

MEMORANDUM

TO: HRM Development & Construction Industry

CC: Jacques Dubé, CAO
Mayor Savage

FROM: Kelly Denty, Executive Director, Planning & Development

DATE: April 1, 2021

SUBJECT: HRM's Permitting, Planning, Licensing & Compliance Project - Metric Measurement Requirements

As promised over the last two months, Planning & Development staff have continued to engage and discuss with development industry stakeholders on the transition to metric measurements relative to HRM's new Permitting, Planning, Licensing and Compliance online application.

Thank you for your feedback. We appreciate you taking the time to meet with us to discuss your concerns and provide suggestions as to how we can most efficiently and effectively move forward with the use of metric measurements.

We've heard from you that you would appreciate additional information concerning:

- the specific metric inputs required for online applications; and
- the inclusion of metric measurements on plans.

You have also requested additional engagement on timelines for the broader transition to metric.

We acknowledge that this transition has created a level of confusion and concern. We hope that our recent engagements have assisted in mitigating these concerns.

We want to assure you that we are not seeking a full transition to metric drawings at this time.

However, there are some areas where metric measurements are required:

- All measurement fields in the new online application form must be entered in metric. These include area and height (for example: building footprint area and height of building)
- All measurements captured in metric on the online application should also be noted in metric on the submitted plans. A soft conversion is recommended and notation on the plans or a cover letter is acceptable for those specific data fields found on the application.

To ease the future transition to metric plans, we recommend that you also begin to introduce metric into the processes surrounding new plan design.

Through future engagement with industry stakeholders, we will establish a complete transition plan that meets both industry and HRM needs. We understand this change will take time and that your input is essential.

Thanks again for your continued collaboration.