



# CITY OF BRAMPTON - BUILDING DIVISION - MANDATORY INSPECTIONS

PERMIT No. :

PROJECT ADDRESS :

The Building Code Act, Section 10.2(1) Notice of Readiness for Inspection requires that notification be provided when construction is ready to be inspected and OBC Division C Article 1.2.2.1 requires the submission of reports arising from general review be submitted by an Architect, Professional Engineer or both.

PLEASE NOTE: Construction covered before the required inspection is completed will be required to be uncovered to be inspected.. General review reports must be provided to the Inspector throughout the construction progress.

**All inspections must be booked online through the Brampton and Business Portal (Brampton.ca/bbportal) and should be booked before 3pm for next day inspection.**

**THE FOLLOWING PRESCRIBED INSPECTIONS, INDICATED WITH A CHECK MARK (✓), MUST BE REQUESTED FOR THIS PROJECT. \***

**BUILDING INSPECTIONS**

- Start of Construction (Call for inspection prior to commencement of construction)
- Footings (Prior to Concrete Pour)
- Backfill (Foundations)
- Structural Framing (Per Floor)
- Fire Separations, Closures and Fire Stopping
- Interior Finishes
- Fire Alarm Systems
- Sprinkler and Standpipe Systems
- Emergency Lighting and Power
- Fire Access Routes
- PUBLIC POOLS**- Pool Deck, Dressing Rooms and Emergency Stop Systems
- Occupancy - Partial and/or Complete (48 hrs. written notice of completion required)
- Final

**PLUMBING INSPECTIONS**

- Start of Construction (Call for inspection prior to commencement of construction)
- Fire Service Mains
- Outside Sewers
- Water Service
- Underground Plumbing Rough-In
- Drains, Waste and Vents
- Water Distribution System
- Plumbing Fixtures and Appliances
- PUBLIC POOLS** - Suction, Gravity Outlets and Covers
- PUBLIC POOLS** - Circulation/Re-circulation Systems
- Occupancy Partial and/or Complete (48 hrs. written notice of completion required)
- Final

**HVAC INSPECTIONS**

- Start of Construction (Call for inspection prior to commencement of construction)
- Building Envelope (Including Exterior Cladding)
- HVAC Rough-in
- Substantial Completion of HVAC Systems
- Kitchen Exhaust Systems
- Fire Suppression Systems
- Occupancy - Partial and/or Complete (48 hrs. written notice of completion required)
- Final

\* ADDITIONAL INSPECTIONS MAY BE REQUIRED

**REPORTS ARISING FROM GENERAL REVIEW:**

**THE ARCHITECT, ENGINEER(S) OR SITE SUPERINTENDENT MUST CONTACT THE INSPECTORS AT THE START OF CONSTRUCTION TO DETERMINE THE REPORTS REQUIRED TO BE PROVIDED FOR THIS PROJECT.**

**NOTE: THE FAILURE TO PROVIDE REPORTS ON AN ONGOING BASIS WILL RESULT IN THE ISSUANCE OF ORDERS TO COMPLY AND STOP WORK ORDERS AS REQUIRED.**

- The Architect and/or Professional Engineer shall undertake general review and provide reports to the Inspector, at minimum, on a monthly basis
- The Soils Engineer shall provide written verification of the required bearing capacity of the soils prior to placement of footing
- Structural framing (steel) - A CSA W-47 Certified Inspection agency shall provide to the Inspector all reports including reports certifying compliance of structural steel erection with CAN/CSA - S16, CAN/ CSA S136 and CSA A660
- Structural framing (concrete) - Concrete strength reports and reinforcing steel inspection reports shall be provided for all concrete structural framing elements including footings, foundations, walls, columns, structural slabs
- Compaction reports shall be provided for concrete slabs on grade
- Roof construction - detailed inspection reports shall be provided by an independent testing agency
- The Architect/Engineer or an independent inspection agency shall provide verification of compliance with the applicable standard for any "tested" assembly
- Sprinkler, Standpipe and Hose Systems
  - Verification of installation testing and the required supervision by the Mechanical Engineer and Contractor
  - (Submit Above Ground and Below Ground Contractor's Material Test Certificates in conformance with NFPA-13 and NFPA-14 as applicable)
- Verification by the Architect/Engineer responsible for general review that the energy efficient design elements have been completed and are in compliance with OBC Division C Article 1.2.1.1.
- Fire Alarm System
  - verification of testing for conformance with CAN/ULC S537-04
  - verification of installation for conformance with CAN/ULC S524 -01
- Any additional reports that may be required by the Inspector during construction (eg. emergency lighting, emergency power.)

