



**Village of Holden**  
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PERMIT STICKER

**The Inspections Group Inc.**  
 12010 111 Avenue  
 Edmonton, AB T5G 0E6  
 Phone: 780 454 5048 Toll Free: 1 866 554 5048  
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 www.inspectiongroup.com

**PRIVATE SEWAGE DISPOSAL SYSTEM APPLICATION FORM**

Application Date (Y/M/D): \_\_\_\_\_

Estimated Completion Date (Y/M/D): \_\_\_\_\_

Permit Applicant:  Owner  Contractor

Cost Installation (Labour & Materials)\$ \_\_\_\_\_

The Permit Holder hereby certifies that this installation will be completed in accordance with the Alberta Safety Codes Act & Regulations. Section 25(1) of the Permit Regulation AR 204/2007 of the Safety Codes Act RSA 2000, Chapter S-1 states: "A permit expires if the undertaking to which it applies: (a) Is not commenced within 90 days from the date of issue of the permit, (b) Is suspended or abandoned for a period of 120 days." Please note that a onetime ninety (90) day extension can be considered when applied for in writing prior to a permit expiry date.

Owner Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Cell: \_\_\_\_\_ Email: \_\_\_\_\_

**Owner's Signature / Declaration (Single Family Residential Only)**

"I hereby declare I am the owner of the premises in which the work will be conducted, and reside on the property. I am doing the work myself, and assume responsibility for compliance with the applicable Act and Regulations"

Contractor Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

PSDS Installer's Number \_\_\_\_\_ Print Private Sewage Installer's Name \_\_\_\_\_ Installer's Signature \_\_\_\_\_

**Project Location in The Village of Holden:**

Municipality: \_\_\_\_\_ Street Address: \_\_\_\_\_

Legal Subdivision: Part of: \_\_\_\_\_ Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_ West of: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

Directions: \_\_\_\_\_

**Installation:**

- New installation
  - Alteration
- Expected Volume of Sewage:
- m3 per day
  - Litres per day
  - Gallons per day

**Type of Work:**

- Commercial
- Residential \_\_\_\_\_  
Number of Bedrooms \_\_\_\_\_
- Work Camp \_\_\_\_\_  
Number of Men \_\_\_\_\_
- Other \_\_\_\_\_

**Treatment / Disposal Methods (complete all applicable items):**

- Treatment Mound
- Open (Surface) Discharge
- Sand Filter
- Septic Tank Size \_\_\_\_\_
- Sewage Holding Tank Size: \_\_\_\_\_
- Other \_\_\_\_\_
- Packaged Sewage Treatment Plant
- Sewage Lagoon
- Disposal Field

Description Of Work: \_\_\_\_\_

**COMPLETE THE ATTACHED SITE EVALUATION REPORT.**

Payment Type:  Cash  Cheque  Credit Card Agreement  On File

Credit Card#: \_\_\_\_\_ Expiry: \_\_\_\_\_

Permit Fee: \$ \_\_\_\_\_ + SCC Levy\*: \$ \_\_\_\_\_

Total Cost: \$ \_\_\_\_\_ Receipt #: \_\_\_\_\_

\*\$4.50 or 4% of the permit fee (whichever is greater) maximum \$560.00 levy

**TIGI OFFICE USE ONLY**

Issuing Officer's Name: \_\_\_\_\_

Issuing Officer's Signature: \_\_\_\_\_

Designation Number: \_\_\_\_\_

Permit Issue Date: \_\_\_\_\_

**PLEASE CONTACT THE INSPECTIONS GROUP INC. FOR INSPECTIONS ALLOWING TWO WORKING DAYS NOTICE.**

The personal information provided as part of this application is collected under Sec. 43 of the Safety Codes Act and Sections 303 and 295 of the Municipal Government Act and in accordance with Section 32.c of the Freedom of Information and Protection of Privacy Act.

