

38 rue Victoria Street, Finch, ON K0C 1K0 Tel: 613-984-2948 Fax: 613-984-2872 Toll Free: 1-877-984-2948 www.nation.on.ca

Application for a Permit to Construct or Demolish

Applicant's Checklist

- □ Complete Application
- □ Deed of Land (Registered Plan may be requested)
- □ Floor Plan (including basement area) for each Permit Application Submitted
- □ Applicable Fees (Refer to our Fee Schedule on our <u>website</u>)
 - Pay by cheque to :

South Nation Conservation 38 Victoria Street, Finch, ON K0C 1K0

OR

- Call us at 613.984.2948, to pay by credit card (2.4% service fee applies)
- □ Verify with your local municipality or Conservation Authority in your area if your property is within a regulated area
- □ SNC Source Water Protection Review (if applicable)

Missing information or incomplete documents may delay the approval process.

Please send this application form to <u>septic@nation.on.ca</u>.



Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the Building Code Act

For use by Principal Authority							
Permit Number:		Date Received :					
Roll Number:							
Application submitted to :			۱				
A. Project Information							
Building number, street name			Unit number	Lot / concession			
Municipality	Postal code	Plan Number / other d	escription				
Project estimated value \$		Area of work (m ²)					
B. Purpose of application							
New Construction Addition to a	n existing building 🗌 Alte	eration/repair	Demolition/	Conditional Permis			
Proposed use of building	uilding						
Descripion of proposed work							
C. Applicant Applicant is :	Owner, or	Authoriz	es agent of owner				
Last Name	First Name	Corporation or partne	ership				
Street Address			Unit number	Lot / concession			
Municipality	Postal code	Province	E-mail				
Telephone number ()	Fax ()		Cell number ()				
D. Owner (if different from applicant)	l de la companya de l						
Last Name	First Name	Corporation or partne	ership				
Street Address			Unit number	Lot / concession			
Municipality	Postal code	Province	Municipality				
Telephone number ()	Fax ()		Cell number ()				



E. Bu	ilder (optional)					
Last N	lame	First Name	Corporation or partners	hip		
Street	Address		1	Unit number	Lot /	concession
Munic	ipality	Postal code	Province	Municipality	1	
Telepl (hone number)	Fax ()		Cell number ()		
F. Ta	arion Warranty Corporation (Onta	ario New Home Warran	ty Program)			
	Is proposed construction for a new hom If no, go to section G.	ne as defined in the Ontario	o New Home Warranties	Plan Act?	🗆 Ye	s 🗌 No
ii.	Is registration required under the Ontar	rio New Home Warranties I	Plan Act?		🗌 Ye	s 🗌 No
iii.	If yes to (ii) provide registration number	r(s) :				
G. Re	equired Schedules					
	Attached Schedule 1 for each individua Attach Schedule 2 where application is					
Н. С	Completeness and compliance wi	th applicable law				
	This application meets all the requirem Building Code (the application is made all applicable fields have been complet required schedules are submitted).	agent, 🗌	Yes	🗌 No		
	Payment has been made of all fees tha regulation made under clause 7(1)(c) o application is made.			on or	Yes	🗆 No
	This application is accompanied by the by-law, resolution or regulation made u			le 🗌	Yes	🗌 No
	This application is accompanied by the by-law, resolution or regulation made u enable the chief building official to dete demolition will contravene any applicab	nder clause 7(1)(b) of the <i>l</i> ermine whether the propose	Building Code Act, 1992 \	which 🗌	Yes	□ No
iv.	The proposed building, construction or	demolition will not contrave	ene any applicable law.		Yes	🗆 No
I. De	claration of applicant					
l	(print name)		declare that:	ons and other at	tached doo	sumentation is
true to	o the best of my knowledge.					
If the	owner is a corporation or partnership, I	have the authority to bind	the corporation or partne	rship.		
	Date		Signature of applicar	nt		_



Schedule 1: Designer Information

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

A. Project Information						
Building number, street name		Unit no.	Lot / concession			
Municipality	Plan number / other des	scription				
B. Individual who reviews and takes	responsibility for desig	gn activities				
Name		Firm				
Street Address			Unit no.	Lot / concession		
Municipality	Postal code	Province	E-mail			
Telephone number ()	Fax ()		Cell number ()			
C. Design activities undertaken by ind	ividual identified in Se	ction B. [Building Co	de Table 3.5.2.1 o	f Division C]		
 House Small Buildings Large Buildings Complex Buildings 	 HVAC – House Building Services Detection, Lighting and Power Fire Protection 		 Building Structural Plumbing – House Plumbing – All Buildings On-site Sewage Systems 			
Description of designer's work						
D. Declaration of Designer						
I	design work on behalf of a irm is registered, in the ap Firm design and am qualified in le.	oropriate classes / catego n BCIN :	osection 3.2.4. of Divi ories. as an ''other designe	er" under subsection		
 The design work is exempt from the registration and qualification requirements of the Building Code. Basis for exemption from registration:						
Date		Signature of Des	igner			
NOTE: "individual" means the "person" referred to in Clau Subsections 3.2.4. and 3.2.5. of Division C. Schedule 1 i authorization, issued by the Association of Professional E	s also not required to be complete	d by a holder of a license to pra				

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Schedule 2 : Sewage System Installer Information

Utiliser un formulaire pour chaque personne qui passe en revue les activités de conception liées avec le projet et en assume la responsabilité.

A. Project Information					
Building number, street name			Unit no.	Lot / concession	
Municipality	Postal code	Plan number / other description			
B. Sewage System Installer	I	I			
Is the installer of the sewage system en cleaning, or emptying sewage systems,				servicing,	
Yes (Continue to Section C)	□ No (Continue	to Section E)		own at the time of ontinue to Section E)	
C. Registered installer information (w	vhere answer to B is 'Y	′es')			
Name			BCIN		
Street Address			Unit no.	Lot / concession	
Postal code	Province	E-mail	Postal code		
Fax	Cell number				
()		(1)			
D. Qualified supervisor information (where answer to B is "	•			
Name of qualified supervisor(s)		Building Code Identifica	ation Number (BCIN)		
E. Declaration of Applicant :					
		declare that:			
(print name)					
I am the applicant for the permit to connew schedule 2 prior to the construction			at the time of applicat	ion, I shall submit a	
	OR				
□ I am holder of the permit to construct the	ne sewage system, and am	submitting a new Sched	ule 2, now that the ins	staller is known.	
I certify that:					
 The information contained in this sch If the owner is corporation or partners 			partnership.		
Date		Signature of applicant			
Date		Signature of applicant			
Personal information contained in this form and schedule			-		
and enforcement of the Building Code Act, 1992. Questio upper-tier municipality to which this application is being m	-	-			
for an upper-tier municipality, board of health or conserva		•	•		

Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.



Schedule 3: Applicant Information

- 1) Application form, Schedules 1, 2, 3, 4, 5, 6, 7, 8 (if applicable) & one of Schedule 9-15 (whichever is applicable) must be submitted.
- 2) Application fees: Please refer to the SNC Fee Schedule available online: https://www.nation.on.ca/development/find-form
- 3) Class 4 fees will not include the excavation inspection, this inspection will be considered as an additional to allow the homeowner the option of obtaining a certified engineer or SNC to conduct the excavation inspection. The certified engineer must provide SNC with an inspection report that will be part of the permit process and approval. Please refer to fee schedule for additional Inspections.
- 4) No application will be processed if a copy of the Transfer/Deed of Land or a municipal tax receipt and architectural drawing for the property in question are not enclosed.
- 5) Any changes subsequent to the original application will require a Certificate of Change and corresponding fees be paid Section 8.(12)(13)(14) of the Building Code Act.
- 6) Contact the applicable CA Planning and Engineering department or Township Office if the said property is located in proximity of a waterway, in a zone subject to landslides or unstable slopes. A development permit may be required from the authority Section 8.(2)(a) of the Building Code Act.
- 7) SNC strongly recommends that fencing or equivalent protection encircle any test pit or any septic/holding tank excavation until placement of backfill material, and that tank access lids always be maintained in place. SNC and its agent will not assume any responsibility for negligence relating to these safety measures.
- 8) The operator/owner of the sewage system shall keep it maintained at all times so that its construction remains in accordance with the requirements of the Ontario Building Code. Vehicular traffic (including snowmobiles and ATVs) must not be allowed over the leaching bed. Do not allow roof drains to discharge to the treatment unit or surface waters to drain towards the area of the leaching bed Section 8.9.3.2.(1)(2) of the Ontario Building Code.
- 9) The sewage system permit will be cancelled after twelve (12) months of the date of issuance of the said permit Section 8.(10) (b) (c) of the Building Code Act.
- 10) Tile drainage within 8 meters of the leaching bed must be removed or the lines broken so as to prevent the entry of sewage effluent into the drains. Table 8.2.1.6. B and Section 8.2.1.6.(2) of the Ontario Building Code.
- 11) We recommend that the following trees be kept at a distance of 5 meters for hard maple, elm, ash and evergreen and a distance of 8 meters for silver maple, soft maple, willow family, poplar or any large trees. We may require a letter from the applicant accepting responsibility for any damages caused to or by any trees Section 8.9.3.2.(2) of the Ontario Building Code.
- 12) The building shall be located and the building site graded so that water will not accumulate at or near the building and will not adversely affect any adjacent properties Section 3.1.17.1.(1) of the Ontario Building Code.
- 13) Where piping may be exposed to freezing conditions, it shall be protected from frost (see Appendix A), Section 7.3.5.5.(1) of the Ontario Building Code.

Signature of Owner

Date

Signature of agent (if applicable)

Date



Schedule 4: Soil and Water Table Information

Name of applicant/agent :		Inspector :
Date : Time :		Date : Time :
Applicant/agent's signature:		Inspector's signature :
EG () Soil descriptio	т	EG () Soil description
0.5 m		0.5 m
1.0 m		1.0 m
1.5 m		1.5 m
2.0 m		2.0 m
EG () Soil description	n T	EG () Soil description
0.5 m		0.5 m
1.0 m		1.0 m
1.5 m		1.5 m
2.0 m		2.0 m
LEGEND		
BR = Bedrock	HGWT = High graound wat	ter table EG = Existing Grade
GWT = Ground water table	M = Metre	T = Percolation rate

(Minimum depth of test pit : 2 metres)



Schedule 5: Permit Application / Certification of Change

	□ PERMIT APPLICAITON □ CERTIFICATE OF CHANGE
1)	Type of Work Proposed :
	NewRemplacementRemplacementAlterationDecommissioningInstallationLeaching Bed(must fill out section 5)
2)	Type of Water Supply (Identify all types) Check Applicable : P = Proposed or E = Existing Drilled Well : P = E Sandpoint Well : P = E
	Municipal : P E Other :
3)	Daily Sewage Design Flow Bedrooms House (floor area) m ² Persons Total Fixture Units (Schedule 7)
	Residential Other Occupancies Lot Surface Area m ²
	Total Flow : L/Day Detailed flow :
4)	Type of Treatment Unit (Tank) Proposed Existing Volume L Manufacturer: Still Fill D
4)	Volume L Imanufacturer: Effluent Filter / Risers Imanufacturer:
4)	Volume L Imanufacturer:
	Volume L Imanufacturer: Effluent Filter / Risers Imanufacturer:
	Volume L Manufacturer: Effluent Filter / Risers Tertiary Model: Design flow up to L/Day Tank Replacement Only (must provide the existing use permit or an evaluation by licensed individual)
	Volume L An under An un
	 VolumeL
5)	 VolumeL Manufacturer:
5)	 VolumeL Manufacturer:
5)	 VolumeL
5)	 VolumeL Manufacturer:



Schedule 5: Permit Application / Certificate of Change (page 2)

□ Conventional Pipe	□ Interconnected	<u>Calculatio</u>	ons L= QT / 200 or L= QT / 300
□ Chambers	Total length :	_ metres	
EZ Flow	# of runs of	metres	
□ Filter Media Beds			Calculations A = QT / 850
Stone m X	$m = _ m^2$	Q / 7	5 =
Pipe @ m	=m Spacing	m (1.2 max) Q/ 4 (soils	3) =
Sand m X	$m = _ m^2$	QT / 850 FM Expanded bas	e =
Filter Media m X	m = m ³		
□ Shallow Buried Trenc	h 🗆 Pressurized 🛛	☐ Time Dosed	<u>Calculations Q / 75, 50, or 30</u>
Pipe @ m	= m		
Contact m X	m = m ² / Spacing	m (0.2 min)	
□ Open Bottom □ Type /	A 🗆 Type B 🔲 Pressurize	d Time Dosed <u>Calculations L</u>	= QT / 850 or 400 & L= Q / 50 or 75
Stone m X	$m = _ m^2$		
Pipe @ m	= m Spacing	m	
Sand m X	m = m ² / Sand	m X m = m ²	
Pump On Dema	and 🛛 Time Dosed		
Volume Calculations:		Specify discharge rate required:	L / 15mins
Make:		Model:	
□ Distribution Box	□ Flow Divider □	Double Header	
Describe:			
Frost Protection Request	uired 🗆 Yes 🗆 No		
If YES, describe:			
Loading Rate Calculation	IS		
Loading rate:	L / m ² / d (Sections 8.7	7.4.1. and 8.7.3.1. of the Ontario Build	ng Code)
Loading rate / contact area ca	lculations: L/d	+L/m2/d =	m²
Percolation time of native soil	: cm / min	□ Native Utilize (Required Form:	Original Soils Proposal)
Percolation time of imported le	eaching bed fill:	cm / min	
Dimension of excavation:	m Xm =	m ² \Box and/or refer to d	rawing for Irregular Dimension

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Schedule 6

Vacant land Existing structure Well Drill Dug	Part 11 applicable	(Distances Only)		÷	Draw neighbouring Dwelling / well(s)
Draw neighbouring Dwelling / Iwell(s)					□ Vacant land □ Existing structure □ Well Drilled □ Dug
Applicable Notes :	 Existing Tank to be If more than one s land, there shall be 	e pumped, hauled, or crushe e Evaluated by licensed indiv ewage system is located on l e no overlap of any part of the	d Removal idual required ot or parcel of Contami	ust be 5 metres to leaching be & Back Filling Acknowledgen from property owner nated oils are to be removed /	nent Letter
		-	D10	D12	
D1 D2			D10 D11		
D3			D12		
ELEVATION	S (METRES)				
BM		X4	X6	_ X8	
X1			X7		
	PIPES (METRES)				
BOTTOM OF					

As-Built – Layout Section (Plan View)

 $\hfill\square$ Tank and / or $\hfill\square$ Leaching bed $\hfill\square$ Other:

Signature of Installer or refer to Schedule 2

Date



Schedule 7: Fixture Unit Count

(Ontario Building Code Table 7.4.9.3. and 7.4.10.2.)

	Fixtures	# Existing	+	# Proposed	x	Unit Count	=	Fixture Count		
BATHROOM	Three-piece full bathroom									
	 Full Bathroom group, any of <u>three</u>: Toilet Sink Tub / Tub-shower combo, or Shower stall 		+		x	6	=			
	Powder rooms or additional f	ixtures								
	Toilet		+		X	4	=			
	Bathtub with/without overhead shower		+		X	1.5	=			
	Sink		+		Χ	1.5	=			
	Shower stall		+		Χ	1.5	=			
	Bidet		+		Х	1	=			
KITCHEN	Dishwasher		+		X	1	=			
	Sink with / without garbage grinder(s) domestic and other small type single, double or 2 single with common trap		+		x	1.5	=			
OTHER	Domestic washing machine		+		X	1.5	=			
	Combination sink and laundry tray single or double (installed on 1 ½ trap)		+		x	1.5	=			
	1	1	1	1	. 1	Tot	al :			

Insert the TOTAL in section 3 of Schedule 5 (page 1) of this application

- 1. Sump pumps and floor drains are not to be connected to the sewage system. Connection of such fixtures to a sewage system may lead to a hydraulic failure of the said system. The above-mentioned fixtures should be discharged separately to an approved Class 2 (leaching pit) sewage system.
- 2. Where laundry waste is not more than 20% if the total daily design sanitary sewage flow, it may discharge to a sewage system (Part 8, Ontario Building Code, 8.1.3.1(2)).



