

January 25, 2016

[REDACTED]

Attention: [REDACTED]

Dear Sir:

Re: Your request for access to information under Part II of the *Access to Information and Protection of Privacy Act*

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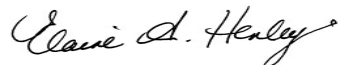
On January 18, 2016 the City of St. John's received your request for access to the following information:

*"All the City files pertaining to 152 Topsail Road in the City of St. John's, as our clients are intending to purchase the property and due diligence request that this file be viewed in a timely manner."*

Enclosed is the information you requested. As the provision of the information constitutes full disclosure, we now consider this matter completed and will be closing the file.

If you have any further questions, please feel free to contact the undersigned by telephone at 576-8202 or by e-mail: [ehenley@stjohns.ca](mailto:ehenley@stjohns.ca).

Yours truly,



Elaine A. Henley  
City Clerk

Enclosures

**ST. JOHN'S**

Comp. # C0100218 Roll # 8790-0-0750-000-0 Street# 8790  
 Roll Mailing Address JEREMY CHARLES & SARAH PARKER Location  
 152 OLD TOPSAIL ROAD 152 TOPSAIL RD  
 ST. JOHN S NL  
 A1E 2B1 Res Water Units 1  
 Roll Type R  
 CHANGES IN MAILING ADDRESS FOR COMPLAINT MUST BE KEYED BELOW

Name ANNE ELIZABETH JOHNSTON Location  
 Addr 152 OLD TOPSAIL ROAD 152 OLD TOPSAIL RD/METERS  
 ST JOHN S NFD  
 A1E 2B1 Res Water Units 1  
 Roll Type B

Electrical Plumbing Building  
 Inspector ————  
 Last Date 2001/01/17  
 Last Act CLO

CMD 2 TO RETURN TO PROMPT  
 CMD 10 TO REVIEW APPLICATIONS & COMPLAINTS FOR THIS ROLL #

Compl ai nt # C0100218 2001/01/17 C CLOSED 152 OLD TOPSAIL RD/METERS  
REV EW ONLY  
Roll # 8790-0-0750-000-0 Type 106 ELECTRI CAL METER COUNT???

Origin ? PLANNING WARRANTED Priority 3  
REQUEST FROM PLANNING DEPT. TO DO FIELD CHECK TO DETERMINE HOW MANY  
ELECTRI CAL METERS ARE ON THE PROPERTY.

Commt 1	Date Insp Typ	Information Sheet	Commt 2	Last Detail Counter
CMD 2 - RETURN (NO UPDATE)			? - WINDOW FOR ORIGIN	5
1	010117	JAM CRC COMPLAI NT RECEI VED		
2	010117	JAM INS I NSPECTI ON REVEALED THAT THE DWELLING HAS ONE(1) METER		
3	010117	JAM EMS E-MAIL SENT TO AGG WITH RESULTS OF I NSPECTI ON		
4	010117	JAM WCB WORK COMPLETED-BU LDING DI V.		
5	010117	JAM CLO FI LE CLOSED		

TBPRPTU2

REVIEW PERMIT

PERMIT # R P 070114 1  
PERMIT DATE 20070518  
FILE #

January 19, 2016

APPLICANT  
JEREMY CHARLES & SARAH PARKER

CONTRACTOR  
JEREMY CHARLES & SARAH PARKER

PAID Y/N/U  
Y

152 OLD TOPSAIL ROAD  
ST. JOHN'S NL

152 OLD TOPSAIL ROAD  
ST. JOHN'S NL

DATE 2007/05/18

A1E2B1  
ROLL # 8790-0-0750-000-0  
FOR THE REPAIR OF  
LOC 152 TOPSAIL RD

A1E2B1  
STREET # 8790 CLASS RES ID R  
STRUCTURE 304 SEMI-DETACHED DWELLING

EXPIRY DATE  
20071118

REMARKS  
REPLACE WINDOWS. NO STRUCTURAL CHANGES TO TAKE PLACE. BEDROOM WINDOW  
DIMENSTONS MUST MEET ESCAPE REQUIREMENTS OF CODE. EXPIRY NOTIFICATION FLAG N

