

Occupancy Permit Application

This application is to be submitted at least three weeks prior to proposed occupancy.

Application Requirements

If the application is found to be incomplete, it will be returned to the applicant.

Required Documents:

See checklists in Form O, Schedule 1.

Required Fees:

Please refer to Stz'uminus Fees & Charges Law.

Contact Information

Applicant (Agent):	CP Holder (if applicable):
Mailing Address:	Mailing Address:
Phone:	Phone:
Phone (other):	Phone (other):
Email:	Email:

Legal Description of the Property

Lot:	Block:	Plan:	IR 12
Street Address:			

Description: i.e. grocery store

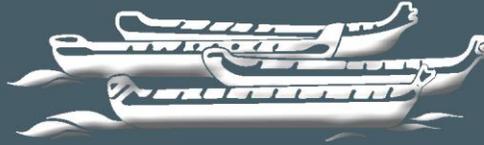
Permit Numbers:

Development Permit #: _____

Building Permit #: _____

[List inspections here.](#)

Final Inspection #: _____



- Building Use**
- | | | | |
|-------------------------------------|--|--------------------------------|--|
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Residential | <input type="checkbox"/> Hotel | <input type="checkbox"/> Assisted Living |
| | <input type="checkbox"/> Single Family | | <input type="checkbox"/> Single Home |
| | <input type="checkbox"/> Duplex | | <input type="checkbox"/> Multi-Residential |
| | <input type="checkbox"/> Townhouse | | |
| | <input type="checkbox"/> Multi-Residential | | |

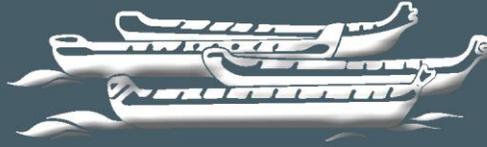
Proposed Occupancy Date: _____

Signature of Registered Owners

Signature of Authorized Agent

Date

Date



SCHEDULE 1: OCCUPANCY PERMIT APPLICATION CHECKLIST

Required Documents:

- BC Building Code, Schedule C-A – Assurance of Coordination of Professional Field Review
http://www.bccodes.ca/letters-of-assurance.aspx?vid=QPLEGALIZE:bccodes_2012_view
- BC Building Code, Schedule C-B – Assurance of Professional Field Review and Compliance
http://www.bccodes.ca/letters-of-assurance.aspx?vid=QPLEGALIZE:bccodes_2012_view
A separate letter must be submitted by each registered professional of record.