894 South Street, P.O. Box 92, Warsaw, Ontario K0L 3A0
Telephone: (705) 652–8392 Fax: (705) 652–5044
Toll Free: 1-800-899-8785 (705 Exchange only)
E-mail: info@dourodummer.on.ca
Website: www.dourodummer.on.ca

Building Department

Staff:

Chief Building Official	Brian Fawcett
Plumbing Inspector	Brian Fawcett

For inspections and inquiries call (705) 652-8392 ext. 208
E-mail: brianf@dourodummer.on.ca

48 Hours Minimum Notice Required for Scheduling an Inspection

Hours Available:

Hours of Operation	Monday – Thursday 8:30am – 4:30pm Friday 8:30am – 4:00pm
Inspections Scheduled	Monday – Thursday 10:00am – 4:00pm Friday 10:00am – 3:00pm

48 Hours Minimum Notice Required for Scheduling an Inspection

After Hours – Please e-mail or leave a message on the answering machine if you are not available during business hours.

Note:

The following information is general in nature and is not to be considered as the only requirements for permit issuance. There are a number of other aspects that must be considered including, but not limited to, the general provisions of the zoning by-laws, the specific zone provisions of the by-laws, the definition section of the by-laws as well as applicable law that is governed by agencies other than the municipality.

Building Permits & Fees 2018 and thereafter

Building	By-Law - 2007-37 Amended by 2014-28
Building - Classes of Permits and Fees	**Permit fees for 2018**
a) New Construction and additions of residential nature. Attached garages and covered decks or porches included	Administration Fee - $157.62 plus $1.10 per square foot of construction
b) New Construction and additions of non-residential nature and accessory buildings	Administration Fee - $157.62 plus $0.79 per square foot of construction
c) New Construction and additions of commercial, industrial, institutional nature	Administration Fee - $157.62 plus $12.61 per thousand of construction value
d) Renovations to any structure	Administration Fee - $157.62 plus $12.61 per thousand of construction value
e) New foundations for relocated buildings or structures	Administration Fee - $157.62 plus $0.67 per thousand of construction value
f) Farm building, additions and accessory farm structures	Administration Fee - $157.62 plus $0.27 per thousand of construction value
g) Open Decks or Porches	Administration Fee - $157.62 plus $0.67 per square foot
h) Swimming Pools	$157.62 flat fee
i) Move/relocate structures or buildings	$157.62 flat fee
j) Move trailer (temporary)	$157.62 flat fee
k) Solid Fuel Burning Appliance and/or chimneys	$157.62 flat fee
2. Demolition Permits	$210.17 flat fee
3. Change of Use Permit **	$210.17 flat fee
4. Transfer Permit**	$210.17 flat fee
5. Plumbing Permit	
a) Residential	$210.17 flat fee a stand alone permit
b) Commercial	$210.17 flat fee plus add $4.15 per fixture
c) Minimum Fee	$210.17 flat fee

** This fee for initial evaluation only

** This fee covers transfer without changes to original permit

Frequently Asked Questions

When do I need a Building Permit?

- All new construction of any type or kind, i.e. Commercial, residential, farm, industrial
- A Building Permit is required for any additions to existing building no matter what the size.
- A Building Permit is not required for an accessory building 10 sq. metres (107 sq. ft.) in area or less unless this building is used for human habitation or has plumbing. (However, you must maintain the setback requirements for your Zoning.)
- A Building Permit is required for open decks and porches.
- A Building Permit is required for all new or replacement solid fuel heating systems.

How do I obtain a Building Permit?

To obtain a Building Permit, you are required to submit a completed application and building plans, along with a site plan showing compliance with the Official Plan, Zoning By-Laws, the Ontario Building Code and all other applicable laws, for verification of compliance.

What happens next?

Once the above application is received, the submitted application, site plan and building plans are reviewed. If the submission is in compliance with the Ontario Building Code, Municipal By-Laws and other 'Applicable Law' then a Building Permit is issued for the project.

Under what circumstances would a Building Permit be denied?

The municipality cannot issue a building Permit for any proposal that does not comply with the requirements of the Ontario Building Code or any other Agency that may have jurisdiction over a certain aspect of a property whether that is water front work, sewage disposal, hydro set-backs, entranceways, work within a vulnerable area (Source Water Protection), etc. This is known as 'Applicable Law'. A Building Permit will be denied if the applicant refuses to pay any or all applicable fees due. A Permit for a new dwelling will be denied if the proposed contractor is not registered with the Ontario New Home Warranty Program.

How long does it take to get a Building Permit?

If your application for a Building Permit is complete, allow 6 to 10 working days for permit issuance depending on the complexity of your proposal. All applicable fees are due upon permit issuance and must be paid in order to obtain your permit.

Note: If a site inspection is required prior to permit issuance, the above time frame may be extended

Is your property in a vulnerable area as defined by Source Water Protection Plan? Please consult with the Chief Building Official.

