



Change of Occupancy Classification

Making a difference...together

crd.ca Phone: 250-360-3230 email: bpapplication@crd.bc.ca

For office use only

Permit Number: _____

Date Received: _____

Project Information	Site Address:		
Legal Description:			PID:
Present Use of Building:		Proposed Change of Use:	
Is this work part of an existing Building Permit? Yes No		If Yes, what is the associated Permit number?	

Applicant	Name(s):		
Mailing Address:	City:	Prov:	Postal Code:
Telephone:	Email:		

Owner	Name(s):		
Mailing Address:	City:	Prov:	Postal Code:
Telephone:	Email:		
<i>If the owner is a company or society, please include a copy of the Statement of Directors and Registered Office with this application.</i>			

Office Use Only				
Existing Building	Part 3	Part 9		
Existing Occupancy	Group A, Division 1	Group A, Division 2	Group A, Division 3	Group A, Division 4
	Group B, Division 1	Group B, Division 2	Group B, Division 3	
	Group C	Group D	Group E	
	Group F, Division 1	Group F, Division 2	Group F, Division 3	
Proposed Occupancy	Group A, Division 1	Group A, Division 2	Group A, Division 3	Group A, Division 4
	Group B, Division 1	Group B, Division 2	Group B, Division 3	
	Group C	Group D	Group E	
	Group F, Division 1	Group F, Division 2	Group F, Division 3	

Limitation of Liability

Neither the issuance of a permit under this bylaw nor the acceptance or review of plans, drawings, or specifications or supporting documents, nor any inspections made by or on behalf of the Capital Regional District shall in any way relieve the owner or his or her representatives from full and sole responsibility to perform the work in full accordance with the British Columbia Building Code, the Building Regulation Bylaw of the CRD and all other applicable enactments, codes, and standards.

Freedom of Information Waiver

Personal information contained on this form is collected under Section 26 (c) of the Freedom of Information and Protection of Privacy Act (FOIPPA) and will be used for purposes associated with the Building Inspection program. Enquiries about the collection or use of information on this form can be directed to: Building Inspection Manager 250-360-3230 permitquestion@crd.bc.ca.

All building in the CRD Electoral Areas is regulated by Building Regulation Bylaw No. 3741.

Name of Applicant

Signature of Applicant

Date