

Floodplain Assurance Statement

Please complete this form in its entirety. If fields are left blank, the form will be returned.

A. Project Information

Date	File No.
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Property Information

Project Name & Description	
Legal Description	
Site Address	PID

Client Information

Name			
Client Address			
Phone Number		Email	
Role (check one or more)	☐ Property Owner	☐ Developer	☐ Other

Qualified Professional Information

Name				
EGBC Designation(s)	☐ P. Eng.	☐ P. Geo.	☐ P. L. Eng.	☐ P. L. Geo.
Permit to Practice Number		Registration Number		
Firm Name ¹				
Email Address				
Phone Number(s)				
Mailing Address				

1. The Qualified Professional is a representative of the firm and submits this Assurance Statement on behalf of the firm.

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Floodplain Assessment Report Reference (the Report)

Title	Date
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B. Assurance

Based on the contents of this Assurance Statement and the Report, I hereby give assurance that (check as applicable):

☐ Development Permit:	The Report will “assist the local government in determining what conditions or requirements under Section 920 subsection 7.1 it will impose in the permit”, as required by the <i>Local Government Act</i> , Sections 488 to 491
☐ Building Permit: ☐ Community Charter	“The land may be used safely for the use intended”, as required by the Community Charter, Section 56,
☐ Flood Hazard Land Use ☐ Management Bylaw (No. 890) Exemption	“The land may be used safely for the use intended”, as required by the <i>Local Government Act</i> , Section 524.
☐ Subdivision	“The land may be used safely for the use intended”, as required by the <i>Land Title Act</i> , Section 86.
☐ Other: (eg: Zoning Bylaw Amendment Official Community Plan Amendment Temporary Use Permit, etc.)	Insert statement as appropriate:

C. EGBC Professional Practice Guidelines

The Report and this Assurance Statement should be completed in accordance with the current version of the following Professional Practice Guidelines issued by Engineers and Geoscientists BC (EGBC). These documents are collectively referred to as the “EGBC Guidelines”. The italicized words in this Assurance Statement are defined in the EGBC Guidelines.

- ☐ Legislated Flood Assessments in a Changing Climate in BC, and Associated Practice guidance.
- ☐ EGBC quality management guides.

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If the Report is not prepared pursuant to either of the EGBC Guidelines, please explain.

D. Background Information

Qualified Professionals **must** confirm and check that each item is included in the Report.

- ☐ Property location map – 8.5” x 11” size
- ☐ Development proposal site plan – 8.5” x 11” size. If a subdivision, show the parent parcel and all lots to be created, including any remainder.
- ☐ Description of the proposed development project (including building use) to the extent this is known at the time of Report preparation. Specify ALL that apply.
 - ☐ Residential
 - ☐ Industrial
 - ☐ Commercial
 - ☐ Institutional
 - ☐ Other _____

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E. Technical Requirements

Qualified Professionals must review, confirm and check completed items (as pertinent).

Report Content

The Report contains the following items:

- ☐ Relevant information pertaining to the property and pertinent potential hazards from appropriate background sources, including historical flood information and climatic data.
- ☐ Complete listing of previous reports and other relevant information that has been reviewed in preparing the Report.
- ☐ Assessment of the nature, extent, magnitude, frequency and potential effect of flood hazards that may affect the property.
- ☐ Maps, illustrations and diagrams to illustrate areas referred to in the Report.
- ☐ Description of field work conducted on and, if required, beyond the property, as relevant to the flood hazards identified.
- ☐ Contact and consultation with the Comox Valley Regional District.
Provide name and title of contact:

- ☐ Review of relevant CVRD bylaws and other statutory requirements.
- ☐ Restrictive covenants registered against the property title that pertain to natural hazards (if registered, the Report provides relevant information about the covenants).

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- ☐ Notation of any visibly apparent natural hazards or other hazards identified in background reports, which are not identified and addressed in the Report.

☐ Yes

☐ No

Comment: _____

- ☐ Does the Report rely on one or more supporting reports?

☐ Yes

☐ No

- ☐ I have reviewed the content of said reports and it is applicable

☐ Yes

☐ No

- ☐ For subdivision approval, the Report addresses natural hazards for:

☐ the parent parcel prior to subdivision; and

☐ any lots to be created (including any remainder)

☐ adjacent properties affecting the proposed lot

Floodplain Assessment, Risk Acceptability and Risk Transfer

In considering the above-noted potential hazards that may affect the property, I have:

- ☐ Reviewed and characterized the potential hazard(s);
- ☐ Estimated the potential frequency and magnitude of the potential hazard(s);
- ☐ Relied on supporting report(s) as noted above;
- ☐ Relied on a pre-existing assessment of hazard frequency and magnitude;

