

This Development Permit Guideline Checklist must be completed and submitted as part of a complete Development Permit application. The checklist helps applicants demonstrate how their proposal addresses the applicable Development Permit Area guidelines and assists staff in reviewing the application.

For each guideline, applicants must provide a written explanation describing how the proposal meets the guideline or, where applicable, why it does not. Statements such as “see plans,” “refer to drawings,” or similar references are not sufficient and will not be accepted in place of a written response. Supporting plans and reports may be provided but are intended to supplement, not replace, the explanations provided in this checklist.

Watershed Environmental DPA Guideline	Applicant comments	City Staff review
1. In this DPA, the Environmental Assessment Report required for the General Environmental DPA shall also define and evaluate the cumulative effects of a proposed development on lakes and watercourses, including impacts on: a. Water quality and quantity (ground and surface water); b. Hydrology; c. Air quality; d. Vegetation; e. Soils; and f. Micro-climate.		
2. Prepare an Environmental Management Plan to the satisfaction of the City to mitigate any potentially negative impacts determined by the Environmental Assessment Report.		
3. New buildings and structures shall be set back a minimum of 50 metres from the High-Water Mark of any watercourse or waterbody to maintain drinking water quality in the watershed.		

4. Storm water shall be managed on-site and must ensure that annual off-site runoff is below 10% of annual rainfall. To help achieve this, impervious surfaces are restricted to a maximum of 10% of the total site area.		
5. Sediment drainage management plans for construction are required for all developments. This plan can be included as part of the EIA and mitigation measures. If submitted separately, the plan is required prior to development permit issuance and is subject to City review and approval.		
6. Where previous human disturbance has significantly altered vegetation within a streamside protection and enhancement area (as identified by a QEP), a re-naturalization plan shall be prepared by a QEP to enhance or restore water quality.		
7. Landscaping plans, both within and outside of a streamside protection and enhancement area, shall aim to protect, enhance or restore water quality, aquatic and terrestrial habitat, and minimize runoff and erosion impacts.		
8. Vegetation management plans and native plant species lists must permit sufficient flexibility to retain views; prior to limbing or topping a tree that has not been previously limbed or topped, a letter must be provided from an ISA Certified Arborist confirming that works will not harm the long-term integrity of the tree, and that the works will be carried out by an ISA Certified Arborist to ensure minimal harm to the tree.		

9. No removal of trees or clearing of vegetation within a watercourse landscaped setback of 50 metres from the high-water elevation will be permitted without the prior written approval of the City, except a hazard tree as determined and confirmed in a letter provided by an ISA Certified Arborist. Except for hazard trees, vegetation removal requires a QEP letter to confirm that there will be no impact to shoreline integrity or increased potential for turbidity release into the drinking watershed.		
10. There will be only one float or dock per fee simple or bareland strata property. Where multi-unit stratas (e.g. townhomes or apartments) are proposed or existing, there shall be one float or dock as common property per development. Permit conditions for private floats, wharfs and docks include the following: a. Dock construction materials must be inert (e.g. natural untreated cedar, precast concrete or steel). Materials that can leach contaminants. For example, creosote treated or chromated copper arsenate (CCA) preserved wood are prohibited. b. No disruption to vegetation, slope or foreshore habitat from construction of the structure without demonstration of net positive improvement to the riparian areas. This includes the seasonal removal and storage of floating structures. c. Structures should be maintained to appropriate safety standards to avoid disruption to vegetation, slope or foreshore habitat. d. No storage of hydrocarbons (fuel, lubricating oils) on these structures or		

within 50 meters of the High-Water Mark.		
11. Gravel extraction is prohibited where there is less than 50 metres between the associated disturbance and the closest surface water body (including ephemeral streams) or where run-off and ground water drain into the watershed. Pit water and runoff should be allowed to infiltrate rather than contributing to surface runoff, provided an adequate width of soils between the worked area and the surface water exists for adequate soil filtration (at least 30 metres).		
12. On-site oil/sediment/water separators are required for uses in all zones to remove point-source pollution from storm water runoff.		
13. No sewage disposal system may be located so that the absorption field is within 100 metres of the surveyed High-Water Mark. If no suitable site exists, a reduced setback that is as far from the High-Water Mark as feasible (but never less than 30 metres) may be considered if a professional geotechnical engineer and public health inspector certify that the site is suitable for the proposed sewage disposal system, that it presents no risks to the quality of water within the adjacent lake, and that the system complies with both the applicable provincial regulations and the conditions specified in the "Permit to Construct".		
14. Alteration of the natural drainage of the site should be minimized.		
15. Adequate financial security, as determined by the Director of Development Services, or delegate,		

should be provided prior to beginning construction of any building or disturbance of a site located in the Watershed DPA. Prior to any development occurring, a cost estimate of the landscaping work within the vegetated riparian setbacks prepared by a qualified professional must be submitted to the City. Alternatively, this cost should be determined as part of the EIA preparation. The value of the financial security shall be 125% of the amount required to pay for the costs of repair caused by construction or site disturbance such as sediment drainage maintenance or dock/wharf construction.