



## NATURAL FEATURES DEVELOPMENT PERMIT CHECKLIST

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The Natural Features Development Permit Area (NFDPA) is established for the preservation, protection, restoration and enhancement of the natural environment. It is also established for the protection of development from hazardous conditions. Applications for a Development Permit within the Natural Features Development Permit Area are to be made to the Planning Department.

In addition to Application Submission Checklist, a Natural Features Development Permit (NFDPA) is required to be secured before any clearing, grading, or construction activity begins within the development permit area and before any subdivision of the lands.

In addition to the Application Submission Checklist, the following information is required:

- 1) Two hard copies and one digital copy of a survey plan that has been prepared by a British Columbia Land Surveyor illustrating the location of the following:
  - i) Areas found within the Floodplain boundary shown on Schedule "C" to the Official Community Plan (OCP), or areas on site located within 50 metres from a designated Conservation area;
  - ii) Watercourse Protection Development Permit Area setback boundary where applicable;
  - iii) Existing topographic contours with 1 metre intervals;
  - iv) Existing structures and roads;
  - v) Existing slopes on the site greater than 15%.
- 5) Location of existing or proposed buildings, structures, roads, septic or drainage facilities, as well as any rights of way, easements, or restrictive covenants.
- 6) An Environmental Assessment of pre-development site conditions located within the development permit area. The assessment must be prepared and signed by a qualified environmental consultant. An Environmental Assessment will include a report and map with the location of the following:
  - a. Areas where the proposed development is going to require cutting, grading, or alteration of natural slopes > 15% up to 25% or > 25%. Slope categories shall be shown using contrasting colours;
  - b. Size (diameter) and type of significant trees in the NFDPA area greater than 25 cm (8 inches) in diameter to be saved or removed. The report must include recommendations on mitigation measures for the protection of root zones and trees that are to be preserved;
  - c. Enhancement or restoration opportunities within the natural features development permit area including the cleanup of refuse, re-planting, or slope stabilization measures;
  - d. Significant wildlife habitat features found on the site such as raptor nests, wildlife trees, large mammal dens, or significant wildlife corridors;
  - e. Potential hazards on the site including unstable slopes, erosion areas, or floodplain areas;

- f. Natural topographical or hydrological features such as rock outcroppings, ridgelines, cliffs, water bodies, or floodplain boundaries where applicable.
- 7) A copy of Schedule “A” (attached) signed by the developer/landowner and the environmental consultant. A final inspection and sign off by the environmental consultant will be required for release of an environmental security deposit.

Additional information may be required as follows:

- 8) A full Environmental Impact Assessment (EIA) for the Development Permit Area prepared and/or coordinated by a qualified environmental professional. This requirement will depend on the complexity of the site, the size of the proposed development, and/or the proximity of the site to protected or environmental sensitivity areas.

An EIA will require an environmental inventory as described in Section Three “Environmental Assessment”. An EIA will also require that the following additional information is prepared and submitted to the City as outlined below:

#### **I. Environmental Impact Assessment**

An environmental assessment for the proposed development will include an evaluation of the following items:

- a. An arborist report with a tree retention strategy for groves of mature trees or trees > 25cm in diameter. The report must also include information on the location, condition, and removal of danger trees within striking distance of the site. Removal of trees must meet the requirements of the current Maple Ridge Tree Protection Bylaw;
- b. Re-planting and slope stabilization strategy for sparsely vegetated areas or disturbed proposed slope areas > 15%;
- c. Proposed final slope map with proposed lot geometry, structures, and slope categories of (0-15%; 15- 25%, >25%) Slope categories must use contrasting colours;
- d. Conceptual stormwater management plan that encourages site source controls where possible and meet requirements of the current municipal Watercourse Protection Bylaw;
- e. Site design in terms of compatibility with environmentally sensitive areas including wildlife habitat areas and wildlife or greenway corridors.

