**Riparian Areas Protection Regulation: Assessment Report**

Please refer to submission instructions and assessment report guidelines when completing this report.

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| Date | | | | | | | | | | | | | | | |  | | | | |
| I. Primary QEP Information | | | | | | | | | | | | | | | | | | | | |
| First Name |  | | | | | | | Middle Name | | | |  | | | | | | | | |
| Last Name |  | | | | | | | | | | | | | | | | | | | |
| Designation |  | | | | | | | | Company | | | | | | | | | | | |
| Registration # |  | | |  | | | | | Email | | | | | | | | | | | |
| Address |  | | | | | | | | | | | | | | | | | | | |
| City |  | | | | Postal/Zip | | | |  | | | | Phone # | | | | |  | | |
| Prov/state |  | | | | Country | | | |  | | | |  | | | | |  | | |
| II. Secondary QEP Information (use Form 2 for other QEPs) | | | | | | | | | | | | | | | | | | | | |
| First Name |  | | | | | | Middle Name | | | |  | | | | | | | | | |
| Last Name |  | | | | | | | | | | | | | | | | | | | |
| Designation |  | | | | | | | | Company | | | | | | | | | | | |
| Registration # |  | | |  | | | | | Email | | | | | | | | | | | |
| Address |  | | | | | | | | | | | | | | | | | | | |
| City |  | | | | Postal/Zip | | | |  | | | | | Phone # | | | | |  | |
| Prov/state |  | | | | Country | | | |  | | | | |  | | | | |  | |
| III. Developer Information | | | | | | | | | | | | | | | | | | | | |
| First Name |  | | | | | | | Middle Name | | | |  | | | | | | | | |
| Last Name |  | | | | | | | | | | | | | | | | | | | |
| Company |  | | | | | | | | | | | | | | | | | | | |
| Phone # |  | | |  | | | | | | Email | | | | | | | | | | |
| Address |  | | | | | | | | | | | | | | | | | | | |
| City |  | | | | | | Postal/Zip | | |  | | | | | | | |  |  | |
| Prov/state |  | | | | | | Country | | |  | | | | | | | |  |  | |
| IV. Development Information | | | | | | | | | | | | | | | | | | | | | |
| Development Type | | | |  | | | | | | | | | | | | | | | | | |
| Area of Development (ha) | | | |  | | | | Riparian Length (m) | | | | | | | | | |  | | |
| Lot Area (ha) | | | |  | | | | Nature of Development | | | | | | | |  | | | | | |
| Proposed Start Date | | |  | | | | Proposed End Date | | | | | | | |  | | | | | |
| V. Location of Proposed Development | | | | | | | | | | | | | | | | | | | | |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Street Address (or nearest town) | | |  | | | | | | | |
| Local Government |  | | | | City |  | | | | |
| Stream Name |  | | | | | | | | | |
| Legal Description (PID) |  | | | | Region | | |  | | |
| Stream/River Type |  | | | | DFO Area | | |  | | |
| Watershed Code |  | | | | | |  |  | | |
| Latitude |  |  |  | Longitude |  |  | | |  |  |

Completion of Database Information includes the Form 2 for the Additional QEPs, if needed. Insert that form immediately after this page.

***Table of Contents for Assessment Report***

**Page Number**

## Description of Fisheries Resources Values ……………………………….

## Results of Riparian Assessment (SPEA width) …………………………..

## Site Plan ………………………………………………………………………

## Measures to Protect and Maintain the SPEA

## (detailed methodology only).

1. Danger Trees…………………………………………………………..
2. Windthrow……………………………………………………………...
3. Slope Stability…………………………………………………………
4. Protection of Trees…………………………………………………….
5. Encroachment …………………………………………………………
6. Sediment and Erosion Control…………………………………………
7. Floodplain……………………………………………………………...
8. Stormwater Management………………………………………………

## Environmental Monitoring …………………………………………………….

## Photos …………………………………………………………………………...

1. Assessment Report Professional Opinion ……………………………………

## Section 1. Description of Fisheries Resources Values and a Description of the Development proposal

(Provide as a minimum: Species present, type of fish habitat present, description of current riparian vegetation condition, connectivity to downstream habitats, nature of development, specific activities proposed, timelines)

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## Section 2. Results of Riparian Assessment (SPEA width)

Attach or insert the Form 3 or Form 4 assessment form(s). Use enough duplicates of the form to produce a complete riparian area assessment for the proposed development

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|  |

## Section 3. Site Plan

Insert jpg file below

|  |
| --- |
| **Site Plan** |

## Section 4. Measures to Protect and Maintain the SPEA

This section is required for detailed assessments. Attach text or document files, as need, for each element discussed in Part 4 of the RAPR. It is suggested that documents be converted to PDF *before* inserting into the assessment report. Use your “return” button on your keyboard after each line. You must address and sign off each measure. If a specific measure is not being recommended a justification must be provided.

