

## Sewage System Permit Guidelines

All permits shall be submitted through our online permit application software, Cloudpermit. For more information, visit our webpage at <https://www.oro-medonte.ca/municipal-services/building-information>

Description		Required	Submission Status	Notes
Applicable Law	Conservation Authority <ul style="list-style-type: none"> <li>• <a href="#">Nottawasaga Valley Conservation Authority (NVCA)</a></li> <li>• <a href="#">Lake Simcoe Conservation Authority (LSRCA)</a></li> </ul>			If applicable
	<a href="#">Ministry of Transportation (MTO)</a>			If applicable
Forms	Schedule 1: Designer Information	✓		
	Schedule 2: Sewage System Installer Information	✓		
	Municipal Form 1: Sewage Fixture Count	✓		
	Municipal Form 2, 3 or 4	✓		
Plans	Site Plan <ul style="list-style-type: none"> <li>• Identify bed and tank</li> <li>• Provide dimensions for bed &amp; clearances</li> <li>• Identify ALL surrounding well locations &amp; types</li> </ul>	✓		
	Cross Section <ul style="list-style-type: none"> <li>• Label imported/native elements with depths</li> <li>• Identify existing grade</li> </ul>	✓		
<b>Septic Permit Fee:</b> <ul style="list-style-type: none"> <li>• \$650.00 – New Installation, repair, or replacement</li> <li>• \$248.25 - Tank replacement (includes tanks, pump chambers, and treatment units)</li> </ul>		✓		
<p><b><u>Where a Test Hole Inspection is required to complete Septic Review</u></b></p> <ul style="list-style-type: none"> <li>▪ 2 test holes, excavated with a backhoe 5 feet deep in the location of proposed septic.</li> <li>▪ Book a test hole and site evaluation inspection online at <a href="https://www.oro-medonte.ca/municipal-services/building-information/inspections/inspection-booking">https://www.oro-medonte.ca/municipal-services/building-information/inspections/inspection-booking</a> or (705) 487-2171 ext. 2180.</li> </ul> <p>Note: At this time you are unable to book a test hole inspection through Cloudpermit as the permit is not approved/issued.</p>				
Where associated ELG design is applicable; cross reference of the septic design and approved ELG design shall be completed during Septic Permit Review.		Applicable	Yes	No

# Municipal Form 1: Sewage Fixture Count



SP #

The proposed system will be: (Refer to Part 8 of the Ontario Building Code for complete information.)

Class 2 - Leaching Pit ... LIMITED USE

Class 3 - Cess Pool ... Restricted use ONLY to receive contents of Class 1

Class 4 - Sewage Disposal Septic Tank or Treatment Unit

Installed with: Absorption Trench Filter Bed Other \_\_\_\_\_

Class 5 - Holding Tank - Restricted to corrective use and some temporary or limited uses ONLY

## Building and Plumbing Specifications (include roughed-in plumbing and proposed additions)

APPLICANT TO COMPLETE

Description	# of Units per Fixture	Dwelling #1		Dwelling #2		Other
		# of Fixtures	Fixture Count	# of Fixtures	Fixture Count	
Bathroom Group - 2 pc	5.5					
Bathroom Group - 3 pc	6					
Bathroom Group - 4 pc	7.5					
Bidet	1					
Kitchen Sink	1.5					
Washing Machine	1.5					
Laundry Tub	1.5					
Dishwasher	1.5					
Other	1.5					
<b>Total Fixture Units</b>					Total	
Finished Floor Area			m <sup>2</sup>		Total	
Number of Bedrooms					Total	

### Water Supply

Existing                      Proposed  
 Municipal      Drilled Well      Dug Well      Lake/River      Other

Is there a **WATER SOFTENER** and/or **IRON FILTER** that discharges to the sewage system [ ] Yes [ ] No

Notes:

# Municipal Form 2: CLASS 4 "TRENCH BED"



SP #

1. The plumbing will be high enough to allow gravity flow, otherwise a pump and pump chamber that is sized to deliver \_\_\_\_\_ litres per 15 min. cycle will be installed between the septic / tank treatment unit and the leaching bed.
2. "T" of original controlling soil layer \_\_\_\_\_ min./cm
3. Total "fixture units" value for dwelling unit: \_\_\_\_\_.
4. Total number of bedrooms in dwelling unit: \_\_\_\_\_.
5. Total finish floor area in dwelling unit: \_\_\_\_\_ sq. meters.
6. Total daily design sanitary sewage flow: \_\_\_\_\_ litres per day.
7. Minimum septic tank size \_\_\_\_\_ litres, or a treatment unit appropriately sized, meeting the requirements of OBC Subsection 8.6.2.2:

