

# Terms of Reference: SEDPA Monitoring Reports



August 2021

Securities are taken for any Sensitive Ecosystems Development Permit Areas (SEDPAs) that require a planting plan and/or fencing. Annual monitoring reports must be submitted to the City every year. These monitoring reports must be completed by a Qualified Environmental Professional (QEP).

## Background:

In the City of Surrey (the City), any development occurring within a SEDPA (*i.e.* a Green Infrastructure Network (GIN) area or a streamside protection area (SPA)) may require remediation of the area as a condition of any new development, disturbance or subdivision. The goal of this remediation is to maintain the biodiversity in the City over time, as well as to improve riparian fish habitat. The planting plan must be completed and signed off by a QEP who has the appropriate knowledge of the habitat they are remediating.

If the QEP recommendations depart from those of the Provincial BMPs, the report must indicate how and why the QEP recommendations depart from the BMPs and, that in their opinion, the *Wildlife Act*, *Fisheries Act*, *Fish Protection Act*, *Water Sustainability Act* and/or the *Migratory Bird Convention Act* will not be contravened through the implementation of those recommendations. The QEP is to professionally sign/stamp the Plan that they will accept liability should the recommendations prove not to be appropriate, resulting in a contravention of any regulations or legislations. Should the developer/landowner choose to depart from the QEP's recommendations, that developer/landowner accepts liability for the potential contravention of these Acts.

## Standards and Best Practices:

The QEP must be familiar with and reference the following resources, as applicable, to the development location:

*Develop with Care 2014: Environmental Guidelines for Urban and Rural Land Development in British Columbia (2014).*  
Section 4 – Environmentally Valuable Resources

<https://www2.gov.bc.ca/assets/gov/environment/natural-resource-stewardship/best-management-practices/develop-with-care/dwc-section-4.pdf>

*Develop with Care 2014: Environmental Guidelines for Urban and Rural Land Development in British Columbia (2014).*  
Section 5.6 – South Coast Region

<https://www2.gov.bc.ca/assets/gov/environment/natural-resource-stewardship/best-management-practices/develop-with-care/dwc-section-5-6-south-coast-region.pdf>

*Ecological Restoration Guidelines for British Columbia*

[www.env.gov.bc.ca/fia/documents/TERP\\_eco\\_rest\\_guidelines/documents/RestorationGuidelines.pdf](http://www.env.gov.bc.ca/fia/documents/TERP_eco_rest_guidelines/documents/RestorationGuidelines.pdf)

*RAR Revegetation Guidelines for Brownfield Sites (as amended).*

[https://www2.gov.bc.ca/assets/gov/environment/plants-animals-and-ecosystems/fish-fish-habitat/riparian-areas-regulations/rar\\_reveg\\_guidebk\\_sept6\\_2012\\_final.pdf](https://www2.gov.bc.ca/assets/gov/environment/plants-animals-and-ecosystems/fish-fish-habitat/riparian-areas-regulations/rar_reveg_guidebk_sept6_2012_final.pdf)

*Riparian Restoration Guidelines 2008.*

[www.env.gov.bc.ca/lower-mainland/electronic\\_documents/RiparianRestorationGuidelines.doc](http://www.env.gov.bc.ca/lower-mainland/electronic_documents/RiparianRestorationGuidelines.doc)

*Riparian Revegetation (Fisheries and Oceans Canada).*

<https://waves-vagues.dfo-mpo.gc.ca/Library/315523.pdf>

## Who is Qualified:

The monitoring visits and reporting must be completed by a QEP who has a strong, demonstrable experience in determining local ecosystem requirements, restoration and landscape ecology (for example, an R.P.Bio. or P.Ag with appropriate education and relevant work experience).

The QEP submitting the monitoring report does not necessarily need to be the Primary QEP who completed the initial planting and restoration plans. However, the QEP does need to review the plans and ensure that they were implemented appropriately.

## Monitoring Survey Timelines:

The QEP will submit their summary reports to the City of Surrey Trees and Landscaping Division for review ([TreeBylaw@surrey.ca](mailto:TreeBylaw@surrey.ca)). Pending the acceptance of each monitoring report, securities will be released following the schedules shown below.

Scenario	Schedule for Security Release
SEDPA requires a planting plan	<p>Year 0 : Planting occurs; monitoring report indicates successful planting / remediation works. No securities are returned at this time.</p> <p>Year 1 : monitoring report received and approved; 10% of securities returned.</p> <p>Year 2: monitoring report received and approved; 10% of securities returned.</p> <p>Year 3 : monitoring report received and approved; 10% of securities returned <b>OR</b>, the QEP deems that the property is now 'free to grow' and will not require any further maintenance of monitoring, and the remaining 80% of securities is released.</p> <p>Year 4 : monitoring report received and approved; 10% of securities returned.</p> <p>Year 5 : provided that there has been successful remediation, as determined by the QEP in their final monitoring report, then the remaining 60% of securities are released. <b>OR</b> If the remediation has failed threshold survival rates, then additional monitoring will be required and remaining securities will be released once the area is determined to be free to grow.</p>
Fencing only	100% of securities may be released upon receipt of a post-construction monitoring report, to be submitted by the QEP after works on the property are complete. The monitoring report will need to confirm that the fence type and location of fence is as described in the final EDP report. The QEP will also need to confirm that the SEDPA was not disturbed during construction activities.
Fencing and re-seeding	<p>One post-construction monitoring report to be submitted by the QEP after works on the property are complete. The monitoring report will need to confirm that the fence type and location of fence is as described in the final EDP report. The QEP will need to confirm that the appropriate seed mix was applied to the SEDPA by taking a photo of the seed mix used, and confirm that it was applied at an appropriate density.</p> <p>100% of securities may be released once the QEP can confirm that no further remediation of the SEDPA is required.</p>

## Monitoring Survey Report Requirements:

One monitoring report is required each year post-remediation. The monitoring reports must be completed by a QEP using science-based standards. The survey should be conducted during the growing season, at the most ideal time determined by the QEP based on the yearly conditions. If the QEP chooses an inappropriate time of year to complete the monitoring survey, they may be required by the City to re-visit the site for more conclusive evidence.

During the monitoring survey, the QEP is responsible for documenting any non-permitted disturbances in the SEDP Areas, and for providing up-to-date recommendations to achieve a successful remediation.

The Monitoring Report must include the following:

1. Contact information that includes the name, phone number and email address of the QEP and the property owner.
2. State the qualifications of the QEP completing the survey. The QEP must self-declare that they are qualified to design and implement natural areas restoration plans in the City of Surrey. The QEP must professionally sign/seal the survey and plan.
3. The date of the survey.
4. Representative photos of the site showing all relevant aspects of the remediated site.
5. If planting or seeding has been completed, QEP is to photograph plant stock and seed mix bags and comment on their condition.
6. A description of how the site is performing, and any requirements to achieve completed remediation (i.e., slope stability or evidence of tension cracks, bare soils to be seeded and planted, invasive species management plans, changes in watering regimes, etc.).
7. A Figure with relevant descriptions to articulate what the QEP is describing in their report.
8. A summary statement that indicates whether the site has achieved the minimum survival rates for the individual growing season). If >80% survival for shrub species at 100% survival for tree species was not achieved in any one growing season, the QEP must ensure replacement plantings are installed at an appropriate time of the same year.
9. Recommendations to bring the site into 100% compliance of the approved Planting/Restoration plan.
10. Append the original approved planting plan and cost estimate.
11. Append any previous monitoring reports.