

City of Abbotsford

BERM APPLICATIONS



The City of Abbotsford has been working with the Provincial Government and the Agricultural Land Commission (ALC) to develop a practical process that allows the agricultural community to pursue flood protection measures while ensuring that flood risk is not transferred to neighbouring properties, drainage systems continue to function properly, and homes and agricultural structures remain protected.

Steps for building a berm on your property

To streamline the process for property owners to build berms more quickly, please follow these steps.

STEP 1: SUBMIT PROPOSED BERM INFORMATION

1

Property owners must email **floodmitigation@abbotsford.ca** with a high-level overview of the proposed berm, including:

- Property location
- Structures to be protected
- The proposed berm location
- The purpose of the berm (e.g., flood protection)

City of Abbotsford staff will review the information and contact the property owner if additional details or clarification are required before an assessment can be completed.

STEP 2: CITY REVIEW OF PROPOSED BERM

2

Once all required information has been received, the City of Abbotsford will:

1. Review the proposed berm location and identify any major requirements, including whether additional provincial permits may be needed.
2. Consult with flood engineers to confirm that the berm will not:
 - Create drainage or flooding issues for neighbouring properties; or
 - Transfer flood risk to other areas.

After the review is complete, City staff will advise the property owner of the assessment results and provide guidance on next steps.

STEP 3: APPLY FOR A SOIL DEPOSIT PERMIT

3

Once the proposed berm location have been reviewed and deemed acceptable under Step 2, the property owner must submit a Soil Deposit Permit application to the City of Abbotsford: **www.abbotsford.ca/soilremoval**.

City of Abbotsford

BERM APPLICATIONS

Required Soil Deposit Permit Application Information

1. Property Information

- Completed application form
- Current State of Title (≤ 30 days)
- Owner authorization (if applicable)
- Site address and PID

2. Site Plan (to scale - **REQUIRED**)

- Property boundaries
- Existing buildings (house, barns, shops, etc.)
- Driveway/access points
- Ditches, watercourses, and drainage features
- Adjacent roads
- Limits of proposed soil placement/removal

3. Drawing Submission

- Engineered Drawings that are signed and sealed
 - » Existing grades (spot elevations or contours)
 - » Proposed grades
 - » Simple cross-section
 - » Addressing onsite drainage for Minor Rainfall events (1:10yr)
 - » No changes to existing drainage patterns
 - » No impact to neighboring properties
 - » No alteration to ditches or watercourses

4. Volume Declaration

- Estimated total volume (m^3)
- Breakdown of import / export / net change

5. Purpose of Work

- Brief description (e.g. flood protection, minor grading, farm use)
- Area of work clearly identified

6. Material Information

- Type of material (clean fill / topsoil)
- Source (if known)
- Confirmation material is free of contamination

7. Hauling (if applicable)

- Estimated number of truckloads
- Access route to site



City of Abbotsford

BERM APPLICATIONS



4

Step 4: Submit Notice of Intent to the Agricultural Land Commission

At the same time as the City of Abbotsford Soil Permit Application is submitted, the property owner must also submit a Notice of Intent (NOI) to the Agricultural Land Commission (ALC).

5

Step 5: Review and Approvals

The City of Abbotsford and the ALC will coordinate the review of the Soil Deposit Permit and Notice of Intent applications.

During the review process, additional information may be requested as needed. The City and ALC will coordinate these applications, and advise the property owner of any requirements or decisions.

If the soil application for the berm is approved, issuance of a soil permit will occur after payment of applicable soil and deposit fees.

Important Considerations

- Work in or near ditches, watercourses, or drainage features may require:
 - Assessment by a qualified environmental professional; and/or
 - Additional provincial permits.
- Berms that cross multiple property lines are not considered private berms and may require approval from the Province through the Dike Maintenance Act.
- Berms must be designed in a way that minimizes the footprint and protects the structures on the farm only. Property wide berms will not be approved.
- Preliminary City review does not constitute final approval. Construction must not begin until all required permits and approvals have been obtained.

For more information:

Engineering & Regional Utilities Department

phone: 604-864-5514

email: floodmitigation@abbotsford.ca