



PRIVATE SEWAGE DISPOSAL PERMIT APPLICATION

10, 1408 Twp. Rd. 320 / Postal Bag 100, Didsbury, AB Canada T0M 0W0
T 403.335.3311 F 403.335.9207 Toll Free 1.877.264.9754
www.mountainview county.com

Permit Type: ☐ Owner ☐ Contractor PRPS _____

Application Date : _____ DP #: _____ BP #: _____

Landowner _____
Mailing Address: _____ City: _____ Prov: _____ Postal Code: _____
Phone: _____ Fax: _____ Cell: _____
Email Address: _____

Applicant: _____
Mailing Address: _____ City: _____ Prov: _____ Postal Code: _____
Phone: _____ Fax: _____ Cell: _____
Email Address: _____

Contractor: _____
Mailing Address: _____ City: _____ Prov: _____ Postal Code: _____
Phone: _____ Fax: _____ Cell: _____
Email Address: _____

Legal: Part of: _____ ¼ Sect: _____ Twp: _____ Rg: _____ W of: _____ Roll Number (Office Use): _____
Plan: _____ Block: _____ Lot: _____ Rural Address: _____
Directions: _____

See attached PSDP Checklist for documentation required to be submitted with application

System Design Criteria (complete all applicable items) ☐ Soil Log Report from two (2) test pits with Soil Analysis Report (attach copy)
Expected Volume of Effluent: _____ ☐ cubic meters per day ☐ gallons per day ☐ liters per day
Project Type: ☐ Commercial (Conventional) ☐ Industrial (Conventional) ☐ Residential (Conventional) Number of bedrooms _____
☐ Commercial (Advanced) ☐ Industrial (Advanced) ☐ Residential (Advanced) Depth to Water Table _____

SITE EVALUATION DIAGRAM: Attach a **detailed** site diagram including the system location in relation to buildings, distance to water supply and/or surface water bodies, and other pertinent information (AS PER PART 7 OF THE PRIVATE SEWAGE STANDARD OF PRACTICE 2021).

Project Information: ☐ New Installation ☐ Alteration Value of Work: _____
Components Used: ☐ Septic Tank; Size _____ ☐ Packaged Sewage Treatment Plant ☐ Sand Filter ☐ Other Initial Treatment
☐ Holding Tank; Size _____ ☐ Open (surface) discharge ☐ Disposal Field; Size _____ ☐ Treatment Mound; Size: _____
☐ Sewage Lagoon ☐ Other Final Disposal Method _____ ☐ At Grade (variance required)

Description of Work:

Permit Applicant Declaration: The permit applicant certifies that this installation will be completed in accordance with the Alberta Safety Codes Act and Regulations and work will commence within 90 days and generally expires after two years without an extension request. The permit applicant/owner acknowledges that as per Section 12(2) of the Alberta Safety Codes Act; Mountain View County and its accredited agency are not liable for any decision related to the system of inspections, examinations, evaluations and investigations including but not limited to a decision relating to their frequency and the manner in which they are carried out.

The personal information on this application is being collected under the authority of Section 4(c) of the Alberta Protection of Privacy Act (POPA) for the purpose of processing and evaluating the application. By providing the above personal information, **the applicant consents to the information being made available to the public and Approving Authority in its entirety.**

Any inquiries relative to the collection or use of this information may be directed towards to:

Mountain View County Head of POPA/ATIA, legislative@mvcounty.com, 403-335-3311

Certified Installer's Name (please print)

Certified Installer's Signature

Homeowner's Signature
(Homeowner permits only)

