



Association
of Registered
Interior Designers
of Ontario



Ontario Association of Architects

ARIDO / OAA Joint Task Force:

Regulating a scope of practice in interior design

1.0	← Purpose of the Document
2.0	▶ Background
3.0	← A collaborative approach: ARIDO/OAA
4.0	▶ Current model of regulation for interior design in Ontario
5.0	← The proposed models studied
	5.1 Commonalities between both models
	5.2 Model One – Direct Regulation
	5.3 Model Two – Indirect Regulation
6.0	▶ Further Direction from the Attorney General and Implications
7.0	← Scope of Practice: Interior Design
8.0	▶ Member Feedback

1.0 Purpose of the Document

This document outlines the approach and outcome of discussions to date between ARIDO and the OAA in response to the letter received from the Attorney General in November 2016 (see [Appendix A](#)). This document includes the two options that have been under consideration by the OAA Council, the ARIDO Board of Management, their respective memberships and the Attorney General for the past 12 months. On April 9, 2018 we received a letter from the Attorney General indicating that Model #1 (Direct Regulation) is the preferred model by government. With this direction, the ARIDO/OAA Joint Task Force will now continue to further develop only Model #1 with an aim to identify the finer details surrounding this model and its regulatory framework.

As the Joint Task Force proceeds further with its work, feedback from our respective membership is being sought. Through this broad membership consultation document both the OAA and ARIDO seek input and feedback directly from their respective members. A short survey and opportunity for feedback is provided at the end of this document. Your input is important! Please participate.

2.0 Background

For 30 years, the Association of Registered Interior Designers (ARIDO) has been pursuing self-regulation for the Interior Design profession. The Ontario Association of Architects (OAA) has supported this movement toward practice regulation for a number of years. In late 2016, ARIDO received a letter from the Office of the Attorney General encouraging ARIDO and the OAA to collaborate in developing a proposal to regulate interior design under the existing *Architects Act*. All three parties (ARIDO, the OAA and the Attorney General) agree there is public benefit to a regulated scope of practice of Interior Design.

ARIDO and the OAA are now in discussions in line with the direction of the provincial government to further the regulation of the Interior Design profession through the *Architects Act*. A Joint Task Force was established in early 2017 with members from ARIDO and the OAA. The goal is to regulate the scope of practice in Interior Design within buildings currently regulated under the Act—a scope within which licensed members of OAA and registered members of ARIDO will be exclusively permitted to work. This proposed regulation would mean that qualified and licensed Interior Designers and Architects will be accountable to the government through the *Architects Act*. During the meetings of the Task Force in 2017, four models were explored through which the objective could be achieved. The Joint Task Force then identified two of these models that were considered to be most viable for exploring regulation. These two models have been studied and communicated through various meetings and discussions with our respective memberships. This report reviews the models and their implications.

As agreed by the OAA and ARIDO at the outset of this initiative, the mandate of the Joint Task Force is to:

2.0 Background continued...

- ▶ Ensure protection of the public is at the forefront of all discussions and meetings;
- ▶ Explore and assess all potential regulatory options and models that may exist under the umbrella of the *Architects Act* in Ontario;
- ▶ Consider ways in which to engage each organization's membership in consultation; and
- ▶ Develop a report including recommendations for consideration by the OAA Council, the ARIDO Board of Management, their respective memberships and the Attorney General.

The profession of Architecture is defined by the *Architects Act* and establishes the basis for an architect's scope of work: all aspects of construction, alteration and design of buildings in the Province of Ontario. Within this Act (Section 11(3)(e)), there is an exemption that permits anyone to provide interior design services within buildings that are regulated under the *Act*. There is no regulatory requirement for Architects or anyone to work with registered Interior Designers. Presently, many Architects are already working in this unregulated scope of practice alongside registered Interior Designers and others who are not qualified.

The current legislation for the interior design profession is a Title Act only (Bill Pr6) and exempts Licensed Architects, who may also use that title. The title "Interior Designer" is protected under this legislation, but there is no restriction on any person who provides Interior Design services except that the Building Code Act requires that only registered individuals with a Building Code Identification Number (BCIN) may prepare and take responsibility for designs submitted for a building permit application.

3.0 A collaborative approach: ARIDO-OAA

ARIDO and the OAA have been working collaboratively and respectfully as per the suggested direction of the Attorney General. Members of the Joint Task Force representing both organizations established guiding principles and a defined mandate from the outset of discussions.

The Joint Task Force agreed to three guiding principles in their terms of reference. The first is that ARIDO and the OAA will continue to be distinct professional organizations, and that Architects and Interior Designers will maintain their own distinct identities as professionals. Second, models discussed should reflect a partnership between ARIDO and the OAA. Finally, the profession of interior design will retain a degree of autonomy and self-determination with meaningful participation in the governance of the profession of Interior Design.

The OAA is invested in this proposed amendment to the *Architects Act*, which would define the scope of practice for Interior Design and see the benefit to the protection of the public interest and safety in restricting those who can provide the proposed scope of work to qualified professionals. Members of the public will benefit by knowing that only qualified, licensed, insured and accountable

3.0 A collaborative approach: ARIDO-OAA continued...

members of the Architectural and Interior Design professions will be permitted to provide interior design services within buildings regulated under the *Architects Act*.

While going forward, ARIDO and the OAA will continue with their independent advocacy activities for each profession, it is expected that there will be frequent, close collaboration where the interests of both professions align in this new, shared, regulated scope of practice.

4.0 Current model of regulation for interior design in Ontario

At present, ARIDO regulates the use of the title “Interior Designer” province-wide. In addition, ARIDO establishes standards of practice for its members. ARIDO’s current regulatory model, which has developed over a number of years, resembles that of the OAA. It includes:

- ▶ Education, experience and examination requirements to qualification;
- ▶ Mandatory continuing education including Ontario Building Code knowledge;
- ▶ Mandatory professional liability insurance;
- ▶ Procedures for complaints and disciplinary action;
- ▶ Standard requirements for professional conduct and practice; and
- ▶ Rules on conflicts of interest.

Refer to [Appendix B](#) which describes the current landscape and requirements for membership in OAA and ARIDO respectively.

5.0 Proposed models

Over the past year the Joint Task Force explored two specific models through which the over-arching goals and guiding principles of this initiative could be achieved. Through interactive discussion, both models were communicated to the memberships during Fall 2017 and into 2018. Over the past 12 months the Joint Task Force has also been in conversation with the Ministry of the Attorney General in regards to the two models. This ongoing discussion has occurred with MAG staff as well as with the Attorney General himself. During consultation with the membership, OAA and ARIDO representatives have been clear that a key factor in the furtherance of this initiative would be the level of support and/or acceptance of the two proposed models by the Ministry of the Attorney General. The two models can be characterized as either direct regulation or indirect regulation. This document provides members with the details of both models that have been under consideration with their common features and differences described below.

5.0 Proposed models continued ...

► 5.1 Commonalities between both models

To implement either model, the Architects Act would be amended to remove the “interiors exemption,” from the public realm which currently permits anyone to provide interior design services within buildings otherwise regulated under the Architects Act. The interiors scope described by the current “exemption” would then be reframed as the definition of the scope of practice of interior design either within the Act or through regulation under the Act—the effect of which would be to restrict the practice of this scope to licensed members of the OAA and registered members of ARIDO.

In both models, oversight over the regulation of Interior Design in Ontario by the OAA would need to be defined. The mechanisms of oversight and the degree of shared responsibility will vary depending on the model and with mutual agreement and consultation, ARIDO and the OAA will determine education, experience and examination requirements for their respective members in order to maintain consistent licensing requirements relating to the practice of interior design under both organizations. This would be assessed and evaluated jointly on an ongoing basis as to remain current and consistent.

Architects, Licensed Technologists OAA and Interior Designers will continue to have mandatory continuing education in order to maintain their respective licenses. The respective professions will also be subject to professional conduct requirements and a complaints and discipline regime for the protection of the public interest. Interior Design firms will all be required to hold a Certificate of Practice in order to provide interior design services to the public for work within regulated buildings, along with minimum levels of mandatory professional liability insurance. Controlled ownership of an Interior Design firm will require a Licensed Interior Designer.

The OAA will establish and regulate the scope of Interior Design for its own members, including Licensed Technologists OAA. Both organizations (ARIDO and the OAA) will collaborate and consult on the provision of continuing education programs in Interior Design.

ARIDO members will pay one membership fee, regardless of which model is pursued.

