



Septic and Waste Water System

Permits Licence and Inspection Services

Information and Application Referral Form

20338 65 Ave., Langley B.C. V2Y 3J1

Phone 604-533-6018

Overview

Effective May 31, 2005, the Sewerage System Regulation became law, which stipulates that only *Authorized Persons* may plan, construct, supervise, repair or maintain sewerage systems. *Authorized Persons* are: *Professional Engineers or Registered Onsite Wastewater Practitioners who have education or experience in sewerage system construction and sewerage system maintenance.*

For more information about Registered Onsite Wastewater Practitioners, please contact the Coordinator of Onsite Wastewater Registrations, Applied Science Technologist & Technicians of BC at 604-585-2788 or visit their web site at <http://owrp.asttbc.org>. The Association of Professional Engineers and Geoscientist currently have a searchable directory of their members on their web site at <https://www.apeg.bc.ca/Member-Directories/Professionals-for-Sewerage-System-Regulation>

The new regulation reduces the regulatory burden on industry and allows *Authorized Persons* to use more discretion and to take on additional accountability for sewerage system design and installation. As part of this process, Public Health Inspectors will no longer conduct site inspections, approve plans or issue permits to construct sewage disposal systems or approving the installation of sewage disposal systems.

Property owners who wish to construct, alter or repair an onsite sewerage system must have an *Authorized Person* file the details of the proposed works with the Fraser Health Authority and have the filing accepted before the sewerage system is constructed.

Authorized Persons must determine the appropriate type of sewerage system to service the proposed house or facility after visiting the property, conducting a site investigation, performing soil tests and reviewing the house plans. Generally, properties that are small in size, have high water tables, shallow soils, poor draining native soils, steep gradients, have limiting topographical features or will be disposing of large volumes of sewage will need to employ higher levels of sewage treatment.

Where there are no Health Department records on the property and the *Authorized Person* is concerned about possible encroachment, they may require a portion of the sewage disposal system, typically the septic tank access, distribution box or the end of each lateral run, to be exposed to verify the location of the system. At the discretion of the *Authorized Person*, a report from a Professional Engineer detailing the location and layout of the sewage disposal system may be required.

When is a Building Permit Referral Form Required

All Building Permit applications are to have the site plan and floor plans signed and stamped by the *Authorized Person* (either a Registered Onsite Waste Water Practitioner or Professional Engineer) when the property is serviced by a private septic system.

Proposed Changes to an Existing Building, Interior Renovations or Change in Use.

In the event that a change in the intended use of a house or a building may result in a net increase in the number of bedrooms, or any other potential increase in the estimated daily sewage flow to the septic system, the proposed changes in use need to be specified by the property owner on the referral form. The

Authorized Person will “file” with the Fraser Health Authority for the upgrade or replacement of the existing sewage disposal system.

The Registered Waste Water Practitioner is to provide an original date stamped copy of the “file” form to the Building Department complete with signed and stamped site and floor plans.

Change in House / Building Perimeter

The property owner needs to demonstrate that the new building perimeter will not encroach upon the existing sewage disposal system. The *Authorized Person* is to confirm the information on the referral form by completing Part B and providing a signed and stamped site plan.

The septic tank and disposal field must be protected from any physical damage. The storage of building materials, construction activity or traffic on the disposal area can damage the field and must be avoided.

Increase in Sewage Flow (House Size)

The *Authorized Person* is to complete the Building Referral Form and confirm that the increase in house size does not increase the number of bedrooms or that the change in the building perimeter or the use of the house is not considered to have increased the potential sewage flow. As such, an upgrade or replacement of the existing sewage disposal system will not be required. However, care should be taken to ensure that the sewage disposal system would not be damaged during construction of the house. (complete with signed and stamped site and floor plans.)

Proposed New Construction, Building Replacement

A replacement or reconstructed building must be connected to a sewage disposal system that meets current regulatory requirements. This will require the installation of a new sewage disposal system or an acceptable professional report stating that the existing sewage disposal system meets current regulatory requirements. The *Authorized Person* is to “file” with Fraser Health Authority for the new or altered system and provide an original date stamped copy of the “file” form to the Building Department complete with signed and stamped site and floor plans.

Construction of an Outbuilding

The property owner is to demonstrate that the new accessory building’s perimeter will not encroach upon the existing sewage disposal system. The intended use of the plumbed outbuilding is to be stated on the referral form to ensure that there will not be a potential increase over and above the design sewage flows. The *Authorized Person* is to confirm the information on the referral form by completing Part B and sign and stamped site plan and construction drawings.

Swimming Pool / Hot Tub

Pool waste must not be discharged directly into a sewage disposal system as the water contains chemical residuals, which may interfere with sewage treatment. A proposed rock pit must be shown on the layout plan and is not to be located immediately upstream from the sewage disposal field.

Altering Site Drainage

Site drainage must not impact the existing sewage disposal field or receiving area. Surface and subsurface water should be diverted away from the sewage disposal field.

To view the entire list of ROWPs, visit the Onsite Wastewater Systems Web Site at: <http://owrp.asttbc.org> (Registrant List). The Association of Professional Engineers and Geoscientists of B.C. currently has a searchable directory of registered members on its web site at <https://www.apeg.bc.ca/Member-Directories/Professionals-for-Sewerage-System-Regulation>



BUILDING PERMIT REFERRAL FORM

Part A: TO BE COMPLETED BY OWNER

Name of Property Owner: _____ Home No. _____

Address: _____ Work/Cell No. _____

City: _____ Postal Code: _____

Address of Project: _____ Legal Description: _____

Name of Service Contractor: _____ Home No. _____

Address: _____ Work/Cell No. _____

City: _____ Postal Code: _____

Business Licence No. _____ Current Expired FHA Certificate _____

Building Permit Application Involves The Following:

Proposed New Construction

- Building Replacement
- Outbuilding / Accessory Building
- With Plumbing
- Without Plumbing
- Swimming Pool or Hot Tub
- Other

Proposed Changes to Existing Building

- Increase the Number of Bedrooms
Total Number after Construction: _____
- Change in House / Building Perimeter
- Change in Building Use
- Increase in Sewage Flow

Details of Proposal:

I declare that all of the information provided in support of this Building Permit is true and correct to the best of my knowledge.

Signature of Owner: _____ Date: _____

Part B: TO BE COMPLETED BY THE REGISTERED WASTE WATER PRACTITIONER OR PROFESSIONAL ENGINEER

Date of Authorization to Backfill / Use Sewerage System: _____

Based on the Information Provided by the Owner:

- A Sewerage System Filing is NOT REQUIRED for the Proposed Building Permit Application
- A Sewerage System document HAS BEEN FILED for the Proposed Building Permit Application
- I/We DO NOT RECOMMEND issuance of a Building Permit for the Proposed Application

Comments: _____

Signature of ROWP OR P.ENG. _____ Date: _____

P.Eng. Seal

Registered Waste Water Practitioner Certificate #