

Guidelines for Commercial Temporary Heat and Inspections

The builder and contractor guidelines provide an overview of what is required to request Commercial Temporary Heat or Commercial Inspection Before Occupancy. You will learn about

- Guidelines to request Commercial Temporary Heat
- Guidelines for Inspections Before Occupancy
- Checklist for Commercial Temporary Heat and Inspections Before Occupancy
- Frequently Asked Questions
- Contact information and links

Guidelines to request Commercial Temporary Heat

Commercial Temporary Heat is used to activate a new service to be used for space heating in an unoccupied commercial building that is under construction or major renovation. Builders must request activation of a meter set or sales station from Enbridge Gas Distribution to use appliances for commercial temporary heat. An Enbridge technician will visit the site to assess the safety of the connected equipment to determine if it meets applicable codes, standards, and requirements as listed in the checklist below.

All Temporary Heat Inspections are a minimum \$70 +HST (1/2 hr) charge to the account holder and \$140 per hour charged if more than one hour required.

How to get temporary heat in your building?

Complete an appointment request for Commercial Temporary Heat (a minimum of 4 business days prior to the requested appointment date).

Enbridge will only activate appliances that are approved for construction or temporary heat use; as indicated in the manufacturer's installation instruction(s). Appliances not indicating that they are approved will not be activated unless the manufacturer provides documentation stating otherwise.

Guidelines for Commercial Inspection Before Occupancy

Commercial Inspection Before Occupancy are required for commercial, industrial, institutional, and/or multi suite residential premises connecting to natural gas for the first time. Commercial Inspection Before Occupancy must be conducted on all natural gas equipment prior to being put into use.

Depending on your premises, Enbridge Gas will either visit your site once for inspection or you may require multiple visits.

- **One visit required**

Conducted at premises where all gas equipment intended to be installed is ready for inspection(s) and activation at time of scheduled appointment(s) (i.e. small commercial businesses, restaurants, superstores).

Note: Where all gas equipment is installed but cannot be inspected in one site visit due to start-up technician scheduling, or volume of gas equipment installed, are also included in this inspection, provided that all intended gas equipment on site is ready for activation at time of appointment request, and consecutive appointments are arranged.

There is no charge to the account holder.

- **Multiple visits required**

Conducted at premises where all gas equipment intended to be installed are not-ready for inspection(s) at time of scheduled appointment(s) due to the complexity and size of the project (i.e. large commercial establishments, high rise buildings and condominiums, large shopping centers, industrial establishments, multi-suite residential complexes, and multi-building campuses).

This type of inspection requires coordination and planning by both the builder and HVAC/R Mechanical Contractor to ensure that all gas equipment is inspected by Enbridge by the time of project completion and occupancy.

This inspection is only performed in special circumstances and where approval by Enbridge has been provided during a pre-inspection of the site.

Charged on an hourly basis to the account holder (\$140/ hr +HST) excluding the last inspection required to complete the entire set of inspections for the premises prior to occupancy. The last inspection is at no charge to the account holder.

How to request an inspection?

- Complete an appointment request for Commercial Initial Installation Inspection with a minimum of 4 business days prior to the requested appointment date.
- An inspection will be scheduled to assess the site and installation to determine if it meets the criteria for activation.
- Once an appliance successfully passes an initial installation inspection, it can be used, but other gas appliances in the building cannot be used at that time until they successfully pass the inspection.

Process for field variances and approvals

If gas equipment is not certified by a standards testing agency, only the TSSA has the right to grant a field approval that allows the installation of gas equipment subject to the results of an inspection.

In addition, should there be a need to install gas equipment that does not conform to the Natural Gas and Propane Installation Code, CSA B149.1, the TSSA must grant a variance in order for the installation.

Important to remember:

- The builder and HVAC/R Mechanical Contractor is responsible for field approval and variances.
- Enbridge is only permitted to approve an inspection if a variance has been approved by the TSSA.
- Ensure an approval has been received prior to requesting an appointment for inspection.

Process for commissioning forms

Once Enbridge Gas turns on the gas for your equipment, the HVAC/R Mechanical Contractor technicians are required to complete a final set-up and commission the gas equipment to ensure it's working effectively. Enbridge Gas will only activate gas to the appliance and check for safety.

Regulatory Requirements for Inspections

Enbridge Gas is required to conduct regulatory inspections on all new service activations (Ontario Regulation 212/01, section 7).

Important requirements to remember:

- When a building is connected to a supply of gas for the first time, an appliance cannot be put into use until Enbridge Gas has inspected the installation of the appliance and is satisfied that the installation and use of the appliance are in compliance with Ontario Regulations and all local code requirements.
- Enbridge must inspect all gas equipment before the building is occupied. All Natural Gas Equipment and components must be installed and operated in accordance with Ontario Regulations and all local code requirements. At no time shall a piece of equipment be put into use, without first being inspected.

You are required:

- During Temporary Heat or Initial Installation Inspections builders and contractors must notify Enbridge Gas of the scope of work, timing, and any subsequent changes in order to fulfil our legal duty. Failure to do so may result in revocation of service, and reporting to TSSA, etc.
- Ensure that when planning your project, and/or scheduling your inspection(s) and activation that these regulatory requirements will be managed through the lifecycle of the project until completion.

Checklist for Commercial Temporary Heat and Inspections

Avoid any delays and be prepared by using this checklist to help ensure your site is ready for inspection and activation before you schedule an appointment for inspection or temporary heat.

Overall Project Site Requirements

Enbridge Gas has completed the installation of the new gas service and meter or station.

