

The Sewerage System Regulation does not allow for an extension of this two year limit. Therefore, if you intend to begin or continue to construct, alter, or repair a sewerage system on your property after this date, you must instruct the Authorized Person to file information a second time. Island Health will charge a \$200 non-refundable administrative fee for this second filing. In addition, you must comply with any subsequent changes to the legislation.

### After the Construction of your Sewerage System

Within thirty days of completion of the construction, alteration, or repair of your sewerage system, and within two years of the Island Health date stamp on the Record of Sewerage System form, the Authorized Person must provide you with a copy of a Letter of Certification for the constructed system. The Letter of Certification is the Authorized Person's assurance that the design and construction of your sewerage system will not cause or contribute to a health hazard. The Authorized Person will file the original Letter of Certification with Island Health.

The Authorized Person must also provide you with plans of the sewerage system filed with Island Health, and provide you with a maintenance plan for your sewerage system. It is important that you understand the maintenance plan.



### Note:

The *Sewerage System Regulation* requires that you maintain your sewerage system in accordance with the maintenance plan developed and provided to you by the Authorized Person.

**The regulation also requires that you keep complete and accurate records of the maintenance of the system.**

The Ministry of Health has prepared a document called the [BC Sewerage System Standard Practice Manual](#). This manual discusses the technical considerations involved in the design, installation and maintenance of sewerage systems.

You may view it at:

[http://www.health.gov.bc.ca/protect/lup\\_standards.html](http://www.health.gov.bc.ca/protect/lup_standards.html)

For more information please contact your local Environmental Health Office.

Victoria	250.519.3401
Duncan	250.737.2010
Nanaimo	250.755.6215
Parksville	250.947.8222
Port Alberni	250.731.1315
Courtenay	250.331.8518
Campbell River	250.850.2110
Port Hardy	250.902.6071



**Property Owners  
Who plan to have sewerage  
systems constructed, repaired,  
or altered on their property.**



A Guide to the Process

Health Protection & Environmental  
Services

April 2014

## Before the Construction of your Sewerage System:

The Sewage System Regulation provides that only an Authorized Person may construct or maintain a sewerage system. A land owner may build their own sewerage system if supervised by an Authorized Person. An Authorized Person is a Professional Engineer or a Registered Onsite Wastewater Practitioner who meets the requirements of the Regulation. Therefore, if you wish to have a sewerage system constructed, altered or repaired on your property, you must engage the services of an Authorized Person.

For more information about Registered Onsite Wastewater Practitioners, contact the Applied Science Technologists & Technicians of BC at (604) 585-2788 or visit their web site at <http://owrp.asttbc.org/c/index.php>.

The Association of Professional Engineers and Geoscientists has a searchable directory of their members on their web site at <http://www.apeg.bc.ca>.

It is important that you give the Authorized Person the details about how you will develop your property. Your use of your property will affect the design and location of a sewerage system on it. The Authorized Person will visit your property and make an assessment. The Authorized Person will perform soil tests and identify the factors that will affect the location and the construction of a sewerage system. When this is done, the Authorized Person will design the appropriate type of sewerage system for you.

Generally, properties that are small; have high water tables; shallow soils; poorly drained native soils; steep gradients; or limiting topographical features will require a higher level of treatment and a more complex dispersal area. In addition, systems that handle large volumes of sewage may require higher levels of treatment and more complex dispersal areas.



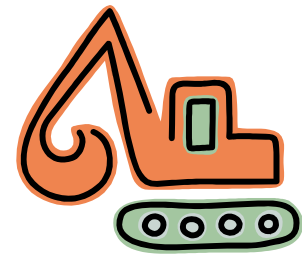
As noted, your proposed development will have an impact on the design of the sewerage system. Your development plans, including the landscaping and the location of buildings and driveways, will limit the location of your system. In addition, any existing development on neighboring properties (e.g. a well or the presence of a watercourse) may affect the location and design of the system.

If you are planning to have an existing sewerage system repaired because Island Health has ordered you to do so, you must provide the Authorized Person with a copy of that Order. Please note that failing sewerage systems are considered to be public health hazards and that it is an offence under the Regulation not to repair a failing sewerage system.

The Authorized Person will submit the details of the proposed construction, alteration, or repair to Island Health under the cover of a Record of Sewerage System form. A \$200 non-refundable administration fee, payable to Island Health must accompany the filing information.

Island Health will determine if the information is submitted in a form that is acceptable. If this is the case, Island Health will date stamp the Record of Sewerage System form. A copy of this form will be forwarded to the Authorized Person and to the local building authority. The Authorized Person should provide you with a copy of this Record of Sewerage System form.

If Island Health determines that the information is NOT in a form that is acceptable, the information will be returned to the Authorized Person for resubmission. In addition, Island Health will advise the Authorized Person of the specific reason that the information has been returned.



### Note:

No work on the construction, alteration, or repair of the sewerage system may begin before Island Health has date stamped the Record of Sewerage System form.

Island Health does not make any representation or give any assurance that the information filed by the Authorized Person on your behalf is accurate or that it complies with any standard of practice.

The construction, alteration, or repair of a sewerage system described in the information filed with Island Health must be completed within two years from the date that the filed Record of Sewerage System form is date stamped.