What is meant by **'Applicable Law'?**

Prior to Building Permit issuance it must be shown that you are in compliance with any other Agency that may have a jurisdiction with respect to the proposal. This could be any of the following:

Peterborough Public Health 185 King Street, Peterborough, ON K9J 2R8 – Kathleen Shepherd Health Unit approval is required when: • the number of bedrooms, bathrooms or kitchen facilities are being increased, • an addition of any type is more than 15% of the existing floor area, • a major renovation or change of occupancy is proposed • when the municipality does not have sufficient information on an existing septic system o it appears that the construction will result in being closer than 5 ft. to a tank or 17 ft. to a septic bed.	(705) 743-1000
Otonabee Region Conservation Authority (ORCA) 250 Milroy Drive, Peterborough, ON K9H 7M9 Permits are required within regulated areas for: o Minor filing o Minor construction – accessory buildings such as boathouse, garages o Major construction – dwellings, additions o Basements, crawlspaces	(705) 745-5791
Township of Douro-Dummer Public Works Manager of Public Works – Harold Nelson	(705) 652-8402
County of Peterborough Roads Department Kendra Reid	(705) 775-2737 x 3202
Ministry of Transportation	1-800-554-0487
Trent Severn Waterways A permit is required for any 'in water' work (docks, boathouses, retaining walls). This refers to new construction as well as repairs to existing facilities.	(705) 742-9267
Ministry of Natural Resources & Forestry (MNRF) A permit is required: o for any docks over 140 sq. ft. in area o any retaining wall construction Note: While MNRF does not require a permit for docks under 140 sq. ft. they still have jurisdiction Concrete is not permitted to be placed in the water for new construction or for repairs to existing facilities, unless a permit is issued Contact MNRF in respect to their jurisdiction	1-800-667-1940 or (705) 775-2014
Ontario Hydro – Electrical Safety Authority o 16.5 ft. separation between main feeder hydro lines and any construction o 10 ft. separation between secondary lines and construction	(705) 743-2193 1-888-664-9376
Wells: Ministry of Environment	1-888-396-9355 (705) 745-7479
Township of Douro-Dummer Fire Department Chief Chuck Pedersen	(705) 652-8392 x207

Other Permits / Approvals Applicant should be aware of:

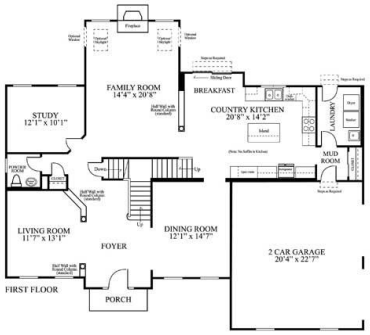
Electrical Safety Authority	Phone: 1-877-372-7233 Fax: 1-800-667-4278
Bell Canada	310-2355
Gas	1-800-265-6164
Fisheries and Oceans Canada	Contact ORCA
Source Water Protection Plan- ORCA – Terri Cox	(705) 745-5791 x 219

Permit Application Requirements

Site Plan:

The following is required to be shown on the site plan. If any of this information is not shown, the application may be delayed.

- Drawn to an appropriate scale (e.g. 1" = 20', 1" = 30', etc.)
- All existing buildings and sizes
- Lot dimensions
- All four (4) setbacks to proposed buildings and existing. *Please see surveyor notes on 'site plan requirements' located on page 7.
- All setbacks to proposed decks. *Please see surveyor notes on 'site plan requirements' located on page 7.
- Septic location – proposed or existing
- Well location
- Surface water drainage by arrows (not to flow onto adjacent property)
- Proposed ground elevations of four (4) corners of building plus relationship to adjacent property
- North arrow
- Street name
- Proposed swales or ditches and existing ones
- Foundation or sump drainage location (to dry well or ditch)
- Services – Hydro – existing & proposed – overhead/underground



Application of the Building By-Law:

The Building By-Law shall apply to:

1. anything to be constructed or reconstructed and used or intended to be used for the enjoyment of, or the shelter or support of, persons, animals or property;
2. the construction or reconstruction of any services, either on private lands, or Municipally owned lands;
3. the demolition of any existing building;
4. the moving of any existing building on a lot, or to another location in or out of the Township
5. renovations, remodelling and repairs to existing structures;
6. fireplaces, chimneys and flues; and
7. pool's and required fences

Health Department Requirements for Septic Clearances:

17 ft. - from all structures for the septic or filter bed
5 ft. - from all structures for the septic tank
50 ft. - to any type of open water, 50 ft. to a drilled well, 100 ft. to a dug well
10 ft. - to any property line from tank and/or septic or filtered bed

Permit Application Requirements

Responsibilities of the Permit Holder:

1. The permit must be displayed in a prominent place.
2. A copy of your approved building plans shall be kept on the construction site and available during inspection.
3. Inspectors must be able to examine the work they are to inspect. Therefore, the work to be inspected will not, under law, be covered before the inspector has been notified and the required inspection made.
4. If the applicant is to be the owner and occupant of the single family unit, he/she is allowed to do all plumbing and hydro work provided he/she conforms to prevailing codes and by-laws. Hydro permits are necessary.
5. If during construction, changes or modifications are necessary to the approved plans, the permit holder must contact the building inspector for approval of the changes.
6. Permits are issued for a period of six (6) months. If work is not begun at that time, or is abandoned after starting for a period of one (1) year, the permit may be subject to cancellation.

Requirements after Issuance of Permit

1. ☐ If applicable, due to conditions imposed by Minor Variance or similar, a Building Location Survey of your lot by an Ontario Land Surveyor, showing the new construction.
2. ☐ Inspections of Building and Plumbing.
3. ☐ Truss Plans and/or Beam Drawings stamped and signed prior to erection.
4. ☐ Changes to plans, contact this department.

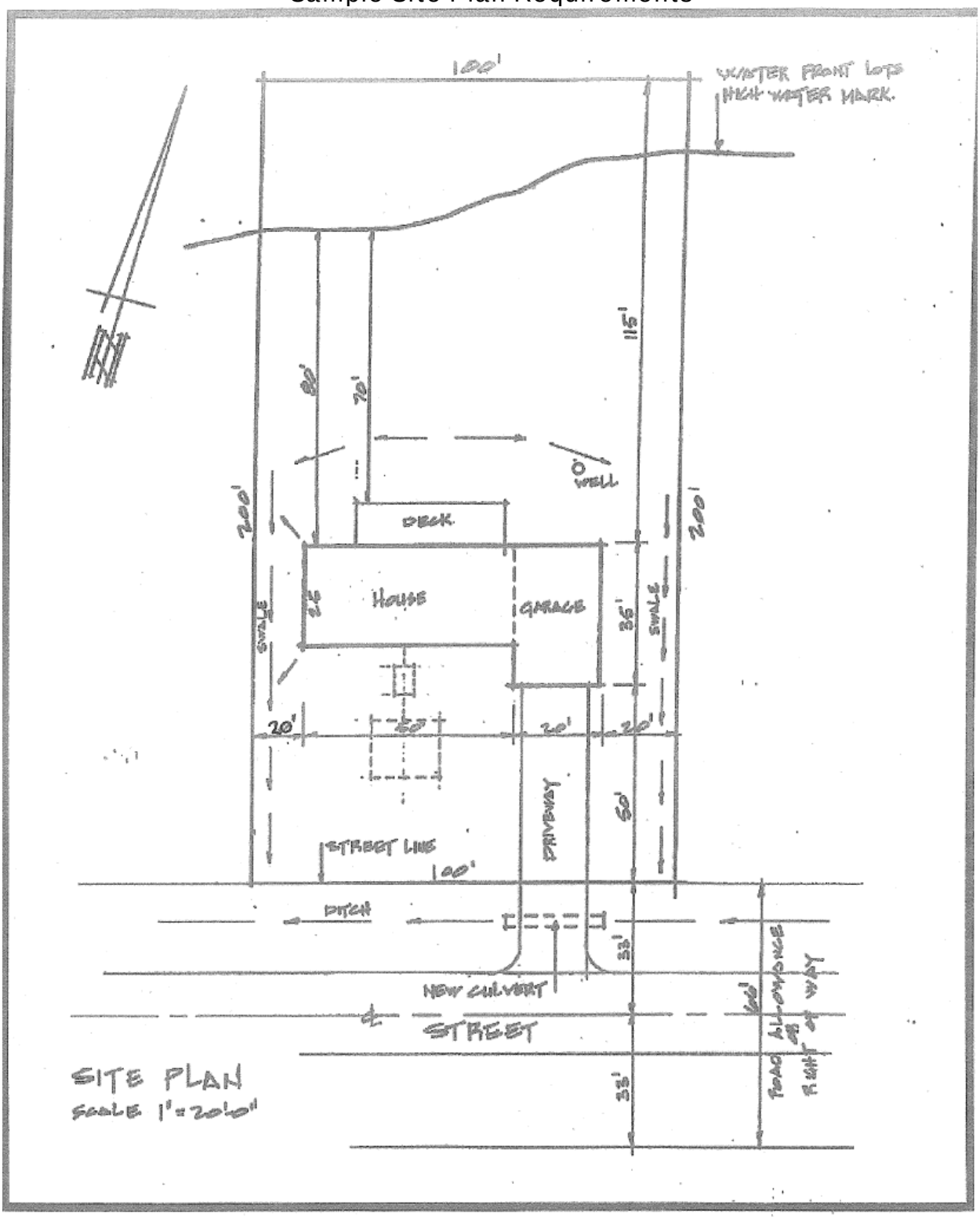
What inspections are needed?

Mandatory inspections by the Chief Building Official and/or Inspectors are required at specific stages of construction. These inspections are to ensure that Ontario Building Code regulations are followed. Two days notice to the Building Department is required for these inspections. These inspections will be specified on your Permit Card and it is both the property owner and/or the contractor's responsibility to call to arrange these inspections.

For how long is Building Permit in effect?

Once a Building Permit has been issued, construction must be started within 6 months of Building Permit issuance or the Permit may be revoked. Once construction has been started, work should progress to a timely completion. If work on the project ceases for a period of more than one year, the Municipality may exercise its option to revoke the permit.

Sample Site Plan Requirements



Note: This sample site plan and the setbacks shown are for illustration purposes only. Please contact our Chief Building Official for your lot setbacks to complete your site plan. Please note that the Township cannot verify your setbacks for you. You must engage the services of an Ontario Land Surveyor if you are in any doubt as to where your lot lines are or what the setback measurements are. Should the building official have any doubts, you will require the services of a licensed Ontario land surveyor.

Setbacks by Designation for Residential Uses:

	Front	Rear	Exterior Side	Side Yards	Water Yards	Watercourses
Rural, Agricultural, Residential, Shoreline Residential, Limited Service Residential, for houses	50′	50′	50′	20′	100′	100′
Estate Residential	50′	50′	50′	30′	100′	100′
Hamlet Residential	50′	20′	50′	10′	100′	100′
Island Residential	50′	50′	50′	50′	100′	100′
Boathouses				29.53′	0′	
Bunkies	50′	25′		20′	100′	100′
Accessory Structures	50′	5′		5′	100′	100′

Please note that should any of the necessary information be missing in your "Completed" Building Permit Application that approval of your permit may be held up or denied until you have made the necessary information available to the Building Department.

