

## **PHOTOGRAPHIC RECORD SUBMISSION REQUIREMENTS OF THE STAGES OF INSTALLATION OF A 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.

**All photographs must be marked with the permit number and the legal description of the property on which the sewage disposal system was installed. Please refer to the list below and add the relevant number from the list to the photograph so as to confirm what was installed. Several listed items may be shown in a single photograph; in such case please add all relevant numbers to that photograph.**

Delays in issuing Approval to Use may occur if the photographs do not clearly depict the installation of the sewage disposal system, or if the record is incomplete.

**Regardless of whether or not a health officer is present during system installation, the photographic submission requirements must be met.**

### **SEPTIC TANKS AND SEWAGE HOLDING TANKS**

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

1. Excavation with bedding material at base (prior to placement of tank).
2. Excavation containing the septic tank or sewage holding tank.
3. Volume marking(s) on the septic tank or sewage holding tank (e.g., stencil on the tank).
4. Required bedding material for the septic tank or sewage holding tank (e.g., pea gravel).
5. Certification marking or label on septic tank or sewage holding tank (e.g., CAN/CSA-B66).
6. Trench between septic tank or sewage holding tank and the building to which it will be/is connected—must show pipe in place with flex coupling.
7. The 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).

If a **septic tank** will be installed, also submit a picture depicting the:

8. Pipe with flex coupler in place in trench between septic tank and soil absorption system (e.g., absorption bed, trenches).

If a **sewage holding tank** will be installed, also submit a picture depicting the:

9. High level alarm and automatic water shut-off.
10. Floats attached to float tree within the tank.

If the tank will be installed in a location with **high ground water** or an area prone to flooding, submit a picture depicting the:

11. Anchoring harnesses, turnbuckles, and cables in place and attached to tank.
12. "Deadmen" or concrete pad used for anchoring purposes.

## **SOIL ABSORPTION SYSTEM**

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

13. Excavation for the soil absorption system that shows the soil profile.

If installing a soil absorption system in "**fast soils**" (less than 5 minutes per inch percolation rate) submit a picture depicting the:

14. Filter sand and its depth—a tape measure or similar device must appear in the picture.

If installing a soil absorption system using **drain rock**, submit a picture depicting the:

15. Drain rock and its depth—a tape measure or similar device should appear in the picture. For trenches, show width and depth.
16. Perforated pipe(s) (the total length must be clear and easy to determine) laid out on the drain rock—if installed in sections, a picture of each stage of installation of the pipe must be provided.
17. Perforated pipe(s) covered with drain rock.
18. Drain rock covered with geotextile or rigid insulation (e.g., Styrofoam).

If installing a soil absorption system using **chambers**, submit a picture depicting the:

19. Chambers (the area and width must be clear and easy to determine)—if installed in sections, a picture of each stage of installation of the chambers must be provided.
20. Layer of geotextile cloth laid beneath first section of chamber (unless a pipe or other method used, if so provide photo showing that).
21. Monitor and clean-out pipes in place extending from chambers.
22. Header pipe feeding each chamber run.
23. 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).

## **PUMP-UP AND RAISED SOIL ABSORPTION SYSTEMS**

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

24. Force-main exiting man-way.
25. Anti-siphon device.
26. Pump on mount or stand after installation in septic tank.
27. Mounded or otherwise elevated force-main (to ensure liquids don't pool).
28. Insulation of the force-main (if/when burial depth is less than four feet).
29. Frost plug in man-way (if frost plug completed).
30. Floats in place attached to **float tree**.
31. Warning indicator system and automatic water shut-off systems in place (on the mounting stand or within the building).

**Please include photographs that show any part of the installation of the sewage disposal system not described above.**

### **Environmental Health Services**

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