# Site Evaluation Report Form

## Description of Property

(a)

Municipal Address: \_\_\_\_\_

Lot: \_\_\_\_\_, Block: \_\_\_\_\_, Plan: \_\_\_\_\_

Part of      Sec.      Twp.      Range      Meridian

Legal Land Description: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, W of \_\_\_\_\_

(b)

Date, Time, Temperature & Weather Conditions at Time of Site Evaluation:

Date: \_\_\_\_\_, Time: \_\_\_\_\_, Temp: \_\_\_\_\_, Conditions: \_\_\_\_\_

(c)

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.**

- Property Size in Acres.**
- All Property Boundary Lines, including lengths in meters or (ft.).**
- Buildings, Roads, Driveways, and other property improvements, either existing or proposed.**
- Existing Easements.**
- Wells, cisterns, or proposed water source 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 it's elevation. \***
- Outline of Available Treatment Areas. \***

**Note:** You may use the **Lot Diagram Form** provided for this use.

*Note: Items displaying\* are not required for sewage holding tanks only.*

(d) **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 this site evaluation 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 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 limiting conditions** 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. Note: other than Sandy Clay any texture that uses the word sand in its description must include sand particle size.
- 4. Soil Structure: and grade of structure identified for each horizon.
- (e) A statement regarding the treatment capability and dispersal capacity of the available site(s).
- (f) 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*.
- (g) A summary of the significant *limiting conditions* of soil profile and site.
- (h) A justification of the locations and number of the soil profiles investigated.

- (i) 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.

(j) Copies of **Laboratory Soils Analysis** reports have been attached.

(k) **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, Sand Filter Effluent)
- 6 feet for **Open Discharge Systems**.

**Note:** For **Sewage Holding Tanks** only, ensure that Page 1 Sections (a), (b), and (c), are completely filled out and that all dimensions in section (c) have been clearly indicated, plus fill out Permit application design summary page.

**For All Other Systems, ensure that all information required in sections (a) through (k) are completely filled out and that all dimensions in section (c) have been clearly indicated.**

**Any Applications Received Which Do Not Have All Required Information Included Will Be Returned.**

**Note:** Once you have completed your site evaluation report you must use the information from this report to produce your System Design Report, including any features which would require peak flow to be increased. Use Permit Application Design Summary Form for this purpose (*included*). Also provide separate drawing of system that you are installing, using System Drawing Form (*included*).

# Alberta Private Sewage Treatment System Soil Profile Log Form

Owner Name or Job ID.

Legal Land Location

Test Pit GPS Coordinates

LSD-1/4	Sec	Twp	Rg	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	Colour	Gleying	Mottling	Structure	Grade	Consistence	Moisture	% Coarse Fragments

Depth to Groundwater

Limiting Soil Layer Characteristic, 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 or other pertinent observations:

# Alberta Private Sewage Treatment System Soil Profile Log Form

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Overall site slope %  
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Depth to Groundwater		Limiting Soil Layer Characteristic, 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 or other pertinent observations:

# Onsite Sewage System Site Evaluation Lot Diagram Sketch and Notes

Project Name:

Lot or Legal Description:

Date:

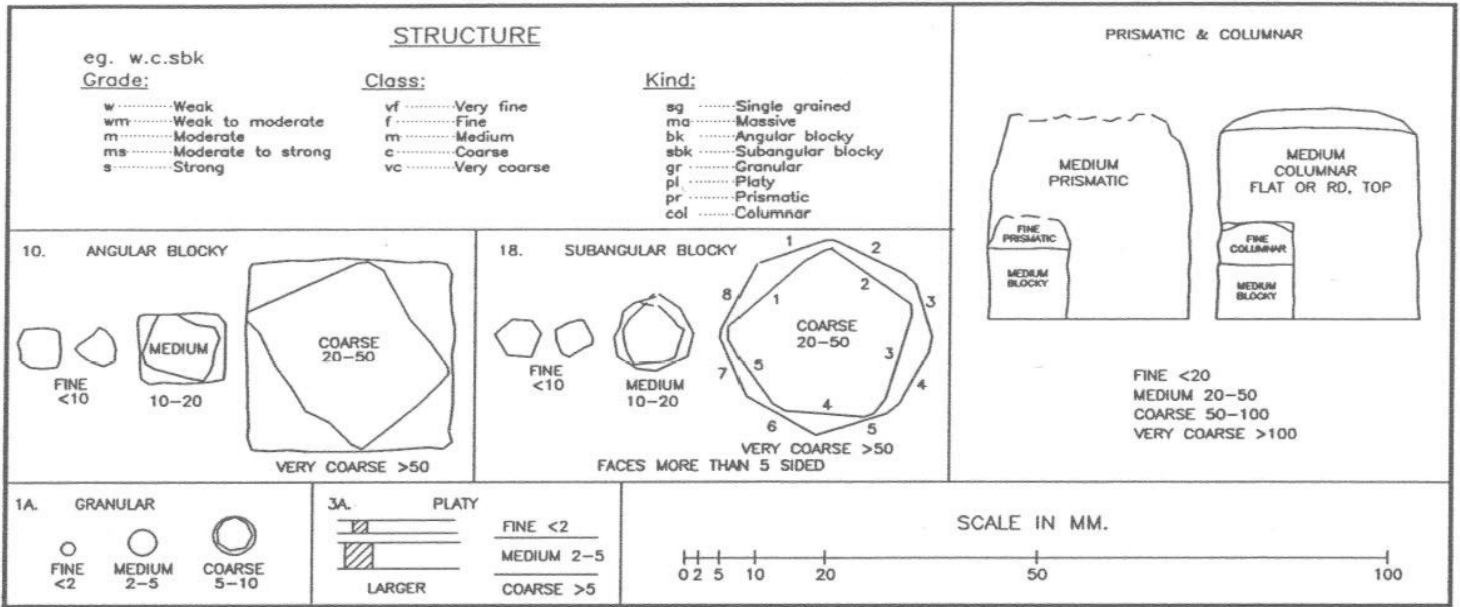
	<p>Show the proposed location of the onsite sewage system and the following items indicating their distances from the proposed system:</p> <ul style="list-style-type: none"> <li>trees</li> <li>floodplains</li> <li>wells</li> <li>water sources</li> <li>surface water</li> <li>bedrock</li> <li>outcrops</li> <li>buildings</li> <li>property lines</li> <li>easement lines</li> <li>ditches or interceptors</li> <li>banks or steep slopes</li> <li>fills</li> <li>driveways</li> <li>existing sewage systems</li> <li>underground utilities</li> <li>soil test pit and borehole locations</li> </ul>										
drainage course 		slope direction 		borehole BH 1 	Test Pit P1 						

**Comments:**

- Property line GPS coordinates:
- GPS coordinates of well:
- GPS coordinate of tank:
- GPS coordinates of soil treatment component corners:

**Additional information is required separately for the system design detail.**

**Figure 4: Diagrammatic representation of soil structure**



**SLOPE CLASSES OF LOCAL LANDFORMS**

Slope Class	Percent Slope	Approximate Degrees	Description
1	0-0.5	0	level
2	0.5-2.5	0.3-1.5	nearly level
3	2-5	1-3	very gentle slopes
4	6-9	3.5-5	gentle slopes
5	10-15	6-8.5	moderate slopes
6	16-30	9-17	strong slopes
7	31-45	17-24	very strong slopes
8	46-70	25-35	extreme slopes
9	71-100	35-45	steep slopes
10	>100	>45	very steep slopes

**SURFACE STONINESS**

	Surface Area	Distance Apart (cm)
S0 non-stony	<0.01%	>30
S1 slightly stony	0.01-0.1%	10-30
S2 moderately stony	0.1-3%	2-10
S3 very stony	3-15%	1-2
S4 exceedingly stony	15-50%	0.1-5
S5 excessively stony	50%	0.1

**SLOPE POSITION**

c	— crest
u	— upper slope
m	— mid slope
l	— lower slope
t	— toe
d	— depression
l	— level

**DRAINAGE**

VR	- very rapidly
R	- rapidly
w	- well
M	- moderately well
I	- imperfectly
P	- poorly
VP	- very poorly

