

**DISTRICT OF SALMON ARM****POLICY NO. 3.15**

**TOPIC:** Permit for Phase of a Building or Complex.

**PURPOSE:** To establish policy regarding the issuance of Building Permits for the construction of a phase of a building.

**POLICY & PROCEDURE:**

The following items, where applicable, are required prior to the issuance of a Building Permit for a phase of a building or complex:

1. Zoning must be correct.
2. Development Permit must be issued.
3. Development Cost Charges must be paid.
4. Full Building Code analysis.
5. Full Zoning Bylaw analysis (including parking calculations, if a Development Permit is not required.)
6. Plot plan showing siting, parking and loading, and hydrant location.
7. Footing and foundation plans (if structural engineered designed drawings are required for the project, they must be submitted). Schedules B1 and B2 of the BC Building Code along with "Confirmation of Insurance Coverage" (Schedule "B" of the Building Bylaw).
8. Building elevations to show limiting distance and number of storeys.
9. Floor plans showing existing, fire compartments, uses, firewalls.
10. Complete "Owners Undertaking" Schedule "A" of the Building Bylaw.
11. Confirmation of water for fire fighting.
12. Septic permit.
13. Full servicing or payment to District standards.

Prepared by: Development Services Department	Date: November 30, 1998
Approved by Council	Date: January 26, 1999
Amended or Replaced	Date: