

## **Registered Condominium Conversion Project**

### **Design Certificate - Code Consultant**

As part of a Residential Condominium Conversion Project (RCCP) – Builder Bulletin 51, Builders are required to retain a code consultant to review and identify the 'Path to Code Compliance'. As this is a requirement that only applies to condominium conversions, this document is to be used. All other necessary Residential Condominium Conversion Project - Design Certificates are to be used and can be found on FRC Connect.

The code consultant must complete a Design Certificate for the review and assessment of Ontario Building Code Compliance for the project described in the Area of Review below. The Design Certificate must be accompanied by:

- A copy of the Design Consultant's Certificate of Authorization or Practice as applicable, and
- Proof of current professional liability insurance in accordance with the requirements of their professional association.

Name of Project

Enrolment No.

Project Address

Vendor/Builder Name

Vendor/Builder Registration No.

#### **Area of Review**

A report from the code consultant must be filed with Tarion (Milestone 5 – Path to Code Compliance) indicating how code compliance was achieved at all stages. This report must include a description of which portions of the building have been brought up to meet the same requirements of current code that would apply to new components, which portions are brought into compliance per Part 10 or Part 11 of the Ontario Building Code and how, as well, which portions are brought into compliance by virtue of heritage listing or designation. It also must capture any changes or deviations from the permit drawings that are accepted by the municipality on site.

**DECLARATION**

I, \_\_\_\_\_, the undersigned, being authorized in the Province of Ontario to provide professional services by virtue of

- a Certificate of Authorization (as issued by the Professional Engineers of Ontario),
- a Certificate of Practice (as issued by the Ontario Association of Architects), or
- a Certificate of Practice (as issued by the Ontario Association of Landscape Architects)

hereby declare that I have read and understand the requirements under Builder Bulletin 51 for review if the Residential Condominium Conversion Project.

I confirm that I have undertaken to report as per the above Area of Review while engaged to provide professional services to the above referenced Vendor/Builder in connection with the above referenced condominium project.

Specifically, I am responsible for identifying and documenting the Path to Code Compliance and production of a report outlining how this was achieved during construction of the project. I shall provide copies of all applicable reports and inspections to the FRC.

I further declare that to the best of my knowledge and information that my portion of the design/review complies with the Ontario Building Code and good design practice and in my view contains reasonable and sufficient detail to enable work to be completed in keeping with the general intent of the design. This declaration is being provided with respect to the specific scope of services in my retainer.

PRINT NAME OF DESIGN FIRM		
ADDRESS	CITY	POSTAL CODE
PHONE	EMAIL	
PRINT NAME OF PERSON AUTHOURIZED TO BIND FIRM	SIGNATURE OF PERSON AUTHOURIZED TO BIND FIRM	
POSITION	DATE	
PRINT NAME OF VENDOR/BUILDER REPRESENTATIVE	VENDOR/BUILDER REPRESENTATIVE'S SIGNATURE	
VENDOR/BUILDER COMPANY	DATE	