Private Sewage Installer's Certification Number: **PS**_____

Application with supporting documents can be submitted to permits@mvcounty.com

Bylaw No. 11/22
Schedule D - Excerpt
Planning and Development Services

Private Sewage Permit Fees

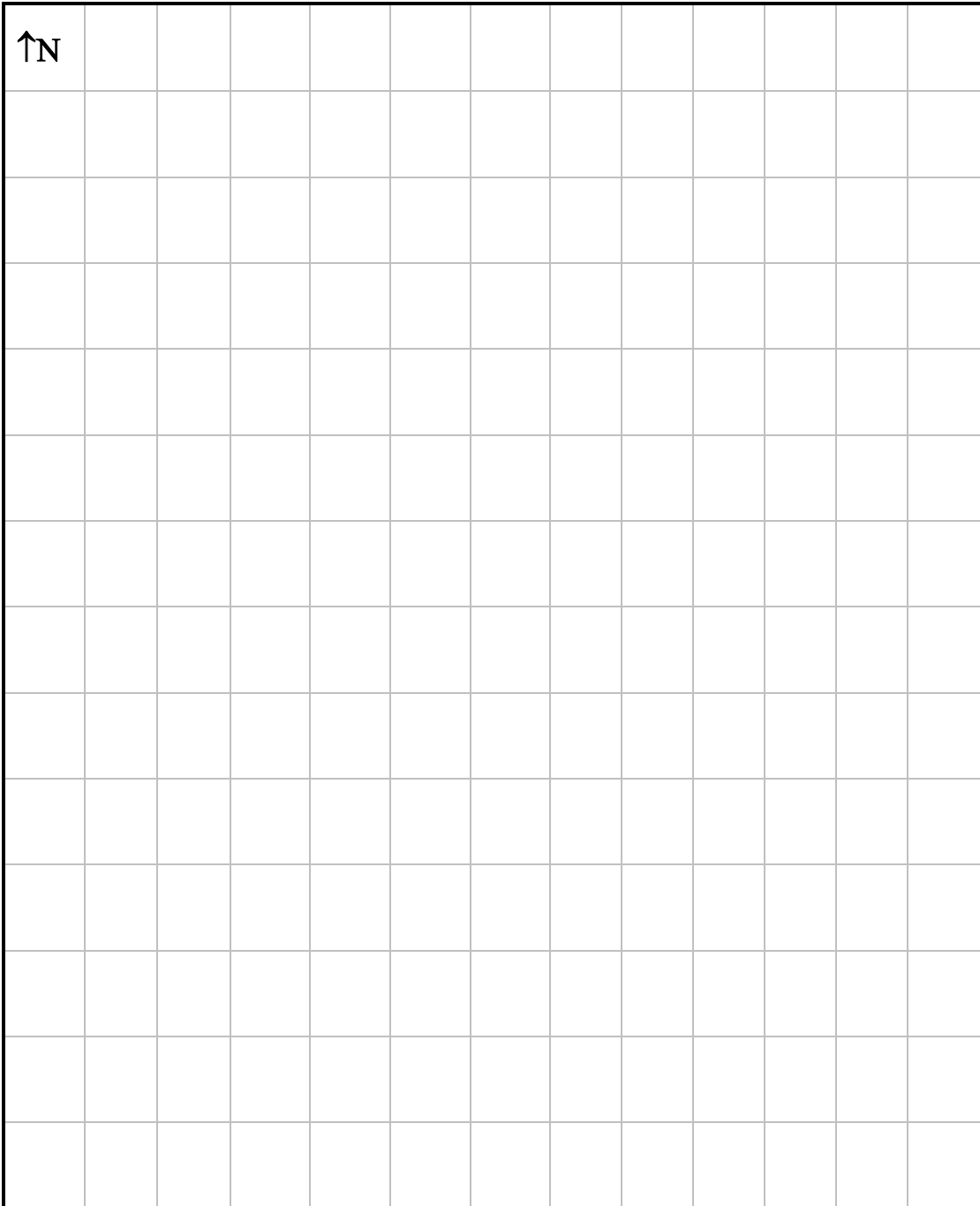
Type of Installation	Fee
Residential, single family/ two family	\$231.00 / dwelling unit
Multi-family and non-residential	\$231.00 + \$115.50 for each 10 cubic meters or portion thereof, of sewage / day based on expected average flows

Add 4% Safety Codes Council Fee for each permit issued with a minimum of \$4.50 and
a maximum of \$560.00

Note: if a Permit has been closed, it will not be re-opened and a new Permit will be required

