

RVCA RECEIVED  
JUL 05 2023  
REFER TO:

STREET/CIVIC INITIAL

\*\*EMAIL ONLY\*\*

SEPTIC FILE #

23-216

OTTAWA

3889 Rideau Valley Drive Box 599 Manotick, ON K4M 1A8

Phone: 613-692-3571 PRESS "4" for septic office 1-800-267-3504 Fax: 613-692-1507 Email: septic@rvca.ca

SITE ADDRESS: 1037 Carp Road Township: OSG-HUN-GLO-FIT-CUM-NEP-GOU-RID-KAN-TOR

CONTACT: 1. McIntosh Perry 2. Bekim Concrete 3. Ho Management

**INFORMATION FOR OWNER/APPLICANT**

Attached is your Sewage System Permit. A minimum of two inspections are required before your proposed sewage system can be approved for use (additional inspections may be required for clay soils/bedrock and/or re-inspections). Inspections must be requested in writing. Please see attached:

- Inspection fax request form (all inspections MUST be requested in writing)
- As-built components and drawing form
- Copy of the approved application and schedule pages
- Approved Part 8 permit: \*Electronic copy only – Be sure to INCLUDE in Building Application Package for Plans Examiner at CITY of OTTAWA client services, if NEW or RENO construction project.

**Special Note**

- A permit is valid for 12 months from the original date of issuance noted in "permit date". If lapsed, it may be renewed only once for a period of 12 months from the date of expiry.
- No person shall make a material change or cause a material change to be made to a plan, specification, document or other information on the basis of which a permit was issued without notifying, filing details with and obtaining the authorization of the Chief Building Official. (Building Code Act 1992, c.23, s.8(12))

**Sewage System Permit Construction Requirements**

**1. Clay Soils/Bedrock only (if required per issued Approval)**

In clay soils/bedrock, a site preparation inspection is required. The total contact area must be properly prepared. Scarification must be done under dry conditions prior to importing leaching bed fill.

**2. Installation Inspection – 2<sup>nd</sup> inspection**

When the sewage system is substantially completed (i.e., before the final fill is placed over the septic tank and leaching bed system) an installation inspection is required. Prior to any inspection request, the following must be submitted:

- a) "as-built components" and "as-built drawings" — see attached form
- b) "engineer letter" — if the system is engineered
- c) grain size analysis and weight bills for all Filter Media types of septic systems
- d) Weigh bills for washed septic stone, where applicable
- e) Maintenance/service contract for treatment unit installed

**3. Final Grading Inspection – 3<sup>rd</sup> inspection**

When construction of the sewage system is complete, a final grading inspection is required. Before a Certificate of Completion can be issued, the following must be complete:

- a) The leaching bed and septic tank must be covered with sand fill and topsoil and graded accordingly
- b) All conditions of the Sewage System Permit & comments on the installation inspection report must be met
- c) The depth of cover & material type must be identified by inspection pipes or holes placed over trenches at 4 corners of bed
- d) The 4 corners of the bed must be staked

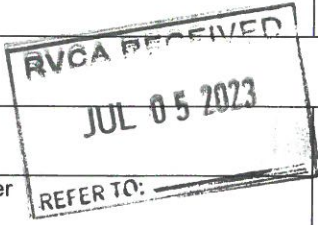


# Application for a Permit to Construct or Demolish

This form is authorized under subsection 8(1.1) of the *Building Code Act, 1992*

For use by Principal Authority			
Application number:		Permit number (if different):	
Date received:		Roll number:	
<div style="border: 1px solid black; padding: 5px; display: inline-block; transform: rotate(-2deg);"> <b>RVCA RECEIVED</b>  <b>JUL 05 2023</b>            REFER TO: _____         </div> <div style="float: right; text-align: right; margin-top: 10px;"> <b>SEPTIC FILE #</b>  <b>23-216</b>  <b>OTTAWA</b> </div>			
Application submitted to: <u>OTTAWA SEPTIC SYSTEM OFFICE</u> <small>(Name of municipality, upper-tier municipality, board of health or conservation authority)</small>			
<b>A. Project information</b>			
Building number, street name 1037 Carp Road		Unit number	Lot/con.
Municipality Stittsville	Postal code K2S 1B9	Plan number/other description	
Project value est. \$		Area of work (m <sup>2</sup> )	
<b>B. Purpose of application</b>			
<input checked="" type="checkbox"/> New construction	<input type="checkbox"/> Addition to an existing building	<input type="checkbox"/> Alteration/repair	<input type="checkbox"/> Demolition
			<input type="checkbox"/> Conditional Permit
Proposed use of building <b>Commercial</b>		Current use of building <b>N/A</b>	
Description of proposed work  Design of a Class 4 Eljen GSF System for a new commercial building.			
<b>C. Applicant</b>			
Applicant is:		<input type="checkbox"/> Owner or <input checked="" type="checkbox"/> <u>Authorized agent of owner</u>	
Last name Leblanc	First name Patrick	Corporation or partnership McIntosh Perry Consulting Engineers	
Street address 115 Walgreen Road, R.R. #3		Unit number	Lot/con.
Municipality Carp	Postal code K0A 1L0	Province Ontario	E-mail p.leblanc@mcintoshperry.com
Telephone number ( 613 ) 714-4586		Fax (     )	Cell number ( 613 ) 229-5863
<b>D. Owner (if different from applicant)</b>			
Last name Qosa		First name Bekim	Corporation or partnership HQ Management Group Inc.
Street address 2885 Carp Rd		Unit number	Lot/con.
Municipality Carp	Postal code K0A 1L0	Province ON	E-mail hqmanagementgroup@gmail.com
Telephone number ( 613 ) 301-7058		Fax (     )	Cell number (     )

E. Builder (optional)				
Last name	First name	Corporation or partnership (if applicable)		
Street address	23-216		Unit number	Lot/con.
Municipality	Postal code	OTTAWA	Province	E-mail
Telephone number ( )	Fax ( )	Cell number ( )		



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F. Tarion Warranty Corporation (Ontario New Home Warranty Program)		
i. Is proposed construction for a new home as defined in the <i>Ontario New Home Warranties Plan Act</i> ? If no, go to section G.	Yes	No <input checked="" type="checkbox"/>
ii. Is registration required under the <i>Ontario New Home Warranties Plan Act</i> ?	Yes	No <input checked="" type="checkbox"/>

iii. If yes to (ii) provide registration number(s): \_\_\_\_\_

G. Required Schedules	
i) Attach Schedule 1 for each individual who reviews and takes responsibility for design activities.	
ii) Attach Schedule 2 where application is to construct on-site, install or repair a sewage system.	

H. Completeness and compliance with applicable law		
i) This application meets all the requirements of clauses 1.3.1.3 (5) (a) to (d) of Division C of the <i>Building Code</i> (the application is made in the correct form and by the owner or authorized agent, all applicable fields have been completed on the application and required schedules, and all required schedules are submitted).	Yes <input checked="" type="checkbox"/>	No
Payment has been made of all fees that are required, under the applicable by-law, resolution or regulation made under clause 7(1)(c) of the <i>Building Code Act, 1992</i> , to be paid when the application is made.	Yes <input checked="" type="checkbox"/>	No
ii) This application is accompanied by the plans and specifications prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> .	Yes <input checked="" type="checkbox"/>	No
iii) This application is accompanied by the information and documents prescribed by the applicable by-law, resolution or regulation made under clause 7(1)(b) of the <i>Building Code Act, 1992</i> which enable the chief building official to determine whether the proposed building, construction or demolition will contravene any applicable law.	Yes <input checked="" type="checkbox"/>	No
iv) The proposed building, construction or demolition will not contravene any applicable law.	Yes <input checked="" type="checkbox"/>	No


I. Declaration of applicant	
Patrick Leblanc	_____ declare that:
(print name)	
1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.	
2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.	
Jul 5, 2023	Signature of applicant
Date	

Personal information contained in this form and schedules is collected under the authority of subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*. Questions about the collection of personal information may be addressed to: a) the Chief Building Official of the municipality or upper-tier municipality to which this application is being made, or, b) the inspector having the powers and duties of a chief building official in relation to sewage systems or plumbing for an upper-tier municipality, board of health or conservation authority to whom this application is made, or, c) Director, Building and Development Branch, Ministry of Municipal Affairs and Housing 777 Bay St., 2nd Floor. Toronto, M5G 2E5 (416) 585-6666.



