

**Office Use Only**

Submission Date: \_\_\_\_\_

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**Private Sewage Disposal System Permit Application**

**Detailed** Description of Proposed Project: \_\_\_\_\_ ☐ Work has not started ☐ Work in Progress ☐ Complete

**Project Name or Number:** \_\_\_\_\_

**PROJECT ADDRESS**

Civic Address: \_\_\_\_\_

**APPLICANT/CONTRACTOR INFORMATION**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Category	Type	Required documents to be reviewed and approved by Safety Codes Officer	
<input type="checkbox"/> Residential	<input type="checkbox"/> New	<input type="checkbox"/> Soil Log Report	<input type="checkbox"/> CSA-B66 Certificate
<input type="checkbox"/> Commercial	<input type="checkbox"/> Alteration/Reno	<input type="checkbox"/> Soil Analysis	<input type="checkbox"/> Site Plan
		<input type="checkbox"/> System Diagram	

**Submit with Application Completed Site Evaluation and System Design Report as per the current Alberta Private Sewage Systems Standard of Practice**

**Complete all applicable items:**

- ☐ Treatment Mound  
Size: \_\_\_\_\_ (sand layer) \_\_\_\_\_ Feet<sup>2</sup> \_\_\_\_\_ Metres<sup>2</sup>
- ☐ Disposal Field Size: \_\_\_\_\_ (trench bottom) \_\_\_\_\_ Feet<sup>2</sup> \_\_\_\_\_ Metres<sup>2</sup>
- ☐ Water Table Depth: \_\_\_\_\_ ☐ Feet ☐ Inches
- ☐ Other: \_\_\_\_\_

- ☐ Packaged Sewage Treatment Plant ☐ Sewage Lagoon ☐ Sand Filter ☐ Open (surface) Discharge

Number of Bedrooms: \_\_\_\_\_  
(Including basement and future development)

Expected Peak Volume of Effluent Per Day: \_\_\_\_\_  
(not to exceed 25 m<sup>3</sup>/day)

Private Sewage Installer's  
Certification Number: PS \_\_\_\_\_

☐ m<sup>3</sup>/day ☐ Litres/day ☐ Gallons/day

Notwithstanding the issuance of this permit, the City does not assume responsibility that the plans and specifications as filed comply with the Safety Codes Act and Regulations, and the granting of this permit shall in no way relieve the owner of the building or the constructor thereof from complying with the requirements of the Safety Codes Act and Regulations, and any relevant City Bylaws or Provincial or Federal Statutes or Regulations in force.

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☐ Holding Tank Size: \_\_\_\_\_  
 Holding Tank Model #: \_\_\_\_\_  
 Holding Tank Serial #: \_\_\_\_\_  
 Capacity: \_\_\_\_\_ CSA Cert. No. \_\_\_\_\_

☐ Septic Tank Size: \_\_\_\_\_  
 Septic Tank Serial #: \_\_\_\_\_  
 Septic Tank Model #: \_\_\_\_\_  
 Capacity: \_\_\_\_\_ CSA Cert. No. \_\_\_\_\_

☐ Effluent Tank ☐ Settling Tank ☐ Lift Station

**SOIL BASED TREATMENT SUMMARY**

☐ LFH At-Grade ☐ Chamber System Treatment Field  
☐ Sub-Surface Drip ☐ Privy (with holding tank)  
 Dispersal ☐ Enhanced Surface Discharge

Depth to Restrictive Layer: \_\_\_\_\_ ☐ Meters ☐ Feet ☐ Inches

Depth to Most

Limiting Condition: \_\_\_\_\_ ☐ Meters ☐ Feet ☐ Inches

Limiting Soil Texture: \_\_\_\_\_ Structure: \_\_\_\_\_ Grade: \_\_\_\_\_

Effluent Loading Rate: \_\_\_\_\_ ☐ L/day ☐ Imp.Gal/day

Linear Loading Rate: \_\_\_\_\_ ☐ L/day ☐ Imp.Gal/day

Soil Infiltration Area Required: \_\_\_\_\_ ☐ m<sup>2</sup> ☐ ft<sup>2</sup>

Name of Installer (print) \_\_\_\_\_ Signature of Installer \_\_\_\_\_

**Signature of this document indicates your compliance with the regulations of the  
current edition of the Private Sewage Standard of Practice.**

\_\_\_\_\_  
Name of Applicant (please print)

\_\_\_\_\_  
Signature of Applicant

**FOR OFFICE USE ONLY**

SCO/Permit Issuers Name (please print): \_\_\_\_\_

SCO/Permit Issuers Signature: \_\_\_\_\_

Designation No.: \_\_\_\_\_

Permit Issue Date: \_\_\_\_\_  
(mm/dd/yy)

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PRIVATE SEWAGE DISPOSAL SYSTEM  
PERMIT APPLICATION  
**DOCUMENT CHECKLIST**