Permit approval and issuance is generally completed within 6-10 business days after receipt of your "Completed" application for a Building Permit.

If you have any questions about the information required for your application please call the Building Department at the number listed during business hours.

Ontario Building Code Changes

January 1st, 2012

Due to changes in PT 12 of the Ontario Building Code Act, as of this date all Building Permit Applications for additions and new houses will require as a minimum, the following items to be included in your Building Permit application. Depending on your particular application, more information may be required at time of review.

1. A site plan showing orientation, if any, to South, South West, for passive solar gains.

2. A copy of the proposed window and door manufacturer's specifications including Thermal Efficiency and RSI ratings.

3. A copy of the Heat Recovery Ventilator Systems Thermal Efficiency Rating and all manufacturers' specifications.

4. A copy of the proposed Heating System paperwork for the furnace showing its Efficiency Rating, a copy of the Heat loss and Gain calculations for the project, and a HVAC layout. You must also include the name of the manufacturer, and the make and model.

5. A copy of the manufacturer's specifications for the hot water heater proposed to be used, and its thermal efficiency rating.

If these items are not included in your application, the application for Permit will be considered as incomplete, and will not be accepted until such time as all required information is submitted.

These items/requirements are in addition to the standard site plan, Health Permit, Otonabee Region Conservation Authority Permit, Entrance Permit, a Building Permit Application, the two sets of construction drawings, and/or any other documents or Permits normally required as part of a complete Building Permit application.

If you have any questions please call Brian Fawcett at (705) 652-8392 ext. 208
Monday - Thursday 8:30 am – 4:30 pm
Friday 8:30am – 4:00pm

E-mail: brianf@dourodummer.on.ca

Submit Building Permit Application to:
894 South Street
Warsaw, ON
K0L 3A0
Attn: Brian Fawcett

The Following documents to be included with the building Permit Application:

☐ Building Permit Approvals Checklist, and any applicable documents required

☐ Application for a Permit to Construct or Demolish

☐ Energy Efficiency Design Summary

Staff:

Chief Building Official	Brian Fawcett
Plumbing Inspector	Brian Fawcett

For inspections and inquiries call (705) 652-8392 ext. 208
E-mail: brianf@dourodummer.on.ca

Note:
48 Hours Minimum Notice Required for Scheduling an Inspection

Hours of Operation	Monday – Thursday 8:30am – 4:30pm Friday 8:30am – 4:00pm
Inspections Scheduled	Monday – Thursday 10:00am – 4:00pm Friday 10:00am – 3:00pm

Building Permit Approvals Checklist

Lot Location: _____

Zoning: _____ Lot Coverage in % _____

Existing _____ Proposed _____

Setbacks required for your Lot:

Front _____ Rear _____ Side _____ Exterior _____

Side _____ Water _____ Septic _____ Hydro _____

Completed Site Plan: ☐ Yes ☐ No

*Please see Surveyor notes on 'site plan requirements' located on page 7

Minor Variance Required: ☐ Yes ☐ No

If '**Yes**' provide application number and date of approval _____

Existing Structures: ☐ Yes ☐ No

If '**Yes**' circle applicable structures: cottage, house, Bunkie, garage, sheds, boathouse

Are they shown properly on your completed site plan?

Development Charges Applicable: Vacant Land: ☐ Yes ☐ No

County: ☐ Yes ☐ No

Municipal: ☐ Yes ☐ No

Entrance Permit: County: ☐ Yes ☐ No

Municipal: ☐ Yes ☐ No Approved: ☐ Yes ☐ No

Paid: ☐ Yes ☐ No

Existing: ☐ Yes ☐ No

Other Applicable Permits:

ORCA	☐ Yes ☐ No If 'Yes' provide approved permit #	_____
MNR	☐ Yes ☐ No If 'Yes' provide approved permit #	_____
Trent Severn	☐ Yes ☐ No If 'Yes' provide approved permit #	_____
Fisheries and Oceans	☐ Yes ☐ No If 'Yes' provide approved permit #	_____
Health Permit	☐ Yes ☐ No If 'Yes' provide approved permit #	_____
Hydro Permit	☐ Yes ☐ No If 'Yes' provide approved permit #	_____
MTO Setback and Entrance	☐ Yes ☐ No If 'Yes' provide approved permit #	_____
SWP[1] Risk Management Plan	☐ Yes ☐ No If 'Yes' provide clearance notice from RMO[2]	

Completed Provincial Building Permit Application: ☐ Yes ☐ No

Two (2) Sets of Provincially Approved Drawings including BCIN number if not owner drawn BCIN ☐ Yes ☐ No

[1] SWP – Source Water Protection

[2] RMO – Risk Management Official

Building Permit Approvals Checklist

Heat Loss Calculations if applicable: ☐ Yes ☐ No ; If applicable, attach copy

Engineered Truss Drawings if applicable: ☐ Yes ☐ No; If applicable, attach a copy

Engineered Structural required: ☐ Yes ☐ No; If 'Yes' provide copy of stamped drawings and letter

Engineered Woods: ☐ Yes ☐ No; If 'Yes' provide engineered drawings from manufacturer

Contractor information:

General Contractor:	_____	Tarion #:	_____
Plumber	_____	Licence #:	_____
Electrician:	_____		_____
Heating Contractor:	_____		_____

