

TOWN OF VULCAN

POLICY MANUAL

<u>TITLE OF POLICY</u> OCCUPANCY PERMIT DEPOSIT	<u>POLICY NUMBER</u> PL-10		
	SUPERCEDES POLICY NO:		
	<u>Adopted</u>	<u>Resolution</u> No. 07.439	<u>December 10, 2007</u>
	<u>Amended</u>	<u>Resolution No.</u> No. 08.53	<u>February 25, 2008</u>

STATEMENT: To ensure that the proposed use of the building or land as approved in the development permit is complied with, and that the project is complete prior to occupancy.

A deposit of One Thousand Dollars (\$1,000) is required at the time that a development permit application is accepted by the Town of Vulcan for processing. Builders/contractors that have in the past demonstrated accountability with the Town may be exempt from this requirement.

A request for an occupancy inspection (attached) shall be submitted to the Town of Vulcan Development Officer once the following conditions have been met:

- All Safety Codes final inspections have been carried out and deficiencies corrected. (except for minor conditions)
- Water meter with the remote has been installed.
- The civic address of the property is displayed as required by the Town of Vulcan.
- A Real Property Report has been submitted where required or proper documentation that has been requested and will be provided.

Once the Occupancy Permit has been issued by the Development Officer the development may be occupied. The deposit required for an occupancy permit will be refunded to the developer once the project is complete and an occupancy permit has been issued, and if the development was not occupied prior to the occupancy permit being issued.

**** If the development is occupied prior to an Occupancy Permit being issued, the deposit is forfeited to the Town of Vulcan****

- END OF POLICY-