Lastly, the role of each organization and the working relationship between the two organizations will need to be defined in either model, reflected within the legislation or the regulation under the Act and will likely require a Joint Venture agreement.

► 5.2 Model One – Direct Regulation

Under this model, all Interior Designers would be regulated through the OAA and require an OAA membership and license with terms, conditions and limitations. Interior Designers will also remain members of ARIDO in this model. ARIDO’s role, within this model, will need to be defined as it relates to ARIDO’s participation in meaningful governance over the profession of Interior Design.

5.2 Model One – Direct Regulation continued ...

ARIDO members who hold the designation of “Registered Member” are deemed to have met the qualifications for membership within the OAA, and receive a license to practice interior design from OAA. However they will retain the title “Interior Designer,” currently restricted under the *ARIDO Title Act*. OAA will issue Certificates of Practice to interior designer members of OAA who wish to offer interior design services to the public for work within regulated buildings. Interior Designers will no longer require a Building Code Identification Number (BCIN) as they would be exempted from separate certification of Building Code qualifications as licensed members of the OAA.

ARIDO will continue to be responsible for qualifying individuals for membership in ARIDO based on the profession’s Education, Experience and Examination (triple E) requirements. Oversight by the OAA Registrar will need to be considered and defined.

The OAA will administer and regulate mandatory continuing education requirements for Interior Designers in collaboration and consultation with ARIDO.

The OAA will be responsible for complaints and discipline for interior designers with the involvement of Licensed Interior Designer members on those two committees. Governance issues for both organizations will need to be considered and defined for these new members of the OAA (e.g. seat(s) on council, seats on Board of Management, voting in elections, committees, AGM voting, etc.).

Pro-Demnity Insurance Company will provide errors and omissions insurance for the OAA Interior Design members through a mandatory insurance program.

A Joint Venture Agreement would be struck between ARIDO and OAA to define areas of ongoing collaboration and/or input between the two organizations. Issues related to the profession of Interior Design would be addressed and consulted on jointly between ARIDO and the OAA.

► 5.3 Model Two – Indirect Regulation

This model would make amendments to the Architects Act, and name ARIDO as the regulator. Oversight by and accountability to the OAA will need to be considered and defined.

ARIDO will issue individual licenses and Certificates of Practice to ARIDO members to practice the scope of Interior Design services. ARIDO will manage complaints and discipline of their members with OAA oversight of ARIDO’s accountability under the *Architects Act* (or through other legal mechanisms). ARIDO will administer and regulate mandatory continuing education requirements for interior designers in collaboration and consultation with the OAA.

ARIDO members who hold the designation of “Registered Interior Designer” will be permitted to practice the scope of interior design as regulated under the *Architects Act*.

5.3 Model Two – Indirect Regulation continued ...

ARIDO will continue to require its members to have errors and omissions insurance but through a third-party insurer.

ARIDO members will continue to require a BCIN, however an exemption from the building code qualifications system could be sought based on the precedent that other regulated professionals with a scope of practice have already been exempted.

Governance issues will need to be considered and defined, which could include participation by the other on respective Board of Directors or other forms of collaboration.

6.0 Further Direction from the Attorney General and Implications

While there are considerable commonalities between the two models described above, there does exist a few fundamental differences. The Joint Task Group has to date communicated and in fact supported both Models as viable options which would essentially achieve the original direction of the Attorney General. In a recent letter from the Attorney General (see [Appendix C](#)) Minister Yasir Naqvi has indicated his preference for and willingness to support Model 1 – Direct Regulation.

This is an important development in this process and as indicated earlier, notwithstanding a preference for one model over the other, the support of the Attorney General is critical as the Minister must support and advance the required legislative amendments for government approval.

With this clear direction from the Attorney General, the Joint Task Group will be developing further the details of Model 1 as opposed to Model 2 which does not currently have the support of the Attorney General.

Under Model 1, amendments to the Architects Act will also likely have an impact on the *ARIDO Titles Act*. However, because the Architects Act is a piece of public legislation, it currently has a higher standing than private legislation. The OAA has ultimate responsibility for the Act and its regulatory authority.

Under a new model of regulation, those members of the public who are not ARIDO members but who currently provide interior design services to the public will need to be licensed to offer Interior Design services to the public in regulated buildings.

ARIDO and OAA will each establish and administer a “competency verification” program for qualifying non-ARIDO individuals and Licensed Technologists OAA members as qualified practitioners in the full regulated scope of Interior Design where appropriate.

