

Riparian Areas Regulation: Assessment Report

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

Date 2016-09-19

I. Primary QEP Information

First Name	Dave		Middle Name	
Last Name	Williamson			
Designation	A.Sc.T		Company:	Cascade Environmental Resource Group Ltd.
Registration #	24935		Email	dwilliamson@cerg.ca
Address	Unit 3 - 1005 Alpha Lake Rd.			
City	Whistler	Postal/Zip	V0N 1B1	Phone # 604-938-1949
Prov/State	British Columbia	Country	Canada	

II. Secondary QEP Information (use Form 2 for other QEPs)

First Name	Candace		Middle Name	
Last Name	Rose-Taylor			
Designation	R.P. Bio.		Company	Cascade Environmental Resource Group Ltd.
Registration #	2826		Email	crosetaylor@cerg.ca
Address	Unit 3 - 1005 Alpha Lake Rd.			
City	Whistler	Postal/Zip	V0N 1B1	Phone # 604-938-1949
Prov/State	British Columbia	Country	Canada	

III. Developer Information

First Name	Jens		Middle Name	
Last Name	Lohser			
Company				
Phone #	604-617-2598		Email	Jens.Lohser@vch.ca
Address	4248 West 12th Avenue			
City	Vancouver	Postal/Zip	V6R 2P7	
Prov/State	British Columbia	Country	Canada	

IV. Development Information

Development Type	Subdivision of Property for Single Family Residential		
Area of Development (ha)	TBD	Riparian Length (m)	1101.8
Lot Area (ha)	6.3	Nature of Development	new
Proposed Start Date	2017-01-01	Proposed End Date	2019-10-01

V. Location of Proposed Development

Street Address (or nearest town)	9118 Portage Rd.		
Local Government	Squamish-Lillooet Regional District	City	Birken
Stream Name	Gates Lake, Ditch #1 and Ditch #2		
Legal Description (PID)	013-310-232	Region	Lower Mainland
Stream/River Type	Lake and drainage ditch	DFO Area	2
Watershed Code	100-235900-99100		
Latitude	50	28	30
Longitude	-122	38	6

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

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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)

Gates Lake is located within the unincorporated community of Birken in the Squamish-Lillooet Regional District. Gates Lake flows north into Gates River which feeds Anderson Lake. The subject property is located on the western edge of the lake and the two ditches on the property drain into the lake. Gates Lake is a known fish-bearing waterbody. According to the FISS database, populations of Sockeye (Kokanee) salmon (*Oncorhynchus nerka*), Dolly Varden (*Salvelinus malma*), rainbow trout (*Oncorhynchus mykiss*), cutthroat trout (*Oncorhynchus clarkii*), and Atlantic salmon (*Salmo salar*) have been observed in the lake.

The subject property was partially developed at the time of the RAR site visits. A house, several out buildings and an abandoned rooming house are currently located on the property. In addition to the existing private driveway which bisects the property, there is a permeable compacted earth access way along the southern end of the property for the hydro lines that is regularly maintained. The client wishes to sub-divide the property into three lots and develop a single family dwelling on each parcel. The 30 m Riparian Assessment Area (RAA) falls along the southern and eastern portions of the property as well as along a drainage ditch that runs along the eastern portion of the existing private road. However, this Riparian Areas Regulation (RAR) Assessment Report calculates the Streamside Protection and Enhancement Area (SPEA) as 15 m for Gates Lake, and 5 m for Ditch 1, 2 and 3.

Vegetation observed of the subject property includes; Douglas fir (*Pseudotsuga menziesii*), grand fir (*Abies grandis*), western redcedar (*Thuja plicata*), lodge pole pine (*Pinus contorta* var. *latifolia*), black spruce (*Picea mariana*), western hemlock (*Tsuga heterophylla*), Ponderosa pine (*Pinus ponderosa*), paper birch (*Betula papyrifera*), Black cottonwood (*Populus trichocarpa*), red alder (*Alnus rubra*), hardhack (*Spiraea douglasii*), red-osier dogwood (*Cornus stolonifera*), red elderberry (*Sambucus racemosa*), thimbleberry (*Rubus parviflorus*), tall Oregon grape (*Mahonia aquifolium*), nootka rose (*Rosa nutkana*), thistle sp. (*Cirsium* sp.), trailing blackberry (*Rubus ursinus*), red raspberry (*Rubus idaeus*), skunk cabbage (*Lysichiton americanum*), horsetail (*Equisetum* sp.), lady fern (*Athyrium filix-femina*), *Vaccinium* sp., sedges, rushes and grasses.

