



General Occupancy Requirements for House / Cottage

The following items are required in order for an approved occupancy inspection (other items may be required depending on permit, OBC & other applicable law):

- All required inspections have been conducted and approved;
Building envelope is substantially complete: cladding (exterior siding) required on all sides,
- roofing, doors & windows installed (including all required flashing);
Insulation (batt, blown & spray foamed), vapor barriers and air barrier substantially complete and protected from mechanical damage (covered);
- Decks, stairs, handrails and guards complete, substitute guards must comply with OBC requirements;
- Required plumbing fixtures substantially complete and operational (kitchen sink, lavatory, bath tub or shower & water closet shall be provided, laundry facilities or a space for laundry facilities provided and floor drain installed in basement);
- Water system complete (approved potable water report provided), building drain, building sewer and septic system complete (approved septic final provided);
- Require firefighting access routes to be provided and accessible: for year round dwelling (access to be provided to building by street, private roadway or yard);
- Grading substantially complete (site graded so water will not accumulate at or near the dwelling; does not adversely affect adjacent properties; ensure a minimum of 6 inches of foundation is visible; that a minimum of 8 inches of clearance to wood siding is maintained and that ICF foundation is protected/covered);
- Exhaust fume barrier complete and operational between attached garages and dwelling (this includes insulated steel or solid wood door with self-closing device, weather stripping, caulking, etc.);
- Electrical system complete & operational, (approved ESA report to be provided) and
- Heating system complete and operational (approved HRV balancing report, Energy Efficiency Installation Summary and depressurization test, when applicable, to be provided).

If you are uncertain if you have not had an occupancy inspection or wish clarification on the above noted items, please contact the Building/By-Law Services Department and we would be pleased to assist you (705)636-5941.

Please note an “Occupancy” inspection is not a “Final” inspection.