## Schedule 1: Designer Information

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

<b>A. Project Information</b>			
Building number, street name 1037 Carp Road		Unit no.	Lot/con.
Municipality Stittsville	Postal code K2S 1B9	Plan number/ other description	
<b>B. Individual who reviews and takes responsibility for design activities</b>			
Name Patrick Leblanc, P.Eng.		Firm McIntosh Perry Consulting Engineers	
Street address 115 Walgreen Road, R.R. #3		Unit no.	Lot/con.
Municipality Carp	Postal code K0A 1L0	Province Ontario	E-mail p.leblanc@mcintoshperry.com
Telephone number ( 613 ) 714-4586	Fax number ( )	Cell number ( 613 ) 229-5863	
<b>C. Design activities undertaken by individual identified in Section B. [Building Code Table 3.5.2.1. of Division C]</b>			
House Small Buildings Large Buildings Complex Buildings	HVAC – House Building Services Detection, Lighting and Power Fire Protection	Building Structural Plumbing – House Plumbing – All Buildings <u>On-site Sewage Systems</u>	
Description of designer's work  Design of a Class 4 Eljen GSF System for a new commercial building.			
<b>D. Declaration of Designer</b>			
I, <u>Patrick Leblanc, P.Eng.</u> declare that (choose one as appropriate): (print name)			
I review and take responsibility for the design work on behalf of a firm registered under subsection 3.2.4. of Division C, of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories. Individual BCIN: _____ Firm BCIN: _____			
I review and take responsibility for the design and am qualified in the appropriate category as an "other designer" under subsection 3.2.5. of Division C, of the Building Code. Individual BCIN: _____ Basis for exemption from registration: _____			
The design work is exempt from the registration and qualification requirements of the Building Code. Basis for exemption from registration and qualification: <u>P.Eng. (Licence #100141438)</u>			
I certify that:			
1. The information contained in this schedule is true to the best of my knowledge.			
2. I have submitted this application with the knowledge and consent of the firm.			
Date Jul 5, 2023	Signature of Designer 		

**NOTE:**

- For the purposes of this form, "individual" means the "person" referred to in Clause 3.2.4.7(1) (c) of Division C, Article 3.2.5.1. of Division C, and all other persons who are exempt from qualification under Subsections 3.2.4. and 3.2.5. of Division C.
- Schedule 1 is not required to be completed by a holder of a license, temporary license, or a certificate of practice, issued by the Ontario Association of Architects. Schedule 1 is also not required to be completed by a holder of a license to practise, a limited license to practise, or a certificate of authorization, issued by the Association of Professional Engineers of Ontario.

## Schedule 2: Sewage System Installer Information

<b>A. Project Information</b>			
Building number, street name 1037 Carp Road		Unit number	Lot/con.
Municipality Stittsville	Postal code K2S 1B9	Plan number/ other description	
<b>B. Sewage system installer</b>			
Is the installer of the sewage system engaged in the business of constructing on-site, installing, repairing, servicing, cleaning or emptying sewage systems, in accordance with Building Code Article 3.3.1.1, Division C?			
Yes (Continue to Section C)		No (Continue to Section E)	<input checked="" type="checkbox"/> Installer unknown at time of application (Continue to Section E)
<b>C. Registered installer information (where answer to B is "Yes")</b>			
Name		BCIN	
Street address		Unit number	Lot/con.
Municipality	Postal code	Province	E-mail
Telephone number	Fax	Cell number	
( )	( )	( )	
<b>D. Qualified supervisor information (where answer to section B is "Yes")</b>			
Name of qualified supervisor(s)		Building Code Identification Number (BCIN)	
<b>E. Declaration of Applicant:</b>			
<p>I, <u>Patrick Leblanc</u> declare that:</p> <p style="text-align: center;">(print name)</p> <p>I am the applicant for the permit to construct the sewage system. If the installer is unknown at time of application, I shall submit a new Schedule 2 prior to construction when the installer is known;</p> <p><u>OR</u></p> <p>I am the holder of the permit to construct the sewage system, and am submitting a new Schedule 2, now that the installer is known.</p> <p>I certify that:</p> <ol style="list-style-type: none"> <li>1. The information contained in this schedule is true to the best of my knowledge.</li> <li>2. If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.</li> </ol> <p style="margin-top: 20px;">Date <b>Jul 5, 2023</b> <span style="float: right;">Signature of applicant </span></p>			