Section 2: Results of Detailed Riparian Assessment (SPEA width)

Refer to Chapter 3 of Assessment Methodology
Description of Water bodies involved (number, type)

Date: 2016-09-13

Stream	
Wetland	
Lake	1
Ditch	2
Number of water bodies	3
Stream #	1

Lake and Ditch

Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)

Ditch #1

	Channel Width(m)	Gradient (%)	
starting point	1.50		I, <u>Dave Williamson (name of qualified environmental professional)</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jens Lohser (name of developer)</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
upstream	1.48		
	1.60		
	1.15		
	1.37		
downstream	1.61		
	1.27		
	1.20		
	1.41		
	1.21		
	1.26		
Total: minus high /low mean	12.30		
	1.37		
	R/P	C/P	
Channel Type			

Site Potential Vegetation Type (SPVT)

SPVT Polygons	Yes	No	
		x	Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes I, <u>Dave Williamson (name of qualified environmental professional)</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jens Lohser (name of developer)</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
Polygon No:	1		Method employed if other than TR
SPVT Type	LC	SH	TR
			x
			N/A

Zone of Sensitivity (ZOS) and resultant SPEA

Segment No:		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons
LWD, Bank and Channel Stability ZOS (m)	5	
Litter fall and insect drop ZOS (m)	5	
Shade ZOS (m) max	5	
South bank	Yes	No
		x

FORM 3 Detailed Assessment Form
Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

Ditch

Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)	Ditch #1 is classified as a ditch because it has no headwaters, is man made and straight. It marks the property boundary to the south and is contained by the access road for the adjacent hydro lines and service poles.
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Ditch Fish Bearing	Yes	x	No		If non-fish bearing insert no fish bearing status report
--------------------	-----	---	----	--	--

SPEA maximum

5

(For ditch use table 3-7)

I, Dave Williamson (name of qualified environmental professional), hereby certify that:

a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;

b) I am qualified to carry out this part of the assessment of the development proposal made by the developer Jens Lohser (name of developer);

c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and

d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Comments

Ditch #1 is located along the southern edge of the property. The land adjacent to the ditch is cleared and maintained as an access route to service the hydro poles that service the property.

Stream #

2

Channel width and slope and Channel Type (use only if water body is a stream or a ditch, and only provide widths if a ditch)

Ditch #2

	Channel Width(m)	Gradient (%)	
starting point	0.70		I, <u>Dave Williamson (name of qualified environmental professional)</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jens Lohser (name of developer)</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
upstream	0.57		
	0.83		
	0.50		
	0.50		
downstream	0.39		
	0.40		
	0.41		
	0.32		
	0.40		
	0.67		
	0.32		
	0.48		
	0.51		
	0.57		
	0.78		
	0.59		
	1.03		
	0.49		
	0.71		
	0.51		
	0.96		
Total: minus high /low mean	11.29		
	0.56		
Channel Type	R/P	C/P	

Site Potential Vegetation Type (SPVT)

	Yes	No	
SPVT Polygons		x	Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes I, <u>Dave Williamson (name of qualified environmental professional)</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jens Lohser (name of developer)</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.
Polygon No:	1		Method employed if other than TR
SPVT Type	LC	SH	TR
			x
			N/A

Zone of Sensitivity (ZOS) and resultant SPEA

Segment No:		If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons
LWD, Bank and Channel Stability ZOS (m)	5	
Litter fall and insect drop ZOS (m)	5	
Shade ZOS (m) max	5	
South bank	Yes	No
		x

FORM 3 Detailed Assessment Form
Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

Ditch

Justification description for classifying as a ditch (manmade, no significant headwaters or springs, seasonal flow)

Ditch #2 is classified as a ditch because it has no head waters, is a man made drainage for the property and because its flow is seasonal.

Ditch Fish Bearing

Yes

x

No

If non-fish bearing insert no fish bearing status report

SPEA maximum

5

(For ditch use table3-7)

I, Dave Williamson (name of qualified environmental professional), hereby certify that:

- a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
- b) I am qualified to carry out this part of the assessment of the development proposal made by the developer Jens Lohser (name of developer);
- c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
- d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

Comments

Ditch #2 drains the property along the existing private access road. Measurements were taken from the head of the ditch in the proposed Lot C and north towards the lake edge at the border of the proposed Lot A and B.

