

This form is to be completed in addition to the Tay Valley Township Planning/Development Application or Lanark County Application for Consent Form. It will provide the information required by the Mississippi-Rideau Septic Office in order to complete the septic comment before your application is considered. All information required on page two must be completed by the applicant. Please ensure that all of the requisite documents are included within the application by checking the boxes on page two.

- A.** Any **Use Permits/Certificates of Completion** for existing systems on the property must be included in the application.

If you do not have a copy one must be obtained from the appropriate regulatory agency. For permits issued between 1973 and 1999 the Leeds, Grenville & Lanark District Health Unit should be contacted.

52 Abbott Street North Unit 2
Smiths Falls, ON K7A 1W3
Phone (613) 283-2740

For permits issued between 2000 and 2003 McIntosh Perry Consulting Engineers Ltd. should be contacted.

115 Walgreen Rd.
R.R. 3 Carp, ON K0A 1L0
Phone (613) 836-2184

If the above documentation is not available then a Professional Engineer must be retained to indicate the size and location of the system if required by the Mississippi-Rideau Septic Office.

- B.** Ensure that your **site plan sketch** includes the proposed/existing septic tank and distribution system location, and distances from any wells, structures, watercourses or property lines.

- C.** The **building plan** included in the application must indicate floor area, indicating the proposed changes if any and be drawn to scale.

- D.** For **residential** applications:

Number of fixture units must be calculated, both existing and proposed
Number of bedrooms must be shown on the floor plan, existing and proposed
Floor area of the building (m²) must be included, both the existing and the proposed

For **commercial/industrial/mixed use** applications:

Type of business conducted (eg, restaurant and gas bar)
Information required for calculation of sanitary sewage flow according to Part 8 of the Building Code Table 8.2.1.3.B.
For these applications the flow calculation is very specific to the type of use, please call the Mississippi-Rideau Septic Office to receive assistance in including the correct information (613) 259-2421 OR (613) 913-7570

- E.** Any **additional information** which you feel will aid in the description of your property or the description of the waste water treatment systems (privies, leaching pits, greywater wells, composting toilets ect.) should also be included.

- F.** Sign and date page three after reading your obligations and ensuring that all information given is true and accurate.

A. Use Permit/Certificate of Completion

- Copy of property owners
- Obtained from Health Unit/McIntosh Perry
- Professional Engineers report of size and location

B. Site Plan Sketch

- Included in application

C. Building Plan

- Included in application

D. Property Information

Residential

<input type="checkbox"/>	Bedrooms	Existing	Proposed	Total
<input type="checkbox"/>	Floor Area (total finished area m ²)	Existing	Proposed	Total

- Fixture Units

	# Existing		#Proposed		Total
Bathroom					
Bathroom Group (toilet, sink and tub or shower) with flush tank	_____	+	_____	x 6	= _____
Bathtub with/without overhead shower	_____	+	_____	x 1.5	= _____
Shower stall	_____	+	_____	x 1.5	= _____
Wash basin (1 ½ inch trap)	_____	+	_____	x 1.5	= _____
Watercloset (toilet) tank operated	_____	+	_____	x 4	= _____
Bidet	_____	+	_____	x 1	= _____
Kitchen					
Dishwasher	_____	+	_____	x 0.5	= _____
Sink with/without garbage grinder (a) domestic and other small type single double or 2 single with common trap	_____	+	_____	x 1.5	= _____
Other					
Domestic washing machine	_____	+	_____	x 1.5	= _____
Combination of sink and laundry tray-single or double (1 ½ inch trap)	_____	+	_____	x 1.5	= _____
Total Fixture Units					_____

Commercial/Industrial/Mixed Use

- Business Conducted

-
- Information Required for Flow Calculation
-
-
-

E. Additional Information

F. Signature

Personal information contained on this form is collected pursuant to the *Ontario Building Code Act*, 1992 as amended and will be used for the purpose of considering your application for a Sewage System Permit or Comment. Questions regarding this collection of personal information should be directed to the Mississippi-Rideau Septic Office.

I agree to comply with the provisions of the building and zoning by-laws of the municipality and all amendments thereto. I further agree that neither the granting of a permit, nor the approval of plans, nor inspections made by the Manager, Septic Systems approvals (S.S.A.) shall in any way relieve me from my responsibility for carrying out the work in accordance with the by-laws and above mentioned.

Applicants are responsible to ensure that the information provided is true and accurate. The Mississippi-Rideau Septic Office, the Mississippi Valley Conservation, and the Rideau Valley Conservation Authority will not be held responsible for incorrect information provided to it by any applicant.

Applicant Signature

Date

Agent/Contractor Signature

Date

-OFFICE USE ONLY BELOW THIS POINT-
