

## Appendix H **STANDARD SUBMISSION DOCUMENTS**

This appendix provides the standard submission forms that must be completed by the site assessor and contractor, prior to submitting them to the Department of Environment, Labour and Justice for registration. Some documents shown in this section are submission documents which are not submitted at the time of registration. For example the **Certificate of Compliance** is submitted following the installation by the contractor and the **Audit Report** is submitted by the Safety Standards Officer.

The submission documents to be included at the time of registration are the following:

- **Site Assessment Registration Form**
- **Form A – Test Pit Record**
- **Field Permeability Data Sheet** (*see Appendix B, not shown here*)
- **Site Plan**
- **Relevant Disposal System Figure (H1 to H11)**
- **Soils Map** (*not shown here*)

The submission documents to be filed with Department of Environment, Labour & Justice, following installation are as follows:

- **Certificate of Compliance** (*from contractor or Engineer*)
- **On-Site Sewage Disposal System Audit Report** (*from Safety Standards Officer*)



# Registration Form

## Site Suitability Assessment

### Freedom of Information and Protection of Privacy

Personal information on this form is collected under section 31( c) of the *Freedom of Information and Protection of Privacy Act* R.S.P.E.I. 1998, c. F-15.01 as it relates directly to and is necessary for registration of this document and will be used for the administration of the *Environmental Protection Act*. If you have any questions about this collection of personal information, you may contact the Manager of Provincial Planning, Department of Agriculture and Land, 31 Gordon Drive, Charlottetown, PE C1A 6B8, Telephone (902) 368-5280.

SSA Registration # 62

### Site Suitability Assessment

Date submitted \_\_\_\_\_

#### Site Assessor Information

Site Assessor's Name:	License #:
Company Name:	Phone #:

#### Property Information

Owner's Name:	
Property #:	Community:
Lot #:	New Development: Yes <input type="checkbox"/> No <input type="checkbox"/>

#### Applicant Information

Name:	
Address:	
Community	Postal Code

### Assessment Results

Category				
I	II	III	IV	V
(circle one)				

Depth of permeable soil \_\_\_\_\_

\_\_\_\_\_  
Signature of Site Assessor



# Registration Form Sewage Disposal System

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SDS Registration # \_\_\_\_\_

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Septic Contractor name: \_\_\_\_\_ Licence # \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Mailing Address \_\_\_\_\_

Community \_\_\_\_\_ Postal Code \_\_\_\_\_

Property # \_\_\_\_\_ Lot # \_\_\_\_\_

### Activity:

New system: \_\_\_\_\_ Replacement system: \_\_\_\_\_ Replace a failed system: \_\_\_\_\_ (how old: \_\_\_\_\_)

Other: \_\_\_\_\_

Category				
I	II	III	IV	V

Type of structure to be serviced: \_\_\_\_\_

If residential dwelling, provide number of bedrooms: \_\_\_\_\_

Additional information: (# of motel rooms, # of restaurant seats, # apartment units, etc.): \_\_\_\_\_

Will the daily sewage rate exceed 1500 gallons per day? Yes \_\_\_\_\_ No \_\_\_\_\_

### Septic System Details:

#### Septic Tank Type:

Pre-cast concrete: \_\_\_\_\_ Polyethylene: \_\_\_\_\_ Poured in place concrete: \_\_\_\_\_

Holding Tank (H11): \_\_\_\_\_ Other (specify): \_\_\_\_\_ Septic tank size: \_\_\_\_\_ litres  
(1 gal = 4.54 litres)

#### Disposal Field Type:

Multiple trench system (H6): \_\_\_\_\_ Leaching chamber (H8-10): \_\_\_\_\_ EZ flow system (H6a): \_\_\_\_\_

Contour trench (H1-5): \_\_\_\_\_ (specify C1, C2, C3): \_\_\_\_\_

Alternative multiple trench (H7): \_\_\_\_\_ Trench width: \_\_\_\_\_

Mound system: \_\_\_\_\_ Consultant designed system \_\_\_\_\_ Other type (specify) \_\_\_\_\_

Number of disposal fields: \_\_\_\_\_ Total length of pipe in all fields \_\_\_\_\_ metres (1 foot = .3048 metres)

Depth of permeable soil: \_\_\_\_\_ Good Quality Fill (GQF) added: \_\_\_\_\_ cm (1 foot = 30 cm)

Please check if required: Pumping station: \_\_\_\_\_ Siphon chamber: \_\_\_\_\_ Pressure distribution system: \_\_\_\_\_

Contractor's Notes: \_\_\_\_\_

I \_\_\_\_\_ declare the information above is accurate and true, the system will be installed by a licensed contractor and will comply with the Sewage Disposal Systems Regulations of the *Environmental Protection Act* for On-Site Sewage Disposal Systems in PEI.

Date

Signature







**Site Plan**

**Note:** Check appropriate boxes and confirm each is clearly indicated on the sketch, if applicable.

- ☐ Location of septic system, test pit(s), and well
- ☐ All structures on property
- ☐ Property boundaries and road(s)
- ☐ Slope of land

Distance of septic system/ test pit to:  
Nearest water well: \_\_\_\_\_ ft  
Property boundaries: \_\_\_\_\_ ft  
Wetland or Watercourse: \_\_\_\_\_ ft  
Nearest part of dwelling: \_\_\_\_\_ ft

**Application Sketch**



Signature: \_\_\_\_\_ Parcel number: \_\_\_\_\_

Date: \_\_\_\_\_