

**Confirmation of Commitment  
 by Owner**

STAFF USE		FORM – B3
Date Received		
Received By		

**Section (A) - CONTACT AND PROPERTY INFORMATION**

**1. Registered Property Owner or Agent/Applicant** (To authorize an Agent or Applicant, see Agent Authorization Form-F2.)

Name	
Mailing Address	
Telephone Number	

**2. Property Information**

Civic Address	
PID Number(s)	
Municipality/Local Service District	

**3. Project Description**

Master File ID	
Project Description	

**Section (B) - REQUIREMENTS**

Whereas municipal and rural community building by-laws and provincial building regulations grants authority to the Building Inspector to request information for the purpose of determining compliance with the applicable building by-laws and regulations, including the adopted National Building Code of Canada (NBC); Work or part thereof designed outside of Part 9 of the NBC shall be designed and reviewed during construction by an Architect, Professional Engineer or both that are authorized to practice in the province of New Brunswick.

It is the responsibility of the Engineers and Architect to follow the "JOINT PRACTICE GUIDELINES GOVERNING THE PROFESSIONAL RELATIONSHIP BETWEEN ARCHITECTS AND ENGINEERS" as approved by the Architects' Association of New Brunswick (AANB) Council on November 28, 2023 and by the Association of Professional Engineers and Geoscientists of New Brunswick (APEGNB) Council on December 7, 2023.

**1. Document Submittals**

- Each discipline identified below (section B.3.) shall complete Field Review Commitment Form – B4.
- Form B3 and Form B4 are required to be submitted prior to the issuance of a building permit.
- A Confirmation of Construction Field Review Form (B5) shall be submitted within 10 days of the work's substantial completion and prior to occupancy of the building.

**2. Responsibility of the Registered Property Owner or Authorized Applicant**

- The registered property owner or authorized applicant, being responsible for the work being undertaken, understands and warrants that
- The identified Architect(s) and Professional Engineer(s) listed in section B.3. below have been retained to design the project and to provide general reviews to determine whether the construction is in general conformity with the plans and other documents that form the basis for the issuance of a building permit, as well as the NBC, in accordance with the performance standards of the AANB and the APEGNB,
  - General review reports by the identified Architect(s) and Professional Engineer(s) will be forwarded to the Building Inspector, upon request,
  - Should any retained Architect or Professional Engineer cease to provide general reviews for any reason during construction, the building inspector will be notified in writing immediately and another Architect or Professional Engineer will be appointed so that general review continues without any interruption during construction, and
  - Upon issuance of a building permit, a notice will be placed on the land gazette section of the Land Gazette section of the Service New Brunswick registry and only be removed upon receipt of all B5 forms and the building inspector's final inspection being deemed satisfactory.

**3. List of Retained Architect(s) and Professional Engineer(s)**

	Disciplines	Abbreviations	Architect / Professional Engineer Name
	Civil Design	Civil	
	Geotechnical	Geo	
	Architectural Design	Arch	
	Structural Design	Str	
	Mechanical Design – Plumbing	M-P	
	Mechanical Design – HVAC	M-H	
	Mechanical Design – Fire Suppression	M-FS	
	Electrical Design	Elec	
	Other:		

**Section (C) - DECLARATION**

I hereby certify that I have read, understand and agree to the above requirements and responsibilities and that the above information and any documents attached to this Form have been reviewed and are complete and correct.

Signature (Registered Property Owner or Authorized Applicant)

Date