



SEWAGE SYSTEM PERMIT GUIDELINES

Description		Required	Submission Status	Comments
Applicable Law	Conservation Authority <i>Nottawasaga Valley Conservation Authority (NVCA)</i> <i>Lake Simcoe Conservation Authority (LSRCA)</i>			If applicable
	Ministry of Transportation (<i>MTO</i>)			If applicable
Forms	Building Permit Application	✓		Letter agent if not owner
	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 ✓ Identify bed and tank ✓ Provide dimensions for bed & clearances ✓ Identify surrounding well locations & types (including neighbours)	✓		
	Cross Section ✓ Label imported and native elements including depths ✓ Identify existing grade	✓		

A Test Hole Inspection is required upon submission of this permit application

2 test holes (dug with a backhoe) in location of bed & 5 ft. deep This inspection must be undertaken by the Building Division prior to reviewing and issuing the permit

- Be advised that additional information may be required following a full review of your permit application package.
- Permit Fee required at time of submission.

2 COPIES REQUIRED WHERE SHOWN

Where associated ELG design is applicable, approval & verification to be completed prior to permit issuance

Applicable
(please circle)

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					
Total Fixture Units					Total	
Finished Floor Area			m ²		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

File Information..[] N [] Y	Site Inspection..[] N [] Y	Date
Granted as proposed...[]	Granted with conditions below...[]	Unable to approve, reasons below...[]
Signature _____	Date _____	
Chief Building Official or Designate		

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 m²

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 _____m² 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:

Municipal Form 3: CLASS 4 "FILTER 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 m²

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)

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

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

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

9. Benchmark established as _____
10. 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 m²

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 = $\frac{Q}{75}$

Stone layer
> 3,000 L/D
A = $\frac{Q}{50}$

Sand layer
T-time ≤ than 15
A = $\frac{QT}{850}$

Sand layer
T-time > 15
A = $\frac{QT}{400}$

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

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

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

A = $\frac{x}{400}$

A = _____

A = _____

A = _____

A = _____

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: