

OTHER CHANGES

Designers will be affected by other changes to the *Building Code Act, 1992*, and Building Code as of July 1, 2005. For example:

New permit application

A standard permit application will be used across Ontario. The new permit requires the designer's BCIN, and if applicable, the BCIN for the registered firm.

Permit Timeframes

Timeframes have been established for the review of a building permit application. Principal authorities have prescribed time limits to review a building permit application, and decide whether to issue or refuse the application.

Inspections

The Building Code requires mandatory stages during construction where the building permit holder must notify the municipality of work completed. These notices are followed by mandatory inspections by the municipality, which are also subject to prescribed timeframes.

ADDITIONAL RESOURCES

Watch for other guides from the Building and Development Branch to assist the building industry prepare for the changes in building regulation and legislation that will come into effect on July 1, 2005.

Check the Building and Development Branch website for regular updates on the *Building Code Act, 1992*, the Building Code, training, publications and more.

Sign up for **CodeNews**, a free Internet-based newsletter issued by the Building and Development Branch. CodeNews sends e-mail newsletters about information related to the Building Code. To sign up, visit the web site and click **CodeNews**.

Apply for Ministry examinations online. Click the "Qualification and Registration" link on the website:
www.obc.mah.gov.on.ca



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MINISTRY OF MUNICIPAL
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**BUILDING AND
DEVELOPMENT
BRANCH**

**A guide to the changes
in the *Building
Code Act, 1992*
and the building code
affecting designers**



Who should use this guide?

- Persons who design buildings where a building permit is required

WHAT IS NEW FOR DESIGNERS?

Beginning July 1, 2005, a number of changes in the *Building Code Act, 1992* and Building Code will affect designers. Among other changes, designers may be required to be registered and/or qualified.

Who is a designer?

Designers are individuals who:

- prepare designs or give information/opinions about whether a building or part of a building complies with the Building Code, where such information is submitted as part of a permit application.
- prepare written reports on building construction based on a general review, where required by the Building Code.

Under the new legislation, designers may need to be qualified. Read section 15.11(5) of the *Building Code Act, 1992* and section 2.17 of the Building Code for more details. The Building Code has been further amended to recognize the Ontario Association of Architects' establishment of a parallel system to evaluate Building Code knowledge.

Design firms

Firms engaged in the business of providing design activities to the public may need to be registered. A design firm may be a sole proprietor, a partnership, or a corporation. Examples include engineering and interior design firms that provide design services.

A municipality may not issue a building permit if the designer is not appropriately qualified and/or registered.

HOW TO BECOME QUALIFIED

Designers must be qualified, unless they are exempted under the Building Code. To become a qualified designer, you must:

- successfully complete the Ministry of Municipal Affairs and Housing examination program in your area(s) of practice, and
- file your examination information with the Director of the Building and Development Branch. (Note: designers who work for registered design firms do not need to file separately.)

Once you apply for an exam, you receive a BCIN (Building Code Identification Number). You will later need this number in order to complete the process to become qualified, and to submit permit applications.

Exemption from qualifications

The Building Code lists a number of exemptions to the qualification requirement. For example, you may be exempt if you are designing:

- a house that you own
- certain farm buildings
- certain tents and signs

You can only carry out design activities in areas of practice for which you have the required qualifications.

HOW TO BECOME REGISTERED

Design firms must be registered, unless they are exempted under the Building Code. To become registered, a design firm must:

- ensure that all persons working in the firm who will review and take responsibility for design activities have successfully completed the exam program for their area(s) of practice;
- file its qualification information with the Director of the Building and Development Branch;
- carry insurance, as required by subsection 2.21.2 of the Building Code;
- After filing, the firm will receive a BCIN

Registrations are renewed annually.

Individuals who run their own design business may need to be registered.

Exemption from registration

The Building Code lists a number of exemptions to the registration requirement. For example, you may be exempt from registering if your firm's activities are:

- related to designing homes governed by *Tarion (Ontario New Home Warranties Plan Act)* where the design work is done "in-house"
- related to commercial, industrial or institutional buildings you own
- for certain house renovations
- for some farm buildings, tents and signs

However, designers exempt from registration may still need to be qualified as individuals.