



What is an 'occupied space'?

'To occupy' means to use space for living, housekeeping, sleeping or sheltering.

General Notes:

- Permission to occupy, following a building project, is granted by City of Edmonton
- To occupy without required permission is an offence
- 'Permission to occupy' is associated with a Building Permit for new work, additions, alterations (Also for exterior alteration (partial demolition), move-ons (relocated) and change of use)
- Spaces that are considered '**occupied space**' will be inspected by [Remove Video Inspection \(RVI\)](#)
- Spaces that are considered '**unoccupied space**' will be inspected by In-Person Inspection

Frequently Asked Questions (FAQ)

Interior Alteration - Home Improvement (NOT SECONDARY SUITE)

1. **Is it considered occupied space where occupants continue to live within the parts of their house that are not parts of the project for which the Building Permit is issued (e.g., basement development)?**

This is considered 'occupied space'

Note: *Belongings must be placed at least 4ft back from all walls of rooms, closets and spaces being inspected. The Building Permit holder or a knowledgeable adult representative must be present at time of inspection and capable of participating in [RVI](#) specific to the work being inspected.*

2. **Is it considered occupied space where occupants 'occupy' a part of the project for which the Building Permit is issued before Final building inspection is completed (e.g., new second storey bedrooms in use before inspection)?**

This is considered 'occupied' without written permission, is subject to penalty, and must be vacated.

Exterior Alteration / Accessory Building - Home Improvement (e.g., detached garage)

1. **Is it considered occupied space where occupants are not using the new, enlarged or renovated detached garage or accessory building (e.g., shed, deck, hot tub, etc.) before Final building inspection is completed?**

This is considered 'unoccupied space'

Note: *The Building Permit holder or adult representative must be present at time of building inspection.*



2. Is it considered occupied space where occupants have begun to use the new, enlarged or renovated detached garage or accessory building (eg., shed) before its Final building inspection is completed (e.g., car in garage)?

This is considered 'unoccupied space'

Note: *Belongings must be placed at least 4ft back from all walls of rooms, closets and spaces being inspected. The Building Permit holder or adult representative must be present at time of inspection.*

Mechanical and Electrical Permits (stand alone or associated with Home Improvement)

1. Is it considered occupied space where occupants continue to live within the parts of their house that are not parts of the project for which the Trade Permit is issued?

This is considered 'occupied space'

Note: *The Trade Permit holder or a knowledgeable adult representative must be present at time of inspection and capable of participating in [RVI](#) specific to the discipline being inspected.*

2. Is it considered occupied space where the attached garage may be entered directly from outside--by overhead door or person-door--to conduct the Trade Permit inspection?

This is considered 'unoccupied space'

Note: *Belongings must be placed at least 4ft back from all walls of rooms, closets and spaces being inspected. The Trade Permit holder or adult representative must be present at time of inspection.*

3. Is it considered occupied space where occupants live within the parts of their house that are part of the project for which the Trade Permit is issued?

Example 1: HVAC Permit for new branch ducts from furnace plenums for completion of a basement development or to an addition to the house; a safety codes officer must inspect the alterations to plenum, furnace, sizing, materials, etc.

Example 2: Plumbing Permit for replacement of cast iron under slab drain pipes and addition of back water valve; a safety codes officer must inspect the rough-in and branch water valve placement.

Example 3: Gas Permit for garage heater or barbecue gas line installation; a safety codes officer must inspect the occupied house gas line, tee, valve, label, etc.

Example 4: Electrical Permit for backyard hot tub electrical connection; a safety codes officer must inspect the occupied house wiring to and at the electrical distribution panel.

This is considered 'occupied space'

Note: *The Trade Permit holder or a knowledgeable adult representative must be present at time of inspection and capable of participating in [RVI](#) specific to the discipline being inspected.*