



PSDS Permit Application Process

**A homeowner permit may be allowed for residential use. Please be aware, should you apply for a homeowner permit, you the Homeowner/Property Owner are assumed to be the person completing the work.*

**Systems serving Public Institution, Commercial or Multi Family buildings - require a certified contractor to obtain Permit. Verify contractor certification at http://www.municipalaffairs.alberta.ca/CP_PrivateSewageContractorList*

Systems other than residential may require involvement of a Professional Engineer

Treatment Field / Treatment Mound / LFH At-grades

Application to include:

- ✓ Complete application form including applicant signature and payment method
- ✓ Contractor permit application to include PSDS ticket number
- ✓ Plans for system to include:
 - Soil Logs from 2 profiles, with GPS coordinates & elevations in relation to permanent benchmark
 - Soil particle size analysis results from a certified lab (limiting soil layer to be sampled*)
 - B66 Certificate from Tank Manufacturer (CAN/CSA-B66 certificate required for tank(s) required for system design – available from tank Manufacturer*)
 - Pump-manufacturer & model info
 - Hi Level Alarm-manufacturer & model info
 - Effluent Filter type (model number & manufacturer)
 - Site Plan noting:
 - all applicable setbacks (property lines, buildings, water source)
 - Topography (noting slopes/grades/low lying areas)
 - Property / lot dimensions
 - Test Pit locations
 - Permanent benchmark to be established at the property with GPS coordinates & elevation
 - Buildings on property, water well & water source (GPS coordinates may be required*)
 - Orientation
 - System design and details incl. designer signature
 - Design requirements to include requirements as noted in 2015 SOP, Section 7.1.1.4
 - Design worksheets available from Park Enterprises or at www.municipalaffairs.gov.ab.ca/CP_PSDS_DesignToolsAndForms.com



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** Open Discharge prohibited on property where more than 4 parcels have been created within a quarter section*

Open Discharge

Note: Peak daily volume cannot exceed 660 imp gal/day (and only applicable with residential strength effluent*)

Application to include:

- ✓ Complete application form including applicant signature and payment method
- ✓ Contractor permit application to include PSDS ticket number
- ✓ Plans for system to include:
 - Soil Profile investigation (min of 1), with GPS coordinates & elevation-in relation to permanent benchmark
 - Soil Evaluation from Lab
 - B66 Certificate from Tank Manufacturer
 - Pump-manufacturer & model info (required prior to closure)
 - Hi Level Alarm-manufacturer & model info
 - Filter type (model number & manufacturer)
 - Site Plan noting:
 - all applicable setbacks (property lines, buildings, water source)
 - Topography (noting slopes/grades/low lying areas)
 - Property / lot dimensions
 - Permanent benchmark with GPS coordinates & elevation
 - Test Pit location(s)
 - Buildings on property, water well & water source
 - Orientation
 - System design and details incl. designer signature
 - Design requirements to include requirements as noted in 2015 SOP, Section 7.1.1.4
 - Design worksheets available from Park Enterprises or at www.municipalaffairs.gov.ab.ca/CP_PSDS_DesignToolsAndForms.com



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Holding Tank

Note: Verify with your local Municipality to confirm if any restriction on the installation and use of a holding tank exist

Note: A holding tank serving a detached single family dwelling shall have a storage capacity of not less than 1,000 imp gal (2015 SOP, Section 3.1.1.1)

Application to include:

- ✓ Complete application form including applicant signature & payment method
- ✓ Contractor permit application to include PSDS ticket number
- ✓ Plans for holding tank to include:
 - B66 Certificate
 - Hi Level Alarm (manufacturer and model information)
- ✓ Site plan noting:
 - all applicable setbacks (property lines, buildings, water source)
 - Location of proposed tank installation