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**THE FOLLOWING DOCUMENTS ARE REQUIRED WITH YOUR COMPLETED PRIVATE SEWAGE DISPOSAL  
SYSTEM PERMIT APPLICATION**

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**TREATMENT FIELD, MOUND, OR LFH AT-GRADE SYSTEMS**

- ☐ Peak flow volume calculations for the development including any additional flow fixtures
  - ☐ Site plan – as per current Standard of Practice, Section 7.1 showing placement of system with setbacks noted for property, description of surface features including slope and land, buildings, water source and two (2) soil profile locations
  - ☐ Soil profiles and lab analysis for at least two (2) locations, site specific – including GPS coordinates, depth to limiting and restrictive layers, soil structure and grade
  - ☐ Description of treatment system including a system diagram, piping to tank details, initial treatment (septic tank/treatment plant), piping to and throughout final soil treatment component
  - ☐ Soil Based Treatment system design calculations (with permit application or prior to final inspection)
  - ☐ Tank certification information – CSA/B66 certificate (confirmed by or on final inspection)
  - ☐ Package sewage treatment plant equipment structural requirements and operational certification (if applicable)
  - ☐ Pump, if required by design. Manufacturer and pump curve to ensure flow capacity (confirmed by or on final inspection)
  - ☐ High level alarm (reference made in design and confirmed by or on final inspection)
  - ☐ Filter (reference made in design and confirmed by or on final inspection)
- 

**HOLDING TANK**

- ☐ Expected wastewater volume/day including tank working capacity, bedroom count – current and proposed
  - ☐ Site plan showing placement of system with setbacks noted for property, buildings and water source
  - ☐ Tank certification information – CSA/B66 certificate (confirmed by or on final inspection)
  - ☐ High level alarm (reference made in design and confirmed by or on final inspection)
- 

**OPEN DISCHARGE SYSTEM**

- ☐ Peak flow volume calculations for the development including any additional flow fixtures
  - ☐ Site plan – as per current Standard of Practice, Section 7.1 showing placement of system with setbacks noted for property, description of surface features including slope and land, buildings, water source and one (1) test pit location
  - ☐ Soil profiles and lab analysis for at least one (1) location, site specific – including GPS coordinates, depth to limiting and restrictive layers, soil structure and grade
  - ☐ Description of treatment system from piping to tank details, septic tank/filter, piping to and throughout final soil treatment component
  - ☐ Tank certification information – CSA/B66 certificate (confirmed by or on final inspection)
  - ☐ Pump, if required by design - manufacturer and pump curve to ensure flow capacity (confirmed by or on final inspection)
  - ☐ High level alarm manufacture and model - reference made in design (confirmed by or on final inspection)
  - ☐ Filter - reference made in design and (confirmed by or on final inspection)
- 

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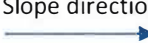
Permit Number: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Private Sewage System Site Evaluation Diagram**

Legal Description: \_\_\_\_\_

<p>↑N</p>	<p>Show the proposed location of the onsite sewage system and indicate the distances from the following:</p> <ul style="list-style-type: none"> <li>• trees</li> <li>• floodplains</li> <li>• wells</li> <li>• waste sources</li> <li>• bedrock</li> <li>• outcrops</li> <li>• buildings</li> <li>• property lines</li> <li>• easement lines</li> <li>• ditches or interceptors</li> <li>• banks or steep slopes</li> <li>• fills</li> <li>• driveways</li> <li>• existing sewage systems</li> <li>• underground utilities</li> <li>• soil test pits</li> </ul>
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="width: 25%;"> <p>drainage course</p>  </div> <div style="width: 25%;"> <p>Slope direction</p>  </div> <div style="width: 25%;"> <p>Test Pit 1 <input type="checkbox"/></p> </div> <div style="width: 25%;"> <p>Test Pit 2 <input type="checkbox"/></p> </div> </div>	

**Note:** Additional information is required to be submitted separately for the system design detail.

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Permit Number: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

## Alberta Private Sewage Treatment System Soil Profile Log Form

Owner Name or Job ID											
Legal Land Location								Test pit			
LSD – ¼	Sec	Twp	Rg.	Mer.	Lot	Block	Plan	Easting		Northing	
Vegetation Notes:							Overall Site Slope %				
							Slope position of test pit				
Test Hole No.	Soil Subgroup			Parent Material		Drainage		Depth of Lab (sample #1)		Depth of Lab (sample #2)	
Horizon	Depth (cm) (in)	Texture	Lab or HT	Color	Gleying	Mottling	Structure	Grade	Consistence	Moisture	%Coarse Fragment
Depth to Groundwater:					Limiting Soil Layer Characteristic, describe:						
Depth to Seasonally Saturated Soil:					Depth to Limiting Soil Layer:						
Limiting Topography:					Depth to Highly Permeable Layer:						
Key Limiting Features on System Design:											
Weather Condition Notes:											
Comments (such as root depth and abundance or other pertinent observations):											

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