8. Calculations:

A - is the area in m<sup>2</sup>

Q - is the daily design sanitary sewage flow in litres

T - is the percolation time of the underlying native soil in min/cm to a max of 50

Length of distribution pipe

$$L = \frac{QT}{200}$$

$$L = \frac{x}{200}$$

$$L = \underline{\hspace{2cm}}$$

Loading Requirements (raised bed)

$$A = \frac{Q}{\text{Loading rate of soil L/m}^2}$$

$$A = \underline{\hspace{2cm}}$$

$$A = \underline{\hspace{2cm}}$$

9. Benchmark established as \_\_\_\_\_
10. Leaching bed fill area of minimum \_\_\_\_\_m<sup>2</sup> will be excavated to the maximum depth of \_\_\_\_\_mm above / below benchmark / highest existing grade before the:
  - a) site was disturbed. Base will be graded and scarified.
  - b) Will deposit a minimum 250mm depth of leaching bed fill with a "t" no less than \_\_\_\_\_min. / cm.
  - c) Will deposit a minimum \_\_\_\_\_mm of suitable granular fill with a "t" of \_\_\_\_\_ min / cm. plus perimeter over the leaching bed fill. Trenches excavated maximum 300mm deep into this fill. Stone deposited and distribution pipe laid into trenches.
11. Topsoil removed and trenches excavated to a maximum depth of \_\_\_\_\_ mm above/below benchmark/highest existing grade before the site was disturbed. Stone and pipe laid into trenches.
12. Other: 

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# Municipal Form 3: CLASS 4 "FILTER BED"



SP #

- The plumbing will be high enough to allow gravity flow, otherwise a pump and pump chamber that is sized to deliver \_\_\_\_\_ litres per 15 min. cycle will be installed between the septic / tank treatment unit and the leaching bed.
- "T" of original controlling soil layer \_\_\_\_\_ min./cm
- Total "fixture units" value for dwelling unit: \_\_\_\_\_.
- Total number of bedrooms in dwelling unit: \_\_\_\_\_.
- Total finish floor area in dwelling unit: \_\_\_\_\_ sq. meters.
- Total daily design sanitary sewage flow: \_\_\_\_\_ litres per day.
- Minimum septic tank size \_\_\_\_\_ litres, or a treatment unit appropriately sized, meeting the requirements of OBC Subsection 8.6.2.2:

8. Calculations:

A - is the area in m<sup>2</sup>

Q - is the daily design sanitary sewage flow in litres

T - is the percolation time of the underlying native soil in min/cm to a max of 50

Filter Bed Area @ ≤ 3,000 L/D

$$A = \frac{Q}{75}$$

$$A = \frac{\quad}{75}$$

$$A = \frac{\quad}{\quad}$$

Contact Area

$$A = \frac{QT}{850}$$

$$A = \frac{x}{850}$$

$$A = \frac{\quad}{\quad}$$

Filter Bed Area @ >3,000 L/D

$$A = \frac{Q}{50}$$

$$A = \frac{\quad}{50}$$

$$A = \frac{\quad}{\quad}$$

Loading Requirements (raised bed)

$$A = \frac{Q}{\text{per OBC Table 8.7.4.1.A.}}$$

$$A = \frac{\quad}{\text{per OBC Table 8.7.4.1.A.}}$$

$$A = \frac{\quad}{\quad}$$

Minimum effective Surface Area (Filter Medium) \_\_\_\_\_ m<sup>2</sup>

Minimum Base Area (Filter Medium) \_\_\_\_\_ m<sup>2</sup>

Minimum Leaching Bed Fill Area (Leaching Bed Fill) \_\_\_\_\_ m<sup>2</sup>

- Benchmark established as \_\_\_\_\_
- Leaching bed fill area will be excavated to a maximum depth of \_\_\_\_\_ mm above/below benchmark/highest existing grade before the site was disturbed. Base will be graded and scarified.

