

BUILDERS' BULLETIN: OCCUPANCY PERMITS

This bulletin is intended to provide clarification on the issuance of provisional/interim occupancy permits in the District of Lillooet. Building Bylaw No. 2021-006 does not contain provisions for the issuance of provisional/interim occupancy. **Provisional/Interim Occupancy permits will no longer be granted, effective immediately.** Occupancy permits will be issued only when in compliance with 10.23 Occupancy of Building Bylaw No. 2021-006. Please be sure to consult the relevant District of Lillooet Bylaws or contact staff if you have questions.

Occupancy

No person may occupy a building or structure until a final inspection notice has been issued by a Building Official.

General Requirements

In order for an occupancy inspection to be scheduled, the following submission(s) may be required (project specific):

- All Letters of Assurance (Schedule B),
- Building survey prepared by a British Columbia Land Surveyor showing the building size and location in accordance with the District's land use regulations,
- Final inspection report for electrical/gas permit from Technical Safety BC,
- P. Eng sealed fire flow verification test letter for a fire sprinkler system,
- Energy assessment report,
- Mechanical Ventilation Checklist,
- WETT Report (Woodstove),
- Truss & Beam Package,
- Letter of Certification – Septic System,
- Other

Once all submissions above have been made and all aspects of work requiring inspection and review pursuant to Building Bylaw 2021-006 have been completed, a final inspection may be requested (see Bulletin regarding RVI Inspections). To request an inspection, please email building@lillooet.ca identifying:

- Civic address of the property
- Permit number
- Type of inspection
- Email address for the person onsite
- Telephone number for the person onsite
- Requested date and time.

**THIS BULLETIN IS INTENDED AS A GUIDE ONLY.
FOR ADDITIONAL INFORMATION PLEASE REFER TO THE BUILDING BYLAW OR EMAIL
building@lillooet.ca.**