

Terms of Reference:

Erosion and Sediment Control Plan

Description:

An erosion and sediment control plan (ESC Plan) ensures that activities such as placing or dumping of fill, removal of top soil and alteration of grade do not have a negative impact on the receiving storm drainage and natural heritage systems.

Development Application Stream(s):

An erosion and sediment control plan may be required as part of the following application(s):

- Official Plan Amendment
- Zoning By-law Amendment
- Main Street North Development Permit System
- Draft Plan of Subdivision/Condominium
- Site Plan Control
- Site Alteration Permit

Prepared By:

The ESC Plan may consist of drawings as well as supporting documentation and should be prepared and signed/sealed by a “qualified person” as defined under O.Reg. 406/19 (On-site and Excess Soil Management).

Rationale:

An ESC Plan sets out the mitigative measures for preventing negative impacts on the drainage and natural heritage systems due to site alteration. Additionally, the ESC Plan ensures compliance under the Environmental Protection Act for activities related to the management of excess soils outlined in O.Reg 406/19.

Content:

The ESC Plan shall include:

- Proposed final elevations and Drainage system to be used upon completion of the filling operation;
- A description of the proposed Fill;
- A plan showing the design details to proper scale of any Retaining Wall that may be required and the dimensions of any materials to be used in the construction of such Retaining Wall;
- Security in a form and amount to be determined by the Commissioner to secure the performance of the work for which the Permit was obtained. The



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Commissioner may require an Order to agree that the Commissioner may use the security to recover the cost of the City performing any required work which the Order has failed to perform;

- Provide the Municipal address including the property size of the land on which the Fill is to be placed, dumped, or other Site Alteration is to occur;
- Provide the legal description of the land upon which the Fill is to be dumped or placed or other Site Alteration is to occur;
- Provide the Official Plan designation and zoning of the property;
- Provide the name, address, and contact information of the Owner of the land upon which the Fill is to be received and placed or dumped, including written acknowledgment and written acceptance of the Fill material being transported to his/her property;
- Provide the name, address, and contact information of the agent authorized by the Owner of the land upon which the Fill is to be placed, dumped, cut, or removed or other Site Alteration is to occur;
- Provide the name, address, and contact information of the consultant engineers authorized by the Owner of the land upon which the Fill is to be placed, dumped, cut, or removed or other Site Alteration is to occur;
- Provide the name, address, and contact information of the contractor authorized by the Owner of the land upon which the Fill is to be placed, dumped, cut, or removed or other Site Alteration is to occur;
- Provide the applicable fees calculated in accordance with the rates set out in Schedule 1 of the Site Alteration By-law (No. 119-2024);
- Provide a brief description of the proposed works that have been identified on the Site Plan;
- Provide a work schedule for the proposed Site Alteration works;
- Provide the proposed Grades and Drainage systems upon completion of Site Alteration operations and as shown on the Site Plan;
- Provide an estimated volume of Fill to be imported to achieve the Proposed Grades;
- Provide a brief description of the Fill being placed or dumped;
- Provide all source location(s) of the Fill being placed or dumped including environmental Soil tests, and Soil tests if required by the Commissioner;
- Provide the location, dimensions, details, design calculations, and estimated costs for the supply, installation, and maintenance of all construction site control measures necessary to meet the requirements of this By-law including sediment



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and erosion control measures as prepared by a Certified Inspector of Erosion and Sediment Control (CIESC) who will oversee the implementation and administration of the Erosion and Sediment Control Plan during construction and after as required;

- Ensure that all dust and mud control measures are implemented and utilized during construction and after as required;
- Ensure that all proposed ground covering to be used upon completion of the Site Alteration operation;
- Provide specific details regarding proposed Haul Routes to and from the Site, including the routes to be used and the times these routes will be used;
- Provide securities to ensure the Owner's obligations according to a Site Alteration Permit shall be in accordance with Schedule 1 of the Site Alteration By-law (No. 119-2024);
- Provide any other requirements the Commissioner deems necessary.

Additional Resources:

- [Site Alteration By-law \(No. 119-2024\)](#)