|  |  |
| --- | --- |
| 1. Danger Trees |  |
| I,       (*name of qualified environmental professional*) , hereby certify that:   1. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the *Riparian Areas Protection Act*; 2. I am qualified to carry out this part of the assessment of the development proposal made by the developer       (*name of developer*) ; 3. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister’s technical manual to the Riparian Areas Protection Regulation. | |
| 1. Windthrow |  |
| I,       (*name of qualified environmental professional*) , hereby certify that:   1. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the *Riparian Areas Protection Act*; 2. I am qualified to carry out this part of the assessment of the development proposal made by the developer       (*name of developer*) ; 3. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister’s technical manual to the Riparian Areas Protection Regulation. | |
| 1. Slope Stability |  |
| I,       (*name of qualified environmental professional*) , hereby certify that:   1. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the *Riparian Areas Protection Act*; 2. I am qualified to carry out this part of the assessment of the development proposal made by the developer       (*name of developer*) ; 3. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister’s technical manual to the Riparian Areas Protection Regulation. | |
| 1. Protection of Trees |  |
| I,       (*name of qualified environmental professional*) , hereby certify that:   1. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the *Riparian Areas Protection Act*; 2. I am qualified to carry out this part of the assessment of the development proposal made by the developer       (*name of developer*) ; 3. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister’s technical manual to the Riparian Areas Protection Regulation. | |
| 1. Encroachment |  |
| I,       (*name of qualified environmental professional*) , hereby certify that:   1. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the *Riparian Areas Protection Act*; 2. I am qualified to carry out this part of the assessment of the development proposal made by the developer       (*name of developer*) ; 3. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister’s technical manual to the Riparian Areas Protection Regulation. | |
| 1. Sediment and Erosion Control |  |
| I,       (*name of qualified environmental professional*) , hereby certify that:   1. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the *Riparian Areas Protection Act*; 2. I am qualified to carry out this part of the assessment of the development proposal made by the developer       (*name of developer*) ; 3. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and in carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister’s technical manual to the Riparian Areas Protection Regulation. | |
| 1. Stormwater Management |  |
| I,       (*name of qualified environmental professional*) , hereby certify that:   1. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the *Riparian Areas Protection Act*; 2. I am qualified to carry out this part of the assessment of the development proposal made by the developer       (*name of developer*) ; 3. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister’s technical manual to the Riparian Areas Protection Regulation. | |
| 1. Floodplain Concerns (highly mobile channel) |  |
| I,       (*name of qualified environmental professional*) , hereby certify that:   1. I am a qualified environmental professional, as defined in the Riparian Areas Protection Regulation made under the *Riparian Areas Protection Act*; 2. I am qualified to carry out this part of the assessment of the development proposal made by the developer       (*name of developer*) ; 3. I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Minister’s technical manual to the Riparian Areas Protection Regulation. | |

## Section 5. Environmental Monitoring

Attach text or document files explaining the monitoring regimen Use your “return” button on your keyboard after each line. It is suggested that all document be converted to PDF *before* inserting into the PDF version of the assessment report.

Include actions required, monitoring schedule, communications plan, and requirement for a post development report.

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## Section 6. Photos

Provide a description of what the photo is depicting, and where it is in relation to the site plan.

## Section 7. Professional Opinion

**Qualified Environmental Professional opinion on the development proposal’s riparian assessment.**

|  |  |
| --- | --- |
| Date |  |

1. I/We     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please list name(s) of qualified environmental professional(s) and their professional designation that are involved in assessment.)*

hereby certify that:

1. I am/We are qualified environmental professional(s), as defined in the Riparian Areas Protection Regulation made under the *Riparian Areas Protection Act*;
2. I am/We are qualified to carry out the assessment of the proposal made by the developer       (*name of developer*) , which proposal is described in section 3 of this Assessment Report (the “development proposal”),
3. I have/We have carried out an assessment of the development proposal and my/our assessment is set out in this Assessment Report; and
4. In carrying out my/our assessment of the development proposal, I have/We have followed the specifications of the Riparian Areas Protection Regulation and assessment methodology set out in the minister’s manual; AND

2. As qualified environmental professional(s), I/we hereby provide my/our professional opinion that:

1. the site of the proposed development is subject to undue hardship, (**if applicable, indicate N/A otherwise**) and
2. the proposed development will meet the **riparian protection standard** if the development proceeds as proposed in the report and complies with the measures, if any, recommended in the report.

**[NOTE: "Qualified Environmental Professional" means an individual as described in section 21 of the Riparian Areas Protection Regulation.]**

**Submission Instructions**

**Riparian Areas Protection Regulation – Qualified Environmental Professional – Assessment Report RAR-QEP-AR**

## Forms you will need to complete are

* Form 1 which has the database information, the description of the fisheries resources, development site plan, measures to protect and maintain the SPEA, and environmental monitoring.
* Form 2, if more QEPs are part of the project team.
* Either Form 3 the detailed assessment form(s) or Form 4 simple assessment form(s) which is for the results of the riparian assessment (SPEA width). Use enough copies of the form to complete the assessment of the site.
* Form 5 is the photo form(s). Duplicate for additional photos.

NB: Refer to Part 4 of the RAPR and the Technical Manual for detailed instructions on the information required for completing the Assessment Report.

A complete Riparian Assessment Report based on the template forms must be converted to a *single* Portable Document Format PDF file prior to uploading onto the Notification System.

The Assessment Report must be submitted complete with all information specified and posted to the notification system to be reviewed by the province. Upon approval notification will be provided to the local government.

**Tips for working with MS Word Template Forms**

Using the forms

* Before beginning, print a hard copy of the form and the guidance files for reference
* Open the template
* Enter data into the shaded fields on the form
* Use TAB to move from one field to another; SHIFT-TAB to go in reverse
* Text and digital photos may be inserted from other applications
* The amount of text that can be entered in each box is limited and cannot be changed by the user; boxes with date information, for example, require input like: yyyy-mm-dd.

Saving the completed form

* Assign name to the completed form
* Save a word document (\*.doc file)
* Do not overwrite the Template (\*.dot file) with your completed form
* If you do overwrite the template, you can download a new copy from this web site