# REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
# BOARD POLICY

**Policy:** Geotechnical Report Requirements

**Authority:** Board Resolution No. XXXX

## 1. Policy Statement

Geotechnical reports submitted in support of development applications in areas identified as comprising hazardous conditions must adhere to the requirements of the *Community Charter* and be made available for inclusion in a publicly accessible online document library.

## 2. Purpose

To ensure that geotechnical reports are clearly addressing legislative requirements by confirming that the land may be used safely for the use intended (e.g. s. 56 of the *Community Charter*) and that submitted reports can be made available for public review, including by other qualified professionals, through an online document library.

## 3. Responsibilities

1. Building & Bylaw Services Division; and
2. Planning Services Division.

## 4. Procedures

When a geotechnical report is to be submitted to the Regional District in support of a land use, building permit or soil permit application, it should include the following confirmations:

1. that the report has been prepared by a qualified professional (QP), such as a professional engineer or geoscientist, with demonstrated experience in geotechnical engineering and geohazards;
2. that the QP is a member in good standing of their respective professional association;
3. that the report has been formally sealed by that professional;
4. that the QP has determined that:

   *The land may be used safely for the use intended, and the proposed development will not render adjacent or downstream lands unsafe, subject to the conditions and recommendations set out in this report (as applicable).*

5. that the report meets the following digital and privacy standards:

   a) Public Record Acknowledgement: the applicant and QP acknowledge that the report will be published on the Regional District's website and become part of the public record;

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b) Privacy: the report does not contain any personal information of the property owner or applicant, such as private phone numbers, personal email addresses, or signatures (NOTE: professional contact information of the authoring firm is permissible);

c) Removal of Restrictions: the report does not contain any copyright headers, proprietary watermarks, or "private and confidential" clauses; and

d) Digital Format: reports must be submitted as a single, non-password-protected digital file in the ".pdf" format.

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