

Energy Efficiency Design Summary (for Part 9 non-residential buildings)



Project Address: _____

Application number: _____

Designer's Name: _____

Designer's Signature: _____

This form and the documentation summarized in the table below must be submitted with the permit application for new Part 9 non-residential buildings and additions. In order to use this compliance option, the building must meet the following conditions:

- Is within the scope of Part 9
- Only contains a non-residential occupancy
- Uses a heating system other than electric space heating
- Is intended for occupancy on a continuing basis during the winter months
- Fenestration to wall ratio is less than or equal to 40%
- Ratio of the gross skylight areas to gross ceiling area is less than or equal to 3%

Note: If any of these conditions are not met, the building must use one of the compliance paths outlined in MMAH Supplementary Standard SB-10, Division 3, Chapter 1, Article 1.1.2.1. In addition, permit applications for these buildings must submit the Energy Efficiency Design Summary - Part 3 Buildings form.

For projects that meet these conditions, all forms are to be completed and signed by the individual(s) who reviews and takes responsibility for the energy efficiency aspects of this project.

Table 1: Required documentation

Required documentation ¹	Submission format ²
Air barrier section and detail drawings	Electronic

¹ Part 12 and MMA Supplementary Standard SB-10 (December 22, 2016) outline the compliance path options for Part 9 non-residential building permit applications.

² All documents must include the permit application number and project address. Electronic copies of documentation must be uploaded using the Building Services [online portal](#) at the time of initial permit application. Please provide files as PDFs.

Required documentation ¹	Submission format ²
Energy Efficiency Compliance Checklist Part 9 Non Residential Buildings Forms ³ Heat loss/gain calculations Ventilation rate calculations Interior and exterior lighting power density calculations	Electronic

If the building is exempt from the energy efficiency requirements of Part 12 and MMAH Supplementary Standard SB-10, please describe the reason and provide the relevant Ontario Building Code reference (see document Buildings Exempt from Compliance with Supplementary Standard SB-10):

Collection of Personal Information

Personal information is being collected and will be used for the purposes of confirming Ontario Building Code requirements have been met and to communicate with designer.

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.

If you have questions about the collection, use or disclosure of this personal information please call 519.822.1260 extension 2349 or email privacy@guelph.ca.

Alternate formats of this document are available as per the Accessibility for Ontarians with Disabilities Act by contacting Building Services at 519-837-5615 or email building@guelph.ca.

³ The MMA SB-10 compliance checklist forms are available for download from ["Build Right Ontario"](#)