11. Other:

# Municipal Form 4: CLASS 4 "TREATMENT UNIT"



Manufacturer: \_\_\_\_\_

SP #

Model No. \_\_\_\_\_

1. The plumbing will be high enough to allow gravity flow, otherwise a pump and pump chamber that is sized to deliver \_\_\_\_\_ litres per 15 min. cycle will be installed between the septic / tank treatment unit and the leaching bed.
2. "T" of original controlling soil layer \_\_\_\_\_ min./cm
3. Total "fixture units" value for dwelling unit: \_\_\_\_\_.
4. Total number of bedrooms in dwelling unit: \_\_\_\_\_.
5. Total finish floor area in dwelling unit: \_\_\_\_\_ sq. meters.
6. Total daily design sanitary sewage flow: \_\_\_\_\_ litres per day.
7. Minimum septic tank size \_\_\_\_\_ litres, or a treatment unit appropriately sized, meeting the requirements of OBC Subsection 8.6.2.2:

8. Calculations:

A - is the area in m<sup>2</sup>

Q - is the daily design sanitary sewage flow in litres

T - is the percolation time of the underlying native soil in min/cm to a max of 50

Stone layer @ ≤ 3,000 L/D

$$A = \frac{Q}{75}$$

$$A = \frac{\quad}{75}$$

$$A = \underline{\hspace{2cm}}$$

Stone layer @ > 3,000 L/D

$$A = \frac{Q}{50}$$

$$A = \frac{\quad}{50}$$

$$A = \underline{\hspace{2cm}}$$

Sand layer:

$$A = \frac{QT}{850}$$

$$A = \frac{x}{850}$$

$$A = \underline{\hspace{2cm}}$$

9. Benchmark established as \_\_\_\_\_
10. Contact/loading area will be excavated to a maximum depth of \_\_\_\_\_ mm above/below benchmark/highest existing grade before the site was disturbed. Base grade will be graded and scarified.

11. Other:

## Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

<b>A. Project Information</b>			
Building number, street name	Unit no.	Lot/con.	
Municipality	Postal code	Plan number/ other description	
<b>B. Individual who reviews and takes responsibility for design activities</b>			
Name	Firm		
Street address	Unit no.	Lot/con.	
Municipality	Postal code	Province	E-mail
Telephone number	Fax number		Cell number
<b>C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]</b>			
House	HVAC – House	Building Structural	
Small Buildings	Building Services	Plumbing – House	
Large Buildings	Detection, Lighting and Power	Plumbing – All Buildings	
Complex Buildings	Fire Protection	On-site Sewage Systems	
Description of designer's work			
<b>D. Declaration of Designer</b>			
<p>I _____ declare that (choose one as appropriate):</p> <p style="text-align: center;">(print name)</p> <p>I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4. of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories.</p> <p>Individual BCIN: _____</p> <p>Firm BCIN: _____</p> <p>I review and take responsibility for the design and am qualified in the appropriate category as an "other designer" under subsection 3.2.5. of Division C, of the Building Code.</p> <p>Individual BCIN: _____</p> <p>Basis for exemption from registration: _____</p> <p>The design work is exempt from the registration and qualification requirements of the Building Code.</p> <p>Basis for exemption from registration and qualification: _____</p> <p>I certify that:</p> <ol style="list-style-type: none"> <li>1. The information contained in this schedule is true to the best of my knowledge.</li> <li>2. I have submitted this application with the knowledge and consent of the firm.</li> </ol> <p style="text-align: center;">_____</p> <p style="display: flex; justify-content: space-between;"> <span>Date</span> <span>Signature of Designer</span> </p>			

**NOTE:**

1. For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) (c) of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
2. Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.

## Schedule 2: Sewage System Installer Information

<b>A. Project Information</b>			
Building number, street name		Unit number	Lot/con.
Municipality	Postal code	Plan number/ other description	
<b>B. Sewage system installer</b>			
Is the installer of the sewage system engaged in the business of constructing on-site, installing, repairing, servicing, cleaning or emptying sewage systems, in accordance with Building Code Article 3.3.1.1, Division C?			
Yes (Continue to Section C)		No (Continue to Section E)	
		Installer unknown at time of application (Continue to Section E)	
<b>C. Registered installer information (where answer to B is "Yes")</b>			
Name		BCIN	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number	Fax	Cell number	
<b>D. Qualified supervisor information (where answer to section B is "Yes")</b>			
Name of qualified supervisor(s)		Building Code Identification Number (BCIN)	
<b>E. Declaration of Applicant:</b>			
<p>I _____ declare that:</p> <p style="text-align: center;">(print name)</p> <p>I am the applicant for the permit to construct the sewage system. If the installer is unknown at time of application, I shall submit a new Schedule 2 prior to construction when the installer is known;</p> <p><u>OR</u></p> <p>I am the holder of the permit to construct the sewage system, and am submitting a new Schedule 2, now that the installer is known.</p> <p>I certify that:</p> <ol style="list-style-type: none"> <li>1. The information contained in this schedule is true to the best of my knowledge.</li> <li>2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.</li> </ol> <p>_____</p> <p style="display: flex; justify-content: space-between;"> <span>Date</span> <span>Signature of applicant</span> </p>			