



**Tenant Improvement Alteration –  
Structural Concrete Slab on Ground**

**No.: BUILDING-08**  
**Date: 1998-08-21**  
**Revised: 2016-01-29**

**Purpose:**

- To inform owners, tenants and contractors of a potential structural problem when alterations are proposed to a structural concrete slab on ground.

**Background:**

- The Building Approvals Department has observed tenant improvements commencing whereby the structural slab was cut through to facilitate plumbing system alterations. This activity affected the structural integrity of the foundation and created construction problems and delays.

**Implementation:**

- Prior to starting any tenant improvement work, owners, tenants and contractors must determine the type of slab on ground constructed.
- When encountering a structural concrete slab on ground, the applicant and contractor for the tenant improvement work are to retain the services of a structural engineer to undertake the design and field review of the scope of work impacting the structural (raft) slab.
- To ensure timely plan processing, the building permit application for the tenant improvement work must include plans signed and sealed by the structural engineer, along with the required Letters of Assurance.
- Should you have any questions, comments or suggestions concerning this bulletin, please contact our Code Engineer, Permits Section at 604-204-8515.