



## Backflow Prevention Devices

### Building Permit Application Checklist:

This document summarizes the minimum required information to be submitted in accordance with the Building Code Act and the City of Burlington's Building Permit By-Law for a complete building permit application. **Incomplete applications will not be accepted.** However, should it be determined that additional documents and/or approvals are required during the processing of this application, you will be notified.

Refer to the [Electronic Building Permit Application Submission and Resubmission Standards](#) for digital drawings and documentation submission requirements. Submissions that do not meet these criteria will be refused.

### Pre-Approval:

- For external plumbing extending above grade, a consolidated Pre-Permit Approval Certificate may be required – Contact Community Planning and Zoning – [planning@burlington.ca](mailto:planning@burlington.ca)
- Survey or letter stating the use of the waterline being protected and hazard being designed for – Contact the Region of Halton – [backflow@halton.ca](mailto:backflow@halton.ca)

### Permit Fees:

- Refer to current Building Permit By-Law for [Fee Schedule](#) or contact a Building staff at [buildingpermits@burlington.ca](mailto:buildingpermits@burlington.ca)

### Completed Forms and Documents:

- Completed Provincial Application form for a Permit to Construct or Demolish.

### Construction Documents

Maximum digital paper size is 36"x48" (914mmx1219mm): All drawings shall be to scale, dimensioned and provide sufficient information that describes the full extent of proposed work.

- Site/Floor Plan: Show the backflow preventer location in the plumbing or fire protection system.
- Schematic or Riser Drawing with the following information:
  - Backflow preventer in the plumbing system including associated piping, expansion tank, strainer, and existing equipment (water meter).
  - Backflow preventer in the sprinkler riser (if applicable).
  - Calculations: Hydraulic calculations for fire protection system including the backflow preventer (if applicable).
  - Specifications: Backflow preventer data sheets including the make, model and type of device.

**Building Permit Issuance:**

Prior to issuance of a building permit, the applicant will be contacted upon completion of the plans review and advised of any outstanding fees, such as Parkland Dedication Charges, Development Charges, Community Benefits Charges, and/or any other applicable fees in the City of Burlington's Building Permit By-law.

Permits shall be released to the owner or applicant. The Building Department will release permits to other parties only where written authorization has been received from the property owner or the applicant.

Refer to [Applying for a Building Permit](#) on the City of Burlington website, for more information.

Building Department  
[buildingpermits@burlington.ca](mailto:buildingpermits@burlington.ca)  
905-335-7731