Private Sewage System Site Evaluation Diagram

Legal Description: _____

												Show the proposed location of the onsite sewage system and indicate the distances from the following: • trees • floodplains • wells • waste sources • bedrock • outcrops • buildings • property lines • easement lines • ditches or interceptors • banks or steep slopes • fills • driveways • existing sewage systems • underground utilities • soil test pits												
													Drainage Course 				Slope Direction 				Test Pit 1 ☐		Test Pit 2 ☐	

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

PRIVATE SEWAGE DISPOSAL SYSTEM

PERMIT APPLICATION DOCUMENT CHECKLIST

A COMPLETE SITE EVALUATION REPORT, AS PER THE ALBERTA PRIVATE SEWAGE SYSTEMS STANDARD OF PRACTICE (SOP) PART 7 SITE EVALUATION, IS REQUIRED WITH THE PERMIT APPLICATION. THE FOLLOWING DOCUMENTS ARE TO BE INCLUDED WITH YOUR COMPLETE SITE EVALUATION REPORT.

TREATMENT FIELD, MOUND, OR LFH AT-GRADE SYSTEMS

- ☐ Wastewater strength projected for the development.
- ☐ Peak flow volume calculations for the development including confirmation plumbing fixture unit total is not exceeded.
- ☐ Site plan – as per current SOP Section 7.1 Site Characteristics and Evaluation Procedures including placement of system with setbacks noted for property lines, buildings, water sources/courses, description of surface features including slope and landscape, location of at least two (2) soil profile investigation locations in the area of the soil-based treatment system, etc.
- ☐ The characteristics of each soil profile investigated shall be described using Canadian System of Soil Classification nomenclature and includes complete site specific soil profile logs for at least two (2) locations, soil sample results of the most limiting condition, GPS coordinates of each soil profile with permanent benchmark, depth of each horizon identified, soil colour, soil texture, structure and grade, depth to most limiting condition, restrictive layer (if applicable), etc.
- ☐ 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, including pressure distribution system – if applicable.
- ☐ Tank certification information – CAN/CSA-B66 certificate (confirmed by or on final inspection).
- ☐ Package sewage treatment plant – treatment capacity, equipment structural requirements and 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 storage capacity, bedroom count – current and proposed.
- ☐ Site plan showing placement of system with setbacks noted for property, buildings and water source.
- ☐ Tank certification information – CAN/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 confirmation plumbing fixture unit total is not exceeded.
- ☐ Site plan – as per current SOP Section 7.1 Site Characteristics and Evaluation Procedures including placement of system with setbacks noted for property lines, buildings, water sources/courses, description of surface features including slope and landscape, location of at least one (1) soil profile investigation location in the area of the soil-based treatment system, etc.
- ☐ The characteristics of each soil profile investigated shall be described using Canadian System of Soil Classification nomenclature and includes complete site specific soil profile logs for at least one (1) location, soil sample results of the most limiting condition, GPS coordinates of each soil profile with permanent benchmark, depth of each horizon identified, soil colour, soil texture, structure and grade, depth to most limiting condition, restrictive layer (if applicable), etc.
- ☐ 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.
- ☐ Tank certification information – CAN/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 (reference made in design and confirmed by or on final inspection).
- ☐ Filter (reference made in design and confirmed by or on final inspection).

PRPS _____

SITE EVALUATION REPORT

The information requested in this document must be submitted with the permit application as required by the Private Sewage Systems Standard of Practice 2015.

INCOMPLETE APPLICATIONS WILL BE RETURNED.

Permit Number (to be assigned by the Permit Issuer): _____

Owner's Name: _____

Installer's Name: _____

Legal Land Description: _____

A detailed diagram of the site where the sewage system will be installed **must** be included.

