

GUIDE TO APPLYING FOR AN ON-SITE SEWAGE SYSTEM PERMIT

The following information is provided to assist you when submitting an application for a building permit. Included are standardized forms which must be completed. The best way to expedite your application is to provide accurate and complete information.

It is the responsibility of the owner or the authorized agent to submit a complete application that includes the designed system exactly as the system is to be installed. Any deviation from the approved permit requires the resubmission of a revised plan and approval of the Health Unit. The installation may not be approved if not installed as proposed. An additional fee may be required for the review of a revision.

The public health inspector does not design sewage systems or complete applications.

No work shall commence on a sewage system until a Sewage System Permit has been issued. The appropriate fee, must accompany the application. All cheques are to be addressed to the Porcupine Health Unit.

APPLICATION FOR A PERMIT TO CONSTRUCT OR DEMOLISH (All applicable sections of the application must be completed.)

Required Attachments:

All documents establishing compliance with applicable law. A list may be found on the Ministry of Municipal Affairs Ontario Building Code website at www.obc.mah.gov.on.ca/userfiles/HTML/nts_4_24495_1.html.

Laboratory analysis showing the percolation rate of soil, fill and/or filter sand and a copy of well records for any well within 30 metres of the septic system and BMEC Approvals for any components of the septic system that have construction requirements that are not specified in the Ontario Building Code.

A scaled drawing (Site Plan) showing the measurements to property lines, easements, items in Column 1 of Tables 8.2.1.6.A and 8.2.1.6.B. including all wells within 30 metres of the septic system. Show the location and size of all proposed and existing sewage systems and its components, (tanks, pump chambers) including test-pits. Indicate north on the site plan. Include distances to all utilities, including overhead wires and the access route for septic tank maintenance.

The Approval Process:

The approval process generally consists of a screening of the application for completeness, technical review, a Readiness to construct inspection and issuance of a Permit to Construct. It is the applicant/owner's responsibility to request the Readiness to Construct Inspection when the site is ready.

Where the Inspector determines that the application is incomplete or the design is unsatisfactory, the applicant /designer will be advised of the non-compliance and an amended application will be required.

Inspection Requirements:

It is the applicant/owner/agent's responsibility to notify the inspector when the project is ready for any of the inspections listed.

- 1) **Readiness to construct requirements:** location of all the components of the septic system, property lines, wells and proposed buildings must be clearly marked on the property. Test holes must be excavated at the proposed location of the septic system. The test holes will be 0.75 metres wide and 1.5 metres in depth or to hardpan/bedrock/ high ground water.
- 2) **Substantial Completion Inspection requirements:** An "as-built drawing" of installation must be provided prior to the inspection or be available on site before the substantial inspection occurs.
- 3) **Final Grading Inspection:** When construction of the sewage system is complete, a final grading inspection may be required. This inspection will be requested on the inspection report provided during the substantial completion inspection.

IMPORTANT – NO SEWAGE SYSTEM SHALL BE PUT INTO USE UNTIL AN INSPECTOR HAS APPROVED THE INSTALLATION AND ALLOWED THE SYSTEM TO BE COVERED.

The applicant, designer and installer of the system have full responsibility for knowing all the requirements of the Ontario Building Code and ensuring that the sewage system is installed in accordance with the regulatory requirements. If this guideline or any part thereof contradicts the Building Code Act or the Ontario Building Code, the provincial legislation applies and must be adhered to.

INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT.

If you have any questions, please contact us at: (705)267-1181 or 1-800-461-1818 Fax: (705)264-3980.

CHARTS ARE FOR GUIDANCE PURPOSES ONLY
(Please refer to the Ontario Building Code for Current Regulations)

Table 8.2.1.5.
Clearance Distances for Sewage Systems
Forming Part of Sentence 8.2.1.5.(1)

Clearance Distances for Class 1, 2 and 3 Sewage Systems				
	Minimum horizontal distance in metres from a well with watertight casing to a depth of at least 6 m	Minimum horizontal distance in metres from a spring used as a source of <i>potable</i> water or well other than a well with a water tight casing to a depth of at least 6 metres	Minimum horizontal distance in metres from a lake, river, pond, stream, reservoir, or a spring not used as a source of <i>potable</i> water	Minimum horizontal distance in metres from a property line
Earth Pit Privy	15	30	15	3
Privy Vault Pail Privy	10	15	10	3
Greywater System	10	15	15	3
Cesspool	30	60	15	3
Column 1	2	3	4	5

Table 8.2.1.6.A.
Minimum Clearances for Treatment Units
Forming part of Sentence 8.2.1.6.(1)

Structure	1.5 m
Well	15 m
Lake	15 m
Pond	15 m
Reservoir	15 m
River	15 m
Spring	15 m
Stream	15 m
Property Line	3 m
Column 1	2