Do Not Complete  
 Permit No \_\_\_\_\_  
 Revision No \_\_\_\_\_  
 Date \_\_\_\_\_

**Schedule 4**  
**Proposed Services**  
 Complete Sections 1 thru 7

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1. **Engineered**

- Yes
- No

2. **Water supply**

- Proposed
- Existing

3. **Type of work proposed**

- New Installation
- Replacement
- Alteration

4. **Type of Well**

- Dug/bored/Sandpoint well
- Drilled well
- Municipal
- Other

5. **Residential** Sewage Design Flow Info.

**Bedrooms** \_\_\_\_\_  
**House (floor area)** \_\_\_\_\_ m<sup>2</sup>  
**People** \_\_\_\_\_  
**Total Fixture Units** \_\_\_\_\_ (Schedule 8)  
**Residential Flow** \_\_\_\_\_ L/day

6. Sewage Design Flow **Other Occupancies**

Design Flow 6,720 L/day

Detailed sewage flow calculations:

Total floor area = 833.32 m<sup>2</sup>

Per each 9.3 m<sup>2</sup> of floor area:

89.60 x 75 L/day = 6,720 L/day

7. **Type of System**

- Treatment Unit Eljen GSF System
- Class 2 – Leaching Pit
- Class 3 – Cesspool
- Class 4 – Shallow Buried Trench

---

- Class 4 – Trench (Schedule 9)
  - Fully raised
  - Partially raised
  - In-ground
- Class 4 – Filter Media (Schedule 10)
  - Fully raised
  - Partially raised
  - In-ground

- Class 4 – BMEC Area Bed (Schedule 11)
  - Fully raised
  - Partially raised
  - In-ground
- Class 4 – “Type A” Dispersal (Schedule 13)
  - Fully raised
  - Partially raised
  - In-ground
- Class 4 – “Type B” Dispersal (Schedule 14)
  - Fully raised
  - Partially raised
  - In-ground
- Class 5 – Holding Tank (9000L min)
- Tank/Treatment Unit/Pump Chamber ONLY
- Effluent Filter/Risers ONLY

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OTTAWA

Schedule 5

Sewage System Details



Ottawa Septic System Office Bureau des systèmes septiques d'Ottawa

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Revision No \_\_\_\_\_  
Date \_\_\_\_\_

REFER TO:  
Type of System Class 4 - BMEC Eljen combined treatment. leaching bed system ( Schedule 4)  
Septic/Holding Tank Size: 23,000 Litres Make: Boyd Bros (or equivalent)  
Septic Tank Effluent Filter Make: \_\_\_\_\_ Model: 23000 2-Compartment Septic Tank (or equivalent)

Treatment Unit – Make & Model Eljen GSF A42 Modules  
Number of Units: 72 Other: \_\_\_\_\_

Refer to Typical Drawing # 0CP-19-0125 SSD-01,02 Pump(s) required 4,800 L pump chamber

Mantle Information: Pump Rate \_\_\_\_\_ L/15min

Native or imported = 15m in N/A direction(s) **Note:** Alarm required for all pumping systems

Slope subgrade 1 % slope  
North-east direction(s)