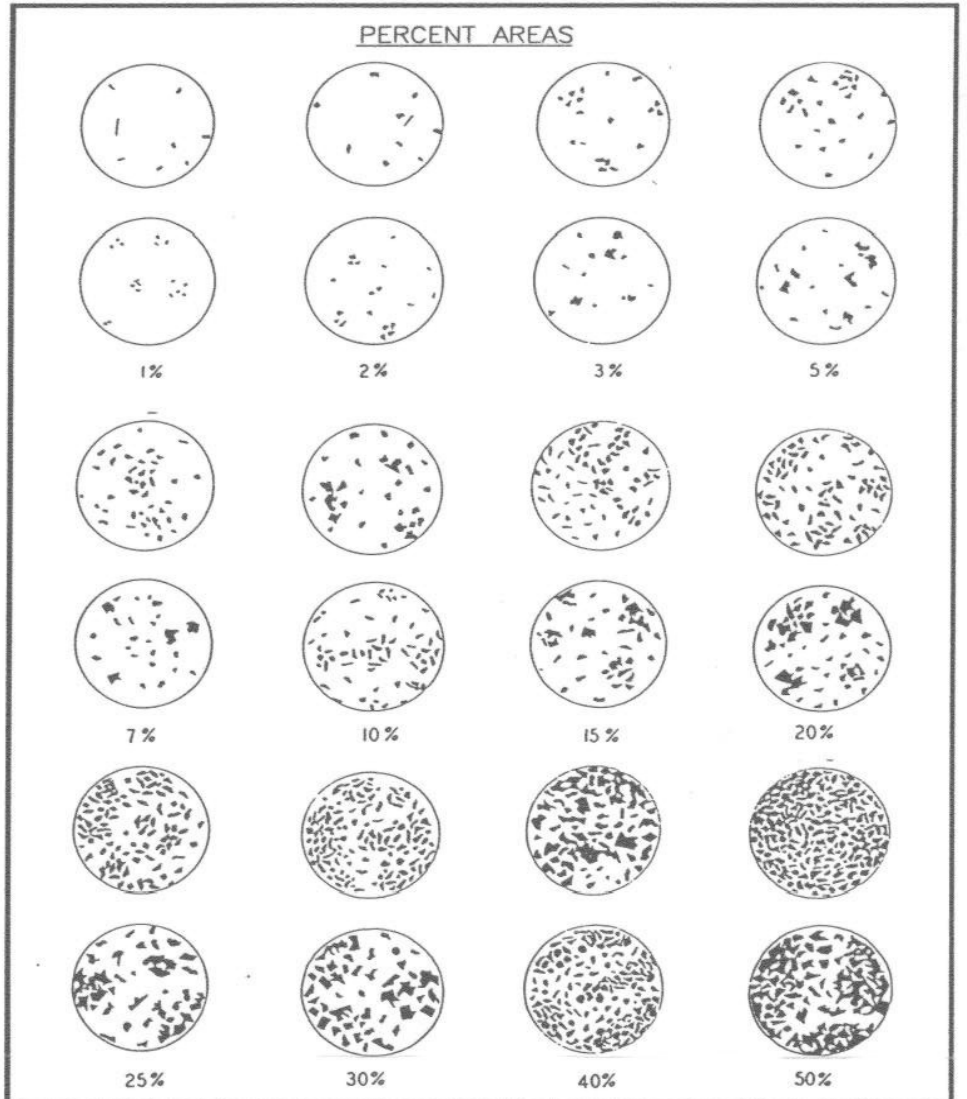


Table 10. Types, kinds and classes of soil structure.

