



Mountain View
COUNTY

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 2015).

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 one year 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 provided on this form is protected by the Freedom of Information of Privacy Act

The personal information on this form is being collected under the authority of Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act (FOIP) for the purpose of reviewing and evaluating an application for Development. By providing the above personal information, **the applicant consents to the information being made available to the public and Approving Authority in its entirety** under Section 17(2) of the Alberta Freedom of Information and Protection of Privacy Act. Any inquiries relative to the collection or use of this information may be directed towards to:

Mountain View County FOIP Coordinator 403-335-3311 10, 1408 – Twp Rd 320. Postal Bag 100, Didsbury AB T0M 0W0

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 Disposal System Permit Documentation Requirements

The following tables summarize the documents required when submitting a permit application for a Private Sewage Disposal System within the Alberta Safety Codes Authority jurisdiction.

Information submitted must be site specific. Private sewage system undertakings shall not start prior to the permit being issued.

Treatment Field, Mound, or LFH At-Grade Systems

| Documents | Plans Review | By or on Final Inspection |
|--|--------------------------|---------------------------|
| 1. Peak flow volume calculation for the development including any additional flow fixtures. | ✓ | |
| 2. Site plan – as per current SOP Section 7.1 Such as showing placement of system with setbacks noted for property, description of surface features including slope of land, buildings, water source and two (2) soil profile locations. | ✓ | |
| 3. Soil profiles and lab analysis – required to be completed for at least two (2) locations – <u>site specific</u> (including GPS coordinates, depth to limiting and restrictive layers, soil structure and grade) | ✓ | |
| 4. 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. | ✓ | |
| 5. Treatment system design calculations | ✓ | ✓ |
| 6. Tank certification information– CSA/B66 certificate | ✓ | Confirmed (if possible) |
| 7. Pump, if required by design. (manufacturer and pump curve to ensure flow capacity) | ✓ | Confirmed |
| 8. High level alarm | Reference made in design | Confirmed |
| 9. Filter | Reference made in design | Confirmed |



Private Sewage Disposal System Permit Documentation Requirements

Holding Tank

| Documents | Plans Review | By or on Final Inspection |
|---|--------------------------|---------------------------|
| 1. Expected wastewater volume/day including tank working capacity, bedroom count – current and proposed | ✓ | |
| 2. Site plan – showing placement of system with setbacks noted for property, buildings and water source | ✓ | |
| 3. Tank certification information – CSA/B66 certificate | ✓ | Confirmed (if possible) |
| 4. High level alarm | Reference made in design | Confirmed |

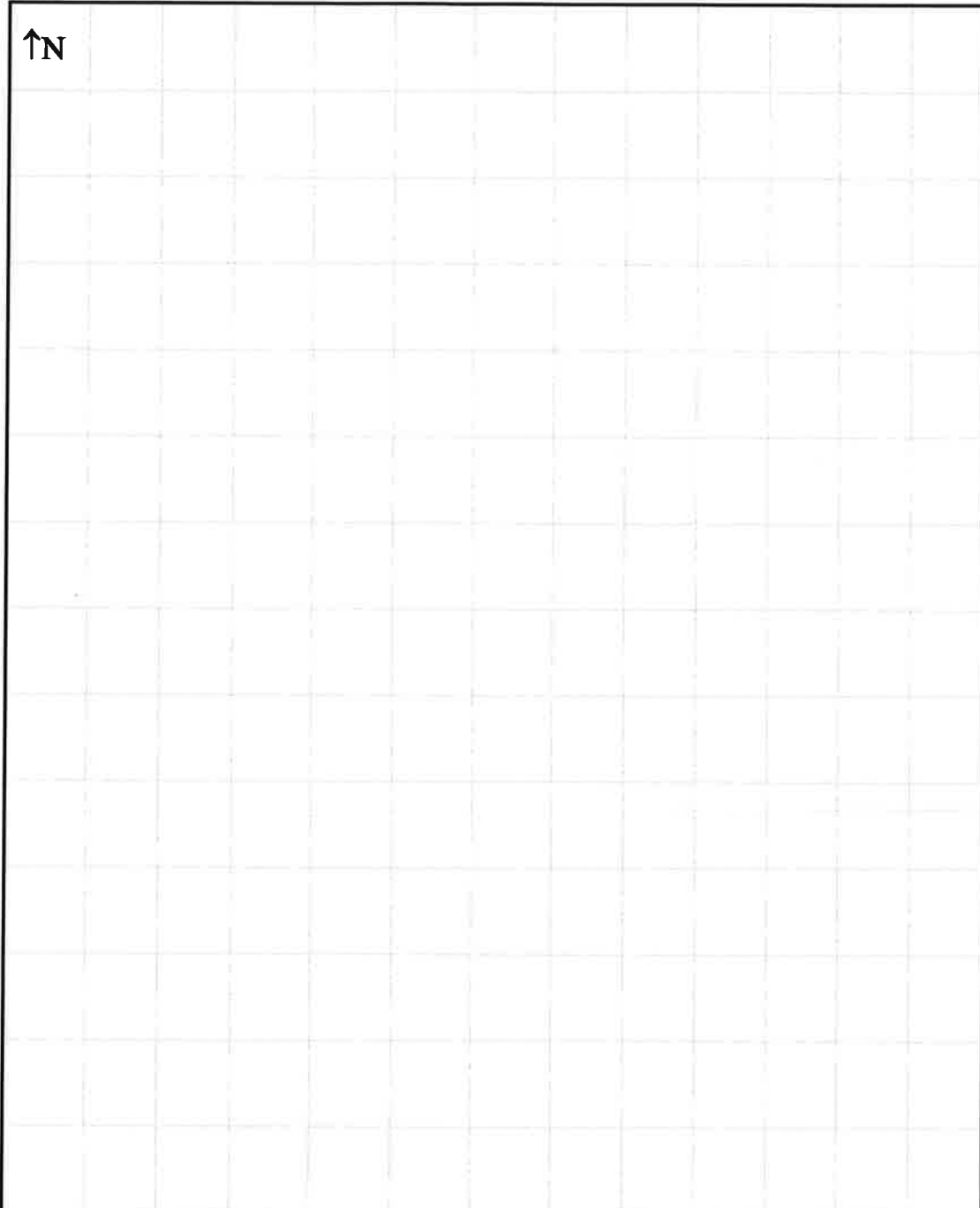


Open Discharge System

| Documents | Plans Review | By or on Final Inspection |
|--|--------------------------|---------------------------|
| 1. Peak flow volume calculation for the development including any additional flow fixtures | ✓ | |
| 2. 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 of land, buildings, water sources and at least one (1) test pit location. | ✓ | |
| 3. Soil profile and lab analysis – required to be completed for at least one (1) test pit location – <u>site specific</u> (including GPS coordinates, depth to limiting and restrictive layers, soil structure and grade) | ✓ | |
| 4. Description of Treatment System – from piping to tank details, septic tank/filter, piping to and throughout final soil treatment component | ✓ | |
| 5. Tank certification information - CSA/B66 certificate | ✓ | Confirmed (if possible) |
| 6. Pump, if required by design. (manufacturer and pump curve to ensure flow capacity) | ✓ | Confirmed (if possible) |
| 7. High level alarm (manufacturer & model) | Reference made in design | Confirmed |
| 8. Filter | Reference made in design | Confirmed |

Note: It is the applicant's responsibility to ensure inspections are completed prior to covering the system.

Private Sewage System Site Evaluation Diagram

Legal Description: _____

| | | | |
|---|--|---|--|
|  | | <p>Show the proposed location of the onsite sewage system and indicate the distances from the following:</p> <ul style="list-style-type: none"> • 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 | |
| | | <p>Drainage Course </p> <p>Slope Direction </p> <p>Test Pit 1 <input type="checkbox"/></p> <p>Test Pit 2 <input type="checkbox"/></p> | |

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

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 |
| | | | | | | | | | | | |
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| | | | | | | | | | | | |
| 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

| | | | | | | | | | | | |
|--|-----------------|---------|-----------------|-------|---|----------------------------|--------------------------|----------|--------------------------|----------|------------------|
| 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 |
| | | | | | | | | | | | |
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| | | | | | | | | | | | |
| 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): | | | | | | | | | | | |



Mountain View
C O U N T Y

Visa - MasterCard Payment Authorization

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

Transaction Date: _____

Payment Amount: \$ _____

Payment Method: Visa ☐ MasterCard ☐

Name of Cardholder: _____

Signature of Cardholder: _____

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 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): _____