Table 8.2.1.6.B.
Minimum Clearances for Distribution Piping
Forming part of Sentence 8.2.1.6.(2)

Structure	5 m
Well with a watertight casing to a depth of 6 m	15 m
Any other well	30 m
Lake	15 m
Pond	15 m
Reservoir	15 m
River	15 m
A spring not used as a source of <i>potable</i> water	15 m
Stream	15 m
Property Line	3 m
Column 1	2

8.2.1.3. Sewage System Design Flows

- (1) For residential occupancies, the total daily design *sanitary sewage* flow shall be at least the value in Column 2 as determined from Table 8.2.1.3.A.
- (2) For all other occupancies, the total daily design *sanitary sewage* flow shall be at least the value in Column 2 as determined from Table 8.2.1.3.B.
- (3) Where a building contains more than one establishment, the total daily design *sanitary sewage* flow shall be the sum of the total daily design *sanitary sewage* flow for each establishment.
- (4) Where an occupancy is not listed in Table 8.2.1.3.B., the highest of metered flow data from at least 3 similar establishments shall be acceptable for determining total daily design *sanitary sewage* flow.

TABLE 8.2.1.3.A. Forming Part of Sentence 8.2.1.3.(1)

Residential Occupancy	Volume(Litres)
Apartments, Condominiums, Other Multi-family Dwellings — per person ⁽¹⁾	275
Boarding Houses	
(a) Per person,	
(i) with meals and laundry facilities, or	200
(ii) without meal or laundry facilities, and	150
(b) Per non-resident staff per 8 hour shift	40
Boarding School — per person	300
Dwellings	
(a) 1 Bedroom Dwelling	750
(b) 2 Bedroom Dwelling	1100
(c) 3 Bedroom Dwelling	1600
(d) 4 Bedroom Dwelling	2000
(e) 5 Bedroom Dwelling	2500
(f) Additional flow for ⁽²⁾	
(i) each bedroom over 5,	500
(ii) (A) each 10 m ² (or part thereof) over 200 m ² up to 400 m ² ⁽³⁾	100
(B) each 10 m ² (or part thereof) over 400 m ² up to 600 m ² ⁽³⁾ , and	75
(C) each 10 m ² (or part thereof) over 600 m ² ⁽³⁾ , or	50
(iii) each fixture unit over 20 fixture units	50
Hotels and Motels (excluding bars and restaurants)	
(a) Regular, per room	250
(b) Resort hotel, cottage, per person	500
(c) Self service laundry, add per machine	2500
Work Camp/Construction Camp, semi-permanent per worker	250
Column 1	2

Notes for Table 8.2.1.3.A.: ⁽¹⁾The *occupant load* shall be calculated using Subsection 3.1.16. ⁽²⁾Where multiple calculations of sewage volume is permitted the calculation resulting the highest flow shall be used in determining the design daily *sanitary sewage* flow. ⁽³⁾Total finished area, excluding the area of the finished basement.