Meter or sales station is protected from damage and is accessible during the construction process.

Safe access is provided to and from the construction site, throughout the building, and to all gas appliances, piping and equipment. Safe access should be provided and maintained in accordance to Ontario regulation.

Requirements for Temporary Heat (if required)

Building is under construction and will continue to remain unoccupied during temporary heat use.

Appliance(s) are approved for use in a building or structure under construction; as indicated in the manufacturer's installation instruction(s). Note: Appliances not indicating that they are approved will not be activated unless the manufacturer provides documentation stating otherwise.

Site provides safe and adequate operating conditions for the appliance(s) being activated.

Appliance(s) being inspected and/or activated for temporary heat are installed and connected to the gas supply piping and/or tubing

Supply piping and tubing is installed in accordance with all code requirements (i.e. CSA B149.1), all ends or branch points are safely terminated and/or capped.

Appliances not being inspected or used for temporary heat are deactivated, disconnected and/or turned off at the manual shut off valve.

Note: Appliances connected to the supply piping and tubing will be leak tested along with any temporary heat equipment. These appliances must be left de-energized and not placed into use until inspections are conducted.

Requirements for Commercial Inspection Before Occupancy (one visit required)

All natural gas equipment as indicated on the commercial gas application is installed, and ready for inspection(s) and activation.

All gas equipment and appliances are installed as per manufacturer's certified instructions and all applicable code requirements and are ready for inspection

Required TSSA Variances and/or Field Approvals have been secured and are on site for review.

External regulator room is accessible, completed, and approved by EGD (where applicable).

Licensed mechanical contractor has been contacted and start-up technicians are available as required.

Requirements for Commercial Inspection Before Occupancy (multiple visits required)

In addition to Requirements for Commercial Inspection Before Occupancy outlined above

Complete a site visit and pre-inspection prior to the request for inspection. Ensure that representation of the overall project and HVAC/r contractor is on site for review.

Provisions have been put into place to ensure that all gas equipment and installation will be inspected prior to being put into use, and that Enbridge Gas will be notified when additional inspections are required, prior to project completion.

Schedule and track required/tentative future inspection dates

Final Walkthrough

Verify that all gas equipment on site as listed on the commercial gas application has been inspected in accordance manufacturer guidelines, Ontario regulation and Enbridge Gas Inspection Before Occupancy.

Verify that your mechanical contractor has performed all necessary commissioning of equipment in accordance with manufacturers requirements

Frequently Asked Questions

Q

I will be using more than one HVAC/R Mechanical contractor for my project. Who is responsible for Temporary Heat and/or Inspection requirements?

A

In most cases the applicant (i.e. builder, general contractor) is the one who will be responsible for meeting the requirements. You should notify Enbridge Gas if there is a change of contacts.

Q

If my gas is being supplied by a large gas meter not a sales station, do I need more than one visit to inspect the equipment?

A

Yes. Contact Builder Services to discuss your requirements.

Q

If I am a builder that is only providing base heat, and the tenant will fit up additional gas equipment, am I obligated to ensure all future gas equipment is inspected?

A

Yes. All equipment that is indicated on the gas application as intended to be installed must be inspected prior to being put into use.

Q

If I am a builder or contractor that is only providing base heat, and another contractor is performing the fit-up of additional equipment which is indicated on the gas application. How do I request inspection(s)?

A

Ensure that the builder and/or tenant are aware that future inspections are required on the additional equipment, and request an inspection.

Q

Should I contact Enbridge Gas for Commercial Inspection Before Occupancy on equipment that is not intended to be installed at time of occupancy, and will possibly be installed at a later date (i.e. future equipment)?

A

No. However if you are increasing load (btu/h) on the service, contact Enbridge Gas to ensure that the meter and service are sized correctly.

Q

Our site will have buildings with multiple units, do we require inspections?

A

Yes. This applies to buildings with offices or residential units, which for this case are considered commercial. All connected gas equipment must be inspected as per Ontario Regulation. This includes equipment for common areas and each individual unit.

Q

Do I still require a pre-inspection and walk through if all intended gas equipment is installed and the site is ready for Inspections (Enbridge inspection before the premise is occupied)?

A

No. Inspections requiring one visit must have all intended gas equipment installed and ready for activation.

Q

If the schedule and scope of my project changes, can I change the type of inspection that is required?

A

Yes, however you will still need to notify Enbridge Gas and a planned site visit will be required to ensure that all requirements are in place.

Q

We have made changes to our mechanical system and gas equipment during construction; do I need to notify Enbridge Gas?

A

Yes. We need to know what equipment has been added or removed and determine if there is a load change and also conduct a re-inspection of the system.

Q

What if the inspections are not completed prior to building occupancy?

A

It is the responsibility of the project stakeholders to ensure all gas appliances are installed and inspected by Enbridge Gas prior to building occupancy as required under Ontario Regulation 212/01, Section 7. Failure to do so may result in service deactivation, loss of privilege, and/or reported to the authority having jurisdiction (TSSA).

Contact Information

Meter activation and inspections (7" wc ± 1" wc)

Tel: 1-866-787-8566 commercial.services@enbridge.com

Request appointments using the online form at www.buildwithgas.com

Sales Station activation and inspections 14 kPa (>=2PSI), 34 kPa

GTA, Simcoe & Central Region 416-495-5195	Ottawa & Eastern Region 613-747-4076 or 1-800-267-3616 ext 4076	Niagara Region 905-641-4893 or 1-800-461-0998 ext 4893
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