COUNTY OF VERMILION RIVER
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THE INSPECTIONS GROUP
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PRIVATE SEWAGE PERMIT APPLICATION FORM

Permit Applicant: ☐ Owner ☐ Contractor

Application Date *(mm/dd/yyyy)*: _____ **Estimated Start Date** *(mm/dd/yyyy)*: _____

Development Permit No.: _____ **Estimated Completion Date** *(mm/dd/yyyy)*: _____

eSite Permit No.: _____ **Value of Work** *(labor, materials & equipment)*: $_____

Owner Name *(printed)*: _____

Mailing Address: _____ City/Town/Village: _____ Province: _____ Postal Code: _____

Email: _____ Phone #: _____

Contractor Name *(printed)*: _____

Mailing Address: _____ City/Town/Village: _____ Province: _____ Postal Code: _____

Email: _____ Phone #: _____

Municipality: COUNTY OF VERMILION RIVER **Street Address:** _____

Lot: _____ **Block:** _____ **Plan:** _____ **Subdivision/Hamlet Name:** _____

Legal Subdivision: Part of _____ **Sec:** _____ **Twp:** _____ **Range:** _____ **W4M** **Tax Roll #:** _____

Directions: _____

INSTALLATION:
☐ New Installation
☐ Alteration

EXPECTED VOLUME OF EFFLUENT: _____
☐ m³/day ☐ litres/day ☐ gallons/day

TYPE OF WORK:
☐ Commercial
☐ Residential
Number of bedrooms: _____
☐ Industrial
☐ Work Camp
☐ Other *(specify)*: _____

SITE EVALUATION DIAGRAM: Attach a detailed site diagram including the system location in relation to buildings, distance to water supply and/or surface water bodies, and other pertinent information)

COMPONENTS USED:
☐ Septic Tank
Size: _____
☐ Holding Tank
Size: _____
☐ Disposal Field
Size: _____
☐ Treatment Mound
Size: _____
☐ Lagoon
☐ Packaged Sewage Treatment Plan
☐ Sand Filter
☐ Open (Surface) Discharge
☐ Other *(specify)*: _____

Description of Work: _____

_____ _____ _____
Certified Installer's Name **Certification No.** **Certified Installer's Signature**

Homeowner Signature: _____
I hereby declare that I am the owner of the premises in which the work will be conducted and reside or will reside on the property. I am doing the work myself and assume responsibility for compliance with the applicable Act and Regulations.

Permit Fee: $_____
+SCC Levy*: $ _____
=TOTAL COST: $ _____
Receipt #: _____

Payment Method: ☐ Credit Card ☐ Debit ☐ Cheque ☐ Cash

**SCC Levy is 4% of the permit fee with a minimum of $4.50 and a maximum of $560*

APPLICATION DETAILS:

Application Date: _____
Agency File No.: _____

Permit Issuer's Name *(print)*: _____ **Permit Issuer's Signature:** _____

Permit Issuer's Designation Number: _____ **Date of Issue** *(mm/dd/yyyy)*: _____

REMIT PAYMENT AND APPLICATION TO THE INSPECTIONS GROUP INC.

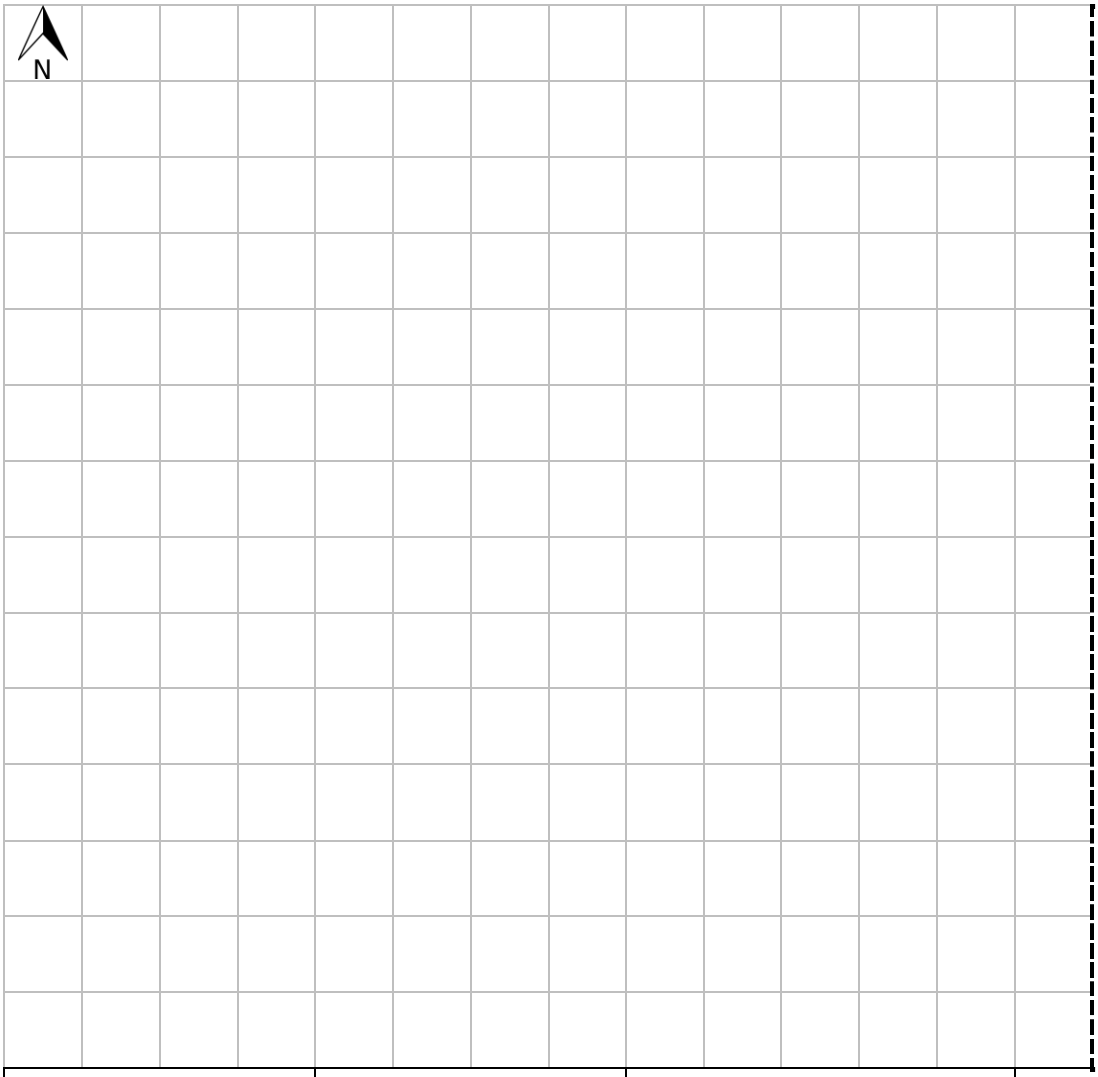
PLEASE CONTACT YOUR SELECTED SAFETY CODES AGENCY FOR INSPECTIONS ALLOWING 48 HOURS NOTICE FOR INSPECTION

Updated: May 2026

County of VERMILION River

Permit Number: _____
Name: _____
Date: _____

Private Sewage System Site Evaluation Diagram
Legal Description: _____



Show the proposed location of the onsite sewage system and indicate the distances from the following:

- Trees
- Floodplains
- Wells
- Waste sources
- Bedrock
- Outcrops
- Buildings
- Property lines
- Easement lines
- Ditches or interceptors
- Banks or steep slopes
- Fills
- Driveways
- Existing sewage systems
- Underground utilities
- Soil test pits

Drainage Course	Slope Direction	Test Pit 1 ☐	Test Pit 2 ☐

Note: Additional information is required to be submitted separately for the system design detail

County of VERMILION River

Permit Number: _____
Name: _____
Date: _____

SITE EVALUATION REPORT

The information requested in this document must be submitted with the permit application as required by the Private Sewage Systems Standard of Practice 2009.

INCOMPLETE APPLICATIONS WILL BE RETURNED

Permit Number *(to be assigned by the Permit Issuer)*: _____

Owner's Name: _____

Installer's Name: _____

Legal Land Description: _____

A detailed diagram of the site where the sewage system will be installed **must** be included.

The following information is to be shown on the diagram and must be to scale:

- ☐ Property Size *(in acres)*
- ☐ All boundary lines including the lengths in feet or meters
- ☐ Buildings, roads, driveways and other property improvements; *existing or proposed*
- ☐ Existing easements
- ☐ Wells, cisterns or proposed water source locations on the property
- ☐ Surface waters, rock outcrops and drainage features
- ☐ Topography of the proposed treatment site **
- ☐ Soil test pits' locations with surface elevations **
- ☐ Location of a permanent benchmark and its' elevation **
- ☐ Outline of available treatment areas **

** *Not required for the installation of a sewage holding tank*

County of VERMILION River

Permit Number: _____
Name: _____
Date: _____

SOIL PROFILE REPORTING

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

☐ **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

☐ **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

☐ **Texture** – for each horizon 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 same

NOTE: Other than Sandy Clay, any texture that uses the word "SAND" in its description must include sand particle size

☐ **Soil Structure** – and grade of structure identified for each horizon

☐ 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 of 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 effluent wastewater strength

☐ Copies of laboratory soils analysis reports have been attached

☐ Number of soil profiles investigated; a minimum of two (2) 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

County of VERMILION River

Permit Number: _____
Name: _____
Date: _____

SOIL PROFILE REPORTING *cont'd*

☐ Minimum depth of soil investigation (choose appropriate depth as per YOUR design). The soil profiles shall be investigated to a minimum depth below ground surface of:

- ☐ 4 ft. for Treatment Mounts
- ☐ 9 ft. for Treatment Fields receiving primary treated effluent (septic tank effluent)
- ☐ 6.5 ft. for Treatment Fields receiving secondary treated effluent (treatment plan, sand filter effluent)
- ☐ 6 ft. for Open Discharge systems

NOTE: When the site evaluation report is complete the information from the report is to be used to produce your System Design Report. This includes any features that would require peak flow to be increased.

Permit Number: _____
Name: _____
Date: _____

Alberta Private Sewage Treatment System Soil Profile Log Form

Owner Name or Job ID: _____

Legal Land Location:								Test Pit:	
LSD – ¼	Sec	Twp	Rge.	Mer.	Lot	Block	Plan	Easting	Northing

Vegetation Notes:

Overall Site Slope %:

Slope Position of Test Pit:

Test Hole No.	Soil Subgroup	Parent Material	Drainage	Depth of Lab (sample #1)	Depth of Lab (sample #2)

Horizon	Depth (cm) (in)	Texture	Lab or HT	Color	Gleying	Mottling	Structure	Grade	Consistence	Moisture	% Coarse Fragment

Depth to Groundwater:

Limiting Soil Layer Characteristics *(describe)*:

Depth to Seasonally Saturated Soil:

Depth to Limiting Soil Layer:

Limiting Topography:

Depth to Highly Permeable Layer:

Key Limiting Features on System Design:

Weather Condition Notes:

Comments *(such as root depth and abundance of other pertinent observations)*:

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