



City of Sarnia
 Building Department
 255 Christina St N, Sarnia, ON N7T 7N2
 519-332-0330 x 3301
building@sarnia.ca

Changes in the Use of a Building

Even though no construction is proposed, a Change of Use Permit is required by the Building Code Act where the use of a building is changed to a use that would result in an **increase in hazard**, as determined below: Where construction is proposed, a Building Permit is required.

Examples of Changes requiring a Change of Use Permit

Original Use	Proposed Use
Office	Bar/Restaurant
Warehouse	Gymnasia/Recreational Facility
Office, Retail, Industrial, Institutional, etc.	Residential

Ontario Building Code Div. C – 1.3.1.4. Permits Under Section 10 of The Act

- (1) Except as provided in Sentence (2), the following changes in use of a building or part of a building constitute an **increase in hazard** for the purposes of section 10 of the Act and require a permit under section 10 of the Act:
- (a) a change of the major occupancy of all or part of a building that is designated with a “Y” in Table 1.3.1.4. takes place,
 - (b) a suite of a Group C major occupancy is converted into more than one suite of Group C major occupancy ,
 - (c) a suite or part of a suite of a Group A, Division 2 or a Group A, Division 4 major occupancy is converted to a gaming premises ,
 - (d) a farm building or part of a farm building is changed to a major occupancy ,
 - (e) a building or part of a building is changed to a post-disaster building ,
 - (f) a building or part of a building is changed to a retirement home , or
 - (g) the use of a building or part of a building is changed and the previous major occupancy of the building or part of the building cannot be determined.

Table 1.3.1.4.
Permit Required for Change of Use

Forming Part of Sentence 1.3.1.4.(1) (1)		FROM ⁽²⁾												
		A-1	A-2	A-3	A-4	B-1	B-2	B-3	C	D	E	F-1	F-2	F-3
TO ⁽³⁾	A-1 <i>Assembly Occupancies</i>	N ⁽⁵⁾	Y	Y	N ⁽⁵⁾	Y	Y	Y	Y	Y	Y	Y	Y	Y
	A-2 <i>Assembly Occupancies</i>	Y	N ⁽⁵⁾	Y	N ⁽⁵⁾	Y	Y	Y	Y	Y	Y	Y	Y	Y
	A-3 <i>Assembly Occupancies</i>	Y	Y	N ⁽⁵⁾	N ⁽⁵⁾	Y	Y	Y	Y	Y	Y	Y	Y	Y
	A-4 <i>Assembly Occupancies</i>	Y	Y	Y	N ⁽⁵⁾	Y	Y	Y	Y	Y	Y	Y	Y	Y
	B-1 <i>Detention Occupancies</i>	Y	Y	Y	N ⁽⁵⁾	N ⁽⁵⁾	Y	Y	Y	Y	Y	Y	Y	Y
	B-2 <i>Care and Treatment</i>	Y	Y	Y	N ⁽⁵⁾	Y	N ⁽⁵⁾	Y	Y	Y	Y	Y	Y	Y
	B-3 <i>Care Occupancies</i>	Y	Y	Y	N ⁽⁵⁾	Y	N ⁽⁵⁾	N ⁽⁵⁾	Y	Y	Y	Y	Y	Y
	C <i>Residential Occupancies</i>	Y	Y	Y	N ⁽⁵⁾	Y	N ⁽⁵⁾	N ⁽⁵⁾	⁽⁴⁾	Y	Y	Y	Y	Y
	D <i>Business and Personal Service Occupancies</i>	N ⁽⁵⁾	N ⁽⁵⁾	Y	N ⁽⁵⁾	Y	N ⁽⁵⁾	N ⁽⁵⁾	Y	N ⁽⁵⁾	Y	Y	N ⁽⁵⁾	N ⁽⁵⁾
	E <i>Mercantile</i>	Y	Y	Y	N ⁽⁵⁾	Y	Y	Y	Y	Y	N ⁽⁵⁾	Y	Y	Y
	F-1 <i>High Hazard Industrial</i>	Y	Y	Y	N ⁽⁵⁾	Y	Y	Y	Y	Y	Y	N ⁽⁵⁾	Y	Y
	F-2 <i>Medium Hazard Industrial</i>	Y	Y	Y	N ⁽⁵⁾	Y	Y	Y	Y	Y	Y	N ⁽⁵⁾	N ⁽⁵⁾	Y
	F-3 <i>Low Hazard Industrial</i>	Y	N ⁽⁵⁾	Y	N ⁽⁵⁾	Y	Y	Y	Y	N ⁽⁵⁾	N ⁽⁵⁾	N ⁽⁵⁾	N ⁽⁵⁾	N ⁽⁵⁾