Site to be Scarified (If clay) YES NO  
Clay Seal Required (If bedrock) YES NO

Trench

Distribution Pipe Length \_\_\_\_\_ m  
Loading Area \_\_\_\_\_  
Type of Chamber \_\_\_\_\_  
Length of Chamber \_\_\_\_\_ m

Shallow Buried Trench  
Pipe Length \_\_\_\_\_ m

BMEC Area Bed

- Type A
- Type B

Stone \_\_\_\_\_ m<sup>2</sup>  
Sand \_\_\_\_\_ m<sup>2</sup>  
Pipe \_\_\_\_\_ m  
Linear Loading \_\_\_\_\_ L/m<sup>2</sup>

Filter Media Bed  
Stone \_\_\_\_\_ m<sup>2</sup>  
Extended Base \_\_\_\_\_ m<sup>2</sup>  
Pipe \_\_\_\_\_ m  
Weight of Filter Media \_\_\_\_\_ Kg  
Loading Area \_\_\_\_\_ m<sup>2</sup>

- Tank/Treatment Unit/Pump Chamber Replacement ONLY
- Effluent Filter & Riser ONLY

Construction Notes:







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 Revision No \_\_\_\_\_  
 Date \_\_\_\_\_

**Schedule 8  
 Fixture unit count**

Fixtures	# Existing	+ # Proposed	X	unit count	=	Fixture Count
<b>Bathroom</b>						
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 (1½inch trap)		+	14	X	1.5	= 21
Watercloset (toilet) tank operated		+	14	X	4	= 56
Bidet		+	X	1	=	
<b>Kitchen</b>						
Dishwasher		+	X	1	=	
Sink with/without garbage grinder(s), domestic and other small type single, double or 2 single with a common trap		+	X	1.5	=	
<b>Other</b>						
Domestic washing machine		+	X	1.5	=	
Combination sink and laundry tray single or double (Installed on 1½ trap)		+	X	1.5	=	

**\*Total: 77**

**\*Insert the TOTAL in section 5 of Schedule 4 (0.Reg 151/13 Table 7.4.9.3)**

1. Sump pumps and floor drains are not to be connected to the sewage system. Connection of such fixtures to a sewage system may lead to a hydraulic failure of the said system. The above mentioned fixtures should be discharged separately to an approved Class 2 (leaching pit) sewage system.
2. Where laundry waste is not more than 20% of the total daily design sanitary sewage flow, it may discharge to a sewage system (Part 8, OBC, 8.1.3.1(2) ).

Agent/Owner signature

Jul 5, 2023

Date

# Plan View

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 Permit # \_\_\_\_\_  
 Revision # \_\_\_\_\_  
 Date \_\_\_\_\_



