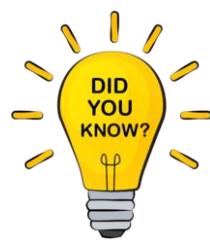




RESIDENTIAL OCCUPANCY CHECKLIST

Under the Ontario Building Code Act, no person shall occupy or use a building or part of a building until the requirements of the Ontario Building Code have been met. Issuance of occupancy is determined by the completion of all life safety devices and services required by the Ontario Building Code (1.3.3.2) The general requirements to permit occupancy can be found in the following checklist



Prior to booking your occupancy inspection, ensure you have the following documentation ready for the inspector, or uploaded to the permit portal:

- Water test completed by Public Health Ontario with a 0/0 result (for private well)
- ESA (Electrical Safety Authority) final certificate
- HRV Balancing report, or label affixed to the HRV unit
- Insulation Card (applicable to spray foam, and blown in insulation)
- All outstanding development charges are paid, provide receipt

Building Envelope & Structure

- Structure of the building is substantially complete and ready for its intended use
- Building envelope, including, but not limited to, cladding, roofing, windows, doors, assemblies requiring fire-resistance ratings, closures, insulation, vapour barriers and air barriers, with respect to the dwelling unit to occupied, is substantially complete
- All previous inspections completed, check your permit portal to confirm if there are any outstanding deficiencies

Smoke Alarms & Carbon Monoxide Detectors:

- Smoke alarms with visual signalling component provided on every storey including basement & crawl space
- Smoke alarms with visual signalling component located in each bedroom
- Smoke alarms & Carbon Monoxide Detectors with visual signalling component located in the area leading to the sleeping area
- All smoke alarms to be interconnected and in working order
- Alarms will be tested during occupancy inspection

Handrails & Guards

- All handrails to be constructed in compliance with OBC 9.8.7, SB-7 details or engineering
- Handrails installed for interior stairs greater than (2) two risers
- Handrails installed for exterior stairs greater than (3) three risers
- All guards to be constructed in compliance with OBC 9.8.8, SB-7 details or engineering
- Guards are provided for all decks/landings with a difference of elevation greater than 600mm
- Operable windows within 480mm of floor shall be protected by guard or restrictor if exterior grade is 1800mm or more

Fume Proofing

- Habitable areas adjacent to an attached garage are sealed and gas proofed
- All penetrations and openings sealed, drywall seams taped and mudded
- Self closing devise or hinges on the garage door

Protection of Foamed Plastics

- Exposed ICF, spray foam or other foamed plastic surfaces to be protected with materials as listed in the Ontario Building Code (Drywall, approved coating, cementitious coating, etc.)

Access & Lighting

- Required firefighting access routes to the building have been provided and accessible
- Minimum one compliant method of egress available, others mechanically blocked
- Every door that does not have proper egress, must be mechanically secured with no opening greater than 100mm (4")
- Each entrance into a dwelling unit has a deadbolt, and a door viewer or transparent sidelight
- Lighting fixtures provided at every entrance controlled by an interior wall switch
- Lighting provided for every stairway with a 3 way wall switch at top and bottom
- Lighting provided for basements, crawl spaces, garages, and all habitable areas as required by the Ontario Building Code

Building Components & Systems

- Functional heating system
- A minimum of one fully operational washroom (lavatory, water closet and bath/shower)
- Connection to municipal water and sewer or a fully operational on site sewage system.
- Functional kitchen including sink, fridge, cooking range, and food prep surface.

Notes:



Access your permit online. Review permit application, inspections and book future inspections



Visit the Township website at www.ramara.ca for up to date information on changes to services and programs.



Contact us – Building Division
Tel. 705-484-5374 Ext 238
Email: building@ramara.ca
Have a complaint?
Submit it online using our “report a concern form at www.ramara.ca