

**Etobicoke York District**

2 Civic Centre Court  
1st Floor  
Toronto, ON  
M9C 5A3  
416-394-8055

**Toronto and East York District**

95 The Esplanade  
Ground Floor  
Toronto, ON  
M5E 2A2  
416-338-0700

**North York District**

North York Civic Centre  
5100 Yonge Street  
1st Floor  
Toronto, ON  
M2N 5V7  
416-395-7000

**Scarborough District**

Scarborough Civic Centre  
150 Borough Drive  
3rd Floor  
Toronto, ON  
M1P 4N7  
416-396-7322



Toronto District Boundaries

Visit our website at [www.toronto.ca/building](http://www.toronto.ca/building)

Toronto Building brochures available

- Introduction to Building Permits
- Building Permit Requirements for Houses
- Building Permit Requirements for Small Residential Buildings
- Building Permit Requirements for Small Non-Residential Buildings
- Building Permit Requirements for Large or Complex Buildings
- Building Permit and Other Applicable Fees
- Building Permit Fees for 2008
- Residential FASTRACK Permit Service
- Commercial XPress Permit Service
- Construction Requirements and Guidelines
- When to Call for Inspections for Large or Complex Buildings
- When to Call for Inspections for Small Buildings and Houses
- Applying for Partial Occupancy of Unfinished Buildings
- Project Review Programs

HELP US PROTECT YOUR PRIVACY

Please DO NOT include any personal information on your Building Plans (e.g., the homeowner's name or phone number). Building Plans submitted for Permit are subject to disclosure in accordance with the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).



small buildings

When to Call for Inspections for Small Buildings

inspections

## Introduction

The Ontario Building Code, Division C, Part 1 Subsection 1.3.5., requires builders to give notice when construction is ready for inspections at defined stages.

It is your responsibility to contact Toronto Building to conduct the required inspections once your construction project starts. Depending on the nature of your project, inspectors may have to visit your site several times.

Neglecting these inspections may cause you costly delays and time consuming work stoppages.

The attached schedule lists the various inspections that may be required for your project. Cost for these inspections is included in your permit fee. Additional inspections can be arranged through your local inspection office. An additional fee may apply.

You are required to notify your inspector once your project reaches a point where you are ready for each required inspection. Inspections will take place within the next two business days. The inspection is conducted using your copy of the stamped permit plans. The inspector must be able to see the entire building element being inspected. Any elements which are covered before they have passed an inspection will have to be uncovered so they can pass inspection.

If you have any questions about the required inspections for your project, please contact your building inspector or local inspection office. General office numbers are listed on the reverse side of this brochure.

## COMING SOON!

Late in 2009, Toronto Building will introduce an automated inspections booking and project status system. Permit holders will be able to book and reschedule inspections "24-7" by telephone and receive current project inspection status reports via telephone, fax or email.

## When to call for inspections for small buildings (Part 9 – houses and small commercial structures)

Check those inspections that apply to your project. Ask your Building Inspector or contact your Local Toronto Building Office for details.

### Required Building Inspections

#### Excavation

- at completion of formwork before pouring footings

#### Foundations

- at completion prior to backfilling

#### Structural Framing

- at completion, including rough-in of plumbing and HVAC

#### Fire Separations

- at completion of wall, floor and shaft fire separations and fire stopping before installing interior finishes

#### Insulation & Vapour Barrier

- at completion before installing interior finishes

#### Fire Protection Systems

- at completion of standpipe, sprinkler, fire alarm and emergency lighting systems

#### Occupancy

- when ready for occupancy (this inspection often takes place as part of a final interior inspection)

#### Final Interior

- at completion of interior construction

#### Final Exterior

- at completion of exterior construction

#### Site Grading

- when final site grading is complete

### Required Plumbing Inspections

#### Outside Storm and Sanitary Sewers

- at completion and ready for testing before backfilling

#### Water Service

- at completion and ready for testing before backfilling

#### Inside Storm and Sanitary Drains

- at completion and ready for testing

#### Water Supply

- at completion and ready for testing

#### Drain Wastes and Vents

- at completion and ready for testing

#### Occupancy

- at completion of installation of required fixtures

- Final  at completion of installation of all fixtures and system components

### Required HVAC Inspections

#### Rough-in

- at completion of any HVAC components which will be covered by insulation and finishes (often conducted at the same time as Structural Framing Inspection)

#### Rough-in Kitchen Exhaust (Commercial)

- at completion of exhaust system rough-in, prior to operation

#### Occupancy

- systems operable and ready for testing (often conducted at the same time as Final)

- Final  at completion of all HVAC systems