Lake

Site Potential Vegetation Type (SPVT)

SPVT Polygons	Yes	No				
		x	Tick yes only if multiple polygons, if No then fill in one set of SPVT data boxes			
			I, <u>Dave Williamson (name of qualified environmental professional)</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the <i>Fish Protection Act</i> ; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jens Lohser (name of developer)</u> ; c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.			
Polygon No:	<u>1</u>		Method employed if other than TR			
	LC	SH	TR	N/A		
SPVT Type			x			

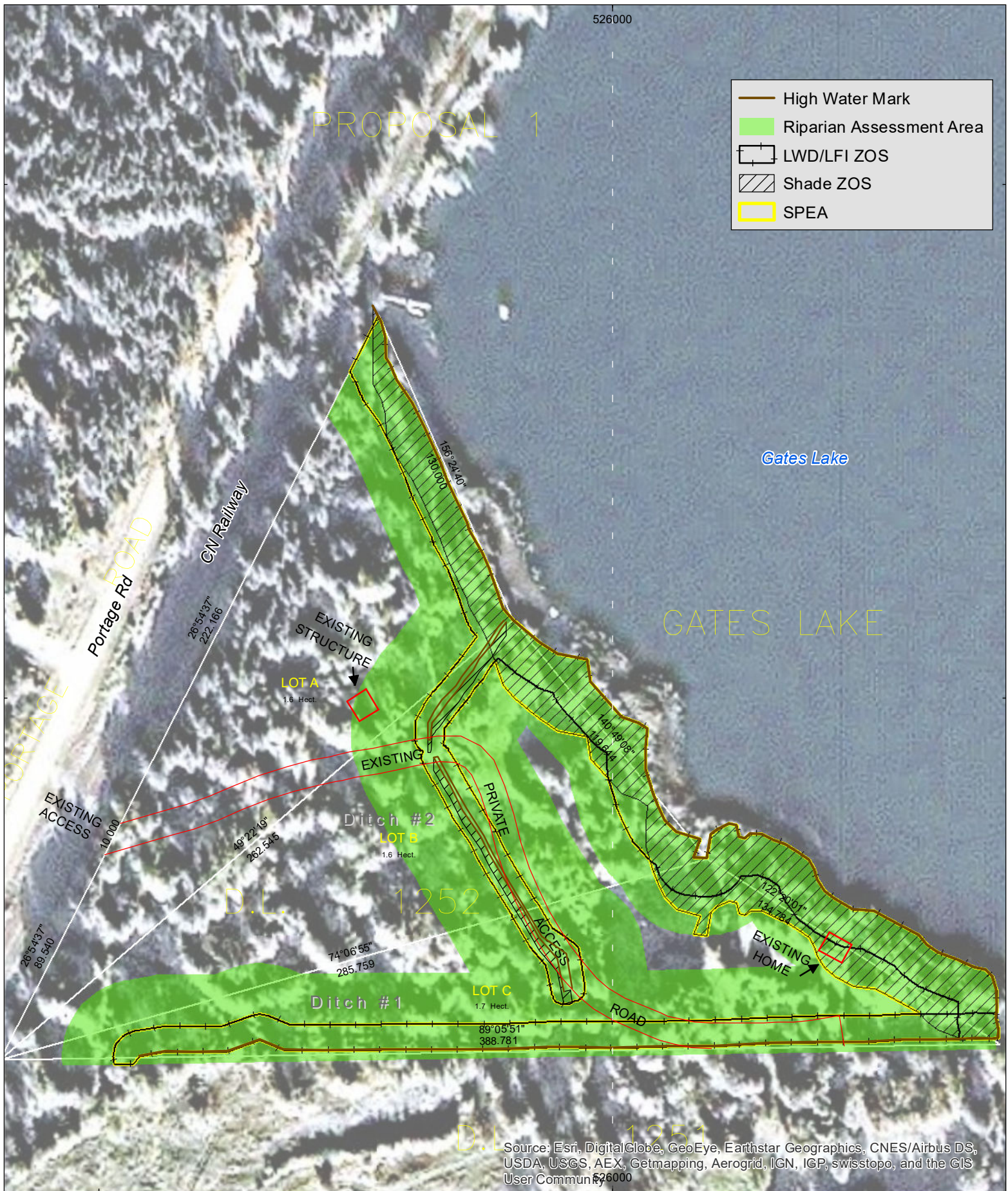
Zone of Sensitivity (ZOS) and resultant SPEA

Segment No:	If two sides of a stream involved, each side is a separate segment. For all water bodies multiple segments occur where there are multiple SPVT polygons					
LWD, Bank and Channel Stability ZOS (m)	15					
Litter fall and insect drop ZOS (m)	15					
Shade ZOS (m) maximum	30	South bank	Yes		No	x
SPEA	15	(For ditch use table3-7)				

I, Dave Williamson (name of qualified environmental professional), hereby certify that:
 a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
 b) I am qualified to carry out this part of the assessment of the development proposal made by the developer Jens Lohser (name of developer);
 c) I have carried out an assessment of the development proposal and my assessment is set out in this Assessment Report; and
 d) In carrying out my assessment of the development proposal, I have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation.

