

Erosion and Sediment Control Plan

An Erosion and Sediment Control Plan ensures that activities due to the placing or dumping of fill, removal of topsoil and alteration of grade do not have a negative impact on the receiving storm drainage system.

Required by Legislation

The Ontario Planning Act.

Who should prepare this plan?

An Erosion and Sediment Control Plan must be completed by a registered professional engineer qualified in municipal engineering. All final documents must be signed and stamped by a professional engineer.

Why do we need this plan?

An Erosion and Sediment Control Plan is required to set out the mitigative measures for preventing negative impacts on the engineering and natural drainage system due to site alteration.

How should this plan be prepared?

An Erosion and Sediment Control Plan should at a minimum contain:

Introduction

- › Address of the subject property
- › General site location of the subject property and context map
- › Project Name (if applicable)
- › Applicant and owner's contact information
- › Author name, title, qualifications, company name and appropriate stamp
- › Brief description of the proposal
- › Overview of the study area
- › Purpose of the study
- › Location and context map

Proposal Description and Context

- › A description of the proposal
- › A description of the existing on-site conditions and uses as well as surrounding areas, roads, natural areas, vegetation protection zones (VPZ) buildings, parking areas, topography
- › Concept Plan for the development including building location, parking, access, amenity areas, grading and natural features and any natural hazards

How should this plan be prepared? (continued)

Investigation/Evaluation

Not Applicable

Impacts and Mitigation Measures**Site Conditions and Procedures:**

- › Site conditions should be outlined for the duration of the proposed development, from pre-construction through to post-construction
 - › Outline the temporary construction sediment and erosion control measures that will be installed prior to any site disturbance, including how they will be checked, remain in good working order until the site is stabilized, and be cleaned on a regular basis
 - › Once the site has been stabilized and excess sediment removed, detail how these temporary sediment and erosion controls will be removed. All sediment deposition, catch basins, sediment forebays, sediment fences, etc., should be cleaned prior to the municipality assuming ownership (for public facilities), or prior to the owner paying the final installment to the contractor (for private facilities). All permanent sediment and erosion controls should be in good working order prior to assumption, or final payment
 - › When the project involves construction activity extending beyond one construction season, it must be demonstrated which measures will be employed to stabilize the site for the over-winter period
 - › A comprehensive procedure for addressing emergency scenarios and spills must be included
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Recommendations

- › Summary and conclusions of the studies and how they support the development and any special considerations or conditions that should be imposed, including tree preservation fencing
 - › Any recommendations, or conditions that should form part of a decision on the matter
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Drawings and Supporting Information

- › Erosion and sediment control drawings
 - › Arborist report, tree preservation plan showing tree protection zones (TPZ)
 - › A site alteration permit application
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What else should we know?

The scope of the study should be discussed with the community planner and or other staff or agencies as part of the pre-consultation process.

The erosion and sediment control plan must be submitted in support of the site alteration permit application.

When a development is located adjacent to a Regional roadway, the erosion and sediment control plan should also address what the impact of sediment in runoff from the site has on the Regional road and/or associated Regional drainage system.

Additional Terms

To be identified by the local municipality where proposed development is located.

Study Submission Instructions

To be identified by the local municipality where proposed development is located.

What other resources are there?

Professional Engineers of Ontario – [Why employ a professional engineer?](#)

TRCA, LSCRA, CVC - [Erosion and Sediment Control Guide for Urban Construction](#)

About these Terms of Reference

These Terms of Reference were developed as a joint effort with participation by representatives from all York Region municipalities and the Region. The Terms of Reference are in widespread use across the Region, with local requirements added as prescribed by each municipality at the pre-consultation stage.

The need and scope for this study will be decided by a municipality during initial pre-consultation process with input from partner agencies. This pre-consultation process may include:

- Determination if this study is applicable
 - Confirmation of criteria within these Terms of Reference that are appropriate for your development project
 - Identification of specific technical components that need to be addressed
 - Identification of detailed standards to be met
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Notes:

If the proposed development is revised, the study/report shall reflect the revisions by an updated report or letter from the author indicating the changes and whether or not the recommendations and conclusions are the same (Note: this is subject to the extent of the revisions).

A peer review may be required. The cost of the peer review will be borne by the applicant.

If the submitted study is incomplete, is authored by an unqualified individual or does not contain adequate analysis, the applications will be considered incomplete and returned to the applicant.