



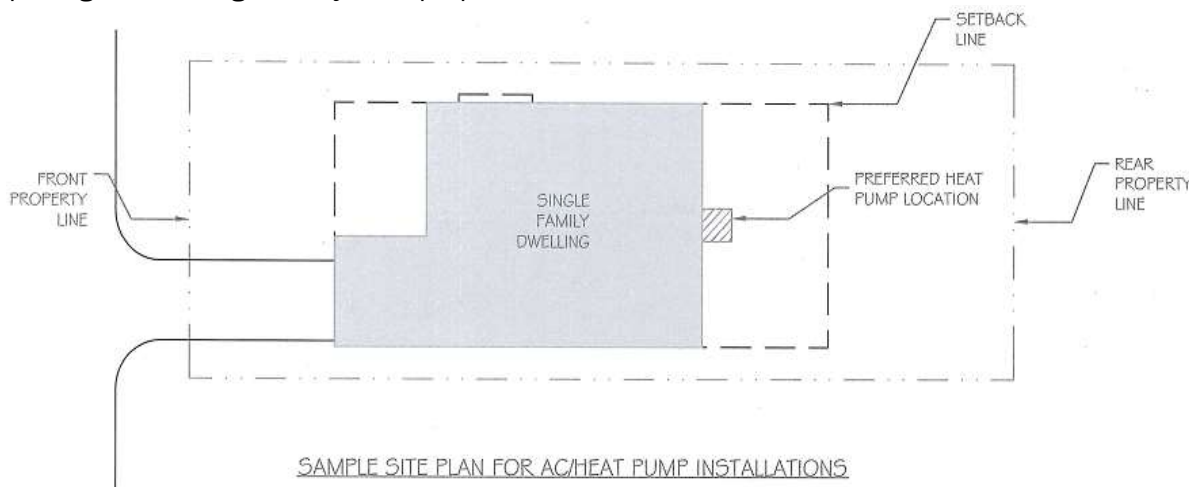
Applications for these units must include a site plan indicating the proposed location of the unit, along with an electrical permit application from either a licenced electrical contractor or the registered homeowner. Heat pumps being installed in conjunction with a new high efficiency furnace or generators powered by natural gas require an additional gas permit from a licenced gas fitter. Any inspections conducted prior to permit issuance or application – to determine appropriate location – will require the current fee for a ‘special inspection’ to be paid – per inspector (Elec., Gas, Bldg.) – prior to the inspection. Please also see the “Back-up Generator Installation Guide” on our web site.

These units are **NOT** to be installed in side yards between houses. The preferred location is at the center rear or front yard of the dwelling it serves. Siting exceptions may be considered for installations on acreage, corner lots (where the unit is proposed on the exterior side yard), or interior side yards abutting dedicated park provided there is at least twice the minimum required setback to property lines.

These units are to be inspected on the same day the electrical contractor installs the electrical equipment to ensure that:

1. Work is being done by a licenced electrical contractor (if applicant is not the registered home owner),
2. Access will be available to the installation both interior and exterior,
3. The unit is installed in an acceptable location,
4. The unit will not be energized prior to approval from the inspections department,
5. Sound testing can be done to verify the output levels of AC & heat pump units are in compliance with current court rulings.

Condensation from heat pumps must be directed away from paths of travel where freezing could cause a slipping hazard. Exhaust from generators must be directed away from all openings in the dwelling and those openings in dwellings on adjacent properties.



SAMPLE SITE PLAN FOR AC/HEAT PUMP INSTALLATIONS

**NOTE: Installations without a permit will be subject to double permit fees.**

"This information is provided for convenience only and is not a substitution of applicable City Bylaws, Provincial or Federal Codes or Laws. You must satisfy yourself that any existing or proposed construction or other works complies with such Bylaws, Codes or other laws."