Type	Kind (Kind Code)	Structure Class and Code	Size <sup>1</sup> (mm)
<b>Blocklike</b> - soil particles arranged around a point and bounded by flat or rounded surfaces <b>BK</b>	<b>Angular blocky (ABK)</b> peds bounded by flattened, rectangular faces intersecting at relatively sharp angles	<b>VF:</b> very fine angular blocky <b>F:</b> fine angular blocky <b>M:</b> medium angular blocky <b>C:</b> coarse angular blocky <b>VC:</b> very coarse angular blocky	<5 5-10 10-20 20-50 >50
	<b>Subangular blocky (SBK):</b> peds bounded by slightly rounded, subrectangular faces with vertices <sup>2</sup> of their intersections mostly subrounded	<b>VF:</b> very fine subangular blocky <b>F:</b> fine subangular blocky <b>M:</b> medium subangular blocky <b>C:</b> coarse subangular blocky <b>VC:</b> very coarse subangular blocky	<5 5-10 10-20 20-50 >50
	<b>Granular (GR):</b> spheroidal peds bounded by curved or very irregular faces that do not adjoin those of adjacent peds	<b>VF:</b> very fine granular <b>F:</b> fine granular <b>M:</b> medium granular <b>C:</b> coarse granular <b>VC:</b> very coarse granular	<1 1-2 2-5 5-10 >10
<b>Platelike:</b> soil particles arranged around a horizontal plane and generally bounded by relatively flat horizontal surfaces <b>PL</b>	<b>Platy (PL):</b> peds flat or platelike; horizontal planes more or less well developed	<b>VF:</b> very fine platy <b>F:</b> fine platy <b>M:</b> medium platy <b>C:</b> coarse platy <b>VC:</b> very coarse platy	<1 1-2 2-5 5-10 >10
		<b>Prismatic (PR):</b> vertical faces of peds well defined and vertices <sup>2</sup> angular (edges sharp); prism tops essentially flat	<b>VF:</b> very fine prismatic <b>F:</b> fine prismatic <b>M:</b> medium prismatic <b>C:</b> coarse prismatic <b>VC:</b> very coarse prismatic
<b>Structureless:</b> no observable aggregation of primary particles or no definite orderly arrangement around natural lines of weakness <b>MA</b>	<b>Columnar (COL):</b> vertical edges near top of columns not sharp (vertices <sup>2</sup> subrounded); column tops flat, rounded, or irregular	<b>VF:</b> very fine columnar <b>F:</b> fine columnar <b>M:</b> medium columnar <b>C:</b> coarse columnar <b>VC:</b> very coarse prismatic	<10 10-20 20-50 50-100 >100
	<b>Single grained (SGR):</b>	Loose, incoherent mass of individual primary particles, as in sands	
	<b>Massive (MA):</b>	amorphous; a coherent mass showing no evidence of any distinct arrangement of soil particles; separates into clusters of particles; not peds	
<b>Cloddy (CDY):</b> not a structure; used to indicate the condition of some ploughed surface, grade, class, and shape too varied to be described in standard terms.			

<sup>1</sup> The size limits refer to measurements in the smallest dimension of platy, prismatic, and columnar peds and to the largest of the nearly equal dimensions of blocky and granular peds.

<sup>2</sup> Definition of vertex (plural, vertices): the intersection of two planes of a geometrical figure.

Consistence – moist soil	
• Loose:	No intact sample can be obtained.
• Friable:	Structure breaks down with slight force between the fingers.
• Firm:	Structure breaks down with moderate force between the fingers.
• Extremely firm:	Structure breaks down with moderate force between the hands or slight foot pressure.
• Rigid:	Structure breaks down only with foot pressure.

## Structure Grade Descriptions

Code		Structure Grade Definition
0	<b>Massive /or single grained used to describe sands</b>	This describes a soil that has no developed structure. There is no aggregation of primary particles or no definite orderly arrangement around natural lines of weakness.
1	<b>Weak</b>	Peds are either indistinct and barely evident in place, or observable in place but incompletely separated from adjacent peds. When disturbed, the soil material separates into a mixture of only a few entire peds, many broken peds and much unaggregated material.  Peds are moderately durable, and are evident but not distinct in the undisturbed soil. When disturbed, the soil material parts into a mixture of many well formed, entire peds, some broken peds, and little unaggregated material. The peds may be handled without breaking and they part from adjoining peds to reveal nearly entire surfaces which have properties distinct from those caused by fracturing.
2	<b>Moderate</b>	Peds are durable and evident in the undisturbed soil, adhere weakly to one another, withstand displacement and separate cleanly when the soil is disturbed. When removed, the soil material separates mainly into entire peds. Surfaces of unbroken peds have distinctive properties, compared to surfaces that result from fracturing.
3	<b>Strong</b>	

