



ARCHITECT/ ENGINEERS LETTER OF UNDERTAKING

FOR FIELD REVIEW OF CONSTRUCTION
MUNICIPAL SERVICES

Multi-unit Residential, Institutional, Commercial and Industrial Projects

Preamble

Whereas the Municipality of Woodstock Building By-law Number 41-A ,Section 3 “Adoption of Code” The National Building Code of Canada adopts by reference Parts 1 thru 9 for the design and construction of all Buildings

And whereas the qualified designers as required by Part 2, Section 2.6.2.1 “Review of Construction” and Section 2.6.3.1 “Conformance with Design” to ensure the general public of competent standards and ethical conduct in their designs.

And whereas a person/owner seeking to obtain a building permit is responsible for the design and construction of building, whether on privately-owned property or not and;

And whereas Part 4 of the National Building Code requires the design to be carried out by a professional Engineer/Architect skilled in the work concerned;

And Whereas Part 2 Section 2.6.2. “Review of Construction” of the National Building Code requires the construction of a building falling with in the Scope of Part 4 subject to the review of a qualified person to determine compliance with the design drawings submitted to the Development and Inspection Department for the Municipality ; and all revisions thereto;

To: Development/Building Inspection Services

Date: _____

Town of Woodstock

824 Main Street

Woodstock NB E7M-2E8

RE: _____

Project Name

Project address

Legal Description of Project (print)

This is to advise that I am the Architect/ Professional Engineer appointed by the owner to coordinate the Field Review of construction for the above reference project.

I here by certify as the Architect /Engineer for this project that I will coordinate the Field Review of Construction for the said Project.

I also certify that:

1. I will coordinate the completion of as built drawings.
2. I will coordinate review of changes to the design documents
3. I will complete or have completed by the appropriate professionals the Certificate of Compliance for the Municipalities Development/Inspection Service Department and have said Certificates submitted prior to Occupancy of the said Project.

Please be advised that I may delegate some or all my duties associated with the coordination of the Field review of Construction to another person employed by me or my firm where it is consistent with prudent professional practices to do so. The function will however be performed under my supervision in accordance with the Engineering Professional Act.

The under signed shall notify the Town of Woodstock, in writing as soon as practical, but not later than 72 hours, if the contract for the Field Review of Construction for the said Project is terminated at any time during Construction.

Signature of professional

Date

Print Name

Address

City/Town

Province

Postal Code

Phone

Fax

Email

(Affix Below the Seal of the
Architect/Professional Engineer as Appropriate
in Accordance With Provincial Legislation)