The following information is to be shown on the diagram and must be to scale:

- ☐ Property size (in acres)
- ☐ All boundary lines including the lengths in feet or meters
- ☐ Buildings, roads, driveways and other property improvements; existing or proposed
- ☐ Existing easements
- ☐ Wells, cisterns or proposed water source locations on the property
- ☐ Surface waters, rock outcrops and drainage features
- ☐ Topography of the proposed treatment site **
- ☐ Soil test pits locations with surface elevations **
- ☐ Location of a permanent benchmark and it's elevation **
- ☐ Outline of available treatment areas **

** Not required for the installation of a sewage holding tank.

SITE PROFILE REPORTING

The characteristics of each soil profile investigated shall be described using the Canadian System of Soil Classification nomenclature and include the following in the soil profile description:

- ☐ **Soil Horizons** – the distance from the ground surface to the top and bottom of each soil horizon observed shall be measured and distinctness and topography of the horizon boundaries described.
- ☐ **Soil Color** for each soil lies and identified, the matrix color and quantity, size, contrast, and color of any redoximorphic features present shall be described.
- ☐ **Texture** for each horizon identified, the soil texture classification including any appropriate texture modifier shall be reflected in this evaluation report and a **soil sample of the most restricting layer** affecting the design shall be collected and **analyzed at a laboratory** using a recognized grain or particle size analysis method to determine the texture of the same.

NOTE: Other than Sandy Clay any texture that uses the word SAND in its description must include sand particle size.

- ☐ **Soil Structure** and grade of structure identified for each horizon.
- ☐ A statement regarding the treatment capability and dispersal capacity of the available site(s).
- ☐ Where the soil profile includes features that will require the lateral movement of water through the soil away from the dispersal system, identified constraints on the system design and allowable effluent hydraulic loading rates, as it relates to linear loading rates.
- ☐ A summary of the significant limiting conditions of soil profile and site.
- ☐ A justification of the locations and number of the soil profiles investigated.
- ☐ A description of the development being served including:
 - Characteristics affecting the determination of peak and average wastewater flows to be used in the design,
 - The peak daily wastewater flow volume to be used for the system design, and
 - Anticipated effluent wastewater strength.
- ☐ Copies of laboratory soils analysis reports have been attached.
- ☐ Number of soil profiles investigated; a minimum of two (2) test pit excavations shall be investigated at the proposed location for the soil-based treatment component to classify and assess the treatment capacity of the soil.
- ☐ Minimum depth of soil investigation (choose appropriate depth as per YOUR design). The soil profiles shall be investigated to a minimum depth below ground surface of:
 - ☐ 4 feet for Treatment Mounds.
 - ☐ 9 feet for Treatment Fields receiving primary treated effluent (septic tank effluent).
 - ☐ 6.5 feet for Treatment Fields receiving secondary treated effluent (treatment plant, sand filter effluent)
 - ☐ 6 feet for Open Discharge systems.

NOTE: When the site evaluation report is complete the information from the report is to be used to produce your System Design Report. This includes any features that would require peak flow to be increased.

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):											

Alberta Private Sewage Treatment System Soil Profile Log Form

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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:											
Limiting Topography:											
					Depth to Limiting Soil Layer:						
					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):											



**Visa - MasterCard
Payment Authorization**

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T 403.335.3311 F 403.335.9207 Toll Free 1.877.264.9754
www.mountainviewcounty.com

Name of Cardholder: _____

Transaction Date: _____

Payment Amount: \$ _____

Payment Method: Visa ☐ MasterCard ☐

Phone Number: _____

*Payment Reference: _____

i.e.: Planning; County Map; A/R Account; etc.

*We do not accept credit card payments for Tax or Municipal Reserve Payments. There is a \$5000 maximum for credit card payments.

Mountain View County shall not be responsible for the security of any information during delivery by mail or email, and the cardholder agrees as a condition of paying by credit card that it hereby releases and holds harmless the County from any and all claims arising therefrom.

The personal information on this form is being collected under the authority of Section 4(c) of the Alberta Protection of Privacy Act (POPA) for the purpose of credit card authorization. Any inquiries relative to the collection or use of this information may be directed towards: Mountain View County Head of POPA/ATIA, legislative@mvcounty.com, 403-335-3311

Signature of Cardholder: _____

The credit card information provided on this portion of the form will not be retained. Once the transaction authorized by this form has been approved, credit card information will be destroyed.

Credit Card Number: _____

CSV: _____

Expiry Date (mm/yr): _____