#### **II. Environmental Recommendations**

Recommendations prepared by a qualified environmental professional for protection, mitigation, or restoration of natural features should include the following information:

- a. Mitigation measures for the proposed development activity including:
  - Phasing and timing of development to minimize impacts where possible.
  - Retention strategy for mature trees and replanting strategy for interim site treatment
  - Incorporation of municipal Low Impact Development guidelines into the development process for the subdivision, roads, and individual lots that strive to utilize stormwater management site source controls and minimize impervious surfaces.
- b. Recommendations regarding the adequacy of proposed development plans, including site design and landscaping plans to deal with the following:

- protection of environmentally sensitive areas or natural features,
  - provision of ecological connectivity or access to recreational greenway corridors
  - mitigation for identified potential hazards including an action plan for the removal of identified danger trees.
- c. Evaluation of the need for more detailed technical report by a qualified professional for potential hazards including geotechnical, bio-engineering, or flooding related concerns.
- 9) A more detailed technical assessment and report prepared by a qualified professional for addressing impacts and recommendations for specific issues such as potential hazards, hydro geological concerns, or wildlife habitat assessments. The details of the study will depend on the complexity of the site, the size of the development, and/or the environmental sensitivity of the site.
- 10) For large scale or multi phase developments, a report on Post Construction Environmental Monitoring Duties prepared by the developer and the engineer of record to help determine the adequacy of the existing and/or proposed facilities.
- 11) A Restoration and Maintenance Agreement along with a security deposit for DP areas where restoration or enhancement related works are required including removal of hazard trees. Replanting plans shall be carried out in accordance with City of Maple Ridge Re-vegetation and Maintenance Guidelines.



**SCHEDULE "A"  
ENVIRONMENTAL RESPONSIBILITIES**

**TO: City of Maple Ridge**                      **DATE:** \_\_\_\_\_

**ATTENTION: Natural Features Development Permit Application No.** \_\_\_\_\_

We/I \_\_\_\_\_, confirm that we/I have been retained  
(Environmental Monitor's name)  
by \_\_\_\_\_ for the City Project No. \_\_\_\_\_  
(Developer's name printed)

to provide inspection, assessment, and reporting services in accordance with the requirements of the Natural Features Development Permit. This includes the requirement to ensure compliance with the following:

- 1) Prior to any clearing and/or disturbance to the site, the Development Permit Area must be inspected by the environmental monitor to ensure all protective controls and mitigation measures are installed/constructed in accordance with municipal requirements found within the current Watercourse Protection Bylaw and the approved environmental Development Permit. A final inspection and written confirmation by the environmental monitor is required that provides assurance all environmental requirements have been adequately addressed and completed.
- 2) Development and construction plans must incorporate the low impact development guidelines. See Schedule "A" Low Impact Development Guidelines. The professionals of record for the site are responsible for providing recommendations on how and when these guidelines can be incorporated into the development plans.
- 3) To prevent damage or destruction to protected areas and natural features, it is the responsibility of the developer and the qualified environmental professional (QEP) to ensure protective fencing and markers have been placed around protected areas, natural features, or infiltration areas for protection. Where encroachment and degradation of vegetation within a setback or protected area occurs or where vegetation has been removed from a non-developable area, the QEP must prepare a restoration or replanting plan for the City of Maple Ridge.
- 4) The qualified environmental professional/monitor must have unconditional authority from Developer to modify and/or halt any construction activity necessary to ensure compliance with municipal environmental regulations.

**Environmental Monitor:**

Signature: \_\_\_\_\_ Name: \_\_\_\_\_

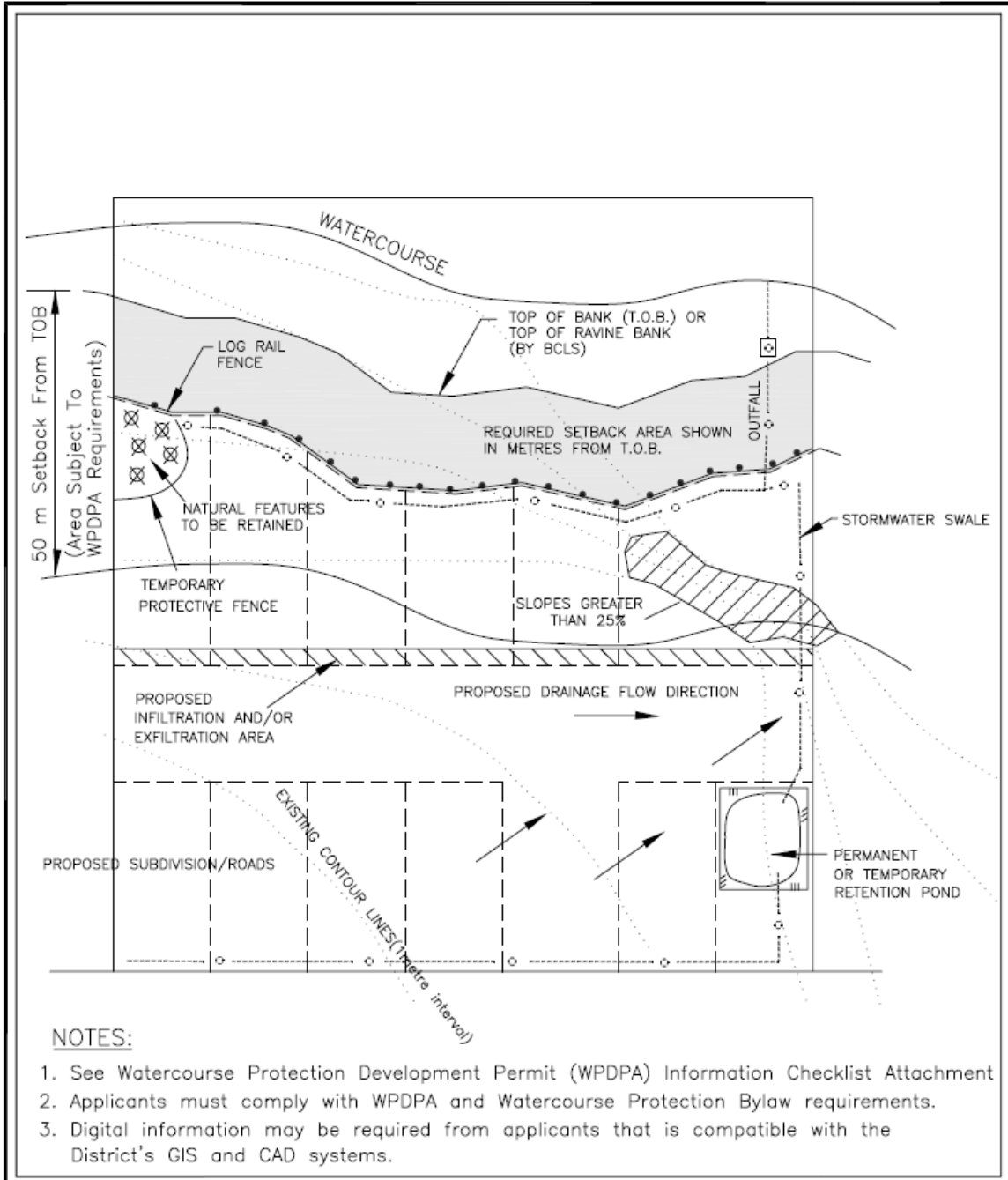
Company: \_\_\_\_\_

Address: \_\_\_\_\_

Emergency Contact Phone Number \_\_\_\_\_

**Owner/Developer:** In executing this Letter of Appointment I covenant that I have authority to and do hereby unconditionally authorize the named qualified environmental professional to modify or halt any construction activity as necessary to ensure compliance with Natural Features Development Permit and the Maple Ridge Watercourse Protection Bylaw 6410-2006.

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_



<p>N</p> <p>SCALE: N.T.S.</p>	<p>WATERCOURSE PROTECTION DP SAMPLE MAP TO ACCOMPANY APPLICATION</p>	<p>CORPORATION OF THE DISTRICT OF MAPLE RIDGE</p>		
		<p>MAPLE RIDGE Incorporated 12 September, 1874</p> <p>PLANNING DEPARTMENT</p>		
		<p>DRAWN BY: RO</p>	<p>DATE: Jan. 31, 2007</p>	<p>FILE:</p>