

Information Bulletin

Drawing Submissions

Description Titles for Drawing Submissions

The City of Winnipeg has a requirement for the use of an “Issued for Construction” (IFC) or “Contract Documents” description title in the revision or issue tables of drawings submitted for permit application with the intent to eliminate submission of preliminary and incomplete drawings.

The “Issued for Construction” description title requirement has been discussed with the industry associations and it has been agreed that “IFC” is a generally recognized term for a post-tender, revised set issued to the General Contractor for construction. As a result, the following has been added to Section 2.4 of Building Design Summary (BDS) as:

Applications for full permit should be complete, construction ready contract document sets and be issued as:

- ‘Contract Documents’ or
- ‘For Construction’

Full permit applications where partial permit release is requested should also be titled as per above.

Examples of titles that are NOT acceptable are as follows:

- ‘Permit Set’
- ‘Tender Set’
- ‘% Review’
- ‘Pricing Set’
- ‘Not For Construction’

This is applicable to interior and exterior alterations as well. Wording is provided in the Commercial Alteration Design Summary (CADS).

Changes to a Submitted Application

If changes are made to a submitted application set, e.g.: changes to any Code related items or significant design changes at variance with the Contract Documents, the City shall be furnished with a “clouded” Issued for Construction set, including any revisions that were required by the AHJ during plan review, to replace or supplement the original submission, regardless of whether the permit has

already been issued or not. This does not preclude the use of “IFC” for use on sets that are not revised instead of the title “Contract Documents” if preferred.

Note that it should not be assumed that these subsequent submissions will necessarily be audited for code compliance by the City unless that request is clearly laid out in writing. As well, subsequent reviews may be subject to additional fees or permits as required by the Winnipeg Building By-law 4555/87.

As-Built Drawings

The determination of when as-built drawings are required and what type of drawings are required to be submitted by the owner shall fall to the discretion of the Authority Having Jurisdiction as mandated by the Winnipeg Building Bylaw 4555/87, sentence 5.21, and referred to therein as “a revised set of drawings.”