

## Planning and Development Services Advisory

### Occupancy and Land Use Changes

A permit is required when changing a building's **occupancy** or property's **land use**. These are distinct classifications governed by different legislation, and **both** may apply.

**Business owner and contractors should consult a design professional or code consultant to determine the occupancy and land use before committing to a location**

**Occupancy** is defined as the use of a building or part thereof for the shelter or support of persons, animals or property under the *National Building Code of Canada*.

- Changes in occupancy require a building permit.
- Example – changing a warehouse to a recreational facility or retail store to a church.

#### Occupancy – (Building Code)

- Occupancy refers to how a building or space is used under the National Building Code of Canada (e.g., warehouse, office, church, gym)
- A change in occupancy may require professional design, upgrades to fire resistance ratings of assemblies, sprinkler systems, structural elements or ventilation etc.
- Consider the feasibility of the change in occupancy in different building forms (e.g. [house to commercial](#)) with a consultant prior to committing to a location.
- When considering a building permit submission for a change in occupancy, reference the advisory when a [Professional Designer is Required](#).

**Land Use** is defined as the purpose the land serves or the operation on the land under *Regina Zoning Bylaw 2019*.

- Changes in land use require a [development permit](#).
- Example – changing an office to a restaurant or warehouse to a gym

#### Land Use

- Land uses may be permitted, discretionary, or prohibited depending on the zone of the property. A discretionary use may be allowed, subject to a planning process, usually ranging from 60-120 days.
- Land use can be determined by referencing:
  - The location and corresponding zone of your property on the [zoning map](#).
  - <https://regina.maps.arcgis.com/apps/webappviewer/index.html?appid=5f0c3475b9be4dc692f1cc8073cb0f1c&extent=503322.0014,5576014.1249,547908.1244,5602589.569,26913> Allowable land uses in the applicable zone in [Regina Zoning Bylaw No. 2019-19](#).
  - The [Land Use Classes](#) document for land use activity types.
- When considering a development permit submission for a change in land use, reference [Development Permit Application Types](#).
- A new development permit is NOT required if the land use continues without a 12-month break, or if only the tenant changes while the land use remains the same.

Property owners or authorized representatives may request past permit records through City Archives (see the [Permit History](#) page on [regina.ca](http://regina.ca))

For more information on land use or occupancy please submit a [service request](#).