VALUE 6,000 FEE CALCULATED 54.00 PERMIT MODIFIED FLAG

Comp. # C0102695 Roll # 8790-0-0750-000-0 Street# 8790  
 Roll Mailing Address JEREMY CHARLES & SARAH PARKER  
 Location 152 TOPSAIL RD  
 152 OLD TOPSAIL ROAD  
 ST. JOHN S N L

Res Water Units 1  
 Roll Type R

CHANGES IN MAILING ADDRESS FOR COMPLAINT MUST BE KEYED BELOW

Name AMY M CROSBIE  
 Addr 152 OLD TOPSAIL ROAD  
 ST JOHN S N L

Location 152 OLD TOPSAIL RD OCCUPANCY

A/E 2B1

Res Water Units 1  
 Roll Type R

Electrical

Plumbing

Building

Inspector  
 Last Date  
 Last Act

BAT  
 2001/11/26  
 CLO

CMD 2 TO RETURN TO PROMPT

CMD 10 TO REVIEW APPLICATIONS & COMPLAINTS FOR THIS ROLL #

Compl ai nt # C0102695 2001/10/31 C CLOSED 152 OLD TOPSAIL RD/OCCUPANCY  
 Rol l # 8790-0-0750-000-0 Type 668 ASSESSMENT CHANGE/ NO APP? REVIEW ONLY

Origin ? APPRAISAL WARRANTED Priority 2  
ASSESSMENT ROLL INDICATES NEW OCCUPANCY - NO BLDG DEPT RECORD. NO APPROVALS??

Comnt 1	Date	Insp	Typ	Information Sheet	Comnt 2	Last Detail Counter	15
CMD 2 - RETURN (NO UPDATE)					? - WINDOW FOR ORIGIN		
1	011031	BAT	CRC	COMPLAINT RECEIVED FROM ASSESSMENT			
2	011116	BAT	NOI	NOTICE ISSUED TO AMY CROSBIE RE: GLENMIRE HORTICULTURAL			
3	011116	BAT	---	SERVICES (REG MAIL), COPY IN FILE			
4	011119	BAT	PHR	PHONE CALL RECEIVED FROM AMY CROSBIE, SHE BOUGHT HOUSE			
5	011119	BAT	---	AND PREVIOUS OWNER HAD BUSINESS, SHE HAS NOTHING TO DO			
6	011119	BAT	---	WITH THAT BUSINESS OR KNOWS ANYTHING ABOUT IT.			
7	011119	BAT	OTH	AMY CROSBIE 576-1065 WORK 772-5181			
8	011119	BAT	III	INSTRUCTIONS FROM CAK TO EMAIL RON CADDIGAN AND GET			
9	011119	BAT	---	PROPERTY RE-ASSESSED			
10	011126	BAT	PHM	PHONE CALL MADE TO RON CADDIGAN PROPERTY IS NO LONGER			
11	011126	BAT	---	BEING ASSESSES AS COMMERCIAL AND Q K TO PHONE NEW			+

Compl ai nt # C0102695 2001/10/31 C CLOSED 152 OLD TOPSAIL RD/OCCUPANCY  
REVIEW ONLY  
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Commt 1	Date Insp Typ	Information Sheet	Commt 2	Last Detail Counter
CMD 2 - RETURN (NO UPDATE)			? - WINDOW FOR ORIGIN	15
12	011126	BAT --- OWNER AND TELL HER TO DISREGARD LETTER		
13	011126	BAT PHM PHONE CALL MADE TO AMY CROSBIE ON ABOVE ENTRY		
14	011126	BAT WCB WORK COMPLETED-BUILDING DIV.		
15	011126	BAT CLO FILE CLOSED		

Comp. # C0100218 Roll # 8790-0-0750-000-0 Street# 8790  
 Roll Mailing Address JEREMY CHARLES & SARAH PARKER  
 Location 152 TOPSAIL RD  
 152 OLD TOPSAIL ROAD  
 ST. JOHN S NL  
 Res Water Units 1  
 Roll Type R  
 A1E 2B1  
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 Addr 152 OLD TOPSAIL ROAD 152 OLD TOPSAIL RD/METERS  
 ST JOHN S NFD  
 Res Water Units 1  
 Roll Type B

Electrical Plumbing Building  
 Inspector ————  
 Last Date 2001/01/17  
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Compl ai nt # C0100218 2001/01/17 C CLOSED 152 OLD TOPSAIL RD/METERS  
REVIEW ONLY  
Roll # 8790-0-0750-000-0 Type 106 ELECTRICAL METER COUNT???