Total Cost of your construction project: $ _____

Square Footage of Main Living Areas: _____ Decks: _____ Porches: _____

Attached or Separate Garages: _____

Accessory Buildings: (Bunkie, Shed, Boathouse) _____

Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the *Building Code Act,1992*

For use by Principal Authority	
Application number:	Permit number (if different):
Date received:	Roll number:

Application submitted to: _____
(Name of municipality, upper-tier municipality, board of health or conservation authority)

A. Project information

Building number, street name		Unit number	Lot/con.
Municipality	Postal code	Plan number/other description	
Project value est. $		Area of work (m^2)	

B. Purpose of application

New construction | Addition to an existing building | Alteration/repair | Demolition | Conditional Permit

Proposed use of building	Current use of building
Description of proposed work	

C. Applicant

Applicant is: Owner or Authorized agent of owner

Last name	First name	Corporation or partnership	
Street address		Unit number	Lot/con.
Municipality	Postal code / Province	E-mail	
Telephone number ( )	Fax ( )	Cell number ( )	

D. Owner (if different from applicant)

Last name	First name	Corporation or partnership	
Street address		Unit number	Lot/con.
Municipality	Postal code / Province	E-mail	
Telephone number ( )	Fax ( )	Cell number ( )	

E. Builder (optional)

Last name	First name	Corporation or partnership (if applicable)	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ( )	Fax ( )	Cell number ( )	

F. Tarion Warranty Corporation (Ontario New Home Warranty Program)

i. Is proposed construction for a new home as defined in the *Ontario New Home Warranties Plan Act*? If no, go to section G.	Yes	No
ii. Is registration required under the *Ontario New Home Warranties Plan Act*?	Yes	No

iii. If yes to (ii) provide registration number(s): _____

G. Required Schedules

i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.

ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.

H. Completeness and compliance with applicable law

i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the Building Code (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted).	Yes	No
Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the *Building Code Act, 1992*, to be paid when the application is made.	Yes	No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the *Building Code Act, 1992.*	Yes	No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the *Building Code Act, 1992* which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.	Yes	No
iv) The proposed building, construction or demolition will not contravene any applicable law.	Yes	No

I. Declaration of applicant

I _____ declare that:
(print name)

1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.

Date Signature of applicant

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.

Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

A. Project Information

Building number, street name			Unit no.	Lot/con.
Municipality	Postal code	Plan number/ other description		

B. Individual who reviews and takes responsibility for design activities

Name		Firm		
Street address			Unit no.	Lot/con.
Municipality	Postal code	Province	E-mail	
Telephone number ( )	Fax number ( )		Cell number ( )	

C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]

House	HVAC – House	Building Structural
Small Buildings	Building Services	Plumbing – House
Large Buildings	Detection, Lighting and Power	Plumbing – All Buildings
Complex Buildings	Fire Protection	On-site Sewage Systems

Description of designer's work

D. Declaration of Designer

I _____ declare that (choose one as appropriate):

(print name)

I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4.of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories.

Individual BCIN: _____

Firm BCIN: _____

I review and take responsibility for the design and am qualified in the appropriate category as an "other designer" under subsection 3.2.5.of Division C, of the Building Code.

Individual BCIN: _____

Basis for exemption from registration: _____

The design work is exempt from the registration and qualification requirements of the Building Code.

Basis for exemption from registration and qualification: _____

I certify that:

1. The information contained in this schedule is true to the best of my knowledge.
2. I have submitted this application with the knowledge and consent of the firm.

Date Signature of Designer

NOTE:

1. For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) (c).of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
2. Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.

Schedule 2: Sewage System Installer Information

A. Project Information			
Building number, street name		Unit number	Lot/con.
Municipality	Postal code	Plan number/ other description	

B. Sewage system installer

Is the installer of the sewage system engaged in the business of constructing on-site, installing, repairing, servicing, cleaning or emptying sewage systems, in accordance with Building Code Article 3.3.1.1, Division C?

Yes (Continue to Section C) No (Continue to Section E) Installer unknown at time of application (Continue to Section E)

C. Registered installer information (where answer to B is "Yes")			
Name			BCIN
Street address			Unit number / Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number ( )	Fax ( )		Cell number ( )

D. Qualified supervisor information (where answer to section B is "Yes")	
Name of qualified supervisor(s)	Building Code Identification Number (BCIN)

E. Declaration of Applicant:

I _____ declare that:
(print name)

I am the applicant for the permit to construct the sewage system. If the installer is unknown at time of application, I shall submit a new Schedule 2 prior to construction when the installer is known;

OR

I am the holder of the permit to construct the sewage system, and am submitting a new Schedule 2, now that the installer is known.

I certify that:

1. The information contained in this schedule is true to the best of my knowledge.
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.

Date Signature of applicant

Energy Efficiency Design Summary:
Performance & Other Acceptable Compliance Methods

(Building Code Part 9, Residential)

This form is used by a designer to demonstrate that the energy efficiency design of a house complies with the building code using the Performance or Other Acceptable Compliance Methods described in Subsections 3.1.2. and 3.1.3. of SB-12,

This form must accurately reflect the information contained on the drawings and specifications being submitted. Refer to Supplementary Standard SB-12 for details about building code compliance requirements. Further information about energy efficiency requirements for new buildings is available from the provincial building code website or the municipal building department.