## Mottling Descriptions

Parameter	Code	Description
<b>Abundance</b>	<b>Few</b>	<2% of the exposed surface
	<b>Common</b>	2-20% of the exposed surface
	<b>Many</b>	>20% of the exposed surface
<b>Size</b>	<b>Fine</b>	< 5 mm
	<b>Medium</b>	5-15 mm
	<b>Coarse</b>	>15 mm
<b>Contrast</b>	<b>Faint</b>	Evident only on close examination. Faint mottles commonly have the same hue as the colour to which they are compared and differ by no more than 1 unit of chroma or 2 units of value. Some faint mottles of similar but low chroma and value can differ by 2.5 units of hue.
	<b>Distinct</b>	Readily seen, but contrast only moderately with the colour to which they are compared. Distinct mottles commonly have the same hue as the colour to which they are compared, but differ by 2 to 4 units of chroma or 3 to 4 units of value; or differ from the colour to which they are compared by 2.5 units of hue but by no more than 1 unit of chroma or 2 units of value.
	<b>Prominent</b>	Contrast strongly with the colour to which they are compared. Prominent mottles are commonly the most obvious colour feature in a soil. Prominent mottles that have medium chroma and value commonly differ from the colour to which they are compared by at least 5 units of hue if chroma and value are the same; or at least 1 unit of chroma or 2 units of value if hue differs by 2.5 units.

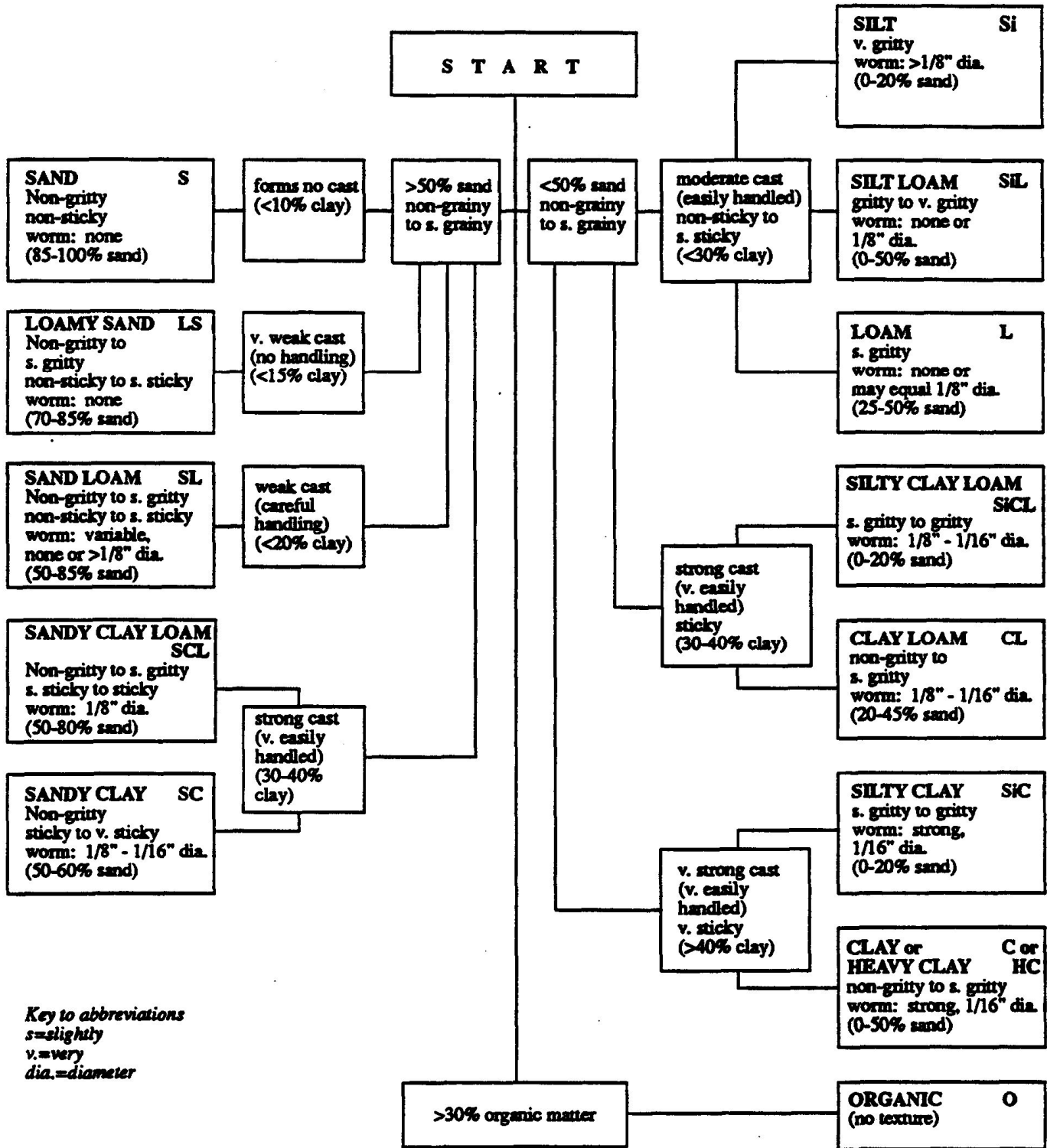
**Taste Test  
Stickiness Test  
Worm Test**