Ottawa Septic System Office Bureau des systèmes septiques d'Ottawa

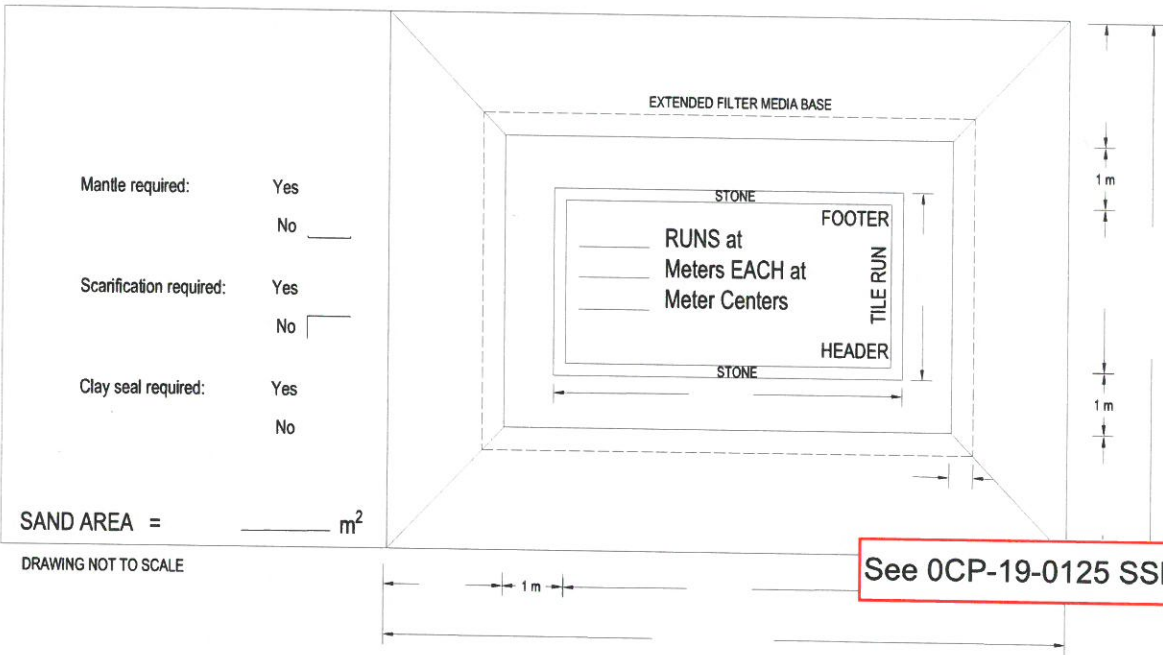
## TYPICAL DRAWING B

BURIED OR RAISED TILE BED  
 FILTER MEDIA METHOD

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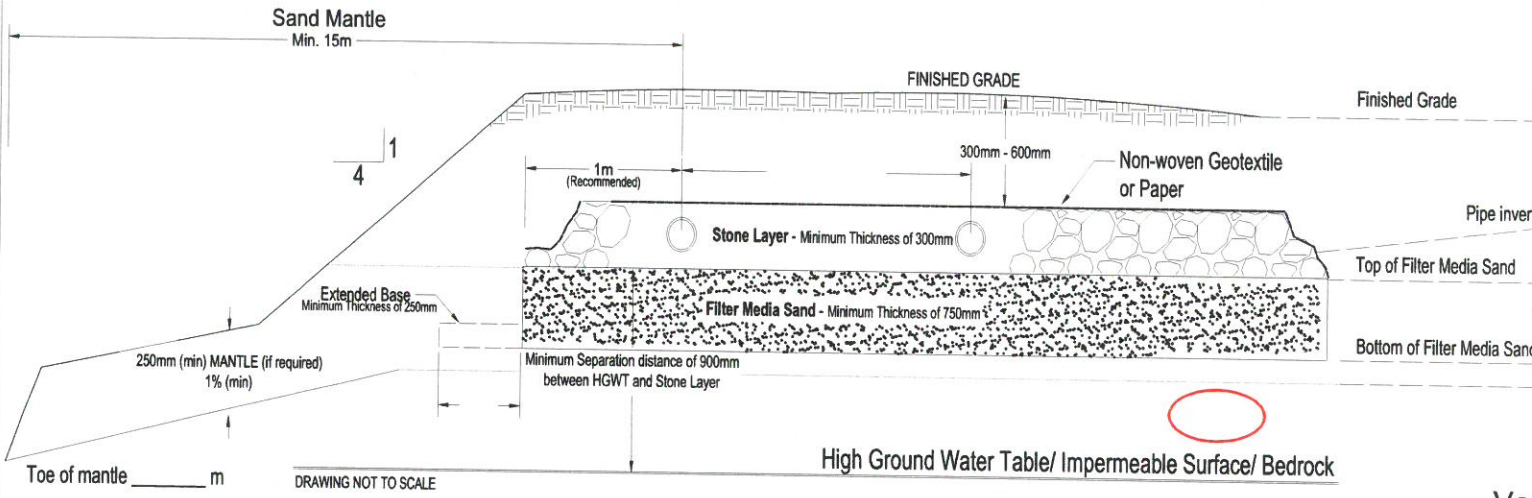


- Mantle required: Yes  No
- Scarification required: Yes  No
- Clay seal required: Yes  No

