

As per Section 8.-(1) of the Ontario Building Code/Act:

No person shall construct or demolish a building or cause a building to be constructed or demolished unless a permit has been issued therefor by the chief building official.

As per Div. A Part 1, Sentence 1.4.1.2. of the Ontario Building Code 2006:

"building" means,

- a) a structure occupying an area greater than ten square metres consisting of a wall, roof and floor or any of them or a structural system serving the function thereof including all plumbing, works, fixtures and service systems appurtenant thereto,
- b) a structure occupying an area of ten square metres or less that contains plumbing, including the plumbing appurtenant thereto,
- c) plumbing not located in a structure,
 - c.1) **a sewage system;** or
 - d) structures designated in the building code.

"construct" means to do anything in the erection, installation, extension or material alteration or repair of a building and includes the installation of a building unit fabricated or moved from elsewhere and "construction" has a corresponding meaning.



For more information about the Town of South Bruce Peninsula, please visit our website at:

www.southbrucepeninsula.com



or

Town of South Bruce Peninsula
P.O. Box 310, 315 George St.
Warton, Ontario N0H 2T0
Phone: (519) 534-1400
Toll free: 1-877-534-1400
Fax: (519) 534-4862
tsbpblgreception@bmts.com



**Town of
South Bruce Peninsula**

BUILDING DEPARTMENT



**APPLYING FOR A
PRIVATE SEWAGE SYSTEM
PERMIT**

Please be advised that as of January 1, 2008, the Town of South Bruce Peninsula Building Department is responsible for the administration and enforcement of Part 8 (Sewage Systems) of the Ontario Building Code. Enclosed are copies of the Building Permit Application Form for Septic Systems, Guidelines for Submission of an Application for a Sewage System Permit and an example of a site plan. Also enclosed are the current fees for sewage system permits; subject to change without notice.

It is our intent as well as mandate to keep the building permit process consistent for all buildings as defined by the OBC/Act. Please be advised of the following procedures and practices of this Department and requirements as per the Ontario Building Code/Act:

- The application form needs to be completed in full including payment of the applicable fee. An incomplete application can not be accepted and processing the application can be delayed.



- With regard to the information on the last two pages of the application form (Sewage System Specifications, Site Plan & Cross Section), assumptions of conformance to Code requirements will not be made by this department; therefore, as much detail as possible is required to be submitted in order to complete a thorough review of the whole system.
- With regard to copying and returning approved applications; we will be issuing and returning **only** the card to post and actual permit to whomever the applicant is as indicated on the application form. If an approved copy of the application/plans, etc. is sought by the applicant/installer/designer - additional copies will have to be submitted to us in order to be returned.
- Five (5) days notice for a required inspection is required as per the OBC/Act. As we are aware of and understand the time constraints and demands that the installers are faced with, we will be doing our best to get to the site as soon as possible after the inspection is requested. However we also need and appreciate notification as early as possible to arrange all inspections as required.

- **The readiness to construct the sewage system.** The inspector may need to inspect a test pit to verify site conditions. The inspector will witness this and record his/her observations. If a contractor is constructing the septic system, the building inspector will require the name of the contractor and their license number at this time. The installer must provide equipment to conduct a measurement of elevations once the excavation is completed and before any backfill is placed.
- **The substantial completion of the installation of the distribution pipes and septic tank before backfilling:** A copy of the soil analysis report of the backfill material to verify the percolation time of the soil.
- **The completion of the sewage system.** The final inspection is conducted once the site is properly graded and seeded or sodded.