For use by Principal Authority	
Application No:	Model/Certification Number

A. Project Information

Building number, street name		Unit number	Lot/Con
Municipality	Postal code	Reg. Plan number / other description	

B. Compliance Option [indicate the building code compliance option being employed in this house design]

☐ *SB-12 Performance** [SB-12 - 3.1.2.]	* Attach energy performance results using an approved software (see guide)
☐ *ENERGY STAR®** [SB-12 - 3.1.3.]	* Attach Builder Option Package [BOP] form
☐ *R-2000®* *[SB-12 - 3.1.3.]	* Attach R-2000 HOT2000 Report

C. Project Building Design Conditions

Climatic Zone (SB-1):	**Heating Equipment Efficiency**	**Space Heating Fuel Source**
□ Zone 1 (< 5000 degree days)	□ ≥ 92% AFUE	□ Gas □ Propane □ Solid Fuel
□ Zone 2 (≥ 5000 degree days)	□ ≥ 84% < 92% AFUE	□ Oil □ Electric □ Earth Energy
Ratio of Windows, Skylights & Glass (W, S & G) to Wall Area		**Other Building Characteristics**
Area of walls = _____m^2 **or**_____ft^2	W, S & G % = _____	□ Log/Post&Beam □ ICF Above Grade □ ICF Basement □ Slab-on-ground □ Walkout Basement □ Air Conditioning □ Combo Unit □ Air Source Heat Pump (ASHP) □ Ground Source Heat Pump (GSHP)
Area of W, S & G = _____m^2 **or**_____ft^2		
SB-12 Performance Reference Building Design Package indicating the prescriptive package to be compared for compliance		
SB-12 Referenced Building Package (input design package): Package:_____ Table:_____		

D. Building Specifications [provide values and ratings of the energy efficiency components proposed, or attach *ENERGY STAR* BOP form

Building Component	**Minimum RSI / R values or Maximum U-Value(1)**		**Building Component**	**Efficiency Ratings**	
Thermal Insulation	Nominal	Effective	**Windows & Doors** Provide U-Value(1) or ER rating		
Ceiling with Attic Space			Windows/Sliding Glass Doors		
Ceiling without Attic Space			Skylights/Glazed Roofs		
Exposed Floor			**Mechanicals**		
Walls Above Grade			Heating Equip.(AFUE)		
Basement Walls			HRV Efficiency (SRE% at 0°C)		
Slab (all >600mm below grade)			DHW Heater (EF)		
Slab (edge only ≤600mm below grade)			DWHR (CSA B55.1 (min. 42% efficiency))		# Showers___
Slab (all ≤600mm below grade, or heated)			Combined Space / Dom. Water Heating		

(1) U value to be provided in either $W/(m^2 \cdot K)$ or $Btu/(h \cdot ft^2 \cdot F)$ but not both.

E. Performance Design Verification [Subsection 3.1.2. Performance Compliance]

The annual energy consumption using Subsection 3.1.1. SB-12 Reference Building Package is_____GJ (1 GJ =1000MJ)

The annual energy consumption of this house as designed is _____GJ

The software used to simulate the annual energy use of the building is:_____

The building is being designed using an air tightness baseline of:

- ☐ OBC reference ACH, NLA or NLR default values (no depressurization test required)
- ☐ Targeted ACH, NLA or NLR. Depressurization test to meet _____ACH50 or NLR or NLA

- ☐ Reduction of overall thermal performance of the proposed building envelope is not more than 25% of the envelope of the compliance package it is compared against (3.1.2.1.(6)).
- ☐ Standard Operating Conditions Applied (A-3.1.2.1 - 4.6.2)
- ☐ Reduced Operating Conditions for Zero-rated homes Applied (A-3.1.2.1 - 4.6.2.5)

- ☐ On Site Renewable(s): Solar:_____
  Other Types: _____

F. ENERGY STAR or R-2000 Performance Design Verification [Subsection 3.1.3. Other Acceptable Compliance Methods]

- ☐ The NRCan "ENERGY STAR for New Homes Standard Version 12.6 " technical requirements, applied to this building design result in the building performance meeting or exceeding the prescriptive performance requirements of the Supplementary Standard SB12 (A-3.1.3.1).

- ☐ The NRCan,"2012 R-2000 Standard " technical requirements, applied to this building design result in the building performance meeting or exceeding the prescriptive performance requirements of the Supplementary Standard SB12 (A-3.1.3.1).

Performance Energy Modeling Professional

Energy Evaluator/Advisor/Rater/CEM Name and company: Accreditation or Evaluator/Advisor/Rater License #

***ENERGY STAR* or R-2000**

Energy Evaluator/Advisor/Rater/ Name and company: Evaluator/Advisor/Rater License #

G. Designer(s) [name(s) & BCIN(s), if applicable, of person(s) providing information herein to substantiate that design meets the building code]

Qualified Designer: Declaration of designer to have reviewed and take responsibility for the design work.		
Name	BCIN	Signature

Form authorized by OHBA, OBOA, LMCBO. Revised December 1, 2016

Guide to the Energy Efficiency Design Summary Form for Performance & Other Acceptable Compliance Methods

COMPLETING THE FORM

B. Compliance Options

Indicate the compliance option being used.

- *SB-12 Performance* refers to the method of compliance in Subsection 3.1.2. of SB-12. Using this approach the designer must use recognized energy simulation software (such as HOT2000 V10.51 or newer), and submit documents which show that the annual energy use of the proposed building is equal to or less than a prescriptive (referenced) building package.
- *ENERGY STAR* houses must be designed to *ENERGY STAR* requirements and verified on completion by a licensed energy evaluator and/or service organization. The *ENERGY STAR* BOP form must be submitted with the permit documents.
- *R-2000* houses must be designed to the *R-2000 Standard* and verified on completion by a licensed energy evaluator and/or service organization. The HOT2000 report must be submitted with the permit documents.