Schedule 8: Ontario Building Maintenance and Servicing Requirements

This information sheet is designed to inform the property owner of the Ontario Building Code requirements for maintenance and servicing of the proposed treatment unit indicated on your design that is used in conjunction with the leaching bed constructed as a shallow buried, Type A, Type B dispersal bed and other types of septic system requiring maintenance and servicing under BMEC approval:

Building Code State:

8.9.2.3. Class 4 Sewage Systems

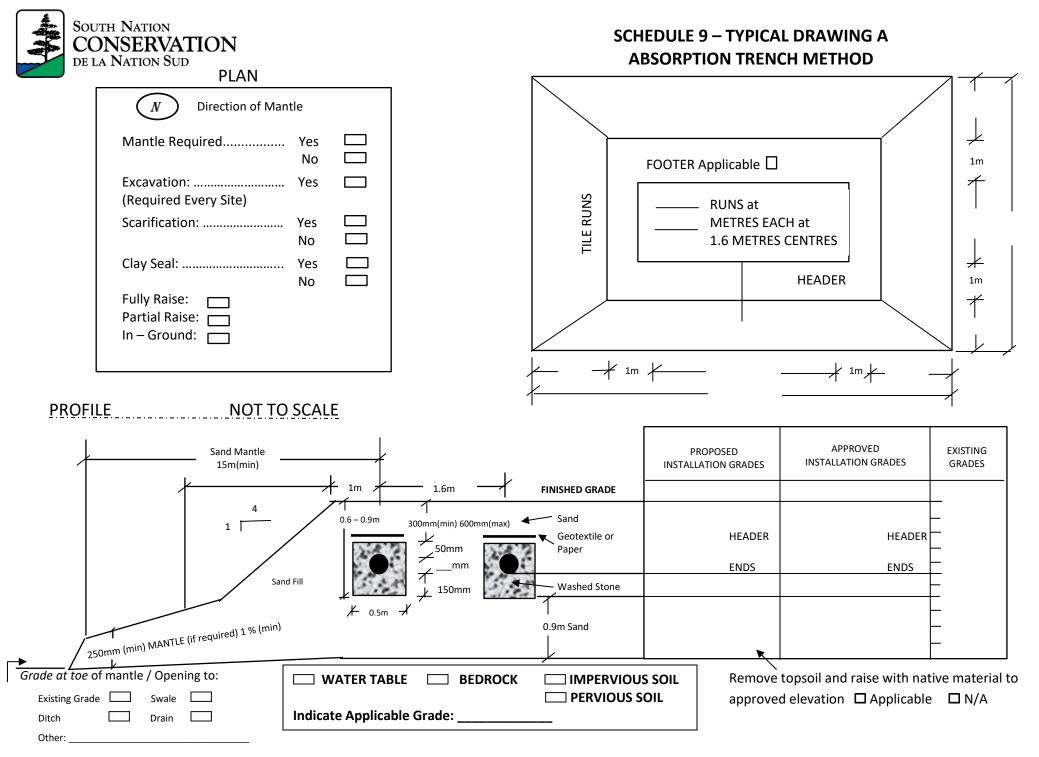
- (1) Every Class 4 *sewage system* shall be operated in accordance with the literature required by Sentence 8.6.2.2. (6).
- (2) No person shall operate a *treatment unit* other than a *septic tank* unless the person has entered into an agreement whereby servicing and maintenance of the *treatment unit* and its related components will be carried out by a person who:
 - (a) possesses a copy of the literature required by Sentence 8.6.2.2.(6), and
 - (b) is authorized by the manufacturer to service and maintain that type of treatment unit
- (3) The person authorized by the manufacturer to service and maintain the *treatment unit* and who has entered into the agreement referred to in Sentence (2) with the person operating the *treatment unit* shall notify the *chief building official* if,
 - (a) the agreement is terminated, or
 - (b) access for service and maintenance is denied by the person operating the treatment unit.

