

APPLICATION

RE-INSPECTION OF ON-SITE SEPTIC SYSTEM INDIVIDUAL PROPERTY OWNER REQUEST

The required information in this application will allow the North Bay-Mattawa Conservation Authority (NBMCA) to assess the property and provide comments based on the performance level of an existing sewage system.

The re-inspection undertaken by the NBMCA with respect to this application and any conclusions or recommendations made herein reflect the NBMCA's judgement based on information provided on the application and on information available at the time of inspection.

This application is not to be faxed. Faxed applications will not be received by the North Bay – Mattawa Conservation Authority (NBMCA). Applications may be mailed or dropped off in person.

The fee for an individual re-inspection is \$275.00 per system.

Project Information			
Property Owner's name		Telephone	
Building number, street name		Unit no.	Lot/Conc.
Municipality	Postal code	Plan number/ other description	
Roll Number			
Size of property (acres):		<input type="checkbox"/> Permanent Residence	<input type="checkbox"/> Seasonal Residence
Directions to Lot			

NBMCA Office Use Only	
Permit #:	
Receipt #:	
Date Received:	

Schedule 1: Property Information

Applicant:				Applicant is: <input type="checkbox"/> Owner <input type="checkbox"/> Tennant	
Last name		First name		Corporation or partnership	
Street address				Unit number	Lot/con
Municipality		Postal code	Province	E-mail	
Telephone number ()		Fax ()		Cell number ()	

Sewage Disposal Information:

Size/type/class of septic system in use (please indicate if more than one system services the property):
Is the septic/holding tank: <input type="checkbox"/> Concrete <input type="checkbox"/> Steel <input type="checkbox"/> Polyethylene <input type="checkbox"/> Unknown
Year Installed: _____ Permit Number: _____
Name of pump-out contractor: _____ Last pump-out date (<i>please attach copy of receipt</i>): _____

Please list any previous issues with septic system:

Water Supply: check appropriate box
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<input type="checkbox"/> Municipal	<input type="checkbox"/> Well (drilled)	<input type="checkbox"/> Well (Other)	<input type="checkbox"/> Other (specify): _____
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Fixture Count:

Number of residents	Number of showers/bathtubs	
Number of bedrooms	Number of sinks	
Number of dishwashers	Number of toilets	
Size of Living Area (m ²)	Number of washing machines	
Number of laundry tubs	Number of hot tubs	

Declaration of applicant

I _____ understand that it is my responsibility to ensure that the information provided is true and accurate and that the North Bay – Mattawa Conservation Authority will not be held responsible for incorrect information provided by the applicant.

Note: If the person signing the application is not the owner, a signed letter from the owner authorising the applicant to act on the owner's behalf must accompany the Re-Inspection Request.

_____	_____	_____
Date	Signature of applicant	Print name of applicant

Schedule 2: Site Plan

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Site Plan Drawing:

1. Applicants name, property address (civic);
2. Lot size, property dimensions, roads, existing rights-of-way, easements, or municipal/utility corridors;
3. Show and identify neighbouring properties, including wells on adjacent properties (document if any at all);
4. Show the location and size of all proposed and existing sewage system components (tanks, pump chambers, alarms, distribution bed);
5. Show the distances of sewage system components to structures;
6. Show the distances of sewage system components to all property lines, easements, rights-of-way, driveways, structures, and wells;
7. Show the direction of water flow (surface);
8. Show any surface water (creek, pond, lake) on or adjacent to the property and provide the common name, and;
9. Indicate the direction of North on the site plan.