C. Project Design Conditions

Climatic Zone: The number of degree days for Ontario cities is contained in Supplementary Standard SB-1
Windows, Skylights and Glass Doors: If the ratio of the total gross area of windows, sidelights, skylights, glazing in doors and sliding glass doors to the total gross area of walls is more than 17%, higher efficiency glazing is required. The total area is the sum of all the structural rough openings. Some exceptions apply. Refer to 3.1.1.1. of SB-12 for further details.
Fuel Source and Heating Equipment Efficiency: The fuel source and efficiency of the proposed heating equipment must be specified in order to determine which *SB-12 Prescriptive* compliance package table applies.
Other Building Conditions: These construction conditions affect *SB-12 Prescriptive* compliance requirements.

D. Building Specifications

Thermal Insulation: Indicate the RSI or R-value being proposed where they apply to the house design. Refer to SB-12 for further details.

E. Performance Design Summary

A summary of the performance design applicable only to the *SB-12 Performance* option.

F. ENERGY STAR or R-2000 Performance Method

Design to ENERGY STAR or R-2000 Standards.

G. House Designer

The building code requires designers providing information about whether a building complies with the building code to have a BCIN. Exemptions apply to architects, engineers and owners designing their own house.

BUILDING CODE REQUIREMENTS FOR AIRTIGHTNESS IN NEW HOUSES

All houses must comply with increased air barrier requirements in the building code. Notice of air barrier completion must be provided and an inspection conducted prior to it being covered.
The air leakage rates in Table 3.1.2.1. are not requirements. The Table is not intended to require or suggest that the building meet those airtightness targets. They are provided only as default or reference values for the purpose of annual energy simulations, should the builder/owner decide to perform such simulations. They are given in three different metrics; ACH, NLA, NLR. Any one of them can be used. They can be used as a default values for both a reference and proposed building or, where an air leakage test is conducted and credit for airtightness is claimed, the airtightness values in Table 3.1.2.1. can be used for the reference building and the actual leakage rates obtained from the air leakage test can be used as inputs for the proposed building.

OBC Reference Default Air Leakage Rates (Table 3.1.2.1.)

Detached dwelling	3.0 ACH50	NLA 2.12 cm^2/m^2	NLR 1.32 $L/s/m^2$
Attached dwelling	3.5 ACH50	NLA 2.27 cm^2/m^2	NLR 1.44 $L/s/m^2$

The building code requires that a blower door test be conducted to verify the air tightness of the house during construction if the *SB-12 Performance* option is used and an air tightness of less than 3.0 ACH @ 50 Pa (or NLA or NLR equivalent) in the case of detached houses, or 3.5 ACH @ 50 Pa (or NLA or NLR equivalent) in the case of attached houses is necessary to meet the required energy efficiency standard.

ENERGY EFFICIENCY LABELING FOR NEW HOUSES

ENERGY STAR and R-2000 may issue labels for new homes constructed under their energy efficiency programs. The building code does not currently regulate or require new home labeling.

Energy Efficiency Design Summary: Prescriptive Method

(Building Code Part 9, Residential)

This form is used by a designer to demonstrate that the energy efficiency design of a house complies with the building code using the prescriptive method described in Subsection 3.1.1. of SB-12. This form is applicable where the ratio of gross area of windows/sidelights/skylights/glazing in doors and sliding glass doors to the gross area of peripheral walls is not more than 22%.

For use by Principal Authority	
Application No:	Model/Certification Number

A. Project Information

Building number, street name		Unit number	Lot/Con
Municipality	Postal code	Reg. Plan number / other description	

B. Prescriptive Compliance [indicate the building code compliance package being employed in this house design]

SB-12 Prescriptive (input design package): Package: _____ Table:_____

C. Project Design Conditions

Climatic Zone (SB-1):	**Heating Equipment Efficiency**	**Space Heating Fuel Source**		
□ Zone 1 (< 5000 degree days)	□ ≥ 92% AFUE	□ Gas	□ Propane	□ Solid Fuel
□ Zone 2 (≥ 5000 degree days)	□ ≥ 84% < 92% AFUE	□ Oil	□ Electric	□ Earth Energy

Ratio of Windows, Skylights & Glass (W, S & G) to Wall Area		**Other Building Characteristics**
Area of walls = _____m^2 **or**_____ft^2	W, S & G % = _____	□ Log/Post&Beam □ ICF Above Grade □ ICF Basement □ Slab-on-ground □ Walkout Basement □ Air Conditioning □ Combo Unit □ Air Sourced Heat Pump (ASHP) □ Ground Sourced Heat Pump (GSHP)
Area of W, S & G = _____m^2 **or**_____ft^2	Utilize window averaging: □Yes □No	

D. Building Specifications [provide values and ratings of the energy efficiency components proposed]

Energy Efficiency Substitutions		
□ ICF (3.1.1.2.(5) & (6) / 3.1.1.3.(5) & (6))		
□ Combined space heating and domestic water heating systems (3.1.1.2.(7) / 3.1.1.3.(7))		
□ Airtightness substitution(s)		
Airtightness test required (Refer to Design Guide Attached)	□ Table 3.1.1.4.B Required:_____	Permitted Substitution:_____
	□ Table 3.1.1.4.C Required:_____	Permitted Substitution:_____
	Required:_____	Permitted Substitution:_____