8.9.2.4. Sampling of Treatment Units

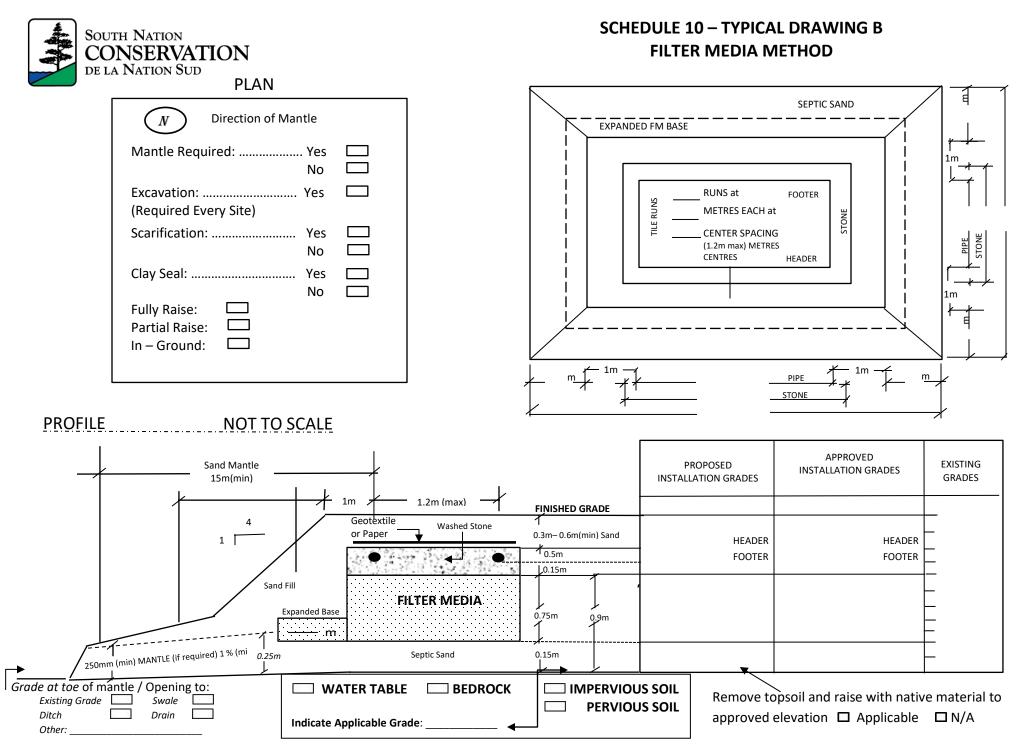
- (1) Every person operating a *treatment unit* that is used in conjunction with a *leaching bed constructed* as a *shallow buried trench*, *Type A dispersal bed* or *Type B dispersal bed* shall,
 - (a) take a grab sample of the *effluent* to determine the level of CBOD₅ and suspended solids in the *effluent*,
 - (b) carry out the sampling required by Clause (1)(a) in accordance with the methods described in the APHA/AWWA/WEF, "Standard Methods for the Examination of Water and Wastewater", and
 - (c) promptly submit the results of the sampling required by Clause (a) to the *chief building official*.
- (2) Except as provided in Sentence (4), the sampling required by Sentence (1) shall be conducted,
 - (a) initially, once during the first 12 months after the sewage system was put into use, and
 - (b) thereafter, once during every 12-month period, at least 10 months and not more than 18 months after the previous sampling has been completed.
- (3) The concentration of CBOD₅ and suspended solids in the grab sample described in Sentences (1) and (4) is deemed to comply with the maximum concentration requirements set out in Table 8.6.2.2. when it does not exceed 20 mg/L for each of these parameters.
- (4) If the results of the sampling required by Sentence (1) do not comply with Sentence (3), the person operating the *treatment unit* shall,
 - (a) resample the *effluent* in accordance with Clauses (1)(a) and (b) within 6 months after the previous sampling has been completed, and
 - (b) promptly submit the results of the resampling required by Clause (a) to the chief building official.

At any time, the above requirements are not adhered, the sewage system located on your property will not be in conformity with the building code.