# IMPORTANT NOTICE TO PERMIT HOLDERS

PLEASE NOTE BELOW THE PROCESS FOR OCCUPANCY OR PARTIAL OCCUPANCY OF THE BUILDING

## OCCUPANCY PERMIT REQUIREMENTS (OBC Division C Article 1.3.3.1)

### OCCUPANCY PERMIT PROCESS

- Step 1** All of the requirements for occupancy listed on the right panel of this page must be satisfied before occupancy will be permitted. Prioritize construction accordingly.
- Step 2** Review the occupancy requirements with your inspectors approximately 1 to 4 weeks in advance of the occupancy date - depending upon the complexity of the project
- Step 3** The notice of completion must be received in writing, at least 48 hours in advance of the required inspection date.

### PARTIAL OCCUPANCIES

Requests for partial occupancies must be accompanied by a floor plan identifying the area/part of the building to be occupied or a letter identifying suites in a multi-storey building. Please note that a partial occupancy refers only to a physical area of the building. All of the occupancy requirements must be satisfied for that part of the building to be occupied.

### SHELL BUILDINGS

Occupancy permits are issued for complete buildings and for interior/unit finishes only, not for shell buildings. If the permit specifies a shell building with no identified occupant apply for a final inspection. A certificate of final inspection will be issued.

An occupancy permit will not be issued for an interior finish or unit finish until the certificate of final inspection has issued for the shell building. This does not apply to a phased complete building where the occupant was identified on the initial application.

The chief building official or a person designated by the chief building official shall issue a permit authorizing occupation of a building, where

- (a) the structure of the building or part thereof is completed to the roof.
- (b) the enclosing walls of the building or part thereof are completed to the roof.
- (c) the walls enclosing the space to be occupied are completed, including balcony guards.
- (d) all required fire separations and closures are completed on all storeys to be occupied.
- (e) all required exits are completed and fire separated including all doors, door hardware, self-closing devices, balustrades and handrails from the uppermost floor to be occupied down to grade level and below if exits connects with lower storeys.
- (f) all shafts including closures are completed to the floor-ceiling assembly above the storey to be occupied and have a temporary fire separation at such assembly.
- (g) measures have been taken to prevent access to parts of the building and site that are incomplete or still under construction.
- (h) floors, halls, lobbies and required means of egress are kept free of loose materials and other hazards.
- (i) if service rooms should be in operation, required fire separations are completed and all closures installed.
- (j) all building drains, building sewers, water systems, drainage systems and venting systems are complete and tested as operational for the storeys to be occupied.
- (k) required lighting, heating and electrical supply are provided for the suites, rooms and common areas to be occupied.
- (l) required lighting in corridors, stairways and exits is completed and operational up to and including all storeys to be occupied.
- (m) required standpipe, sprinkler and fire alarm systems are completed and operational up to and including all storeys to be occupied, together with required pumper connections for such standpipes and sprinklers.
- (n) required fire extinguishers have been installed on all storeys to be occupied.
- (o) main garbage rooms, chutes and ancillary services thereto are completed to storeys to be occupied.
- (p) required fire fighting access routes have been provided and are accessible, and
- (q) the sewage system has been completed and is operational.

**\*\* Occupancy will not be permitted until all of the reports required by the architect and professional engineer retained to undertake general review, up to and including certification of completion for occupancy, have been provided to the inspector(s). \*\***