

Certified Professional Program

District of West Vancouver

Confirmation of Tenant Improvement Compatibility

Certified Professional Program
An Alternate Building Permit Process

Schedule CP-3

For jurisdictions regulated by the
British Columbia Building Code

- Notes:
1. This letter is endorsed by the Architectural Institute of British Columbia and Engineers and Geoscientists British Columbia.
 2. Words in italics are given the same meaning as defined in the British Columbia Building Code.
 3. Words in quotations are defined in Schedule CP-1.

To: **Senior Manager, Permits, Inspections, and Land Development**
District of West Vancouver
750 17th Street
West Vancouver, BC V7V 3T3

Date: _____

Base Building
Project Address: _____

Base Building
Permit No. _____

Specific Location of Tenant Improvement: _____

I confirm that I have reviewed the drawings on the attached list to ascertain that the tenant improvement design is substantially compatible with the original building code concepts for the base *building*.

I confirm that the construction of the base *building* shell space for this tenant improvement is essentially complete with the exception of the items indicated on the attached list.

NOTE:

A “**Certified Professional**” means an Architect or Professional Engineer who has been recognized as qualified as a “Certified Professional” by the Architectural Institute of British Columbia or Engineers and Geoscientists British Columbia.

“Certified Professional” (please print):

Name: _____

Name of Firm: _____

Address: _____

Tel: _____

City: _____

Email: _____

Postal
Code: _____

Signature: _____

(Affix “Certified Professional’s” stamp here)

(Affix “Certified Professional’s professional seal here)