SAND AREA = \_\_\_\_\_ m<sup>2</sup>

DRAWING NOT TO SCALE

# Cross-Section Profile

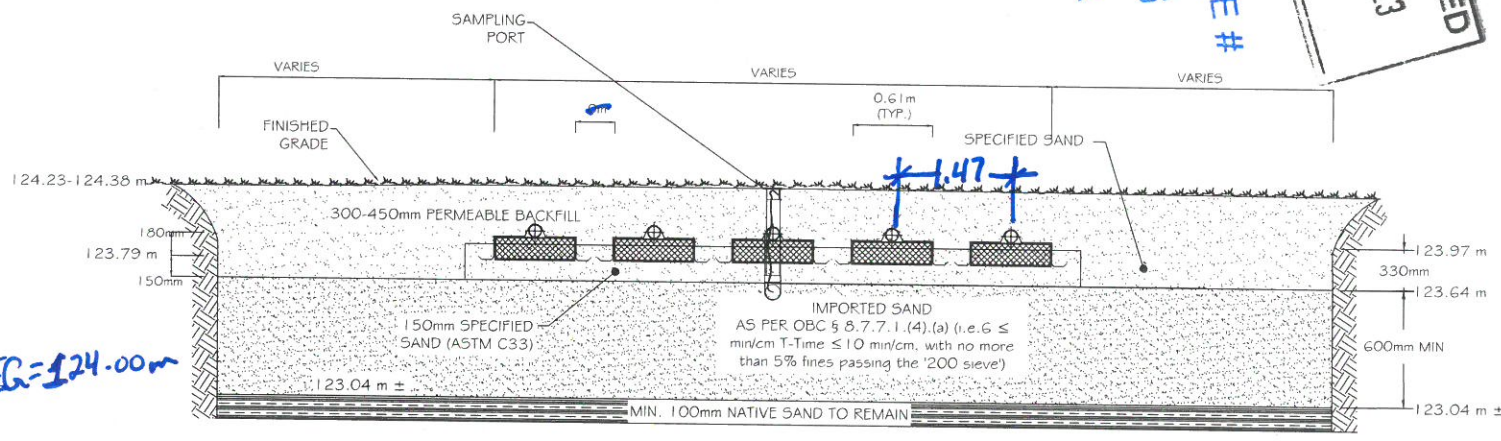


Proposed Installation Grades	Approved Installation Grades	Existing Grade

DRAWING NOT TO SCALE

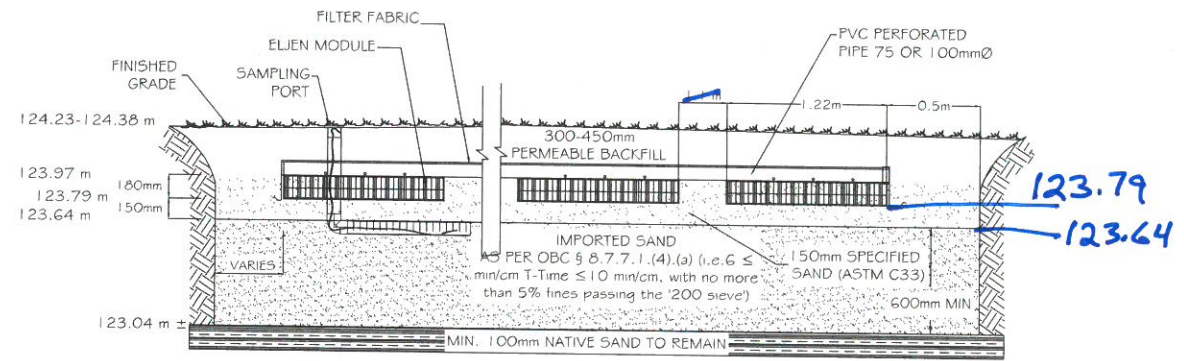


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EG=124.00m

SIDE VIEW  
NOT TO SCALE



LONGITUDINAL  
NOT TO SCALE

PA  
Aug 21/23


No.	Revision/Issue	Date
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**McINTOSH PERRY**  
115 Walgreen Road, RR 3  
Carp, ON K0A 1L0  
Tel: 613-836-2184 Fax: 613-836-3742  
www.mcintoshperry.com

