INFORMATION PACKAGE FOR A SEWAGE SYSTEM PERMIT

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Northeastern PUBLIC HEALTH SANTÉ PUBLIQUE du Nord-Est

Please complete the enclosed paperwork and submit with the applicable fee. Note: If the information requested is NOT COMPLETE or is INCORRECT, this application CANNOT be processed.

Complete all paperwork

1. The building permit for the construction of a sewage system is the legal authorization approving the construction and/or installation of the system.
2. No work can start on a sewage system until a building permit for the construction of a sewage system has been issued.
3. Please note that applications that are not complete will be sent back to the applicant for the missing information. If you are unable to complete the application and provide a reasonably accurate diagram, you should retain a qualified designer/installer to assist you in completing the application.
4. 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. If changes to the approved permit are needed, then the inspector must review and approve the changes.
5. Inspectors are not permitted to design sewage systems or complete applications.
6. Only when an application is received complete will an initial site visit be conducted.

Supporting documents

Each application must include the following:

Soil analysis (T-time chart)

- A soil sample is collected from a 0.9 metre (3 ft) test hole in the proposed area of the leaching bed and analyzed by a qualified company; or
- A laboratory analysis for the proposed fill.

Well record

- Well records of existing wells for any wells within 30 metres (100 ft) of the proposed septic system.

Building Materials Evaluation Commission (BMEC) Approval (available from https://www.ontario.ca/page/building-materials-evaluation-commission-decisions)

- Treatment systems or components that have construction requirements that are not specified in the Ontario Building Code require the authorization from the BMEC to be included.

Service agreement

- Class 5 sewage systems (Holding Tank) require a written agreement with a hauled sewage system operator.
- The BMEC may attach certain conditions (service agreement) to treatment systems or components.

Other supporting documents

- Mattagami Region Conservation Authority approval for waterfront lots within the City of Timmins.

Preparing for the initial site visit

1. Once the completed application is submitted to Northeastern Public Health with the corresponding fee, the permit must be issued within 10 business days.
2. The location of the proposed sewage system and its components and the lot lines must be staked. If the building is not yet built, the location must also be clearly staked. This will allow the inspector to confirm all measurements.
3. At least two test pits must be dug to a minimum depth of 1.5 metres (5 ft) and a minimum width of 0.75 metres (2.5 ft) (or to hardpan/bedrock/high ground water) using an excavator in the area of the proposed leaching bed. Test pits must be excavated and accessible for inspection.
4. It is preferred that an inspector is present when the test pits are excavated, however, if an inspector is not present:
   a) Cover and secure the holes to prevent injury.
   b) Mark the holes with an indicating flag or other clear marker.
5. Only after this inspection can a building permit be issued.

Preparing for the substantial/final site visit

1. Once the system has been installed, but before covered over with soil (i.e. backfilled), a final inspection must be conducted.
2. Please provide at least 5 business days' notice to your inspector for this inspection.
3. The sewage system can not be put into use until an inspector has approved the installation and allowed the system to be covered.

Enclosures

The attached charts are for guidance purposes only. Please refer to the Ontario Building Code for full regulatory requirements.

Table 8.2.1.5.
Clearance Distances for Class 1, 2 and 3 Sewage Systems
Forming Part of Sentence 8.2.1.5.(1)

Sewage System	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 *potable* water or well other than a well with a watertight casing to a depth of at least 6 m	Minimum horizontal distance in metres from a lake, river, pond, stream, reservoir, or a spring not used as a source of *potable* water	Minimum horizontal distance in metres from a property line
Earth Pit Privy	15	30	15	3
Privy Vault	10	15	10	3
Greywater System	10	15	15	3
Cesspool	30	60	15	3

Table 8.2.1.6.B. Minimum Clearances for Distribution Piping

Forming Part of Sentence 8.2.1.6.(2)

Object	Minimum Clearance, m
Structure	5
Well with a watertight casing to a depth of at least 6 m	15
Any other well	30
Lake	15
Pond	15
Reservoir	15
River	15
Spring not used as a source of *potable* water	15
Stream	15
Property Line	3

Table 8.2.1.6.A. Minimum Clearances for Treatment Units

Forming Part of Sentence 8.2.1.6.(1)

Object	Minimum Clearance, m
Structure	1.5
Well	15
Lake	15
Pond	15
Reservoir	15
River	15
Spring	15
Stream	15
Property Line	3

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. Residential Occupancy

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

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.
See Table 8.2.1.3. (2) Other Occupancies for other types of non-residential establishments.
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

Example of a detailed site plan