



**Single Family Dwelling—  
Final / Occupancy Inspection**

**No.: INFO-24**  
**Date: 2012-12-20**  
**Revised: 2016-03-24**

**Purpose:**

To provide the applicant and owner with information of the minimal requirements to obtain a final/occupancy inspection.

**Implementation:**

The following items must be completed:

**Exterior**

- Roof must be completed and protected with roofing, including flashing.
- Exterior walls must be finished and cladded with material as permitted in the BC Building Code.
- All windows shown on drawings must be installed.
- Caulking must be provided between window frame on trim and the exterior siding, or joints between different cladding materials.
- A door must be provided at each entrance to a dwelling unit and in compliance with BCBC, (i.e. door viewer, thermal break, etc.).
- Guard and handrails must be installed for exterior stairs more than 600mm from grade.
- Final grading and minimum green space per the Richmond Zoning Bylaw must be completed.

**Interior**

- Guard and handrails must be installed at interior stairs more the 600mm from adjacent floor surface.
- Smoke alarms must be installed in each dwelling unit and located as per the BC Building Code.
- Carbon monoxide alarm must be installed and located as per the BC Building Code.
- Residential building must be provided with a heating system as described in the Code to maintain air temperature of not less than 22°C in all living area.
- Final electrical inspection report required by BC Safety Authority.
- All other required inspections must be completed prior to final building inspection.
- An exhaust fan must be installed in every kitchen and bathroom or water closet room, per 9.32.3.3 of the BCBC.
- Where a storage garage is attached to the dwelling unit, an air barrier system, conforming to the Code, must be installed between the garage and the remainder of the building to provide an effective barrier to gas and exhaust fumes.
- A door between the garage and the remainder of the building must be tightly fitted and weather-stripped and fitted with a self-closing device.
- Each bedroom must have at least one outside window or exterior door and able to be opened from the inside and in accordance with the BCBC.
- If the building contains a secondary suite, the suite must be completed and constructed in accordance with the requirements of Section 9.37 of the BCBC.
- Water heater must be restrained from overturning.
- Letter of Assurance CB and E from all registered professionals will be required.
- An exterior lighting outlet with fixture controlled by a wall switch within the dwelling unit be provided and operable at every entrance to the dwelling unit.
- Interior lighting outlet with fixture controlled by a wall switch must be provided and operable in all rooms and spaces.

See over →

**Interior con't**

- At least one stair between each floor level within the dwelling unit and must have uniform rise and run.
- Interior wall studs must be cladded with finishes as described in the BC Building Code (i.e. drywall, plywood, etc.).
- Flooring not required provided surface is smooth, even and free from roughness or open defects.
- Thermal insulation and vapour barrier must be installed between heat and unheated space per Code requirements.
- A bathroom with a lavatory, bathtub or shower, and water closet must be completed per the BCBC requirements.
- A kitchen comes with a kitchen sink and a countertop must be completed.
- Water resistance finishes must be installed over subfloor of a type that would be damaged by water, in bathrooms, kitchen, public entrance halls and laundry area.
- Piping for hot and cold water shall be connected to the kitchen sink, lavatory, bathtub/shower.
- Final heating certificate.
- Final trade list.
- Required covenant must be registered in the Land Title office.

Should you have any questions, comments or suggestions concerning this bulletin, please contact the Supervisor, Building Inspections at 604-276-4354.