



SEWAGE SYSTEM PERMIT GUIDELINES

Name: _____ Address: _____ Date: _____ Staff Initials: _____

	Description	Required	Submission Status	Comments
Applicable Law	Conservation Authority			If applicable
	Ministry of Transportation (MTO)			If applicable
Forms	Building Permit Application	✓		
	Schedule 1: Designer Information	✓		
	On-Site Sewage			
	Schedule 2: Sewage System Installer Information	✓		
	Municipal Form 1: Sewage Fixture Count	✓		
	Municipal Form 2, 3, or 4	✓		
Plans	Site Plan			
	<ul style="list-style-type: none"> ● Identify bed and tank ● Provide dimensions for bed and clearances 	✓		
	<ul style="list-style-type: none"> ● Identify surrounding well locations and types (including neighbours) 			
	Cross Section			
	<ul style="list-style-type: none"> ● Label imported and native elements including depths ● Identify existing grade 	✓		
Misc	Permit Fee	✓		As per Fee By-law Calculated at submission

- Test Hole Inspection - 2 test holes (dug with a backhoe) about 40ft apart and 6ft deep in the bed area. This inspection must be undertaken by the Building Division prior to reviewing and issuing the permit

- Be advised that additional information may be required following a full review of your permit application package

2 COPIES OFF ALL PLANS / DOCUMENTS ARE REQUIRED