



Change of Occupancy

Steps to be taken when a change in type of occupancy is contemplated:

1. The Building Inspector shall determine whether the building meets the requirements of the Building Code of the new type of occupancy. (Building Code typed Section 4 and printed Section 7).
2. The Fire Department shall determine whether the building meets the requirements of the Life Safety Code for the new type of occupancy (Life Safety Code Section 1-5.3).
3. The Zoning Enforcement Officer (B.O.A./Planning Director) shall determine whether the building and site meets the requirements of the Zoning Ordinance for the new type of occupancy (Article V, Section V of the Pelham Zoning Ordinance.).
4. The Health Officer (Board of Health/B.O.S.) shall determine whether the building and sanitary facilities, including the septic system meet applicable state and local health code requirements for the new type of occupancy (R.S.A. Chapter147)

Note: Each of the above determinations should be made in writing.

5. If site changes are required by the Building Code, Life Safety Code, Zoning Ordinance or Health Regulations, in order to bring the new proposed use (occupancy) into compliance with the Building Code, Life Safety Code, Zoning nature of the required changes and referred to the Planning board for Planning Board review and approval of the required site changes.