



**APPLICATION FOR
OCCUPANCY PERMIT**

OC _____

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

PROPERTY ADDRESS _____

SPECIFIC ADDRESS OR UNIT NO. _____

LEGAL DESCRIPTION LOT BLOCK DISTRICT LOT PLAN

USE OF BUILDING/PREMISES _____

PROPOSED OCCUPANCY DATE _____

PERMIT NUMBERS:

| | | | | | |
|---------------------------------|----|-------|-------------------|----|-------|
| Development Permit | DE | _____ | Plumbing Permit | PL | _____ |
| Building Permit | BU | _____ | Sprinkler Permit | SP | _____ |
| Development and Building Permit | DB | _____ | Gas Permit | GA | _____ |
| Special Inspection | IA | _____ | Electrical Permit | EL | _____ |

“CERTIFICATION: I hereby certify that I am the owner or am acting on behalf of the owner and I acknowledge that before an Occupancy Permit will be issued, I must, prior to the proposed occupancy date, deliver to the City of Vancouver, Licences and Inspections Department, the appropriate Letters of Assurance as required pursuant to the Building By-law certifying that the building or applicable portion, for which an Occupancy Permit is being applied for, substantially conforms, in all material respects to the approved plans and the requirements of the Building By-law must be substantially complied with, before occupancy will be authorized for that date”. An extra charge may be levied for any re-inspection of work after the “proposed occupancy date”.

PLEASE PRINT:

| | |
|---|-----------|
| APPLICANT'S NAME | PHONE NO. |
| COMPANY | DATE |
| ADDRESS | |
| CITY POSTAL CODE | SIGNATURE |

This section applies to Development Permits with landscaping conditions issued as of February 1, 2009:

Proposed Completion Date for Landscaping: _____ * (see note)

Landscaping Agreement and Letter of Credit/certified cheque/bank draft attached: yes no ** (see note)

Amount \$_____

* If the completion date for landscaping is the same as the proposed occupancy date, the application for occupancy will be referred to the By-law Compliance Division for inspection and approval.

** If the completion date for landscaping is after the proposed occupancy date, the application must be accompanied by an agreement for completion of the landscaping to be signed by the developer and an Irrevocable Letter of Credit, certified cheque or bank draft payable to the City of Vancouver in the amount of 1% of the project value for the building up to a maximum dollar amount of \$150,000.00 (one hundred and fifty thousand dollars). The landscaping will be inspected on the proposed completion date, and if in compliance, the City will return the Letter of Credit, certified cheque or bank draft. If the landscaping is not completed in compliance with the approved plans, the Licences and Inspections Department may commence enforcement action.