Origin ? PLANNING WARRANTED Priority 3  
REQUEST FROM PLANNING DEPT. TO DO FIELD CHECK TO DETERMINE HOW MANY  
ELECTRICAL METERS ARE ON THE PROPERTY.

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TBPRPTU2

REVIEW PERMIT

PERMIT # R P 070114 1  
PERMIT DATE 20070518  
FILE #

January 19, 2016

APPLICANT  
JEREMY CHARLES & SARAH PARKER

CONTRACTOR  
JEREMY CHARLES & SARAH PARKER

PAID Y/N/U  
Y

152 OLD TOPSAIL ROAD  
ST. JOHN'S NL

152 OLD TOPSAIL ROAD  
ST. JOHN'S NL

DATE 2007/05/18

A1E2B1  
ROLL # 8790-0-0750-000-0  
FOR THE REPAIR OF  
LOC 152 TOPSAIL RD

A1E2B1  
STREET # 8790 CLASS RES ID R  
STRUCTURE 304 SEMI-DETACHED DWELLING

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DIMENSTONS MUST MEET ESCAPE REQUIREMENTS OF CODE. EXPIRY NOTIFICATION FLAG N

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**Re: ATIPP Request - 152 Topsail Road**   
**Scott Hounsell** to: Elaine Henley

2016/01/19 10:43 AM

I checked my claims system for "152 Topsail Road" and "152 Topsail Rd." and "152 Topsail Rd". No property claims were reported pertaining to that address.

Mr. E. Scott Hounsell, B. Comm., CIP, CRM  
Senior Claims Officer  
City of St. John's  
Legal Department, 4th Floor  
City Hall Annex, New Gower Street  
P. O. Box 908  
St. John's, NL  
A1C 5M2  
709-576-8210 (phone)  
709-576-8561 (fax)  
shounsell@stjohns.ca (email)

Elaine Henley

Good Morning ELAINE A. HENLEY City Clerk

2016/01/19 10:35:12 AM

From: Elaine Henley/CSJ  
To: Jason Sinyard/CSJ@CSJ  
Cc: Karen Chafe/CSJ@CSJ, Neachel Keeping/CSJ@CSJ, Scott Hounsell/CSJ@CSJ  
Date: 2016/01/19 10:35 AM  
Subject: ATIPP Request - 152 Topsail Road

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Good Morning



ATIPPA Memo to Staff - 152 Topsail Road.doc

ELAINE A. HENLEY  
City Clerk  
Office of the City Clerk  
10 New Gower Street  
P.O. Box 908  
St. John's NL A1C 5M2  
Telephone - (709) 576-8202  
Cell - (709) 691-0451



**ATIPP Request  
152 Topsail Road**

**Aggi Westcott** to: Elaine Henley  
Cc: Karen Chafe, Jason Sinyard, Neachel Keeping

2016/01/19 12:06 PM

Hi Elaine,

Further to Jess Whelan's e-mail, we do not have any open AS400 files on the above noted property.

Aggi Westcott  
Manager - Administrative Services  
Department of Planning, Development and Engineering  
Tel: (709) 576-8379  
Fax: (709) 576-8568

----- Forwarded by Aggi Westcott/CSJ on 2016/01/19 12:01 PM -----

From: Jessica Whelan/CSJ  
To: Aggi Westcott/CSJ@CSJ  
Date: 2016/01/19 11:22 AM  
Subject: 152 Topsail Road

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**Hey Aggi,**

**We do not have any Govern, Development, Subdivision or AS400 files on 152 Topsail Road.**

*Jess Whelan  
Records Management Clerk  
Planning, Development & Engineering  
City of St. John's  
576-8255*