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- ☐ Considered the potential effects of climate change in the context identified in the Report;
- ☐ Considered the potential effects of changed future conditions (upstream watershed changes, forestry activity, land use changes, sea level rise, etc.) in the context identified in the Report;
- ☐ Acknowledge that this Assurance Statement pertains to natural hazards that are assessed in the Report and any Supporting Reports, and accurately reflects the contents of those documents;
- ☐ Following consultation with the CVRD, the Report proposes an alternative approach to risk mitigation, summarized as follows:
 - ☐ design return period approach; or
 - ☐ risk assessment approach; or
 - ☐ another approach: _____
- ☐ The Report describes the potential transfer of natural hazard risk to other properties or infrastructure as a result of the proposed project (including any proposed structural mitigation works): and
 - ☐ considered the potential for transfer of natural hazard risk;
 - ☐ concludes that there is no significant transfer of natural risk;
 - ☐ identifies the potential transfer of natural hazard risk and proposes measures to offset such transfer of risk.

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Mitigation and Design Recommendations

The Report contains the following items:

- ☐ Clearly identified safe locations for building(s), ancillary structures, and onsite utility services (as applicable, such as a septic field) out of the floodplain area as a preferred development alternative).
- ☐ Implementation steps for the identified structural mitigation works (in terms of design, construction and approval).
- ☐ Commentary on the effectiveness of proposed structural mitigation works in terms of ability to reduce the potential hazard impact, and identification of any residual risk that would remain.
- ☐ Proposed Flood Construction Level (FCL) for future development, including specification of an appropriate method of achieving the FCL.
- ☐ Proposed watercourse setback, which is clearly referenced from the natural boundary, top of bank, or another suitable basis.
- ☐ Demonstrated existence of a valid hardship and confirmation no other practical siting option is available.
- ☐ Confirmation the proposed floodplain setback represents the minimum variation from the requirements of the Bylaw No. 890 and represents no further contravention of the mapped setback given the existing site characteristics, location of the existing infrastructure (if any), and intended use of the land, specifically without regard to the economic circumstances or siting preference of the applicant.
- ☐ Proposed operation and maintenance actions that will be necessary in order for the level of safety to be maintained in the future, with indication of who should be responsible for those actions and when.

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Riparian Area Regulation (if applicable)

If a Riparian Area Regulation assessment has been completed for the property and it has been reviewed to identify and avoid conflict with Report recommendations for hazard mitigation.

☐ Yes ☐ No ☐ Uncertain

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Reviewer

The Report has received appropriate peer review which is consistent with the EGBC Professional Practice Guidelines and the name of the reviewer is noted in the Report and below (insert name and professional designation):

Name _____

EGBC ☐ P. Eng. ☐ P. Geo. ☐ P.L. Eng. ☐ P.L.Geo.
Designation(s)

Firm Name: _____

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F. CVRD Supplemental Requirements

The following points are understood by the *Qualified Professional* (QP) when submitting a Report:

- ☐ Permission is granted to the CVRD to use the Report in considering approval of the proposed development on the Property, provided that such permission is limited only to the proposed development project for which the Report was prepared.
- ☐ Methodology used in the Report is described in sufficient detail to facilitate a professional review of the study by CVRD when necessary.
- ☐ This Assurance Statement may be relied upon for permitting purposes for a period of one year after submittal. Beyond that time, CVRD should contact the QP for an updated Assurance Statement if needed.
- ☐ Professional liability insurance coverage of at least \$1 million per claim is carried by the QP.
- ☐ That all reports provided by a single practitioner require a second reviewer.
- ☐ Third party review or supplemental information may be required by the CVRD, where complex development proposals warrant.

G. Qualified Professional

Prepared by: (QP of Record)

Name _____

Designation ☐ P. Eng. ☐ P. Geo. ☐ P. L. Eng. ☐ P. L. Geo.

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Reviewed by:

Name _____

Designation: ☐ P. Eng. ☐ P. Geo. ☐ P.L. Eng. ☐ P.L. Geo.

Professional Seal, Signature and Date:

- ☐ I am a Qualified Professional as defined in the EGBC Guidelines, and I fulfill the education, training and experience requirements as outlined in the EGBC Guidelines.
- ☐ I have signed, sealed, dated and thereby certify, this Assurance Statement and the attached report.

Notice of Collection of Personal Information: The personal information on this form is collected under the authority of Section 26(C) of the Freedom of Information and Protection of Privacy Act (FIPPA), Local Government Act and CVRD bylaws and will be used solely for the administration and processing of this application. All documents, drawings, plans and information submitted in support of this application can be made available for public inspection pursuant to FIPPA. For questions about the collection of personal information, please contact the corporate legislative officer at 770 Harmston Ave, Courtenay BC V9N 0G8 or at 250-334-6000.