



REQUIRED NOTIFICATION FOR INSPECTION

(Pursuant to sub-section 1.3.5. of Division C of the Ontario Building Code)

Permit No.: _____

Address: _____

The Ontario Building Code requires inspections at varying stages of construction. This notice indicates the required inspections for your project; additional inspections may be needed. Inspections are generally completed within two days after a request has been made. The period to conduct the inspection commences on the business day after the request was made, excluding weekends and statutory holidays.

When a stage of construction is completed and ready to be inspected, an inspection request can be made through [APLI](#). When making the request, include the name and phone number of the onsite contact, enter additional information in the comments box, and provide an email address if you wish to receive a confirmation email.

Prior to requesting an inspection, please review the issued plans for any additional noted comments made by the Plans Examiner. Plans **must** be available onsite for the Inspector to view. Safe access **must** be provided for the Inspector. This includes, but is not limited to, providing stairs and ramps with handrails (no ladders). All work must remain exposed until inspected and approved. Failed inspections may result in additional fees, in accordance with Schedule K of the City of Barrie's Fees By-law.

Inspection:	When to request:	Requirements:
Pre-Construction	Prior to the start of construction. This meeting provides an opportunity to discuss the project with your Building Inspector before work begins.	The Site Superintendent must be in attendance and hard copy permit drawings must be available onsite at the time of inspection.
Footing	Prior to placement of concrete.	Excavation is complete, footing forms are secured in place on undisturbed ground, the ground within the forms is not frozen, and is free from standing water, mud, or loose materials.
Foundation	Prior to placing concrete in forms.	All rebar re-enforcement is in place and secured. Rebar placement details must be provided at time of inspection.
Backfill	Prior to placing soil against the foundation (backfilling).	Foundation is in place. Damp proofing is applied, drainage layer is installed, and weeping tile is covered with clear stone. Slab on Grade - Perimeter insulation must be in place.
Certification of Top of Foundation Wall	Prior to the start of framing.	A Surveyor's report must be provided to your Building Inspector to confirm that the top of foundation wall elevation aligns with the issued grading plan.
Sewer (Exterior)	Prior to backfilling a Storm or Sanitary Sewer.	Sanitary Sewer lines are installed, there is proper slope/fall, and required cleanouts/manholes are installed.
Exterior Water Service	Prior to backfilling a Water Service line.	A Water Service Line is installed with material approved by City of Barrie Water Department.
Underground Drains (Interior)	Prior to covering plumbing located below the floor slab.	All underground plumbing is installed and ready for testing.
Backflow Prevention Device	When the device is installed.	Backflow, and any other required devices, are installed and operational. The onsite contact must be present at the time of inspection.

Plumbing above Grade Rough-in	When all plumbing has been installed, prior to covering.	All drains, vents, and water distribution lines are installed. Systems testing must be done in the presence of a Building Inspector.
Plumbing Fire Water Main	Prior to backfilling a Water Service line.	All new work to be installed as per issued drawings, the Ontario Building Code, and City of Barrie standards. Tested to 200psi for 2hrs as per NFPA24. Final sign-off certificate required.
Plumbing Final	When all fixtures have been installed, prior to an occupancy or final inspection.	All drains, vents, and water distribution lines are installed and have been tested. All fixtures are operable.
HVAC Rough-in	Prior to covering HVAC located in walls, floors, and the ceiling.	HVAC ductwork is installed as per the issued permit drawings (i.e., supply, returns, plenums).
Framing	When all framing is complete, prior to covering.	Electrical, windows, shingles, HVAC, and plumbing rough-in, are complete. All joists (floor, roof, ceiling), headers, trimmers, studs, and posts are installed.
Below Grade Insulation	Prior to backfill of a foundation or pouring of a concrete slab.	Below grade insulation must be installed as per specifications. Insulation must be protected from damage (i.e., backfill material is free of coarse material).
Insulation	Prior to installation of gypsum (drywall) or other interior finishes.	A passed framing inspection is required. Insulation is installed as per specifications. Fire stopping is installed, where required. The vapour barrier system is complete.
Air Barrier	Prior to installation of exterior finishes.	Air barrier joints are lapped and sealed. All penetrations (i.e., doors, windows, exhausts, etc.) are properly tapped and sealed.
HVAC Final	Prior to occupancy or an interior final inspection, whichever comes first.	Furnace is installed and operational. HRV/ERV is installed and operational. Controls are installed and operational. HVAC system is balanced and noted on furnace.
Fire Separation / Fire Rated Assembly	A request must be made so the components of the Fire Separation / Fire Rated Assembly can be inspected. This may require multiple inspections, depending on the type of fire separation.	Fire Rated gypsum (drywall) is installed and sound insulation is installed in the cavity as per the rated assembly. Fire separations typically require two inspections: (1) to confirm the gypsum is installed on one side with insulation in the cavity and (2) when the gypsum is installed on the other side to complete the assembly.
Fire Stopping (Penetrations of Fire Separation)	When all penetrations have been fire stopped.	All penetrations through fire separations have been fire stopped with the appropriate product. Specifications are available for review at the time of inspection.
Bulkheads (Fire Separations/Fire Stopping)	Prior to boarding bulkheads. Once the fire separation assembly is complete and penetrations are fire stopped that will be concealed within the bulkheads.	Fire separation assembly is constructed as per the issued permit drawings with all penetrations fire stopped with materials that comply to the OBC. Joints and screw heads are taped / mudded and / or sealed.
Fire Commercial Cooking Equipment	Request smoke test when exhaust ducts have been installed, before fire wrap is installed. Request balloon test when the suppression system has been installed for the Commercial Cooking Hood. Call Barrie Fire to request an inspection (705) 728-3199.	Smoke test: Exhaust ducts are installed and welded in place and are visible for inspection. Balloon test: kitchen suppression system has been installed, exhaust fan is operable and interlocks with gas and electricity behind hood are complete.
Fire Emergency / Exit Lights	When all emergency / exit lights are installed. Call Barrie Fire to request an inspection (705) 728-3199.	Emergency and exit lights have been tested by contractor and operate for duration of time required in OBC.