Signature of Property Owner



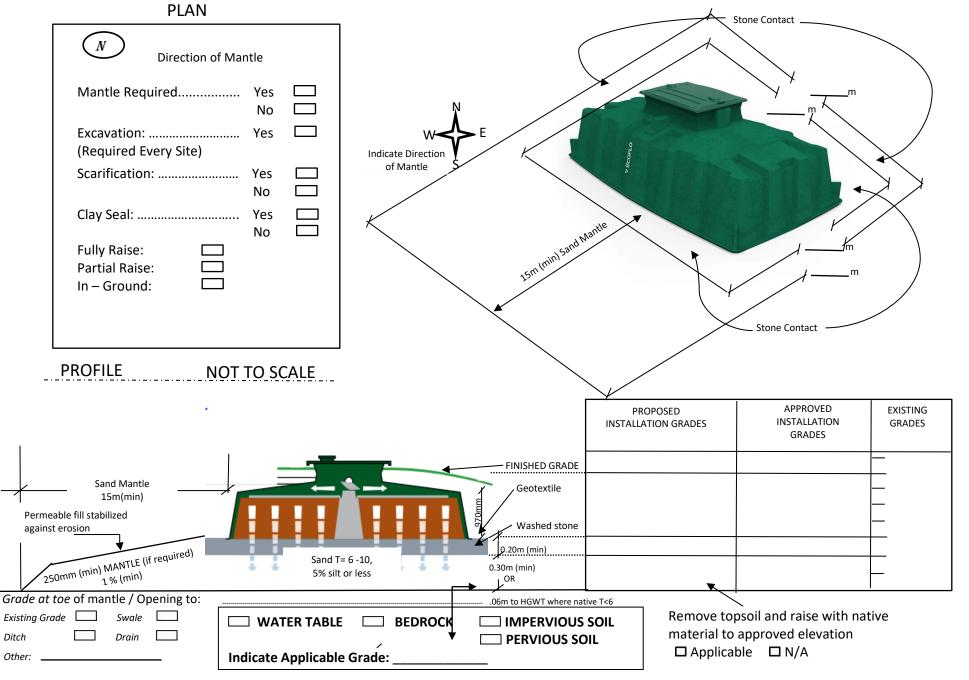
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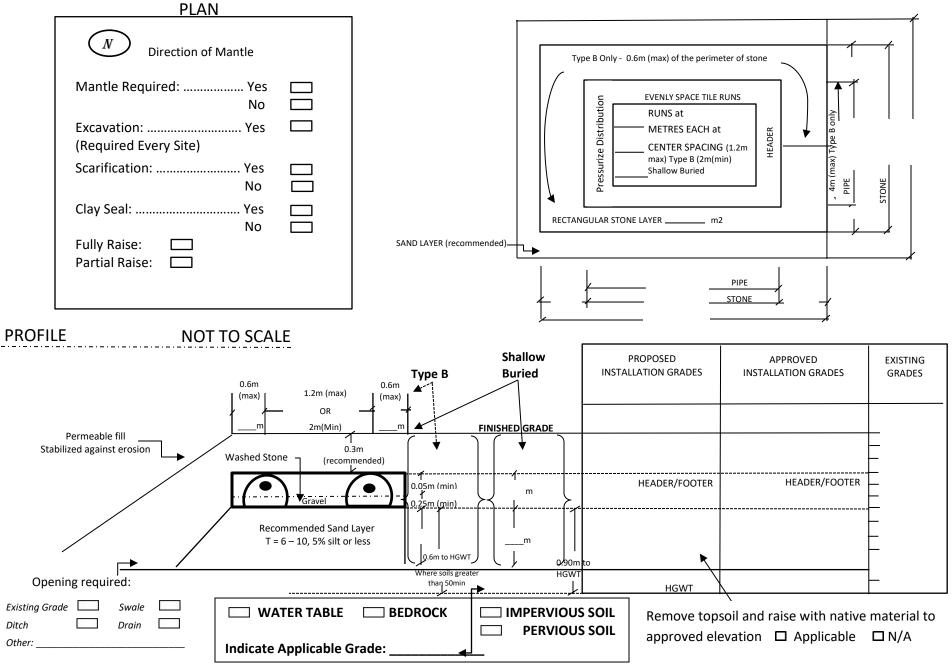


