



New Procedures for Review of Engineering Submissions

Halifax Regional Municipality is the approval agency for the subdivision of land, building permits, rezonings, Municipal Plan amendments, and other applications related to the development of land within the municipality.

Planning & Development Services will be initiating two new procedures which are aimed at clarifying the roles of the designer and regulatory engineer. Clarifying and understanding the roles of Professional Engineers involved in the Review Process will help to ensure proper accountability in the process, which supports Client Benefit Objectives of the HRM Service Plan relating to development approvals.

1. Statement of Compliance for Designs

All designs submitted for review must comply with the latest edition of the Municipal Service Systems Design Guidelines, which require that each submission must be accompanied by a statement of compliance from the designer. This statement has not been required on a consistent basis, and effective **March 4th, 2002**, HRM will begin to require that Statements of Compliance are included with all engineering submissions made in support of Planning & Development applications.

2. Field Review of (MICI) Sites

On Multi-Family Residential/Institutional/Commercial/Industrial (MICI) sites, HRM will begin to require that the installation of sanitary and/or storm sewers are certified by a Professional Engineer working on behalf of the owner. HRM will perform only audit inspections to monitor the work being performed. This new process will permit the installation of sewers to be completed on the site independent of when municipal staff are available for inspections.

This initiative applies only to the work on private property, and all work within the street as well as connections to municipal services will still be subject to inspections by municipal staff.

Letters of undertaking will be required to be submitted by both the owner and engineer when application is made for a building permit. In addition, an engineer's certificate of compliance for field review of services will be required prior to issuance of an occupancy permit. This process is presently available to the Owner on a voluntary basis, however it will become mandatory on **March 4th, 2002**.

Copies of standard letters of undertaking, certificates, and procedure summaries may be obtained on the HRM Website at www.region.halifax.ns.ca/planning.

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