property is not subject to any agreements that:
    - (i) restrict the Owner from converting the Property into condominiums;
    - (ii) require the Owner to maintain the property as rental property;
    - (iii) restrict the Owner from redividing the Property into one or more Condominium Units;
  - (f) the plan to remedy the Life Safety Requirements deficiencies noted in section 6 is acceptable to the City;
  - (g) Repealed. (#2018-60, s. 34, 2018)
  - (h) allowing the Condominium Conversion would not result in a significant decrease in the availability of the rental housing supply;
  - (i) the Property is suitable for conversion into a Condominium in that it meets the current requirements of all applicable statutes, regulations, codes and bylaws as of the Application Date; and

- (j) the impact of the Condominium Conversion will not reduce the Rate of Availability to less than 3 percent based on the Neighbourhood Vacancy Rate;  
(#2013-75, ss. 6 and 7, 2013, #2015-67, s. 6, 2015)
- 22.1 City Council may deny any application where the conditions set out in Section 22 are not or cannot be complied with as of the Application Date  
(#2013-75, s. 8, 2013)
- 23 In the event the owner's Condominium Conversion will adversely impact the heritage features of a Designated Heritage Property that is the subject of a Condominium Conversion then the Condominium Conversion may be denied by:
  - (a) the Development Officer in the case of a property containing 50 units or less; or
  - (b) City Council in the case of a property containing 51 units or more.  
(#2018-60, s. 35, 2018)
- 24 Notwithstanding sections 19 and 22:
  - (a) the CMA Vacancy Rate and the Zone Vacancy Rate threshold conditions shall not apply to Properties that are Vacant Properties or Designated Heritage Properties; and
  - (b) the Neighbourhood Vacancy Rate shall not apply to the consideration of the impact of conversion of Vacant Properties or Designated Heritage Properties, provided that the impact of the Condominium Conversion of Vacant Properties and Designated Heritage Properties will not reduce the Rate of Availability to less than 2.5 percent based on the CMA Vacancy Rate  
(#2013-75, s. 9, 2013, #2015-67, s. 7, 2015)

### **Appeal Procedure**

- 25 Decisions of the Development Officer may be appealed to the City Manager within 30 days of the notice of a decision to approve or deny a Condominium Conversion.  
(#2016-48, s. 23(5), 2016)
- 26 The City Manager shall render a decision on an appeal within 60 days of the receipt of the appeal.  
(#2016-48, s. 23(5), 2016)
- 27 On appeal pursuant to section 25 of this Bylaw the City Manager may:
  - (a) confirm, modify or set aside the decision appealed from; or
  - (b) substitute his or her own decision for the decision being appealed.  
(#2016-48, s. 23(5), 2016)



**Assignment**

- 28 The owner of a Property that is the subject of a Condominium Conversion shall ensure that all agreements it enters into with a Tenant for the purpose of meeting the requirements of this Bylaw shall be binding on the Property owner's heirs, successors, assigns, agents, and property managers.

**Public Notice**

- 29 The City shall provide public notice of Condominium Conversion applications, in accordance with applicable legislation and bylaws.

**Registration**

- 30 The Condominium Plan and titles for Units that are the subject of a Condominium Conversion application shall be registered at Information Services Corporation within two years of the Approval Date for a Condominium Conversion.
- 31 Approval of the Condominium Conversion under this Bylaw shall be void if the Condominium Plan and Unit titles are not registered within the time prescribed in section 30 of this Bylaw.
- 31(1) The Development Officer may approve one extension of the registration deadline for the Condominium Plan and Unit titles.
- (2) The extension period in subsection 31(1) of this Bylaw shall not exceed six months.

**PART III CONDOMINIUM DEVELOPMENT**

- 32 This Part shall apply to all Condominium development other than Condominium development pursuant to clause 10(5)(e) and Section 25 of the Act.  
(#2013-49, s. 15, 2013)

**Development Officer as an Approving Authority**

- 33 The Development Officer shall serve as the approving authority for Condominium applications for:
- (a) new residential or non-residential developments, including Previously Unoccupied Residential Buildings;
  - (b) bare land condominiums; and
  - (c) existing non-residential units.

- 34 Condominium applications described in section 33 shall be processed by the Development Officer in accordance with the “Application Review and Approval Process for All Condominium Types Except Residential Conversions”, as set out in Schedule “A” to this Bylaw.
- 35 In approving applications under clause 33(b), the Development Officer shall have the authority to waive any applicable provisions of *A Bylaw of the City of Regina to Regulate and Control the Subdivision of Land, No. 7748*, pursuant to subsection 13(4) of *The Condominium Property Regulations*.
- 36(1) If the Development Officer for any reason denies the application under this Part, the applicant may request that Council consider the application.
- (2) Where an application is denied pursuant to subsection (1), the Development Officer shall submit a report to the Regina Planning Commission concerning the application and the Regina Planning Commission shall consider the matter, and refer it to Council for a decision, along with any recommendations the Commission may have.
- 37 Council shall retain the responsibility as an approving authority for Condominium applications where:
- (a) the application is referred to Council pursuant to section 36; or
  - (b) in the opinion of the Development Officer, the application should be reviewed by Council.
- 38(1) In any development where an application for Condominium approval is submitted concurrently with a development application that requires Council approval, the approving authority for the Condominium application will be determined in accordance with the provisions of this Bylaw.
- (2) If the Development Officer is the approving authority for the type of Condominium application, the Condominium application will not be forwarded to the Regina Planning Commission or Council with the other application.

