

Subdivision Report Criteria for Authorized Persons

Legislative Requirements

Interior Health responds to referrals from the Approving Officer to determine if the proposed subdivision complies with the B.C. [Sewerage System Regulation](#) (B.C. Reg. 326/2004) and [Health Hazards Regulation](#) (B.C. Reg. 186/2020) pursuant to the B.C. [Public Health Act](#) [SBC 2008] Chapter 28, the B.C. [Subdivision Regulations](#) (B.C. Reg. 262/70) pursuant to the [Local Services Act](#) [RSBC 1996], and the B.C. [Drinking Water Protection Act](#) [SBC 2001] Chapter 9, and B.C. [Drinking Water Protection Regulation](#) (B.C. Reg. 200/2003).

Where a proposed lot will be 2 hectares or less and is not served by a community sewer service, the Approving Officer requests Interior Health's comments as per the *Subdivision Regulations*. The Approving Officer may request that Interior Health assess applications where lots are >2ha, in case of concerns regarding limited suitable land, site constraints, or unique land use.

Interior Health will provide comments on the proposal to the Approving Officer for their consideration. The Approving Officer has the ultimate approval authority on the proposal.

Approach to Sustainable Land Development

Applications are assessed for public health impacts and long-term sustainability of the proposed lot development and neighbouring lots.

A major component of this assessment is to ensure that any newly created lots have appropriate site conditions for feasible, long-term sewerage disposal that meets the requirements set out in the regulations governing on-site sewerage disposal [currently the *Municipal Waste Water Regulation* and the *Sewerage System Regulation* (SSR)].

Long-term sustainability includes the ability of the lot to support a primary septic system to serve the proposed use of the lot, as well as a reserve area for septic disposal to ensure there is a usable area available when the primary system reaches the end of its lifespan.

Additionally, sustainability includes the proposed lot being able to support all the proposed infrastructure (buildings, land uses, driveways, water wells, etc.) while still maintaining adequate space for on-site sewage disposal and not negatively impacting the neighbouring lots.

For these reasons, it is required that a lot show suitability for a Type 1 system. Type 1 systems are those where the effluent is treated by septic tank only, as defined in the SSR. They are affordable and do not require extensive maintenance in order to operate safely and reliably.

Professional Reliance Model

Interior Health uses a Professional Reliance model where an Authorized Person (AP), as defined in the SSR, [i.e. Professional Engineer or Geoscientists with background and experience in onsite sewage disposal; Registered Onsite Wastewater Practitioner (ROWP)], evaluates any applicable proposed lot for appropriate siting and design of on-site sewage disposal areas, in accordance with the SSR and Standard Practice.

In circumstances where there is a possible concern of potential surface water or groundwater contamination, Interior Health may request that a hydrogeological assessment be done by a qualified professional hydrogeologist or hydrogeological engineer.

AP Technical Report Criteria

The applicant should provide a report that includes all of the following information:

- 1. The General Lot Information Form ([Appendix A](#)) is to be filled out by the applicant/agent and submitted to Interior Health with the Technical Report.**
- 2. Technical report prepared by an Authorized Person (the AP Report), includes all of the following:**
 1. AP's contact info.
 2. Date of onsite assessment and soils testing.
 3. Legal description and civic address of the property.
 4. Map showing the general location of the property.
 5. Photos of the proposed lots (ensure photos demonstrate overall views of the site, as well as locations of any existing/proposed septic disposal locations, water sources and surface water courses).
 6. Assessment of each lot for primary and reserve on-site sewage disposal areas. Proposed lots that are <2 ha require this assessment. Lots >2ha will not require this assessment unless Interior Health explicitly requests this from the applicant.
 - a. Criteria for the proposed primary and reserve disposal areas:
 - i. For single-family residential land use, the proposed disposal areas should be sized to accommodate flows from a 4-bedroom home (1600 L per day).
 - ii. The proposed disposal areas should be Type 1 systems that meet the requirements of Standard Practice.
 7. In some cases, the existing system can act as the primary disposal area. If the AP proposes this, they can include any necessary inspection reports and a rationale for this system to provide sustainable sewage disposal and act as a primary disposal area for the proposed lot, meeting these subdivision guidelines of offering Type 1 disposal for flows from a 4 bdrm home.
 - a. If the existing system has a Letter of Certification (LOC) issued after 2014, the AP should conduct a Performance Inspection and provide this report with the AP Report.

