

Development Application Guideline

Terms of Reference – Erosion and Sediment



Description

An Erosion and Sediment Control Plan is implemented during the construction phase of development, and is composed of both temporary and permanent measures. The intent of the plan is to mitigate the erosion and disturbance of sediment during development construction with temporary measures, and long after the development has been completed with permanent measures. This Terms of Reference document is intended to be applied in conjunction with all other applicable guidelines, such as the City of Kingston's Site Plan Control Guideline and the City of Kingston's Subdivision Development Guideline and Technical Standards.

Rationale

An Erosion and Sediment Control Plan is intended to provide an outline for the responsible control of erosion and sediment for a proposed development. Based on the proposed plan, appropriate construction methods and materials can be implemented to ensure the safety and compatibility of the proposed development with the site and surrounding area. A combination of both temporary and permanent measures is used, ensuring long-term control of erosion and sediment.

When Required

An Erosion and Sediment Control Plan may be required for any of the following applications depending on site context and conditions:

- Plan of Subdivision/Condominium
- Site Plan Control
- Or any other development application deemed appropriate by Council or delegate

Applicable Legislation

The Provincial Policy Statement (2014) speaks to avoiding environmental or public health and safety concerns (Section 1.1.1c), demonstrating no negative impact on natural features or on their ecological functions (Sections 2.1.5 and 2.1.7), and protecting the quality of water (Section 2.2.1).

The Planning Act gives Council the authority to request other information or material that it deems necessary in order to evaluate and make a decision on a proposed planning application.

Section 9.12.3 of the City's Official Plan contains a list of additional information (such as an Erosion and Sediment Control Plan) which may be required upon request.

Additionally, the City of Kingston's Official Plan contains several policies regarding erosion and sediment. Section 4.3.3 states:

4.3.3. The City requires that stormwater management be adequately studied and appropriately addressed in any development proposal in order to:

c) ensure erosion is not increased and sediment is not increased in the water column or the bed of the receiving waterbody during and after construction;

Qualified Persons

The study should be prepared by a qualified professional engineer licensed in the Province of Ontario with suitable experience in the field.

Required Contents

1. Site Context & Background

- a. Provide a brief description of the proposed development, including any proposed buildings, structures, significant excavations, stockpiles of fill, proposed roadways, utility installations and grading alterations.
- b. Give a description of the existing site, which should include a map, diagrams or photos, with regards to its location, current land uses, and topography as well as adjacent land uses and their potential impacts on the site.

2. Site Conditions & Procedures

- a. Site conditions should be outlined for the duration of the proposed development, from pre-construction through to post-construction.
- b. Outline the temporary construction sediment and erosion control measures that will be installed prior to any site disturbance, including how they will be checked, remain in good working order until the site is stabilized, and be cleaned on a regular basis.
- c. Once the site has been stabilized and excess sediment removed, detail how these temporary sediment and erosion controls will be removed. All sediment deposition, catch basins, sediment forebays, sediment fences, etc., should be cleaned prior to the municipality assuming ownership (for public facilities), or prior to the owner paying the final installment to the contractor (for private facilities). All permanent sediment and erosion controls should be in good working order prior to assumption, or final payment.

- d. When the project involves construction activity extending beyond one construction season, it must be demonstrated which measures will be employed to stabilize the site for the over-winter period.
 - e. A comprehensive procedure for addressing emergency scenarios and spills must be included.
- 3. All notes and drawings must be Ontario Provincial Standard Details (OPSD) Compliant**

Submission Requirements

All development applications and accompanying studies and reports should be submitted through the City of Kingston's **DASH Development and Services Hub** which can be accessed online at: [City of Kingston DASH](#)

Additional Information

For additional information, please contact the City of Kingston Planning, Building and Licensing Services Department at:

1211 John Counter Boulevard, Kingston
613-546-4291 ext. 3180
planning@cityofkingston.ca

The Cataraqui Region Conservation Authority can be contacted at:
P.O. Box 160, 1641 Perth Road, Glenburnie, ON, K0H 1S0
Phone: 613-546-4228
Email: info@crca.ca

See the Cataraqui Region Conservation Authority's Guidelines for Erosion and Sediment Control for more information and best practices (Appendix H in the following link): [Erosion and Sediment Control Guideline](#)