#### **PART IV OFFENCES AND PENALTIES**

##### **Offences**

- 39(1) Any person who contravenes or fails to comply with any provision of this Bylaw is guilty of an offence and liable on summary conviction to:
- (a) in the case of an individual, a fine not exceeding \$10,000.00, or imprisonment for not more than one year, or both; or

- (b) in the case of a corporation, a fine not exceeding \$25,000.00, or imprisonment of the directors of the corporation for not more than one year, or both.
- (2) For the purpose of determining the applicable fine required the number of offenses may be determined by multiplying the fine by the number of Units in the Property.
- (3) A person desiring to appeal a conviction pursuant to this Bylaw shall, within seven days of the conviction being appealed from, file a notice of appeal with the Court, and the provisions of Part XXVII of the *Criminal Code* apply with any necessary modification.

## **PART V CONSEQUENTIAL AND COMING INTO FORCE**

### **Consequential Amendments**

- 40 Repealed. (#2014-16, s. 7, 2014)
- 41 Section 3 of *The Committee Bylaw, 2009*, No. 2009-40 is amended by adding the following definition after clause 3(h.3):
  - “(h.4) **“Development Officer”** has the same meaning as in *The Regina Zoning Bylaw*, No. 9250;”
- 42 Section 2 of Table 6 of Schedule “A” of *The Committee Bylaw, 2009*, No. 2009-40 is amended as follows:
  - (a) in clause 2(f) by striking out “planning: and” and substituting “planning;”;
  - (b) in clause 2(g) by striking out “Commission.” and substituting “Commission; and”; and
  - (c) by adding the following clause after clause 2(g):
    - “(h) review material from the City’s Development Officer relating to condominium conversions and make recommendations to Council regarding the proposed condominium conversion.”
- 43 Section 2 of Table 8 of Schedule “B” of *The Committee Bylaw, 2009*, No. 2009-40 is amended as follows:
  - (a) in clause 2(g) by striking out “process.” and substituting “process; and”; and

(b) by adding the following clause after clause 2(g):

“(h) review material from the City’s Development Officer relating to condominium conversions and advise the Development Officer as to whether the condominium conversion will adversely impact the heritage features of the property that is the subject of the condominium conversion.”

44 *The Delegation of Condominium Approving Authority Bylaw, No. 2001-99* is repealed.

**Coming into Force**

45 This Bylaw comes into force on the date of passage.

READ A FIRST TIME THIS  21<sup>st</sup>  DAY OF  February  2012.

READ A SECOND TIME THIS  21<sup>st</sup>  DAY OF  February  2012.

READ A THIRD TIME AND PASSED THIS  21<sup>st</sup>  DAY OF  February  2012.