Fire Extinguishers	When fire extinguishers are installed. Call Barrie Fire to request an inspection (705) 728-3199.	All required fire extinguishers are mounted as required.
Fire Sprinkler/Standpipe	For minor alterations: When all sprinklers / standpipes are installed. Call Barrie Fire to request an inspection (705) 728-3199. For significant installations: When sprinkler/standpipe piping has been installed, prior to covering. Call Barrie Fire to request an inspection (705) 728-3199.	For minor alterations: Sprinklers/standpipe have been installed. For significant installations: Sprinkler/standpipe piping and head layout to be installed and visible to inspector for initial inspection. Additional inspection required for final approval.
Fire Alarm	When all fire alarm devices are installed. Call Barrie Fire to request an inspection (705) 728-3199.	All fire alarm devices have been installed and fire alarm verification has been completed.
Fire Route Access	When the fire access route has been completed and fire route authorization form has been submitted. Authorization form can be found at: https://www.barrie.ca/node/9565 Call Barrie Fire to request an inspection (705) 728-3199.	Fire access route has been completed.
Fire Specific Hazard	A request must be made if there are specific fire hazard conditions and controls completed to address these hazards. Call Barrie Fire to request an inspection (705) 728-3199.	Equipment to control specific hazards must be installed and interlocked with the hazard as required.
Occupancy	When all other required inspections are PASSED. Consult with your assigned Building Inspector for additional information.	All requirements under the Ontario Building Code for occupancy are complete. Water and Sanitary services are operational.
Occupant Load	If you require an Occupancy Load Report for a Liquor Licence (when an occupancy inspection is required).	All requirements for an occupancy inspection are met.
Final Interior	When all interior work is complete, as per the ISSUED permit drawings.	All noted deficiencies from previous inspections reports for interior work have been corrected. Interior work is complete.
Final Exterior	When all exterior work is complete, as per the ISSUED permit drawings.	All noted deficiencies from previous inspections reports for exterior work have been corrected. Grading and all interior work is complete.
Grading Certification (for Plans of subdivision)	When grading certificates have been provided to the City of Barrie for Subdivision built dwellings.	An engineered grading certificate must be provided to the Building Inspector and must match the issued grading plan for the lot.
Demolition	When the building is demolished, and services are decommissioned (capped).	Water, Sanitary, and Storm services are capped and exposed at the time of inspection. Large buildings may require additional inspections.
Wood Burning Appliance – Rough in	When the wood burning appliance is installed.	The Wood burning appliance is installed. Vent/chimney is in place. Clearance is roughly outlined to ensure compliance.
Wood Burning Appliance – Final	When all finishes/protected elements are installed.	Protection of combustible elements around the appliance and the vent must be in place.
Sewage System – Scarified Base	Prior to placement of the pipes and/or tank (loading area).	The distribution base is complete, soil conditions are confirmed, and clearances are confirmed. The name of the installer and their license number are required at inspection.
Sewage System – Prior to Backfill	Prior to backfilling pipes and/or tank (loading area).	Provide the Septic bed layout (pipe length, fall, venting) and Tank location and venting. Provide as-built plan.
Sewage System – Final Inspection	When all work is complete, as per the ISSUED permit drawings.	Leaching bed must have appropriate vegetative cover.

Sign – Footing	Prior to pouring footing.	Excavation is complete, footing forms are secured in place on undisturbed ground, the ground within the forms is not frozen, and is free from standing water, mud, and loose materials. Rebar as per ISSUED drawings.
Sign – Fasteners/Connection	When the sign box/frame is installed prior to the face being installed.	Fasteners/connections must be visible during the inspection.
Sign – Final	When all sign faces have been installed and/or backfill has been completed.	Sign faces are installed. Backfill of footings is complete.
Deck Footing	Prior to placement of concrete.	Excavation is complete, footing forms are secured in place on undisturbed ground, the ground within the forms is not frozen, and is free from standing water, mud, and loose materials.
Deck Framing	When all framing is complete. If the deck is less than 24" above grade, request the inspection prior to deck boards being installed.	Structural framing is complete, including all hangers and nailing requirements. Stairs and guards are installed.
Deck Final	Request shall be made once project is complete.	All deficiencies have been addressed. Exterior grading is complete.
Pool Fence	The pool enclosure is installed as per the City of Barrie Pool Enclosure By-law.	An enclosure (Fence, Lockable Hot tub Lid, or Above Grade Pool in some cases) that complies with the City of Barrie Pool Enclosure By-law.
Solar Panels	When solar panels are installed.	Installation as per the ISSUED permit drawings.
Retaining Wall – Footing	Prior to placement of concrete.	Excavation is complete, footing forms are secured in place on undisturbed ground, the ground within the forms is not frozen, and is free from standing water, mud, and loose materials. Rebar as per ISSUED drawings.
Retaining Wall - Final	When the retaining wall is constructed.	The retaining wall is constructed, backfilled and all required guards are installed. A Commitment of General Review from an Engineer must be provided during the inspection.

Failure to notify Building Services and provide access for inspection at the prescribed stages of construction is a violation of the *Building Code Act*, as amended, and may result in an Order being issued and/or further legal actions.