



## MEMORANDUM OF POLICY

### Building Codes

FROM: Brian Pawl

DATE: July 29, 2019

APPROVED: Brian Pawl, C.B.O., M.C.P.  
Chief Building Official

SUBJECT: **Legitimizing Bandit Units**

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The applicant will need to apply for a Building Permit for the structure just as if it were a new building. Field inspectors will conduct an inspection to determine the extent of work necessary to meet life safety requirements. Once the Building Permit and related trade permits have been reviewed and issued, the applicant will follow normal work and inspection procedures up and through all final requirements to receive a Certificate of Occupancy.

**\*Replaces revision dated October 9, 2014.**