



THE CORPORATION OF THE CITY OF SARNIA
Planning and Building Department
255 Christina Street N. PO Box 3018
Sarnia ON Canada N7T 7N2
519-332-0330 (phone) 519-332-3995 (fax)
519-332-2664 (TTY)
building@sarnia.ca

HVAC DESIGN REQUIREMENTS

Part 9 Residential- Singles, Semis, Duplexes, Triplexes, and Townhouses – **New construction**

At application:

- 1 set of Complete Heat Loss/ Gain Calculations.
- 1 set of Complete Duct Design Calculations.
- 1 set of Duct Layout Drawings.
- 1 completed Residential Mechanical Ventilation Design Summary

Note: All above submissions must be provided by a designer with BCIN # and "HVAC-House" Ministry of Municipal Affairs and Housing qualification and completed "Schedule 1: Designer Information" form

At occupancy inspection:

- HRV (if installed) must be balanced and tagged.
- Furnace must be tagged by installer.

Part 9 Residential- Singles, Semis, Duplexes, Triplexes, and Townhouses – **Additions and Renovations**

Complete Renovation (gut):

- Same requirements as new construction noted above.
- HVAC rough-in inspection required.

Renovation and/or addition which included furnace replacement:

- Same requirements as new construction.
- HVAC rough-in inspection required.

Renovation and/or addition where gross floor area does not increase by >10% and existing HVAC system to remain:

- No mechanical information required with application.
- HVAC rough-in inspection required.

Other Part 9 Buildings

- HVAC drawings showing layouts within suites and all common areas (2 sets) required at time of application.
- HVAC inspection required by City inspector prior to concealing any portions of HVAC system.
- A certification letter from the designer will be required prior to the occupancy inspection.

Note: All above submissions must be provided by a designer with BCIN # and "Building Services" Ministry of Municipal Affairs and Housing qualification and completed "Schedule 1: Designer Information" form

Buildings Requiring Design and Review as per OBC 2012 Div. C 1.2.

- HVAC drawings are required at the time of permit application (2 sets stamped by Professional Engineer qualified in the province of Ontario)
- Field review and inspection required by City inspector and the responsible Mechanical Engineer.

ELECTRICAL DESIGN REQUIREMENTS

Part 9 Residential- Singles, Semis, Duplexes, Triplexes, and Townhouses – New, Renovations, and Additions

- No electrical drawings required.
- ESA sign off required prior to occupancy inspection.

Other Part 9 Buildings

- Drawings showing emergency lighting, exit signs, fire alarms, etc. are required at time of application (2 sets).
- ESA sign off required prior to occupancy inspection.

Note: All above submissions must be provided by a designer with BCIN # and "Small Buildings" Ministry of Municipal Affairs and Housing qualification and completed "Schedule 1: Designer Information" form

Buildings Requiring Design and Review as per OBC 2012 Div. C 1.2.

- Electrical Drawings required for entire building (2 sets stamped by Professional Engineer qualified in the province of Ontario)
- ESA sign off and certification from the responsible Professional Engineer.