TABLE 8.2.1.3.B. Forming Part of Sentence 8.2.1.3.(2) Other Occupancies

Establishments ⁽¹⁾	Volume(Litres)	
Airports, Bus Terminals, Train Stations, Dock/Port Facilities (Food Services excluded)	(a) Per passenger, and (b) Per employee per 8 hour shift	20 40
Assembly Hall per seat	(a) No food service, or (b) Food service provided	8 36
Barber Shop/Beauty Salon per service chair		650
Bowling Alleys (Food Service not included) per lane		400
Churches per seat	(a) No kitchen facilities, or (b) Kitchen facilities provided	8 36
Country Club (excluding Food Service)	(a) Per resident, (b) Per employee per 8 hour shift, And (c) Per member or patron	375 50 40
Day Care Facility per person (staff and children)		75
Dentist Office	(a) Per wet service chair, and (b) Per dry service chair	275 190
Doctors Office	(a) Per practitioner, and (b) Per employee per 8 hour shift	275 75
Factory (excluding process or cleaning waters) per employee per 8 hour shift	(a) No showers, or (b) Including showers	75 125
Flea Markets ⁽³⁾ (open 3 or less days per week)	(a) Per non-food service vendor space, (b) Per food service establishment 9.25 m ² of floor space, and (c) Per limited food service outlet	60 190 95
Food Service Operations	(a) Restaurant (not 24 hour), per seat (b) Restaurant (24 hour), per seat (c) Restaurant on controlled access highway, per seat (d) Paper Service Restaurant, per seat (e) Donut Shop, per seat (f) Bar and Cocktail Lounge, per seat (g) Drive-in Restaurant, per parking space (h) Take-out Restaurant (no seating area) (i) Per 9.25 m ² of floor area, and (ii) Per employee per 8 hour shift (i) Cafeteria, per meal	125 200 400 60 400 125 60 190 75 12
(j) Food outlet	(i) excluding delicatessen, bakery and meat department, per 9.25 m ² of floor space (ii) Per 9.25 m ² of delicatessen floor space (iii) Per 9.25 m ² of bakery floor space (iv) Per 9.25 m ² of meat department floor space, and (v) Per water closet	40 190 190 380 950
Hospitals per bed	(a) Including laundry facilities, or (b) Excluding laundry facilities	750 550
Nursing Homes, Rest Homes, etc.,	per bed	450
Office Building ⁽⁴⁾	(a) Per employee per 8 hour shift, or (b) Per each 9.3 m ² of floor space	75 75
Public Parks	(a) With toilets only per person, or (b) With bathhouse, showers, and toilets per person	20 50
Recreational Vehicle or Campground Park	(a) Per site without water or sewer hook-up, or (b) Per site with water and sewer hook-up	275 425
Schools per student	(a) Day school (b) With showers (c) With cafeteria, and (d) Per non-teaching employee per 8 hour shift	30 50 30 50
Service Stations (No vehicle washing) ⁽⁴⁾	(a) Per water closet, and (i) Per fuel outlet, or (ii) Per vehicle served	950 560 20
Shopping Centre (Excluding Food and Laundry) per 1.0 m ² of floor space		5
Stadiums, Race Tracks, Ball Parks per seat		20
Stores ⁽⁴⁾	(a) Per 1.0 m ² of floor area, or (b) Per water closet	5 1230
Swimming and Bathing Facilities (Public) per person		40
Theatres	(a) Indoor, auditoriums per seat, (b) Outdoor, drive-ins per space, or (c) Movie theatres per seat	20 40 15
Veterinary Clinics	(a) Per practitioner, (b) Per employee per 8 hour shift, and (c) Per stall, kennel, or cage if floor drain connected	275 75 75
Warehouse	(a) Per water closet, and (b) Per loading bay	950 150
Column 1		2

Notes for Table 8.2.1.3.B:⁽¹⁾The occupant load shall be calculated using Subsection 3.1.16.⁽²⁾Reserved. ⁽³⁾Flea Markets open more than 3 days per week shall be assessed using the volumes stated under the heading "Stores".⁽⁴⁾Where multiple calculations of sanitary sewage volume is permitted the calculation resulting in the highest flow shall be used in determining the design daily sanitary sewage flow.

TABLE 7.4.9.3.
Minimum Permitted Size of Fixture Outlet Pipe and Hydraulic Loads for Fixtures
 Forming Part of Sentences 7.4.9.3.(1) and 7.4.10.2.(1)

Fixture	Min. Size of Fixture Outlet Pipe, in.	Hydraulic Load, fixture units
Autopsy table	1½	2
Bathroom group		
(a) with flush tank		6
(b) with direct flush valve		8
Bathtub (with or without shower)	1½	1½
Bath: foot, sitz or slab	1½	1½
Bed pan washer	3	6
Beer cabinet	1½	1½
Bidet	1¼	1
Chinese range	1½	3
Clothes washer		
(a) domestic	N/A	1½ with 1½ in. trap
(b) commercial	N/A	2 with 1½ in. trap
Dental unit or cuspidor	1¼	1
Dishwasher		½
(a) domestic	1½	no load when connected to garbage grinder or domestic sink
(b) commercial type	2	3
Drinking fountain	1¼	½
Fish tank or tray	1½	1½
Floor drain	2	2 with 2 in. trap 3 with 3 in. trap
Garbage grinder, commercial type	2	3
Icebox	1¼	1
Laundry tray		
(a) single or double units or 2 single units with common trap	1½	1½
(b) 3 compartments	1½	2
Lavatory		
(a) barber or beauty parlour	1½	1½
(b) dental	1¼	1
(c) domestic type single, or 2 single with common trap	1¼	1 with 1¼ in. trap 1½ with 1½ in. trap
(d) multiple or industrial type	1½	3
Potato Peeler	2	3
Shower drain		
(a) from 1 head	1½	1½
(b) from 2 or 3 heads	2	3
(c) from 4 to 6 heads	3	6
Sink		
(a) domestic and other small type with or without garbage grinders, single, double or 2 single with a common trap	1½	1½
(b) other sinks	1½	1½ with 1½ in. trap 2 with 2 in. trap 3 with 3 in. trap
Urinal		
(a) pedestal, siphon jet or blowout type	2	4
(b) stall, washout type	2	2
(c) wall		
(i) washout type	1½	1½
(ii) other types	2	3
Water closet		
(a) with flush tank	3	4
(b) with direct flush	3	6
Column 1	2	3