

Required Professional Designer Certificate

Summary

The City of Winnipeg requires a Professional Designer Certificate to accompany all drawings submitted for building permit applications sealed by professionals. The scope of work undertaken by the professional and associated liability is to be clearly indicated on the submitted documents.

BACKGROUND

On April 30, 2012 the City of Winnipeg implemented a requirement for a Required Professional Designer Certificate (RPDC) to accompany all drawings submitted for building permit applications which include plans which are sealed by professionals (engineers and architects). The primary intent is to enable the City, as an Authority Having Jurisdiction (AHJ) to place greater reliance on professional seals for code compliance and limit their review, to life safety aspects only, at the plan examination stage.

Although The Architects Act and Association By-Laws, require members to seal all drawings issued from their offices (regardless of scale), projects involving one and two family dwellings are exempt from the requirement for a RPDC.

IMPLEMENTATION

For permit applications involving construction of new buildings and additions subject to the Part 3 requirements of the Manitoba Building Code, a Building Site and Design Summary (BSDS) is required. In these cases, the Certificate is built into the BSDS document. For other projects (e.g. interior alterations or buildings classified under Part 9 requirements of the Manitoba Building Code), a stand-alone Certificate is required with all sealed drawings.

.1 Part 3, New Construction and Additions

For new construction, or additions which require the involvement of a professional, on Part 3 buildings, the Certificate is built into the design summary document and there is increased clarity regarding which aspects of code pertain to each discipline. The design summary should not be interpreted to be a complete or comprehensive list of all aspects of code relating to each discipline; it is a summary of key code requirements. Regardless of the scope of work defined within the plans and drawings which are sealed by each professional, in the case of these projects, it is expected that:

- (a) all code aspects relevant to each discipline have been addressed and are within each professional's scope; and
- (b) all code aspects relative to the project, have been collectively addressed within the package of documents submitted for permit.

The expectation is that there are no aspects of any codes, which fall into a "gap" between any of the disciplines (and since the AHJ does not determine where the scope of each discipline starts or stops on a particular project, each professional involved executes the same declaration, referencing all city by-laws and provincial codes).



REGULATORY

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.2 Alterations and Part 9, New Construction

For alterations that significantly affect life safety systems, or buildings that are classified under Part 9 requirements of the Manitoba Building Code, a stand-alone Certificate is required. In the case of these projects, the Certificate will be based on and limited to the nature of work, which is defined in the documents submitted under the seal and signature of the professional. The Certificate will not extend to any additional scope and/or documentation that might be addressed by others, in the submission for permit, whether licenced professionals or not.

For alterations which significantly affect life safety, or for which documents are required to be sealed by a professional, all code aspects that are both relevant to the discipline and fall within the nature and scope of work defined by the documents submitted under their seal and signature, will be considered to fall within the scope of the Certificate. Neither the Certificate nor any professional responsibility, will extend to any aspects of code that fall outside the issue(s) concerned and/or relate to a scope of work defined in documentation that might be prepared by others.

For projects which fall under the classification of Part 9 requirements of the Manitoba Building Code, only the aspects of code that are applicable to the scope of work defined in the documents under seal and clearly indicated as such on the documents are understood to be addressed by the professional.

Professionals should clearly indicate the limits of their scope of responsibility on individual projects, to the extent of their involvement for alterations or buildings classified under Part 9 requirements of the Manitoba Building Code. It is recommended that clarification relative to the limits of the professional's scope be added to the documents that are submitted under seal and signature.

To obtain a copy of the RPDC (or further information and forms relative to the permit process), visit the City of Winnipeg's website at:

http://winnipeg.ca/ppd/contractor_forms.stm