

GENERAL REVIEW/COMMITMENT CERTIFICATE (Architect/Professional Engineer)

Permit Application No: _____ Date: _____

Project Location (address): _____

This is to Certify that: _____
Name of Architect/Professional Engineer or Company (PLEASE PRINT)

is retained to undertake, as described in Div C – Subsection 1.2.2. of the Ontario Building Code and in respect of the designated permit application number, the general review of the construction (or demolition) of the building in accordance with, if an architect, the performance standards of the Ontario Association of Architects (Section 50 of Ontario Regulation 27) or, if a professional engineer, the performance standards of the Association of Professional Engineers of Ontario (Ontario Regulation 260/08 - Performance Standards), to determine whether the construction (or demolition) is in general conformity with the plans, sketches, drawings, graphic representations, specifications and other documents that are prepared by an architect, professional engineer or both and that form the basis for the issuance of building permit or any changes thereto authorized by the Chief Building Official.

INDICATE BY A CHECKMARK (✓) THE DISCIPLINES FOR WHICH THE ABOVE MENTIONED RESPONSIBILITIES ARE BEING ASSUMED:

ARCHITECTURAL STRUCTURAL MECHANICAL ELECTRICAL
 FIRE PROTECTION PLUMBING DEMOLITION _____

If an architect, indicate by checkmark (✓) if engaged as prime consultant to co-ordinate the general review of all designated disciplines

Signature of Architect or Professional Engineer: _____

Print Signee's Name: _____

Title or Position: _____

Company: _____

Certificate of Authorization No. (APEO)
Certificate of Practice No. (OAA): _____ Tel: _____ Fax: _____

Address: _____ email: _____

Postal Code: _____

Notes:

1. The owner, being the person who intends to construct (or demolish) or have a building constructed (or demolished), has agreed in a Letter of Understanding to the Chief Building Official to have each of the retained architect(s) and professional engineer(s) complete, properly authorize and return to the Building Department, the General Review Commitment Certificate(s) prior and as a condition precedent to permit issuance and authorizes the retained architect(s) and professional engineer(s) to forward directly to the Chief Building Official, forthwith upon their completion, all written reports arising out of the required general review undertaken pursuant to Div C - Subsection 1.2.2. of Ontario Regulation 350/06, by the retained architect(s) and/or professional engineer(s).
2. Div C - Sentence 1.2.2.1.(3) of the Ontario Building Code provides that" ...The *architect, professional engineer* or both who have been retained to undertake the general review of the construction of a building, shall forward copies of written reports arising out of the general review to the Chief Building Official or registered code agency, as the case may be."
3. Performance standards for the general review of the construction, enlargement, alteration and/or demolition of a building by an architect or professional engineer can be found under the respective Ontario regulation(s) made under the Architects Act (Section 50, Ontario Regulation 27) or the Professional Engineers Act. (Ontario Regulation 260/08 – Performance Standards)

**SECTION 50, REVISED REGULATIONS OF ONTARIO 1990,
REGULATION 27
MADE UNDER THE ARCHITECTS ACT:**

(Excerpt,...for information only. Refer to current regulation for full scope)

50. The following are prescribed as performance standards with respect to the general review of the construction, enlargement or alteration of a building by a member or holder as provided for in the building code:

1. The member or holder, with respect to the matters that are governed by the building code, shall,
 - i. make periodic visits to the site to determine whether the work is in general conformity with the design documents that were prepared by a member or holder,
 - ii. inform the client and contractor in writing as to the progress and quality of the work and as to any part of the work that the member or holder has observed during the visits to the site not to be in conformity with the design documents,
 - iii. review all changes to the design documents to determine whether the changes conform to the building code,
 - iv. review and comment on shop drawings and samples for general conformity with the design concept of the work, and
 - v. if the member or holder is specifically engaged to co-ordinate the general review of the professional engineers and reports of the inspection and testing companies, co-ordinate the general review of the professional engineers and the reports of the inspection and testing companies that pertain directly to the work being reviewed and arrange for the distribution of such reports to the client and the contractor, or
 - vi. if the member or holder is not engaged to perform any or all of the services listed in subparagraph v, co-operate with the professional engineer responsible for the co-ordination of the general review in order to assist the professional engineer in the carrying out of the functions described in that subparagraph.
2. In paragraph 1, “design document” means a design or other document which formed the basis for the issuance of a building permit and includes all changes thereto that were authorized by the chief building official as defined in the *Building Code Act, 1992*. R.R.O. 1990, Reg. 27, s. 50; O. Reg. 44/05, s. 9; O. Reg. 144/05, s. 4.

**ONTARIO REGULATION 260/08,
PROFESSIONAL ENGINEERS ACT
PERFORMANCE STANDARDS**

(Excerpt,...for information only. Refer to current regulation for full scope)

Construction of a building

2. (1) In this section, ...

(2) The following are prescribed as performance standards with respect to the general review of the construction of a building by a professional engineer as provided for in the building code:

1. The professional engineer, with respect to the matters that are governed by the building code, shall,
 - i. make periodic visits to the construction site to determine, on a rational sampling basis, whether the work is in general conformity with the plans and specifications for the building,
 - ii. record deficiencies found during site visits and provide the client, the contractor and the owner with written reports of the deficiencies and the actions that must be taken to rectify the deficiencies,

**ONTARIO REGULATION 260/08
PROFESSIONAL ENGINEERS ACT
PERFORMANCE STANDARDS (excerpt, cont...)**

- iii. review the reports of independent inspection and testing companies called for in the plans and specifications and which pertain directly to the work being reviewed,
 - iv. interpret plans and specifications in writing when requested to do so by the client, the contractor or the owner, and
 - v. review shop drawings and samples submitted by the contractor for consistency with the intent of the plans and specifications.
2. The professional engineer may delegate one or more of the functions or requirements described in paragraph 1 to another person if it is consistent with prudent engineering practice to do so and the functions or requirements are performed under the supervision of the professional engineer.

Note: In this section, “plans and specifications” means a plan or other document which formed the basis for the issuance of a building permit and includes any changes to the plan or other document that are authorized by the chief building official as defined in the *Building Code Act, 1992*.

Demolition

3. (1) In this section,

(2) The following are prescribed as performance standards with respect to the general review of the demolition of a building by a professional engineer as provided for in the building code:

1. The professional engineer shall not undertake a general review of the demolition of a building unless,
 - i. the professional engineer has satisfied himself or herself that a permit for the demolition has been issued under the *Building Code Act, 1992*, and
 - ii. a demolition plan has been prepared with respect to the demolition.
2. The professional engineer shall,
 - i. make periodic visits to the demolition site to determine whether the demolition is proceeding in general conformity with the demolition plan,
 - ii. record any material deviation from the demolition plan found during a site visit and as soon as reasonably possible notify the client, the contractor and the owner in writing of the deviation and of the professional engineer’s opinion on the impact the deviation may have on the health or safety of any person or the integrity of any other building, structure, buried or above ground utility or any other real property,
 - iii. record any site condition or other issue relating to the demolition identified during a site visit that may endanger the health or safety of any person or the integrity of any other building, structure, buried or above ground utility or any other real property and as soon as reasonably possible notify the client, the contractor and the owner in writing of the condition or other issue,
 - iv. notify the client, the contractor and the owner in writing about any site condition or other issue that requires the demolition plan to be changed,
 - v. review the reports of any independent inspection and testing companies called for in the demolition plan and which pertain directly to the work being reviewed, and
 - vi. interpret the demolition plan in writing when requested to do so by the client, the contractor or the owner.