

Site Evaluation Report Guide

Note: this Guide is designed to remind you of all the required information you must provide along with your permit application. You may use the **Summary Design Report** that came with your application, or produce your own, as long as it contains the following information:

Description of Property

- You must include the site's municipal address: (e.g.) 53214-RR 62. also, the legal land description: (e.g.) NW 18-53-6-W5
- You must include the; date, time, temperature & weather conditions at time of site evaluation:
- Plan (diagram) of property:

You must include a site diagram of the property on which sewage system will be installed. This diagram must be to scale or dimensioned and must include the following information:

- All property boundary lines.
- Buildings, roads, driveways, and other property improvements, either existing or proposed.
- Existing easements.
- Wells or proposed well locations on the property or adjacent properties within 50 m (165 ft.) or 100 m (330 ft.) for lagoons.
- Topography of the proposed treatment site(s).
- Surface waters, rock outcrops, and drainage features.
- Soil test pits or boring locations with surface elevations.
- Location of a permanent benchmark and its elevation.
- Outline of available treatment areas.

Note: You may use the **Lot Diagram Form** provided with the **Summary Design Report** form, for this use.

Soil Profile Reporting

Descriptions of each soil profile investigated provided on appropriate form. (Note: 2 **Private Sewage Treatment System Soil Log Forms** are included with the **Summary Design Report** form).

The characteristics of each soil profile investigated shall be described using Canadian System of Soil Classification nomenclature and include the following in the soil profile description.

- 1. Soil Horizons: the distance from the ground surface to the top and bottom of each soil horizon observed shall be measured and distinctness and topography of the horizon boundaries described.
- 2. Soil Color: for each soil lies and identified, the matrix color and quantity, size, contrast, and color of any redoximorphic features present shall be described.
- 3. Texture: for each Verizon identified, the soil texture classification including any appropriate texture modifier shall be reflected in this evaluation report and **a soil sample of the most restricting layer** affecting the design shall be collected and **analyzed at a laboratory** using a recognized grain or particle size analysis method to determine the texture of the sample.
- A statement regarding the treatment capability and dispersal capacity of the available site(s).
- Where the soil profile includes features that will require the lateral movement water through the soil away from the dispersal system, identified constraints on the system design and allowable *effluent hydraulic loading rates*, as it relates to *linear loading rates*.
- A summary of the significant *limiting conditions* of soil profile and site.
- A justification of the locations and number of the soil profiles investigated.
- A description of the development being served including;
 - characteristics affecting the determination of peak and average wastewater flows to be used in the design,
 - The peak daily wastewater flow volume to be used for the system design, and
 - anticipated influent wastewater strength.
- Copies of **Laboratory Soils Analysis** reports have been attached.

Number of Soil Profiles Investigated

A minimum of two test pit excavations shall be investigated at the proposed location for the soil-based treatment component to classify and assess the treatment capacity of the soil.

Minimum Depth of Soil Investigation (choose appropriate depth). The soil profiles shall be investigated to a minimum depth below ground surface of:

4 feet for **Treatment mounds**.

9 feet for **Treatment fields** receiving primary treated effluent, (septic tank effluent)

6 1/2 ft. for **Treatment fields** receiving secondary treated effluent, (treatment plant, and sand filter effluent)

6 feet for **Open discharge systems**.

Note: For **Sewage Holding Tanks** only, ensure that the information required on Page 1 are completely filled out in your **Summary Design Report** and that all dimensions have been clearly indicated on your site plan.

For all other systems, ensure that all information required are included in your summary design report and that all dimensions in have been clearly indicated on your site plan.

Any applications received which do not have all required information included will be returned.