**Moist  
Cast Test**

**Graininess Test  
(Organic Matter Test)**

**Moist Cast Test  
Stickiness Test**

**Taste Test  
Worm Test**



# PERMIT APPLICATION DESIGN SUMMARY – PRIVATE SEWAGE

(Please Print)

LEGAL LAND DESCRIPTION						
L.S.D.	¼ Section	Section	TWP	Range	West of Meridian	
Lot	Block	Plan	County/M.D.		GPS Co-ordinates	
USE OF PROPERTY INFORMATION						
Type of Building	<input type="checkbox"/> Residential		<input type="checkbox"/> Commercial		<input type="checkbox"/> Other	
Construction Information	<input type="checkbox"/> New build		<input type="checkbox"/> Renovation/Repair		<input type="checkbox"/> Temporary System	
Number of Bedrooms			Number of Occupants		Estimated (Average) Daily Sewage Flow (gallons)	
Estimated (Peak) Daily Sewage Flow (gallons)					Anticipated Influent Wastewater Strength:	
System Components	<input type="checkbox"/> Septic Tank		<input type="checkbox"/> Sand Filter		<input type="checkbox"/> Other Primary Treatment	
	<input type="checkbox"/> Open Discharge		<input type="checkbox"/> Packaged Treatment Plant		<input type="checkbox"/> Lagoon	
			<input type="checkbox"/> Mound		<input type="checkbox"/> Other (please specify)	
SITE EVALUATION DETAILS						
Date of Site Evaluation	Time of Day Evaluation Performed			Weather Conditions	Name of Certified Laboratory	
Number of soils test pits – minimum 2	Design Soil Texture Classification (attach lab reports and soil borehole logs)			Design Effluent Loading Rate (gal/sq ft/day)	Design Linear Loading Rate (gal/l ft/day)	
Soil Texture	Soil Structure – see soils log attached					
PROPOSED TREATMENT AND DISPOSAL SYSTEM						
Tank Information						
<input type="checkbox"/> Septic <input type="checkbox"/> Holding <input type="checkbox"/> Packaged Treatment						
Tank Size: Working _____ gallons      Dose _____ gallons						
Type of measurement used: <input type="checkbox"/> Imperial <input type="checkbox"/> U.S.						
Discharge Information						
			Design Flow Volume			
<input type="checkbox"/> Pump <input type="checkbox"/> Siphon			_____ gal/min.		_____ Ft of Head	
Type of measurement used: <input type="checkbox"/> Imperial <input type="checkbox"/> U.S.						



