CITY OF NANAIMO
THE HARBOUR CITY

COMMUNITY SAFETY & DEVELOPMENT

Building Inspections

Fabric Structures – Building Permit Requirements

Overview:
This guide provides the requirements for Building Permit Application for fabric-covered structures larger than 22.3m^2 (240ft^2) and intended to remain in place longer than 120 days in a calendar year.

General Requirements:
A Development Permit is required. Contact Planning at 250-755-4429 for details.

Building Permit Application Submission Requirements:

- ☐ Building Permit Application (completed and signed).
- ☐ Site plan (two sets) showing the location of the proposed building on the site. The site plan is required to show the dimensions of the building and the building setbacks to the property lines and the distance to other buildings on the site.
- ☐ Coordinating Registered Professional (CRP), Letter of Assurance, Schedule A, signed by the owner.
- ☐ Sprinkler drawings and hydraulic calculation (two sets) signed and sealed by your Registered Professional and submission of Letters of Assurance, Schedule B, signed by the Registered Professional and initialled by the CRP. Sprinklers are required for any new building that exceeds 100m^2 (1076.4ft^2). However, sprinklers are not required for fabric-covered buildings in Industrial Zones (I-1, I-2, I-3, I-4) used for storage, processing, or manufacturing where a Registered Professional specializing in building codes, equivalencies and fire science has submitted a report identifying the fire hazard of the goods stored in the structure are low.
- ☐ Structural drawings (two sets) for the foundation and the building including anchorage and submission of Letters of Assurance, Schedule B, signed by the Registered Professional and initialled by the CRP.
- ☐ Geotechnical Engineer may be required for the soil bearing. The CRP will determine if a Geotechnical Engineer is required.
- ☐ BC Building Code Compliance Report and Letters of Assurance, Schedule B, signed and sealed by a Fire Protection Engineer. The Code Compliance Report must include an Alternative Solution addressing the fabric roof covering, which is not an accepted roof material under *BC Building Code*, Article 3.1.15.2 (Class A, B, or C roof covering). Other requirements prescribed in the *British Columbia Building Code* may also not be achievable and may require an alternative solution; this will be determined by your Registered Professional and must be included in the report.

The requirements listed above are typical; however, review of individual applications may result in the need for further information and/or requirements. Questions regarding this guide can be directed to a Commercial Plan Checker at 250-755-4429.

Additional guidelines and forms can be found on the City of Nanaimo web site www.nanaimo.ca under Departments, Building Inspection, Publications and Forms.