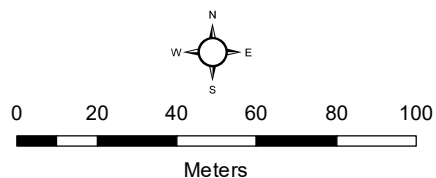
Comments

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GIS Cartographer: Nicola Church
 Date: September 19, 2016
 CERF File#: 716-01-01
 Projection: UTM 10N NAD83
 Orthophoto/Data: SLRD/BC Gov

CASCADE ENVIRONMENTAL
 RESOURCE GROUP LTD



RAR Assessment

9118 Portage Road, Gates Lake
 Birken, British Columbia

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 chapter 1.1.3 of Assessment Methodology. 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	No evidence of pathology, leaning trees, spiked tops, or missing bark were observed, and the client has not expressed concerns regarding danger trees or a need for danger tree removal. A more detailed Danger Tree Assessment will be conducted once the property has been subdivided and development plans with proposed building locations is made. At that time the Riparian Area Assessment will be updated in the RARNS with the updated information.
I, <u>Dave Williamson (name of qualified environmental professional)</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jens Lohser (name of developer)</u> ; c) 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 Schedule to the Riparian Areas Regulation	
2. Windthrow	In its current state there is no anticipated windthrow within the SPEA. A more detailed windthrow assessment will be conducted once the property has been subdivided and development plans with proposed building locations is made. At that time the Riparian Area Assessment will be updated in the RARNS with the updated information.
I, <u>Dave Williamson (name of qualified environmental professional)</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jens Lohser (name of developer)</u> ; c) 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 Schedule to the Riparian Areas Regulation	
3. Slope Stability	Field indicators of slope instability (i.e. curved tree trunks) were not observed during the field visit. Slope stability is not a concern at this site.
I, <u>Dave Williamson (name of qualified environmental professional)</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jens Lohser (name of developer)</u> ; c) 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 Schedule to the Riparian Areas Regulation	
4. Protection of Trees	Protection of trees in the SPEA can be achieved by placement of construction fence on the boundary of the SPEA. As trees that occur within the SPEA may have root systems that extend beyond the SPEA boundary, the following additional measures will be adopted to protect the roots of SPEA trees: no trenching will occur through the roots of SPEA trees, no paving will occur around SPEA trees, the ground level shall not be changed around SPEA trees, no parking will occur under SPEA trees, and no pollutants will contaminate the soil around SPEA trees.
I, <u>Dave Williamson (name of qualified environmental professional)</u> , hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jens Lohser (name of developer)</u> ; c) 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 Schedule to the Riparian Areas Regulation	

PHOTO FORM
Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report

5. Encroachment	Encroachment in the SPEA can be prevented by placement of construction fence on the SPEA boundary. Once development is complete, a medium height wooden fence or a vegetative barrier will demarcate the SPEA. The existing home on the southeast corner of the property is located within the SPEA, however it is grandfathered in. The home is allowed to persist and current maintenance is allowed provided there no redevelopment of the existing foundation.
I, <u>Dave Williamson (name of qualified environmental professional)</u>, hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jens Lohser (name of developer)</u>; c) 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 Schedule to the Riparian Areas Regulation	
6. Sediment and Erosion Control	Sediment fencing should be installed where necessary (as determined by the Environmental Monitor) to prevent discharge of sediment laden water into the SPEA during development. Stockpiles of excavated material will be covered by plastic tarps and/or surrounded by silt fence.
I, <u>Dave Williamson (name of qualified environmental professional)</u>, hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jens Lohser (name of developer)</u>; c) 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 Schedule to the Riparian Areas Regulation	
7. Stormwater Management	The proposed development will result in a marginal increase in the total impervious area of the property from surfaces such as roof tops and driveways. Minimizing the impervious area of the development (i.e. permeable driveways, maintaining greenspace and vegetated swales) will effectively decrease the stormwater impacts. Stormwater will be captured in a vegetated margin outside of the SPEA, where it will infiltrate the ground.
I, <u>Dave Williamson (name of qualified environmental professional)</u>, hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jens Lohser (name of developer)</u>; c) 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 Schedule to the Riparian Areas Regulation	
8. Floodplain Concerns (highly mobile channel)	The subject property is located on the shore of Gates Lake. The potential for flooding in this area is high. A geotechnical assessment will be conducted during the sub-division stage of development to identify any flood potential that would need to be mitigated. Once that assessment if completed the Riparian Area Assessment will be updated in the RARNS with the updated information.
I, <u>Dave Williamson (name of qualified environmental professional)</u>, hereby certify that: a) I am a qualified environmental professional, as defined in the Riparian Areas Regulation made under the Fish Protection Act; b) I am qualified to carry out this part of the assessment of the development proposal made by the developer <u>Jens Lohser (name of developer)</u>; c) 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 Schedule to the Riparian Areas 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.

