



Solar Domestic Hot Water System Permit Guide

Building Permit Requirements

All application forms, drawings, and related documents shall be submitted electronically in PDF format to build@thebluemountains.ca or by using our secure [ShareFile](#) system. Please refer to our [Electronic Submission Requirements Document](#)

Required Application Forms

1. [Building Permit Application](#)
2. [Commitment to General Review Form](#)
3. [Owner's Authorization Form](#) (Required if Applicant is not the Owner)

Required Drawings and Information

4. Include system components specifications, installation loading & attachment details, plumbing schematic and backflow prevention devices
5. A Professional Engineer licensed in Ontario shall certify the proposed non-packaged Solar Domestic Hot Water (SDHW) system conforms to the intent of CSA International Technology Information Letter (TIL) MSE-45 as amended. Also with the referenced standards applicable to SDHW components listed in Table 1 of the TIL, and with the intent of the requirements for SDHW Systems in the Ontario Building Code. Application documents shall include a statement of compliance to the above.
6. Packaged SDHW systems in possession of a Certificate of Compliance from CSA International in accordance to TIL MSE-45 and CSA F379.7-88 SDHW Systems (Liquid to Liquid Heat Transfer) shall be exempt from the above

Fees and Charges

7. Building Permit Fee \$100.00

Installation Requirements

8. Installation of the system shall be undertaken by a qualified installer certified by the [Canadian Solar Energy Industry Association](#). As an interim measure to obtaining installer certification from CANSia the installation shall comply with "good engineering practice" as noted below.
9. Compliance of the installation to "good engineering practice" shall be confirmed by a professional engineer licensed in the Province of Ontario.

Next Steps

Submit complete application including supporting documentation, electronically to build@thebluemountains.ca. Application is reviewed for completeness and compliance with the Ontario Building Code and Applicable Law. Application review comments are provided during review to identify any outstanding requirements and to summarize permit fees. Permit will be issued when review is complete and all fees are paid. Construction begins and inspections may be scheduled. Building Inspector checks major phases of construction until Occupancy and/or Final are complete.

Incomplete permit applications will delay permit processing time. Construction shall not start until permit has been issued.