Notes to Table 1.3.1.4. :

- (1) See Clause 1.3.1.4.(1)(a) , Subclause 3.17.1.1.(1)(a)(i) of Division B and Clause 9.40.1.1.(1)(a) of Division B.
- (2) Major occupancy of all or part of a building before change of use.
- (3) Major occupancy of all or part of a building after change of use.
- (4) See Clause 1.3.1.4.(1)(b) , Subclause 3.17.1.1.(1)(a)(ii) of Division B and Clauses 9.40.1.1.(1)(b) and 11.4.2.3.(1)(b) of Division B.
- (5) "N" is only applicable where the major occupancy of the entire suite is changed.
- (2) A person is exempt from the requirement to obtain a permit under section 10 of the Act where the change in use of the building or part of the building will result from proposed construction and a permit under section 8 of the Act has been issued in respect of such construction .
- (3) A person is exempt from the requirement to obtain a permit under section 10 of the Act for the change of use of a building in unorganized territory.

Ministry of Environment:

In addition to a Change of Use Permit, the Ministry of Environment may require a Record of Site Condition where the use of a property has changed to a more sensitive use. ([O.Reg. 153/04: RECORDS OF SITE CONDITION – PART XV.1 OF THE ACT](#))

A-3.1.2.1.(1) Major Occupancy Classification

The following are only examples of the major occupancy classifications described in Table 3.1.2.1. To ensure the correct classification, refer to the definitions for each occupancy in [Part 1 of Division A](#).

Group A, Division 1 (Assembly Occupancies intended for the production and viewing of the performing arts)

Opera houses
Theatres

Group A, Division 2 (Assembly Occupancy not elsewhere classified in Group A)

Art galleries
Bowling alleys
Child care facility
Churches and similar places of worship
Clubs, non-residential
Community halls
Dance halls
Gymnasias

Licensed beverage establishments

Museums

Restaurants

Schools and colleges, non-residential

Group A, Division 3 (Assembly Occupancy of the arena type)

Arenas
Indoor swimming pools
Rinks

Group A, Division 4 (Assembly Occupancy in which occupants are gathered in the open air)

Bleachers
Grandstands

Group B, Division 1 (Detention Occupancies)

Jails
Penitentiaries

Group B, Division 2 (Care and treatment Occupancies)

Long term care/Nursing homes
Psychiatric hospitals without detention quarters

Group B, Division 3 (See also Sentence 3.1.2.5.(1).) (Care Occupancies)

Children's custodial homes
Convalescent homes
Group homes for people with developmental disabilities
Residential care facilities
Sanatoria without detention quarters

Group C (Residential Occupancies)

Apartments
Boarding houses
Camps for housing workers
Dormitories
Group homes
Hotels/Motels
Houses
Rooming houses
Schools, residential
Shelters

Group D (Business and personal Services Occupancies)

Banks
Barber and hairdressing shops
Beauty parlours
Dental offices
Dry cleaning establishments, self-service, not using flammable or explosive solvents or cleaners

Laundries, self-service
Medical offices
Offices
Radio stations
Small tool and appliance rental and service establishments

Group E (Mercantile Occupancies)

Department stores
Markets
Restaurants with an occupant load **not more than 30 persons** consuming food and drink
Shops
Stores
Supermarkets

Group F, Division 1 (High hazard Industrial Occupancies)

Bulk plants for *flammable liquids*
Bulk storage warehouses for hazardous substances
Chemical manufacturing or processing plants
Distilleries
Grain elevators
Spray painting operations

Group F, Division 2 (Medium Hazard Industrial Occupancies)

Laundries, except self-service
Repair garages
Self-service storage buildings
Storage rooms
Tire storage
Warehouses
Woodworking factories

Group F, Division 3 (Low Hazard Industrial Occupancies)

Laboratories
Storage garages, including *open air* parking garages
Storage rooms
Warehouse