The monitoring schedule for the development will include a site visit at the start of the construction phase of the project to ensure that there are no construction impacts to the SPEA. Additional site visits are required to be made by the QEP (Qualified Environmental Professional) periodically throughout construction to ensure that the measures to protect the SPEA are implemented and maintained. A follow-up visit will be made at the completion of the construction so that the QEP can prepare a report to submit to the BC MOE RAR website database. It is the responsibility of the client to notify the QEP prior to commencement of construction and upon completion of construction.

Section 6: Photos - Provide a description of what the photo is depicting, and where it is in relation to the site plan.



Photo 1: Looking south towards existing home in proposed Lot C from Gates Lake. January 6, 2016



Photo 2: Looking west on to property from Gates Lake. January 6, 2016



Photo 3: Looking northwest towards property from Gates Lake. January 6, 2016



Photo 4: Ditch #1 looking west. January 6, 2016

PHOTO FORM
Riparian Areas Regulation - Qualified Environmental Professional - Assessment Report



Photo 5: Ditch #1 looking east. January 6, 2016



Photo 6: Looking southeast towards Ditch#2 from the existing private access road. August 3, 2016.



Photo 7: Looking south at Ditch#2 from the existing private access road. August 3, 2016.



Photo 8: Looking northwest towards Ditch#3 from the existing private access road. August 3, 2016.

Section 7: Professional Opinion

Assessment Report Professional Opinion on the Development Proposal's riparian area.

Date 2016-09-13

1. We, Dave Williamson A.Sc.T. and Candace Rose-Taylor R.P. Bio.

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

hereby certify that:

- a) I am/We are qualified environmental professional(s), as defined in the Riparian Areas Regulation made under the *Fish Protection Act*;
- b) I am/We are qualified to carry out the assessment of the proposal made by the developer Jens Lohser (name of developer), which proposal is described in section 3 of this Assessment Report (the "development proposal");
- c) I have/We have carried out an assessment of the development proposal and my/our assessment is set out in this Assessment Report; and
- d) In carrying out my/our assessment of the development proposal, I have/We have followed the assessment methods set out in the Schedule to the Riparian Areas Regulation; AND

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

- a) ☐ if the development is implemented as proposed by the development proposal there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed, **OR**
(Note: include local government flex letter, DFO Letter of Advice, or description of how DFO local variance protocol is being addressed)
- b) ☒ if the streamside protection and enhancement areas identified in this Assessment Report are protected from the development proposed by the development proposal and the measures identified in this Assessment Report as necessary to protect the integrity of those areas from the effects of the development are implemented by the developer, there will be no harmful alteration, disruption or destruction of natural features, functions and conditions that support fish life processes in the riparian assessment area in which the development is proposed.

[NOTE: "qualified environmental professional" means an applied scientist or technologist, acting alone or together with another qualified environmental professional, if

- (a) the individual is registered and in good standing in British Columbia with an appropriate professional organization constituted under an Act, acting under that association's code of ethics and subject to disciplinary action by that association,
- (b) the individual's area of expertise is recognized in the assessment methods as one that is acceptable for the purpose of providing all or part of an assessment report in respect of that development proposal, and
- (c) the individual is acting within that individual's area of expertise.]

Riparian Areas 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: See the Guidelines and the Assessment Methods 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 complete, by submitting the information specified, and posted to provide notification to the local government, Ministry of Water, Land and Air Protection and the Department of Fisheries and Oceans Canada.

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