- b. If the existing system has no LOC, or the LOC was issued in 2014 or earlier, or the system cannot accommodate >1600 L per day, then the AP should conduct a Compliance Inspection and provide their assessment of the system to comply with these Subdivision Guidelines.
 - c. Type 2 or 3 systems are not suitable for proposed primary disposal areas.
- 8. Performance and Compliance Inspections should be conducted by the AP (if ROWP, should have inspector designation), as per Sections 7.2 or 7.3 of the [ASTTBC ROWP Practice Guidelines](#) (2017), to document current functionality and a written statement should be provided to outline that it is not currently causing a health hazard (as per the SSR).
 - a. If the AP finds the system proposes a health hazard, they should inform Interior Health and advise the property owner of their duty to repair/replace the system.
- 9. Where the creation of a centralized community sewage system is proposed, contact Interior Health for specific criteria required.

3. The AP Report should include site and soils information, including the following:

- o Locations of test pits and permeameter holes (testing should be done as outlined by Standard Practice and test pits and permeameter holes should be *within or adjacent to the final proposed disposal areas*).
- o Soils profile description, as evaluated in the test pits. Include measurements of native soil vertical separation and any limiting layers.
 - Note any signs of mottling, gleying, standing water, or seasonal high-water table.
- o Permeameter or percolation test results for each hole. Tests should be done in accordance with current Standard Practice.
- o Calculated hydraulic loading rate and infiltrative area of proposed disposal areas.
- o Details of the proposed Type 1 primary and reserve disposal areas.
 - **Note: The AP should outline how the proposed disposal areas meet the Standard Practice for Type 1 system requirements.**

4. A thorough site plan is required in order to demonstrate that the lot can be developed as proposed and still provide sufficient room for sustainable land use. The site plan should be as close to scale as possible and include all of the following:

- o Lot dimensions and area.
- o North arrow.
- o Legend, as appropriate.
- o Elevation contour lines, as appropriate.
- o Slope of land (in % slope).
- o Any 20 year flood elevation and/or high-water elevations.
- o Location of all surface water, watercourses, rivers, creeks, streams, marshes, lakes, swales, and existing or proposed drainage or ditches.

- Location of test pits and permeameter/percolation holes.
- Location and approximate layout of any existing on-site septic systems, including existing systems on adjacent properties.
- Location and sizing of proposed disposal areas, as well as show setbacks from all wells in the area, water bodies, property lines and buildings (current and proposed).
- Location of all wells in the area, including neighbouring wells.
- Location of current and proposed driveways.
- Location of current and proposed improvements (buildings, swimming pools, animal pens, etc.).
- Location of current and proposed covenants, easements, rights of way, no build areas and service lines.
- Existing and planned drinking water intakes/well sites for proposed lots.
- Breakout points.

If the site plan does not include any of the above points, the AP should outline their rationale for any omission(s). *An example site plan is provided in [Appendix B](#) of this document.*

5. Written Statement:

The AP Report **MUST** also include a written statement that the Authorized Person has reviewed all the above criteria and has identified two (2) suitable dispersal areas for each proposed lot, and, that at the time of assessment, it is their professional opinion that the use of these areas for onsite sewage disposal will comply with the SSR and the Standard Practice Manual.

The AP Report (including the site plan) must be signed and sealed by an Authorized Person.

For more information, please visit <https://www.interiorhealth.ca/EA> or contact us at:

- E-mail: EA@interiorhealth.ca
- Telephone: 1-855-744-6328, Option #4
- Fax: 250-851-7341
- Mailing: 519 Columbia Street, Kamloops BC V2C 2T8

APPENDIX A: GENERAL LOT INFORMATION FORM

| General Lot Information Form | |
|--|-----------------------------|
| | Date |
| Civic Address of the Property: | |
| Legal Description: | |
| Owner Contact Information: | |
| Name: | Phone #: |
| Email Address: | |
| Other Agent's contact info (if applicable) | |
| Name: | Phone #: |
| Email Address: | |
| A Map of the lot location(s): | |
| | |
| Proposed number of lot(s): | Proposed lot size(s) |
| Current land use: | Proposed land use: |
| Current and proposed sources of drinking water for each lot (include any surface water licences, well ID tags): | |
| | |
| Current covenant, easements or right of ways on the proposed lots: | |
| | |

Appendix B: Example Site Plan