6.0 Further Direction from the Attorney General and Implications continued...

OAA licensed Architects will see no change in either model and will continue to practice the scopes of Architecture and Interior Design under their current license and Certificate of Practice. Licensed Technologists OAA will also continue to practice their current scope and the interior design scope within their permitted scope of practice under the Architects Act or as expanded through a competency evaluation. Interior Designers will continue to be required to meet ARIDO qualifications for title of Interior Designer (i.e. education, experience, and examination requirements for qualification for licensure).

7.0 Scope of Practice: Interior Design

The following is a draft of the intended scope of practice of interior design which mirrors the existing interiors exemption within the Architects Act under Section 11(3)(e). The definition also provides for clarity around any services that the scope of practice is not intended to capture as well as the buildings that would be exempted from the restricted scope of practice. To gain a better understanding of those buildings in which the restricted scope of practice for interior design would apply review the OAA/PEO Joint Bulletin titled: Design and General Review Requirements for Buildings in the Province of Ontario (see [Appendix D](#)).

Scope of practice of interior design

- (1) A person practises interior design when the person,
- (a) prepares or provides a design respecting the construction, enlargement, alteration, configuration, fitting out or refurbishing of the interior space of the whole or part of a building, including, without limiting the generality of the foregoing, finishes, fixed or loose furnishings, equipment, fixtures and partitioning of space, and related exterior elements such as signs, finishes and glazed openings used for display purposes, where the design does not affect or is not likely to affect,
 - (i) the structural integrity of the building,
 - (ii) a fire safety system or fire separation,
 - (iii) a main entrance or public corridor on a floor,
 - (iv) an exit to a public thoroughfare or to the exterior,
 - (v) the construction or location of an exterior wall,
 - (iv) the usable floor space through the addition of a mezzanine, infill or other similar element of the building, or

7.0 Scope of Practice: Interior Design continued ...

- (vii) fire separations, firewalls, the strength or safety of the building, and the safety of persons in the building where the design is for alterations within a dwelling unit
- (b) reviews, evaluates, advises on or reports on the construction, enlargement or alteration of the interior space of the whole or part of a building where the design does not affect or is not likely to affect,
 - (i) the structural integrity of the building,
 - (ii) a fire safety system or fire separation,
 - (iii) a main entrance or public corridor on a floor,
 - (iv) an exit to a public thoroughfare or to the exterior,
 - (v) the construction or location of an exterior wall,
 - (iv) the usable floor space through the addition of a mezzanine, infill or other similar element of the building, or
- (vii) fire separations, firewalls, the strength or safety of the building, and the safety of persons in the building where the design is for alterations within a dwelling unit

Exclusions from scope of practice

- (2) A person does not practise interior design when the person,
 - (a) consults or advises on interior decoration or furnishings in conjunction with the sale, lease or supply of interior decorations or furnishings; or provides interior decoration services, including advising on and assisting in the selection of materials, window treatments, wall coverings, paint, floor coverings, fixtures and furnishings other than those materials, window treatments, wall coverings, paint, floor coverings, fixtures and furnishings that are subject to regulation under any applicable fire code, building code or municipal code.

Buildings exempted from scope of practice

- (3) The scope does not apply to buildings that are exempted under Section 11 (3)(a)(b) of the *Architects Act*.

8.0 Member Feedback

This report summarizes the first phase of discussions by the Joint Task Force as well as provides the details of the two Models explored for regulation of Interior Design under the *Architects Act*.

This is an important initiative of the OAA and ARIDO which will have considerable impact on both organizations and both professions. Input from our members is critical and will play an important role in informing this initiative as it moves forward.

With more concrete direction from the Attorney General regarding the viability of Model 1 over Model 2, ARIDO and the OAA, through this Consultation Document are proceeding with further member consultation and seeking additional comment and feedback specifically related to Model 1.

Please take time to complete the [survey](#) and share your thoughts.

Thank you.



Attorney General
McMurtry-Scott Building
720 Bay Street
11th Floor
Toronto ON M7A 2S9
Tel: 416-326-4000
Fax: 416-326-4016

Procureur général
Édifice McMurtry-Scott
720, rue Bay
11^e étage
Toronto ON M7A 2S9
Tél.: 416-326-4000
Télééc.: 416-326-4016



Our Reference #: MC-2016-6736

NOV 17 2016

Ms. Lynn R. McGregor
President
Association of Registered Interior Designers of Ontario (ARIDO)
43 Hanna Avenue, Suite C536
Toronto, ON
M6K 1X1

Dear Ms. McGregor:

Thank you for your letter regarding the Association of Registered Interior Designers of Ontario (ARIDO), and its quest for increased public protection in the practice of interior design in Ontario. The Honourable Kathleen Wynne, Premier of Ontario, forwarded your correspondence to me for response.

I appreciate your submissions about the public interest and have considered your proposal that interior designers be regulated by ARIDO through a public statute. I would propose that we consider an alternate route where my ministry would work with your organization and the Ontario Association of Architects (OAA) to bring interior designers under the regulation of the OAA by virtue of the *Architects Act*. The advantage of this approach is that it would give ARIDO self-regulation status under the umbrella of a broader profession.

I would urge you to consider this approach and look forward to hearing back from you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Yasir Naqvi".

Yasir Naqvi
Attorney General

c: The Honourable Kathleen Wynne, Premier of Ontario
Mr. Peter Curtis, Pathway Group
Ms. Sharon Portelli, Executive Director and Registrar, ARIDO
Mr. David Gibbons, ARIDO President-Elect



CURRENT LANDSCAPE AND REQUIREMENTS as of December 11, 2017

December 20, 2017

		Interior Designer, ARIDO	Architect, OAA	Licensed Technologist, OAA
Path to Becoming Qualified and Licensed	Minimum Education	CIDA Degree - Interior Design	Masters degree in Architecture - CACB Accredited/Certified	Three-year architectural technology diploma
	Experience	3,520 hours supervised work experience	3,720 hours supervised work experience	5,580 hours supervised work experience
	Examination	NCIDQ Examination	Examinations for Architects in Canada (ExAC) or ARE from NCARB	Licensed Technologist OAA Examination
	Alternative Education Pathway Accepted	ICRS through ARIDO AARP through CIDQ	RAIC Syllabus program	Advanced Standing Program
	Alternative Pathway to License	N/A	Broadly Experienced Foreign Architect	N/A
Professional Dues	Annual Dues at time of qualification and to maintain annually	\$524.87 - ARIDO Registered Member	\$850.00 - Architect \$433.50 - Certificate of Practice	\$597.50 - Licensed Technologist, OAA \$307.00 - Certificate of Practice
	<input checked="" type="checkbox"/> — Additional Professional Standards & Requirements	Mandatory Continuing Education	12 hours every 2 years, minimum 4 hours Health & Safety	70 hours every 2 years, minimum 25 hours Structured Learning
Professional Liability Insurance mandatory		Yes	Yes	Yes
Code of Ethics / Professional Requirements		Yes	Yes	Yes
Regulatory Authority	Protected Scope of Practice	For Interior Design - no protected scope	Practice of Architecture is a protected scope	Limited scope of practice in Architecture
	Certificate of Practice	No, not required to offer services to the public	Yes, required to offer services to the public	Yes, required to offer services to the public
	Seal / Stamp	Requires BCIN	Yes, seal required	Yes, seal required
	Title Enforcement	"Interior Designer"	"Architect"	"Licensed Technologist, OAA"
	Complaints Process	Yes	Yes	Yes
	Discipline Process / Result	Yes, but cannot restrict practice	Yes, can restrict licence and practice	Yes, can restrict licence and practice

Appendix C

APR 09 2018

Attorney General
McMurtry-Scott Building
720 Bay Street
11th Floor
Toronto ON M7A 2S9
Tel: 416-326-4000
Fax: 416-326-4016

Procureur général
Édifice McMurtry-Scott
720, rue Bay
11^e étage
Toronto ON M7A 2S9
Tél.: 416-326-4000
Télééc.: 416-326-4016



Our Reference #: MC-2018-2200

MAR 28 2018

Mr. David Gibbons
President
Association of Registered Interior Designers of Ontario
Suite C536-43 Hanna Avenue
Toronto, ON
M6K 1X1

Mr. John K. Stephenson
President
Ontario Association of Architects
1 Duncan Mills Road
Toronto, ON
M3B 1Z2
Email: president@oaa.on.ca

Dear Mr. Gibbons and Mr. Stephenson:

It was a pleasure to meet with the Association of Registered Interior Designers of Ontario (ARIDO) and the Ontario Association of Architects (OAA) recently to discuss the proposed models for regulation of interior designers.

