

Bulletin: Mezzanines

Requirements



Bulletin # 20-03
Created: June 3, 2020

This bulletin is for informational purposes only. Please be sure to consult the relevant City of Kelowna bylaw.

Purpose

To inform applicants, designers, consultants and staff about the requirements for a Mezzanine.

Background

Mezzanine and Second Stories are regulated separately in the British Columbia Building Code (2018).

A building permit is required for the construction of all mezzanines within the City of Kelowna and it is recommended that a professional with previous experience in mezzanine design be engaged as the requirements are complex and involve BCBC building code articles.

Application Requirements (to include but not limited to);
All construction to adhere to the City of Kelowna Zoning bylaw 8000 and the 2018 British Columbia Building Code;

- 1 Two (2) sets of full sized architectural drawings, printed to scale that include;**
 - Key plan
 - Main floor and proposed mezzanine dimensions and areas
 - Exiting plan including travel distance
 - Proposed enclosed spaces on mezzanine (MAX 10% of mezzanine may be enclosed, in such a manner so as to not impede line of sight between levels)
 - Construction Details and Fire Resistance Rating of assemblies (floor, load Bearing walls / columns, exits etc)
 - Stair and Guard design and details
 - Height of main floor under mezzanine and mezzanine height (NOTE – Minimum 2.1 m allowed per code)
- 2 Building Code analysis**
 - Part 3 or Part 9
 - Sprinklered or UNSprinklered
 - Occupancy classification
 - Required fire resistance ratings
- 3 Proposed Usage**
 - Information clearly identifying the existing and proposed use of the room(s) and space(s) including all fixtures on main level and proposed mezzanine level.
- 4 Structural engineering**
 - Sealed plans
 - Scheduled b, D and proof of insurance certificate

Building and Permitting

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A full plan check will be done upon receipt of a complete Building Permit application.

All mezzanines must also comply with City of Kelowna, Tenant improvement Bulletin.