Building Component	**Minimum RSI / R values or Maximum U-Value(1)**		**Building Component**	**Efficiency Ratings**	
Thermal Insulation	Nominal	Effective	**Windows & Doors** Provide U-Value(1) or ER rating		
Ceiling with Attic Space			Windows/Sliding Glass Doors		
Ceiling without Attic Space			Skylights/Glazed Roofs		
Exposed Floor			**Mechanicals**		
Walls Above Grade			Heating Equip.(AFUE)		
Basement Walls			HRV Efficiency (SRE% at 0° C)		
Slab (all >600mm below grade)			DHW Heater (EF)		
Slab (edge only ≤600mm below grade)			DWHR (CSA B55.1 (min. 42% efficiency))		# Showers___
Slab (all ≤600mm below grade, or heated)			Combined Heating System		

(1) U value to be provided in either W/(m^2•K) or Btu/(h•ft^2•F) but not both.

E. Designer(s) [name(s) & BCIN(s), if applicable, of person(s) providing information herein to substantiate that design meets the building code]

Qualified Designer Declaration of designer to have reviewed and take responsibility for the design work.		
Name	BCIN	Signature

Guide to the Prescriptive Energy Efficiency Design Summary Form

This form must accurately reflect the information contained on the drawings and specifications being submitted. Refer to Supplementary Standard SB-12 for details about building code compliance requirements. Further information about energy efficiency requirements for new buildings is available from the provincial building code website or the municipal building department.

The building code permits a house designer to use one of four energy efficiency compliance options:

1. Comply with the *SB-12 Prescriptive* design tables (this form is for this option (Option 1)),
2. Use the *SB-12 Performance* compliance method, and model the design against the prescriptive standards,
3. Design to *Energy Star, or*
4. Design to *R2000* standards.

COMPLETING THE FORM

B. Compliance Options

Indicate the compliance option being used.

- *SB-12 Prescriptive* requires that the building conforms to a package of thermal insulation, window and mechanical system efficiency requirements set out in Subsection 3.1.1. of SB-12. Energy efficiency design modeling and testing of the building is not required under this option. Certain substitutions are permitted. In which case, the applicable airtightness targets in Table 3.1.1.4.A must be met.

C. Project Design Conditions

Climatic Zone: The number of degree days for Ontario cities is contained in Supplementary Standard SB-1
Windows, Skylights and Glass Doors: If the ratio of the total gross area of windows, sidelights, skylights, glazing in doors and sliding glass doors to the total gross area of walls is more than 17%, higher efficiency glazing is required. If the ratio is more than 22%, the *SB-12 Prescriptive* option may not be used. The total area is the sum of all the structural rough openings. Some exceptions apply. Refer to 3.1.1.1. of SB-12 for further details.
Fuel Source and Heating Equipment Efficiency: The fuel source and efficiency of the proposed heating equipment must be specified in order to determine which *SB-12 Prescriptive* compliance package table applies.
Other Building Conditions: These construction conditions affect *SB-12 Prescriptive* compliance requirements.

D. Building Specifications

Thermal Insulation: Indicate the RSI or R-value being proposed where they apply to the house design. Under the *SB-12 Prescriptive* option, alternative ICF wall insulation is permitted in certain conditions where other design elements meet higher standards. Refer to SB-12 for further details. Where effective insulation values are being used, the Authority Having Jurisdiction may require supporting documentation.

BUILDING CODE REQUIREMENTS FOR AIRTIGHTNESS IN NEW HOUSES

All houses must comply with increased air barrier requirements in the building code. Notice of air barrier completion must be provided and an inspection conducted prior to it being covered.

The air leakage rates in Table 3.1.1.4.A are not requirements. This provision is a voluntary provision for when credits for airtightness are claimed. Credit for air tightness allows the designer to substitute the requirements of compliance packages as set out in Table 3.1.1.4.B or 3.1.1.4.C. Neither the air leakage test nor compliance with airtightness targets given in Table 3.1.1.4.A are required, unless credit for airtightness is claimed. Table 3.1.1.4.A provides airtightness targets in three different metrics; ACH, NLA, NLR. Any one of them can be used.

OBC Reference Default Air Leakage Rates (Table 3.1.1.4.A)

Building Type	Airtightness Targets				
	ACH @ 50 Pa	NLA @ 10 Pa		NLR @ 50 Pa	
Detached dwelling	2.5	1.26 cm^2/m^2	1.81 $in^2/100ft^2$	0.93 $L/s/m^2$	0.18 $cfm50/ft^2$
Attached dwelling	3.0	2.12 cm^2/m^2	3.06 $in^2/100ft^2$	1.32 $L/s/m^2$	0.26 $cfm50/ft^2$

The building code requires that a blower door test be conducted to verify the air tightness of the house during construction if the *SB-12 Prescriptive* option with airtightness credit being applied. Results of the airtightness test may need to be submitted to the Authority Having Jurisdiction. Airtightness of less than 2.5 ACH @ 50 Pa (or NLA or NLR equivalent) in the case of detached houses, or 3.0 ACH @ 50 Pa (or NLA or NLR equivalent) in the case of attached houses is necessary to meet the required energy efficiency standard.

E. House Designer

The building code requires designers providing information about whether a building complies with the building code to have a BCIN. Exemptions apply to architects, engineers and owners designing their own house.