

Site Profiles: Local Governments Duties

The provincial Contaminated Sites Regulation under the *Environmental Management Act* contains a site profile form. The form, which requires a basic land description and information on the past and present uses of the site, is an initial screening tool for identifying sites that might be contaminated.

Who is required to submit a site profile?

Developers, owners, and vendors of property, as well as local governments (as land owners), may have to submit site profiles.

What is the process for producing site profiles?

The flowchart on page 2 outlines the site profile process. The number for each step below corresponds to the numbered steps in the chart. Local government duties are shown in steps 4 through 6.

What triggers the need for a site profile?

- 1 Usually a subdivision, development, zoning, demolition, or soil removal application for a property triggers the submission of a site profile.

How do land uses relate to a site profile?

- 2 A site profile is required if a site has been used for industrial or commercial activities listed in Schedule 2 of the Regulation. If a site has been used exclusively for residential use, a profile is not required.

Are there any exemptions?

- 3 The Contaminated Sites Regulation provides for numerous exemptions, such as when a local government applies to zone or rezone land

if the local government does not have an ownership interest in the land. If any of the exemptions apply, a site profile is not required.

What are a local government's main duties?

- 4 Local government officials must assess if the form is completed properly. If it is not, they must notify the person who provided the site profile and request corrections.
- 5 When the site profile has been properly completed, local government officials will review if there are any "yes" answers.

What are the forwarding duties?

- 6 If there is one or more "yes" answer, local government officials must forward the site profile to a Director of Waste Management. If there are all "no" answers, the profile must be forwarded to the Site Registrar.

For a site profile that needs further review, local governments must assess and forward the profile to the ministry within 15 days.

Do site profiles affect the approval of applications?

- 7 If a site profile is forwarded to a Director, the affected application must not be approved by the local government until the Director makes a decision, usually within 15 days, if the site requires investigation.

Note: This summary is solely for the convenience of the reader. The current legislation and regulations should be consulted for complete information.

For information about site profiles, please send a message to siteprofiles@gov.bc.ca. For more information, contact the Environmental Management Branch at site@gov.bc.ca.

Site Profiles and Local Government Requirements

