Occupancy Permit
Information Sheet

Municipality of Shuniah
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NEW OCCUPANCY REQUIREMENTS FOR HOUSES COME INTO EFFECT JANUARY 2012

Commencing on January 1st, 2012 residential houses[1] must meet more stringent completion requirements before occupancy of the house can be permitted. These new requirements found in Article 1.3.3.4. of Division C of the Ontario Building Code will culminate in the issuance of an Occupancy Permit.

Builders of such houses will need to be diligent to ensure they can meet their scheduled closing dates.

Here's a summary of the current and future criteria for allowing the occupancy of a newly constructed house.

Building Components Required for Occupancy of a House[1]	Applications Received Before Jan. 1, 2012	Applications Received After Jan. 1, 2012
(a) Structure substantially completed and ready to be used for its intended purpose		X
(b) Building envelope substantially completed (cladding, roofing, windows, doors, assemblies requiring a fire resistance rating, closures, insulation, vapour barriers and air barriers)		X
(c) Insulation and vapour barrier protected from mechanical damage where required		X
(d) Site grading is substantially completed		X
(e) Required electrical supply is provided		X
(f) Required fire fighting access routes have been provided and are accessible		X
(g) (i) Required exits, floor access and egress systems, handrails, guards, smoke alarms, carbon monoxide detectors, fire separations and fire stopping components and systems are completed and operational	X	X
(ii) Required exhaust fume barriers and self-closing devices on doors between attached or built-in garage and the dwelling unit are completed and operational	X	X
(h) The water system, building drain, building sewer, drainage system and venting system are completed, operational and tested	X	X
(i) Required plumbing fixtures are substantially completed and operational		X

Note 1: Houses are residential dwelling units in a detached, semi-detached or townhouse form where no unit is above another unit, and each unit has its own exit facility.

A house cannot be occupied without an Occupancy Permit being issued, and no Occupancy Permit will be issued unless all of the above requirements have been satisfied.

For more information please contact Building Department at 420 Leslie Avenue, Thunder Bay, ON, P7A 1X8