SCHEDULE 12 – TYPICAL DRAWING D ECOFLO BIOFILTER METHOD

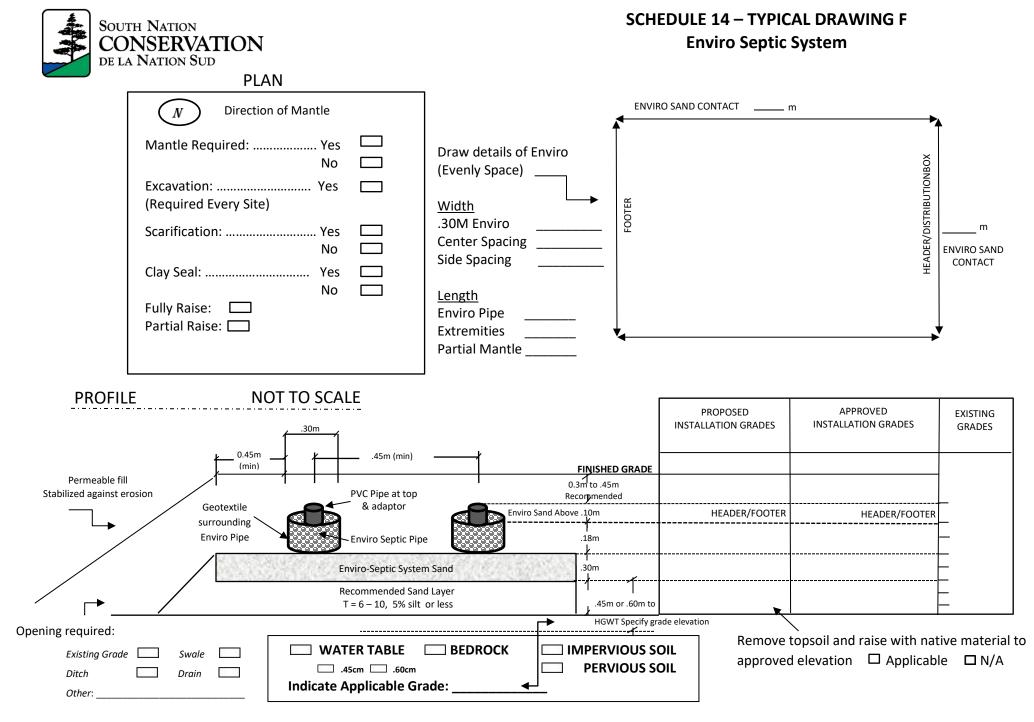


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SCHEDULE 15 – TYPICAL DRAWING G Eljen GSF System

PLAN

N Directio	n of Mantle		ELJEN	I SAND CONTACT r	n 🔶	
Mantle Required: Excavation: (Required Every Site Scarification: Clay Seal: Fully Raise: Partial Raise:	No 🔲 Yes 💭) Yes 🛄 No 🔲	Draw details of M (Evenly Space) <u>Width</u> .60CM Modules Center Spacing Side Spacing <u>Length</u> 1.2m Modules If Spacing Extremities Partial Mantle	FOOTER		HEADER/DISTRIBUTIONBOX	m ELJEN SAND CONTACT
PROFILE NO	DT TO SCALE			PROPOSED INSTALLATION GRADES	APPROVED INSTALLATION GRADES	EXISTING GRADES
Permeable fill Stabilized against erosion ELJEN Specified Sapo	60m30m (min) Pipe Geotextile		FINISHED GRADE 0.3m to .45m Recommended .18m .15m	HEADER/FOOTER	HEADER/FOOTER	
	Recommended San T = 6 – 10, 5% silt		.45m or .60m to			_ _ _
Opening required: Existing Grade Swale Ditch Drain Other:	WATER TABLE .45cm .60cm Indicate Applicable Gr	□ BEDROCK rade:		OIL Remove tops	oil and raise with native vation □ Applicable	

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