Stamp:	Stamp:
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Client:  
**JIM BELL ARCHITECTS**

Project:  
**1037 CARP ROAD  
STITTSVILLE, ON**

Drawing Title:  
**ELJEN TYPICAL CROSS-SECTION**

Scale:	N.T.S.	Project Number:	OCP-19-0125
Drawn by:	E.Ws.	Drawing Number:	SSD-02
Checked By:	P.L.		
Designed By:	P.L.		
Date:	MAY/29/2023		

McIntosh Perry is a registered professional engineering firm in the Province of Ontario, Canada. License No. 11111. The drawings are the property of McIntosh Perry and are not to be used for any other project without the written consent of McIntosh Perry. The drawings are not to be used for any other project without the written consent of McIntosh Perry. The drawings are not to be used for any other project without the written consent of McIntosh Perry.















# Permit Part 8 – Sewage System Ontario Building Code

Do Not Complete  
 Permit No 23-216  
 Revision No \_\_\_\_\_  
 Date \_\_\_\_\_  
 Related Application \_\_\_\_\_

**A copy of this permit must be posted on the property at all time during construction. OBC, Division C — Part 1, Section 1.3.2.1**

This permit verifies that the on-site sewage system was reviewed and approved for construction under the *Ontario Building Code* and *O.Reg. 323/12* as amended by *O.Reg. 151/13*.

Inspected & Recommended by: JASON HUTTON Owner: HQ Management Group  
 Inspection Date & Time: Civic: \_\_\_\_\_ Weather: \_\_\_\_\_  
 Address: 1037 Carp Rd Legal: \_\_\_\_\_  
 In the former Township/City of Goulbourn

Design Flow for Commercial / Institutional / Industrial (as per Table 8.2.1.3.B)

Q: 6720 L/day

septic tank <u>23000</u> L	weigh bills for <b>Eljen Sand</b> <input checked="" type="checkbox"/> yes <input type="checkbox"/> no
effluent filter <u>YES</u>	grain size analysis required <input checked="" type="checkbox"/> yes <input type="checkbox"/> no
pump rate _____ L/15 MIN	site to be scarified <input type="checkbox"/> yes <input checked="" type="checkbox"/> no
treatment unit <u>Eljen GSF A42</u>	clay seal inspection <input type="checkbox"/> yes <input checked="" type="checkbox"/> no
number of units <u>72</u>	mantle required <input type="checkbox"/> yes <input checked="" type="checkbox"/> no
	sub-grade inspection <input type="checkbox"/> yes <input checked="" type="checkbox"/> no

ELEVATION  In Ground  Partially Raised  Fully Raised

### TYPE OF SYSTEM

Trench

Pipe and Stone or  Chambers

type of chamber \_\_\_\_\_

loading area \_\_\_\_\_ m<sup>2</sup>

total trench length \_\_\_\_\_ m

trench configuration \_\_\_\_\_

### Dispersal Bed

BMEC  Type A  Type B

stone \_\_\_\_\_ m<sup>2</sup>

sand 135 m<sup>2</sup>

pipe 9 rows of 8 Eljen

weight of sand \_\_\_\_\_ kg

Shallow Buried Trench

pipe length \_\_\_\_\_ m

orifice spacing \_\_\_\_\_ m

Filter Media Bed

stone \_\_\_\_\_ m<sup>2</sup>

extended base \_\_\_\_\_ m<sup>2</sup>

pipe \_\_\_\_\_

weight of filter media \_\_\_\_\_ kg

loading area \_\_\_\_\_ m<sup>2</sup>

Class 5 Holding Tank

Septic Tank Only

Manager, Septic System Approvals:  Permit Date: August 21, 2023

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

maintenance/pumping required

ESA permit # required

engineer to verify

subgrade

squirt height

Class 5 Holding Tank approval only valid for three years from date of issue

Manager, Septic System Approvals: \_\_\_\_\_ Revision Date: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_