

Schedule "A-1"
Field Review of Construction
Inspection Commitment Declaration
Prime Consultant

Preamble

Whereas the *Building Code Bylaw* applies to the construction or demolition of a building;

And whereas the City of Charlottetown has by Bylaw adopted the National *Building Code*, with amendments as the *Charlottetown Building Code*, requiring compliance with it as adopted for the construction or demolition of buildings;

And whereas *architects*, and *professional engineers* are required by their respective statutes, *Bylaw*, and *Bylaws*, to ensure the general public of competent standards and ethical conduct in the design of buildings;

And whereas Part 2 of the *Charlottetown Building Code* requires professionals to design buildings in conformance with the minimum standards of the *Charlottetown Building Code* with sufficient drawings and documents to show how these standards have been met;

And whereas Part 2 of this Bylaw, requires that these buildings shall be inspected at intervals appropriate to the stage of construction to determine substantial compliance with the design drawings accepted by the authority having jurisdiction and all revisions thereto;

To: The authority having jurisdiction Date: _____

Address (print)

Address of project (print)

Name of Project (print)

Legal Description of Project (print)

This is to advise that I am the *architect*, *professional engineer* or *designer* appointed by the owner as prime consultant to coordinate the *Field Review of Construction* for the above referenced project.

I hereby declare as prime consultant for this project that I will coordinate the *Field Review of Construction* for the following disciplines which I have checked and initialled.

Building Design Structural Plumbing Mechanical Electrical Geotechnical Fire Suppression System

I attach for your review the *Field Review of Construction* Inspection Commitment Declarations for each above marked and initialled discipline completed by an appropriate professional for each discipline, or shall forward the *Field Review of Construction* Declaration for those not yet appointed.

I, and professionals who have completed the various *Field Review of Construction* Inspection Commitment Declarations will perform the *Field Review of Construction*.

I also declare that:

- 1) I will coordinate the review of shop drawings;
- 2) I will coordinate the review of changes to the design documents; and
- 3) When satisfied that the work substantially complies with the design drawings I will complete or have completed by the appropriate professional the Declaration of *Field Review of Construction* and return it to the authority having jurisdiction prior to requesting the occupancy permit.

Please be advised that I may delegate some or all of 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 practice to do so. The functions will however be performed under my supervision in accordance with the *Engineering Profession Act*, or the *Architects Act*.

The undersigned shall notify the authority having jurisdiction, in writing as soon as practical, but not later than 3 business days, if the contract for *Field Review of Construction* is terminated at any time during construction.

Print Name _____

(Affix below the seal of the licensed architect or professional engineer as appropriate in accordance with provincial legislation or signed by the prime consultant)

Signature _____ Initials Sample _____

Print Name of Firm or Company _____

Print Address _____

Print Municipality _____ Postal Code _____

Telephone _____ Fax _____