

## Professional Designer's Certificate for Housing\* Building Permits

\*includes all residential buildings and related accessory structures

Address or legal description of project: \_\_\_\_\_

### Professional Certificate

**This certificate is both applicable and limited to the scope of work defined in the documents under my seal and signature.**

In submitting sealed documents for development, demolition or construction associated with this project, I am making the following statements:

- I am an architect or engineer entitled to practice as such in the Province of Manitoba and am competent to design and review the documents submitted under my seal.
- I am aware that the City of Winnipeg (City) will rely upon the documents signed and sealed by me and upon this certificate and will not conduct any examination or inspection of the documents except by way of possible screening for completeness or audit for regulation, bylaw, and code compliance.
- I understand that any structural elements of a Part 9 building which are not compliant to Part 9 of the Manitoba Building Code (MBC) are required to comply with the design requirements of Division B, Part 4, or other applicable parts of the MBC.
- I recognize that if the City becomes aware that the attached documents are not complete or fail to comply with the Winnipeg Electrical By-law or the Winnipeg Building By-law, which includes the applicable editions of the MBC, the Manitoba Energy Code for Buildings (MECB), the Manitoba Fire Code, the Manitoba Plumbing Code, and the Manitoba Electrical Code (MEC), the City may provide this information to the Manitoba Association of Architects (MAA) or the Engineers Geoscientists Manitoba (EGM) by way of a complaint or otherwise.
- I understand that any negligence, misrepresentation, or falsification of facts contained in this certificate or in the documents under my seal may result in a finding of legal liability against me. I understand that the City does not accept responsibility for any errors and omissions in the sealed documents.
- I further understand that the City recommends that I periodically review my professional liability exposures, including those posed by potential third party claims, and that I carry an appropriate level of insurance. I understand that this review should include this specific project, including the building's occupancy type and classification, value, size and complexity, the extent of my professional involvement with it, and the City's reliance on my certificate.
- **Note: Periodic Reviews** The architect or engineer submitting the drawings must complete (or have a suitably qualified person reporting to them complete) periodic reviews of the project at appropriate stages of construction.
- The architect or engineer must be prepared at the completion of the work to sign and seal a letter of certification on the project:
  - a) in the case of preserved wood foundations, the City of Winnipeg requires a certificate from an engineer certifying the completed foundation conforms to Part 4 of the MBC.
  - b) where the City determines the design of the construction requires special technical knowledge as per 9.13 of the Winnipeg Building By-law 4555/87.

Unless the architect or engineer:

- a) obtains written acknowledgement by the City that MBC Division C - 2.2.2.3. and 2.2.7.2., the Winnipeg Electrical By-law 118/2025 subsection 8(1) and the Winnipeg Building By-law 4555/87 subsection 5.1 do not apply to the project, and
- b) indicates on their drawings that they do not intend to be involved in construction reviews.

Please note: The fact that the City has acknowledged that periodic reviews are not required for its purposes does not relieve the professional from any construction reviews that may be required by professional regulatory bodies or client contracts.

- I am familiar with Information Bulletin, Limit States Design, published by the City, and MBC Section 4.2., Foundations, as they relate to the scope of my plans and drawings.

**Applicable to:  Electrical Aspect (check if applicable):**

- I hereby certify that I have complied with all applicable legislation and professional codes in affixing my seal to the documents which are being submitted as part of this application for a permit under the Winnipeg Building By-law or the Winnipeg Electrical By-law.

By affixing my seal, I am representing that:

- I am fully aware of the provisions of the MBC, the MECB and the MEC that are applicable to these documents.
- I have applied a professional standard of care to ensure compliance of these documents with the applicable provisions of the MBC, the MECB and the MEC.

**Applicable to:  Architectural     Structural     Mechanical**

- I hereby certify that I have complied with all applicable legislation and professional codes in affixing my seal to the documents which are being submitted as part of an application for a permit under the Winnipeg Building By-law.

By affixing my seal, I am representing that:

- I am fully aware of the provisions of the regulations, bylaws and codes that are applicable to these documents.
- I have applied a professional standard of care to ensure compliance of these documents with the applicable provisions of these regulations and all associated bylaws and codes.

\_\_\_\_\_  
Affix seal with signature and date

**Architect/engineer**

Company name (if applicable):	Contact person:	Contact email:
Address:		Contact phone number: