



Building Approvals, County of Dufferin

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The successful completion and ultimate approval of your project requires professional design and general review. The County of Dufferin relies on the assistance of design professionals to ensure the compliance of complex construction with the requirements of the Ontario Building Code. The role of professional engineers and architects is prescribed in the Building Code as well as the Architects Act and the Professional Engineers Act. As the owner or person responsible for the project, you must understand the role of the professionals and engage them as required by the Building Code.

Our inspection program for complex buildings focuses on code compliance. The professional engineer and/or architect you engaged provides a range of valuable services that includes certifying conformance with the permit plans, identifying changes from the original design, conducting specialized inspections and testing of soils, structural systems and construction materials. They may also be called upon to evaluate shop drawings and certify building assistance is invaluable in the determination of acceptable equivalents to the requirements in the Building Code.

The activities of the design professionals should be well documented. The County of Dufferin Building Department anticipates receiving frequent and regular inspection reports. You will be notified if we fail to receive this important information in a timely fashion.

Occasionally, the commercial arrangements between the building owner and his consultants change. If such a change affects the performance of the professionals relating to the design and general review requirements of the Ontario Building Code, the Chief Building Official must be notified immediately. Continuity of professional involvement is critical to the successful completion of complex buildings.

Please make sure you understand your role as the owner/builder of a complex building and that of your professional consultants. Your signature on the Letter of Undertaking indicates your acceptance of this responsibility. The submission of that undertaking and the Commitment Certificate from your professional consultants is required prior to the issuance of your building permit. If you or your consultants have any questions regarding their obligations, please contact the undersigned.

Good luck with your project!

Michael A. Giles
Chief Building Official