

Certified Professional Program - Attachment 1

Proposed Amendments to the Building Bylaw

Certified Professional Program

- X.X The Chief Building Official may accept a Construction development for processing under the Certified Professional Program, provided that,
- (a) the Building document plans have been reviewed by the Certified Professional for compliance with requirements of Division A, Division B, Parts 1 and 3 and Division C of the Building Code, relevant City bylaws and other applicable enactments, and
 - (b) the Building Permit Application has been prepared in accordance with the Certified Professional Program Supplement and includes all required Letters of Assurance, any required confirmations with respect to the development, and certification of Building Code coordination.
- X.X Certified Professional providing the Building Official with Letters of Assurance, must also provide proof of insurance in an amount and form satisfactory to the Building Official.
- X.X The General Manager, Planning and Development Services, may decertify a registered professional from practicing as a Certified Professional in the City if the registered professional,
- (a) is no longer licensed as a registered professional in the Province of British Columbia, submits any required documentation, which is in any material way inaccurate or misleading, fails to disclose in a timely manner to the Building Official any significant variation or change to the design or Construction of a Building,
- or
- (b) fails to satisfactorily perform any duties or obligations required by this Bylaw or other applicable enactments.
- X.X Certified Professional must, in respect of the development for which a Building Permit was issued under the Certified Professional Program, and in addition to any other applicable responsibilities,
- (a) review, in advance of any tenant improvement Building Permit Application, any tenant improvement work constructed prior to substantial completion of the shell of the building,
 - (b) review for adequacy and acceptability, any report concerning testing and Field Reviews related to the development, and maintain a detailed record of such reports and, if requested, make these available to the Building Official,

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- (c) advise the Building Official promptly, in writing, if any matter of design, Construction or Field Review does not meet the requirements of the Building Code, this Bylaw and/or other applicable enactments, and
 - (d) at least once every 30 days from the date of issuance of a Building Permit, submit to the Building Official a written progress report together with copies of the Field Review reports from each registered professional involved in the development.
- X.X The Building Official may post a Stop Work notice or revoke a Building Permit under the Certified Professional Program in any of the following circumstances:
- (a) if the Certified Professional ceases to be retained by the Owner, resigns or is otherwise unable or unwilling to carry out Field Reviews or other duties related to the development for which a Building Permit was issued under the Certified Professional Program;
 - (b) pursuant to paragraph (a), under such circumstances the Certified Professional must promptly notify the Building Official in writing of the date upon which they will cease to be involved;
 - (c) if the Certified Professional is no longer licensed as a registered professional in the Province of British Columbia;
 - (d) if the Certified Professional fails to perform any of their duties or obligations under this Bylaw;
- or
- (e) if a document required by this Bylaw or under the Certified Professional Program is not delivered by the Certified Professional within the time frame specified in this Bylaw.
- X.X Where a Building Permit is revoked pursuant to Section 13.5, only work necessary, as authorized by the Building Official to remove any hazards or to mitigate damage arising from exposure to the elements, must be undertaken on the development unless otherwise specifically authorized by the Building Official.
- X.X Work on the development must not resume until the Building Official has received written notice from a Certified Professional that the Certified Professional,
- (e) has been retained by the Owner for the continuation of Construction of the Building,
 - (b) has reviewed the building and certifies that the building, as constructed up to that point, substantially complies with the Building Code, this Bylaw and other

applicable enactments, and has been constructed in accordance with the approved plans, and,

- (b) will carry out the duties of the Certified Professional that are required in order to bring the building to completion and to certify substantial compliance with the Building Code, this Bylaw and other applicable enactments and that Construction will be in accordance with the previously approved plans.
- X.X Nothing herein contained must in any way relieve the Owner, or the Certified Professional of record for the development, from full responsibility for ensuring that the building or structure is in substantial compliance with the Building Code, this Bylaw and other applicable enactments.
- X.X Where the Building Official accepts a Building Permit Application and Letters of Assurance from a Certified Professional for a development, the Building Official will rely on the certifications issued by the Certified Professional and other registered professionals, that the drawings will meet the requirements of the Building Code.”