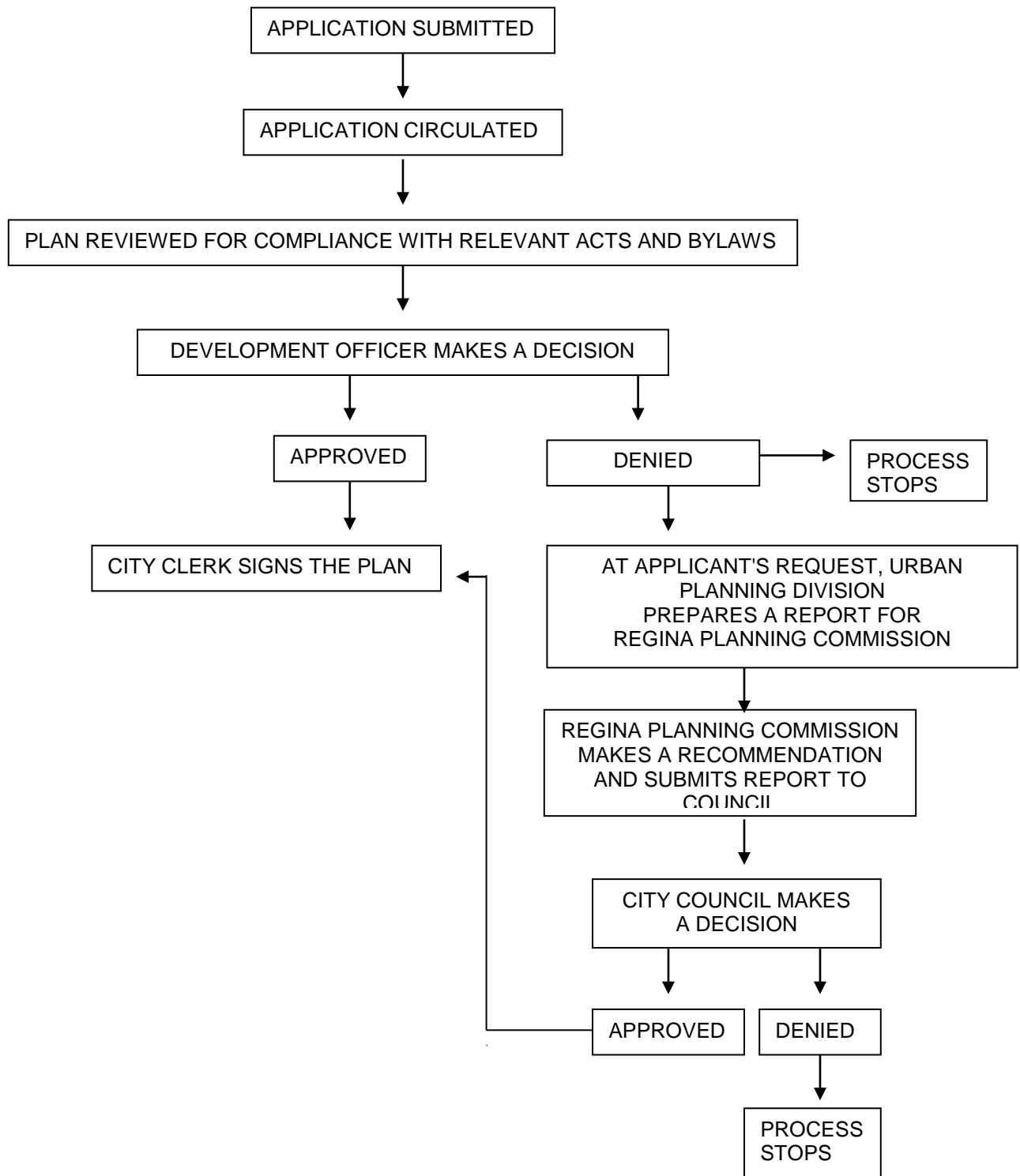
P. FIACCO  
\_\_\_\_\_  
Mayor

J. SWIDNICKI  
\_\_\_\_\_  
City Clerk (SEAL)

CERTIFIED A TRUE COPY

\_\_\_\_\_  
City Clerk

**SCHEDULE "A"**  
**Application Review and Approval Process for All Condominium  
Types Except Residential Conversions**



(#2012-72, s. 2, 2012)

## ABSTRACT

BYLAW NO. 2012-14

### THE CITY OF REGINA CONDOMINIUM POLICY BYLAW, 2012

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**PURPOSE:**

The purpose of this Bylaw is to establish a policy to ensure the orderly conversion of residential rental units to condominium ownership, to provide measures to mitigate hardship for tenants of rental properties that are the subject of conversion applications, and to ensure that conversions do not significantly impact the supply of rental accommodations in the City. Condominium approval authority is delegated to the Development Officer for approval of the conversion of certain existing residential developments to condominium developments, for new construction, bare land and non-residential condominium developments.

**ABSTRACT:**

Criteria and requirements are established for the conversion of existing residential rental properties to condominium ownership, including an average CMA Vacancy Rate of 2% or more, a Zone Vacancy Rate 2% or more, an inspection report on the property, a plan to address Life Safety Requirements, and measures to assist tenants during the conversion process. Approval authority for developments with up to 50 units is delegated to the Development Officer. Heritage properties and vacant properties are exempted from the vacancy rate requirements but must meet the other criteria.

Condominium approval authority is delegated to the Development Officer where the application is for:

- (a) new residential or non-residential developments;
- (b) bare land condominiums; and
- (c) condominium applications involving existing non-residential units.

## STATUTORY

AUTHORITY: Section 8 of *The Cities Act* and Section 10 of *The Condominium Property Act, 1993*

MINISTER'S APPROVAL: N/A

PUBLIC HEARING: N/A

PUBLIC NOTICE: None

REFERENCE: Regina Planning Commission  
Executive Committee

AMENDS/REPEALS: *The Development Fee Bylaw, No. 2008-66, to be amended;*  
*The Committee Bylaw, No. 2009-40 is amended*  
*The Delegation of Condominium Approving Authority*  
*Bylaw, No. 2001-99 is repealed*

CLASSIFICATION: Regulatory and Administrative

INITIATING DIVISION: Community Planning and Development

INITIATING DEPARTMENT: Planning and Sustainability Department