

## EVIDENCE REQUIREMENTS FOR APPROVAL TO USE SEWAGE DISPOSAL SYSTEM

The *Sewage Disposal Systems Regulation* requires a photographic record of the stages of installation to be submitted to a Health Officer within 30 days of installation of the sewage disposal system. When the regular procedure has not been followed, approval to use the sewage disposal system shall not be granted until photographic evidence is provided that demonstrates that design specifications are being met. This list provides you with a guide of photograph and other required evidence needed to receive approval to use.

All photographs (numbered below) must be marked with the permit number and the legal description of the property the sewage disposal system was installed on. The photograph number, corresponding with the photograph numbers on the checklist below, must also be indicated on the photo.

Delays in issuing approval to use may occur if your photographs do not clearly depict the installation of your sewage disposal system, or your record is incomplete. Use the checklist below to ensure that you have attached all photographs and other evidence required for your sewage disposal system.

### Evidence Checklist

#### Septic Tanks and Sewage Holding Tanks

If a septic tank or sewage holding tank was installed, submit a picture depicting the:

- 1. Volume marking(s) on the septic tank or sewage holding tank (e.g., stencil on the tank).
- 2. Certification marking or label on septic tank or sewage holding tank (e.g., CAN/CSA B66).
- 3. Trench between septic tank or sewage holding tank and the building to which it will / is connected - must show the flex couplings (one on each side for the septic tanks).
- 4. Septic tank or sewage holding tank covered with soil to original ground level showing all clean-outs and observation pipes, and relationship to building that it services (if present) or other distinguishing permanent landmark(s).
- Additionally, attach a copy of "Septic Tank and Sewage Holding Tank Installation Declaration", completed by the installer*

**\*\*Note:** If a receipt including a serial number that can be linked to tank design specifications is provided, this may be accepted in the place of photographs **1.** and **2.**

If sewage holding tank was installed, submit a picture depicting the:

- 5. Warning indicator system and automatic water shut-off.
- Additionally, attach written proof a qualified electrical contractor or a certified electrician that all the relevant electrical components have been installed as specified and function accordingly*
- Additionally, attach a completed copy of "Notification of Installation and Undertaking to Maintain a Sewage Holding Tank"*

If a sewage holding tank was installed in a location with high ground water or that is prone to flooding, submit a picture depicting the:

- 6. Anchoring harnesses, turnbuckles, and cables.
- 7. "Deadmen" or concrete pad.

## Soil Absorption System

If a soil absorption system was installed, submit a picture depicting the:

- 8. Excavation for the soil absorption system which shows the soil profile.
- 9. Soil absorption system covered with soil to original ground level showing all clean-outs, observation pipes, and relationship to building that it services (if present) or other distinguishing permanent landmark(s).
- 10. Exposed header identifying the total number of runs.
- 11. Photograph providing evidence of the length of the system (examples include showing the length from the header to the cleanout located at the far end of the field; or evidence of past excavation and/or disturbance of the ground level and/or vegetation in the area above the soil absorption system)
- Additionally, attach a completed copy of "Notification of Installation and Undertaking to Maintain a Septic Tank and Soil Absorption System"*

If a soil absorption system was installed in soils with a percolation rate of less than 5 minutes per inch, submit a picture depicting the:

- 12. Filter sand and its depth – a tape measure or similar device must appear in the picture.

If a soil absorption system using drain rock was installed, submit a picture depicting the:

- 13. Drain rock and its depth – a tape measure or similar device must appear in the picture.
- 14. Drain rock covered with geotextile or rigid insulation (e.g. Styrofoam)

If a soil absorption system using chambers was installed, submit a picture depicting the:

- 15. Chambers (only the front and back end must be visible) – if installed in sections, a picture of each stage of installation of the chambers must be provided.

## Pump-up and Raised Soil Absorption Systems

If your sewage disposal system is to contain a mechanical pump (inside your septic tank) which discharges sewage to a raised soil absorption system, you will be required to submit a picture depicting the:

- 16. Force-main exiting the septic tank.
- 17. Pump on mount or stand after installation in septic tank.
- 18. Mounded force-main.
- 19. Warning indicator system and automatic water shut-off.
- Additionally, include a sketch of the pump-up system configuration, indicating the location of the force-main.*
- Additionally, provide a design rationale for the pump-up system, including specifications for pump selection, controls (level switch settings), force-main (type, diameter, class, insulation) and the height and distance for effluent transfer from tank to absorption system.*

## Soils Investigation(s) and Percolation Test(s)

- 20. Photographic record of soils investigation with a depth marker (tape measure or similar device). The soils investigation must be performed within 20 feet and must extend four feet below where the system is installed.
- 21. Photographic record of the percolation test with a depth marker (tape measure or similar device). The percolation test must be performed within 20 feet and at the same depth of where the system is installed.

**Sewage Disposal Systems Installed Without a Permit**

- If your sewage disposal system was installed without a permit, provide a rationale explaining your failure to apply for a permit.*

Please include any other necessary photographs that show a part of the installation of your sewage disposal system not described above.

- All evidence requirements relevant to my system have been met, the appropriate boxes have been checked and all photographs/documents have been attached.**

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Date*

For more information on sewage disposal systems in Yukon, please contact:

**Submit this application to:**

Environmental Health Services #2 Hospital Road, Whitehorse, YT Y1A 3H8  
Phone: 867.667.8391 or 1.800.661.0408 ext. 8391; Fax: 867.667.8322  
Email: [environmental.health@gov.yk.ca](mailto:environmental.health@gov.yk.ca)