



## SEWAGE SYSTEM VERIFICATION GUIDELINE

A Septic Verification Permit shall be submitted where a proposed development will reduce the performance level. A proper assessment by a Qualified Designer shall be conducted to ensure the existing sewage system is of adequate size and condition to serve the building appropriately.

### **RESIDENTIAL DWELLING UNIT**

**In accordance with Ontario Building Code Div B 11.4.2.5 (3), the performance level is reduced where proposed construction will either:**

- a) increase the number of bedrooms in the dwelling unit,
- b) exceeds 15% of the finished floor area of the dwelling unit, OR
- c) adds new plumbing fixtures to the dwelling unit,

And therefore resulting in a total daily design sanitary sewage flow exceeding the capacity of any component of a sewage system serving the dwelling unit.

### **NON-RESIDENTIAL**

**Refer to Ontario Building Code Div B 11.4.2.5 (1)(2) & (4) for effects on performance level.**

A complete Septic Verification Application package shall include:

Description	Required	Submission Status	Comments
Building Permit Application	✓		
Schedule 1	✓		
Municipal Form 5: Sewage System Verification	✓		Enclosed
Qualified Designer's Assessment (Phase II & Calculations)	✓		Include Use Approval or As-built drawing to aid Designer with locating and assessing system.
Concept Plans	✓		Provide floor plans of existing and proposed (hand drawn is acceptable for verification only)
Administrative Fee	✓		As per Fees & Charges By-law

**2 COPIES OF ALL PLANS / DOCUMENTS ARE REQUIRED**

**NOTE:** Any upgrade or replacement of an existing sewage system requires a full sewage permit INCLUDING the Qualified Designer's Assessment (Phase II & Calculations)