I appreciate the effort by ARIDO and the OAA to develop options for the regulation of interior designers. The first option, which would involve direct regulation by the OAA, would provide a greater degree of oversight of registered interior designers and protection for the public than the second proposal.

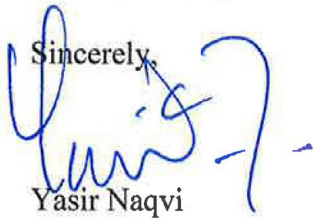
This model is preferable to the government because it would give ARIDO self-regulation status under the umbrella of the OAA, which is a mature regulatory body with experience in self-regulation of practice protected individuals. It is also the option that would minimize administrative duplication.

The proposed approach would require consultation with stakeholders and other affected ministries as well as amendments to the *Architects Act* to set out the protected scope of practice.

-2-

While there are not any legislative opportunities this session, I encourage you to continue to work with the government on this important initiative.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Yasir Naqvi', with a stylized flourish at the end.

Yasir Naqvi
Attorney General



As per Section 11 of the *Architects Act* and Section 12 of the *Professional Engineers Act*, certain building types in this Joint Bulletin are required to be designed by an architect, PEO licensee, or both. In this Joint Bulletin is a Table that provides a synopsis of the requirements of these two acts with respect to building design.

As per Section 8(9.1) of the *Ontario Building Code Act*, we request that you, in your capacity as Chief Building Official of a municipality, review all documents submitted for permit and refer to the Ontario Association of Architects (OAA) and/or Professional Engineers Ontario (PEO) any documents or information pertaining to permit submission or general review that you have reasonable ground to believe will contravene the above acts.

It should be noted that the OAA and PEO have in place a Liaison Committee, which has been established to deal with those matters that have been forwarded to our respective organizations in accordance with section 9.1, as noted above. In addition to this, the Joint Practice Board also exists by virtue of our respective legislations and it given the mandate of maintaining a professional relationship between the OAA and PEO and ultimately to deal with any matters of conflict regarding the scope of architectural and engineering practice.

Definitions

Within this document a PEO licensee means a holder of a license, a temporary license or a limited license as defined in Regulation 941 under the *Professional Engineers Act*.

Within this document an architect means the holder of a license, a certification of practice, or a temporary license as defined in Regulation 27 under the *Architects Act*.

Design by an Architect or PEO Licensee

(1) Except as permitted in sections (2) and (3) noted below, the construction, including, for greater certainty, enlargement or alteration, of every building or part of it described in the Table in this Joint Bulletin shall be designed and reviewed by an architect, PEO licensee or both.

(2) An architect may provide the services within the practice of engineering in any building described in the Table, or a PEO licensee may provide the services within the practice of architecture in any building described in the Table, where to do so does not constitute a substantial part of the services provided by the other profession related to the construction of the building and is necessary,

(a) for the construction of the building and is incidental to the other services provided by the architect or PEO licensee, or
(b) for coordination purposes.

(3) The requirement for an architect does not apply to the preparation or provision of a design for interior space for a building, including finishes, fixed or loose furnishings, equipment, fixtures and partitioning of space, and related exterior elements, such as signs, finishes and glazed openings used for display purposes, that does not affect or is not likely to affect,
(a) the structural integrity,
(b) a fire safety system or fire separation,
(c) a main entrance or public corridor on a floor,
(d) an exit to a public thoroughfare or to the exterior,
(e) the construction or location of an exterior wall, or
(f) the usable floor space through the addition of a mezzanine, infill or other similar element, of the building.

(4) Where a building or part of it described in the Table is designed by an architect or a PEO licensee or a combination of both, all plans, sketches, drawings, graphic representations, specifications and other documents that are prepared by an architect, PEO licensee or both and that form the basis for the issuance of a permit under section 8 of the *Building Code Act* or any changes to it authorized by the Chief Building Official shall bear the signature and seal of the architect, PEO licensee or both, as applicable.

(5) As authorized under the *Architects Act*, a person designated as a Licensed Technologist OAA is permitted to design and perform General Review for:
(a) restaurants with a maximum occupant load of 100 persons,
(b) residential buildings of one unit or two attached units up to four storeys in height, including buildings with one dwelling unit above another,
(c) residential buildings that are not larger than 600 square metres in building area containing three or more attached dwelling units and which are up to four storeys in height, including buildings with one dwelling unit above another.

For clarification on any of the information in this Joint Bulletin, please contact Ontario Association of Architects at 416-449-6898, or Professional Engineers Ontario at 416-224-1100.

Design and General Review

Building Classification by Major Occupancy	Building Description	Design and General Review By
Assembly occupancy only	Every building	Architect and PEO Licensee ⁽¹⁾
Assembly occupancy and any other major occupancy except industrial	Every building	Architect and PEO Licensee ⁽¹⁾
Care or detention occupancy only	Every building	Architect and PEO Licensee ⁽¹⁾
Care or detention occupancy and any other major occupancy except industrial	Every building	Architect and PEO Licensee ⁽¹⁾
Residential occupancy only	Every building that exceeds 3 storeys in building height	Architect and PEO Licensee ⁽¹⁾
	Every building that exceeds 600 m ² in gross area and that contains a residential occupancy other than a dwelling unit or dwelling units	Architect ⁽²⁾
Residential occupancy only	Every building that exceeds 600 m ² in gross area and contains a dwelling unit above another dwelling unit	Architect ⁽²⁾
	Every building that exceeds 600 m ² in building area, contains 3 or more dwelling units and has no dwelling unit above another dwelling unit	Architect ⁽²⁾
Residential occupancy and any other major occupancy except industrial, assembly or care or detention occupancy	Every building that exceeds 600 m ² in gross area or 3 storeys in building height	Architect and PEO Licensee ⁽¹⁾
Business and personal services occupancy only	Every building that exceeds 600 m ² in gross area or 3 storeys in building height	Architect and PEO Licensee ⁽¹⁾
Business and personal services occupancy and any other major occupancy except industrial, assembly or care or detention occupancy	Every building that exceeds 600 m ² in gross area or 3 storeys in building height	Architect and PEO Licensee ⁽¹⁾
Mercantile occupancy only	Every building that exceeds 600 m ² in gross area or 3 storeys in building height	Architect and PEO Licensee ⁽¹⁾
Mercantile occupancy and any other major occupancy except industrial, assembly or care or detention occupancy	Every building that exceeds 600 m ² in gross area or 3 storeys in building height	Architect and PEO Licensee ⁽¹⁾
Industrial occupancy only and where there are no subsidiary occupancies	Every building that exceeds 600 m ² in gross area or 3 storeys in building height	Architect or PEO Licensee ⁽¹⁾
Industrial occupancy and one or more other major occupancies where no portion of the area occupied by one of the other major or subsidiary occupancies exceeds 600 m ²	The non-industrial portion of every building	Architect and PEO Licensee ⁽¹⁾
	The industrial portion of every building	Architect or PEO Licensee ⁽¹⁾
Industrial occupancy and one or more other major occupancies where no portion of the area occupied by one of the other major or subsidiary occupancies exceeds 600 m ²	Every building that exceeds 600 m ² in gross area or 3 storeys in building height	Architect or PEO Licensee ⁽¹⁾

Notes to Table

- (1) An architect shall provide services within the practice of architecture and a PEO licensee shall provide the services within the practice of engineering.
- (2) An architect may engage an engineer to provide services within the practice of professional engineering.
- (3) Only a PEO licensee may provide services within the practice of professional engineering.
- (4) Requirements for design and general review by an architect or PEO licensee or a combination of both for the construction, enlargement or alteration of a building are set out in the *Architects Act* and the *Professional Engineers Act*.

Professional Engineers Ontario
25 Sheppard Avenue West
Suite 1001
Toronto, Ontario
M2N 6S9
Tel: 416-224-1100 or 1-800-339-3716
Fax: 416-224-8168 or 1-800-268-0496
Enforcement Hotline: 416-224-9528 Ext. 1444
Website: www.peo.on.ca

OAA Ontario Association of Architects
111 Mountfield Drive
Toronto, ON M5B 3L6
Tel: (416) 449-6898
Fax: (416) 449-5756
Email: oaa@mail@oaa.on.ca
Website: www.oaa.on.ca

Design and General Review Requirements for Buildings in the Province of Ontario

