ATTIC SPACE CONVERSION CHECKLIST BY O'MEARA ATTIC SOLUTIONS

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No.	Item	Description	Completion
1	**Assessing Feasibility**	**Evaluate the overall feasibility of converting your attic.**	☐
1.1	Evaluate Attic Dimensions and Headroom	Measure the height from floor to ceiling and assess usable floor space.	☐
1.2	Check Structural Integrity and Load Capacity	Ensure attic floors can support the intended use and address structural issues.	☐
1.3	Verify Accessibility to the Attic	Evaluate the current ladder or staircase for compliance and usability.	☐
2	**Planning Permissions and Building Regulations**	**Ensure compliance with local planning and safety regulations.**	☐
2.1	When You Need Planning Permission	Understand when planning permission is required in Ireland.	☐
2.2	Key Building Regulations	Adhere to regulations for fire safety, insulation, and stairs.	☐
3	**Designing Your Space**	**Plan the layout and functionality of the converted attic.**	☐
3.1	Decide the Purpose	Define the purpose of the attic: bedroom, office, or storage.	☐
3.2	Plan the Layout	Maximise functionality by arranging furniture and storage.	☐
3.3	Incorporate Storage	Add built-in shelves, under-eave storage, or multi-purpose furniture.	☐
4	**Insulation and Ventilation**	**Ensure proper insulation and ventilation for comfort and efficiency.**	☐
4.1	Proper Insulation	Install insulation to reduce heat loss and maintain comfort.	☐
4.2	Adequate Ventilation	Add roof vents or skylights to ensure airflow and prevent dampness.	☐
5	**Lighting and Electrical Work**	**Plan natural and artificial lighting and safe electrical installations.**	☐
5.1	Add Natural Light	Install roof windows or skylights for better lighting.	☐
5.2	Plan Electrical Work	Add outlets, task lighting, and ambient lighting.	☐
6	**Flooring and Soundproofing**	**Choose durable flooring and add soundproofing materials.**	☐
6.1	Choose Durable Flooring	Use engineered wood, laminate, or carpet for durability.	☐
6.2	Add Soundproofing	Install acoustic underlay and wall panels for noise reduction.	☐
7	**Heating and Cooling Options**	**Install efficient heating and cooling systems for comfort.**	☐
7.1	Install Efficient Systems	Add wall heaters, radiant flooring, or heat pumps.	☐
7.2	Maintain Temperature	Optimise insulation and seal windows and doors.	☐
8	**Safety Considerations**	**Address fire safety and secure access to the attic.**	☐
8.1	Fire Safety	Install fire-resistant materials and smoke alarms.	☐
8.2	Safe Access	Ensure ladders or stairs meet safety standards.	☐
9	**Budgeting and Hiring Professionals**	**Create a budget and decide when to hire professionals.**	☐
9.1	Create a Budget	Plan for materials, labour, and contingencies.	☐
9.2	Hire Experts	Bring in professionals for structural, electrical, or plumbing tasks.	☐
10	**Final Preparations**	**Clean and decorate the attic to make it ready for use.**	☐
10.1	Clean and Inspect	Remove dust and debris and test all features.	☐
10.2	Add Personal Touches	Decorate with plants, artwork, and functional items.	☐