



**Alberta
Safety Codes
Authority**

A Division of the Safety Codes Council

ASCA : Winds of Change

**2017 AOWMA Conference
February 23, 2017**

Presentation Overview

- ASCA development
- 2016 Statistics
- 2017 ASCA permit requirements

ASCA Business Model

In May 2016, ASCA assumed the responsibility for issuing private sewage disposal systems in the unaccredited areas of Alberta.

Service delivery:

- Contracted Service Providers
- Standardized Permit Fees
- Consistent Processes

Developed in close collaboration with Municipal Affairs, Agencies and other Key Stakeholders

2017

Adherence to the Safety Codes Act

- Application packages must be completed correctly by applicants
- ↑ efforts to identify unpermitted work

Process-Oriented Operation

- Document checklist
- Website content

Effectiveness & Quality

- Track and analyze data
- ↑ User satisfaction

Statistics

759 - Permits issued

- 70 homeowners
- 587 Certified Installers (60% of Alberta's certified installers)
- 102 not registered (13.4%)

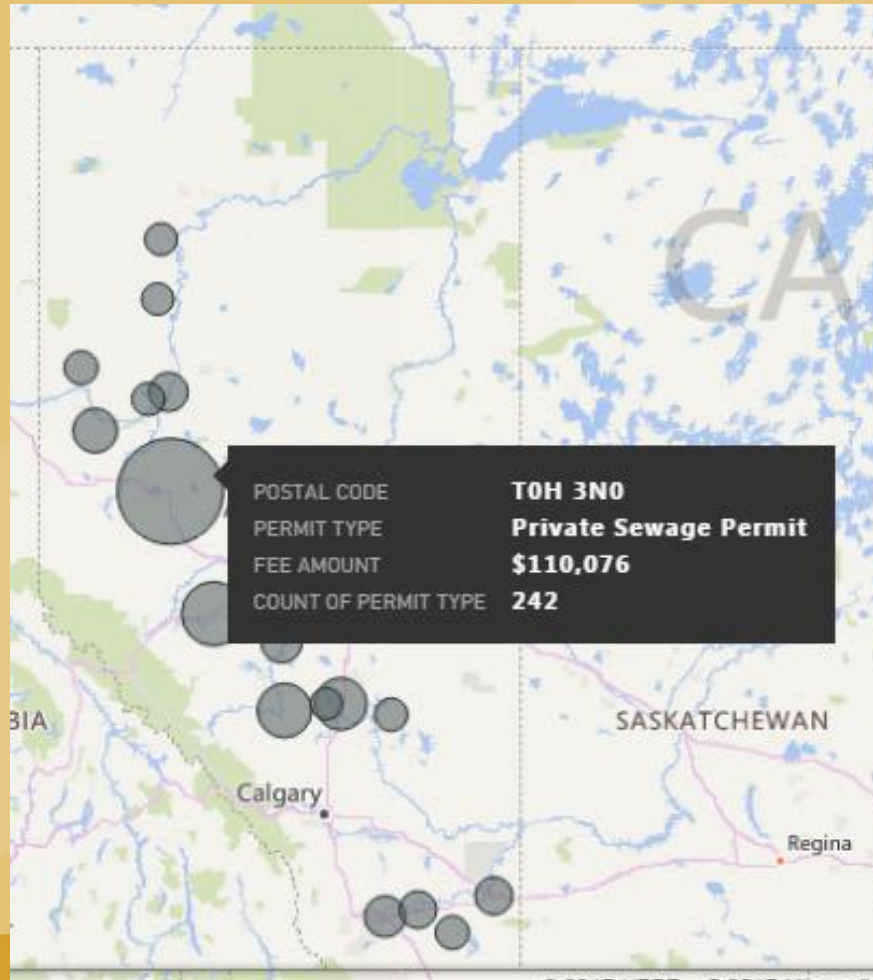
88% permits inspected after being buried
(includes treatment plants)

13 permits with 19 deficiencies

Statistics – by Region



Statistics – by Region



Documentation

- In Cooperation with Municipal Affairs and industry experts; prepared lists of documents required during the permitting process.
- More than 30% of permits applications since May, 2016 had missing documents

Holding Tank Requirements

Permits in ASCA jurisdiction will not be issued without the following information, effective March 1, 2017

Documents	Plans Review	By or on Final Inspection
1. Calculations for size and amount of effluent discharge (tank size and bedroom count – current and proposed)	✓	
2. Site plan – showing placement of system with setbacks noted for property, buildings and water source	✓	
3. Tank certification information	✓ (preferred)	✓
4. High level alarm – manufacturer information	✓	Confirmed

Mound and Field Requirements

Permits in ASCA jurisdiction will not be issued without the following information

Documents	Plans Review	By or on Final Inspection
1. Calculations for size and amount of effluent discharge	√	
2. Site plan – showing placement of system with setbacks noted for property, description of surface features including slope of land, buildings, water source and two (2) test pit locations	√	
3. Soil test – Two (2) locations required – <u>site specific</u>	√	
4. Description of treatment system – from piping to tank details, treatment plant/filter, piping to and throughout final soil treatment component	√	
5. Tank certification information	√ (preferred)	√
6. Pump – (manufacturer and model to ensure flow capacity)	√	Confirmed (if possible)
7. High level alarm (manufacturer & model)	√	Confirmed
8. Filter (type)	√	Confirmed

Open Discharge Requirements

Permits in ASCA jurisdiction will not be issued without the following information

Documents	Plans Review	By or on Final Inspection
1. Calculations for size and amount of effluent discharge	√	
2. Site plan – showing placement of system with setbacks noted for property, description of surface features including slope of land, buildings, water source and test pit location	√	
3. Soil test – one (1) location required – site specific (soil log including GPS coordinates)	√	
4. Description of Primary Treatment System – from piping to tank details, treatment plant/filter, piping to and throughout final soil treatment component	√	
5. Tank certification information	√ (preferred)	√
6. Pump – (manufacturer and model to ensure flow capacity)	√	Confirmed (if possible)
7. High level alarm (manufacturer & model)	√	Confirmed
8. Filter (type)	√	Confirmed

Permits

Private Sewage	
Project	Permit Fee*
Fields Mounds Open discharge Treatment plant Lagoons	\$465
Septic tank Holding tank	\$325

- 60 day expiry dates
- Extensions must be applied for in writing

Calling for inspections

- 2-5 days in advance, call the agencies to book inspections
 - If SCO unable to attend the day of install, take pictures of the installation at various stages and test pit areas. Send them to the agency
- Systems may be requested to be uncovered

Unpermitted work

- Double fees if permit taken after work has commenced – work may need to be uncovered
- Working with municipality development permit information
- Leveraging other permitting activity details to mitigate unpermitted activities

Customer satisfaction & Owners responsibility

- Ensure owners are provided with the:
 - ASCA Permit
 - Pump owner's manual
 - High level alarm owner's manual
 - Filter type
 - System information and maintenance requirements

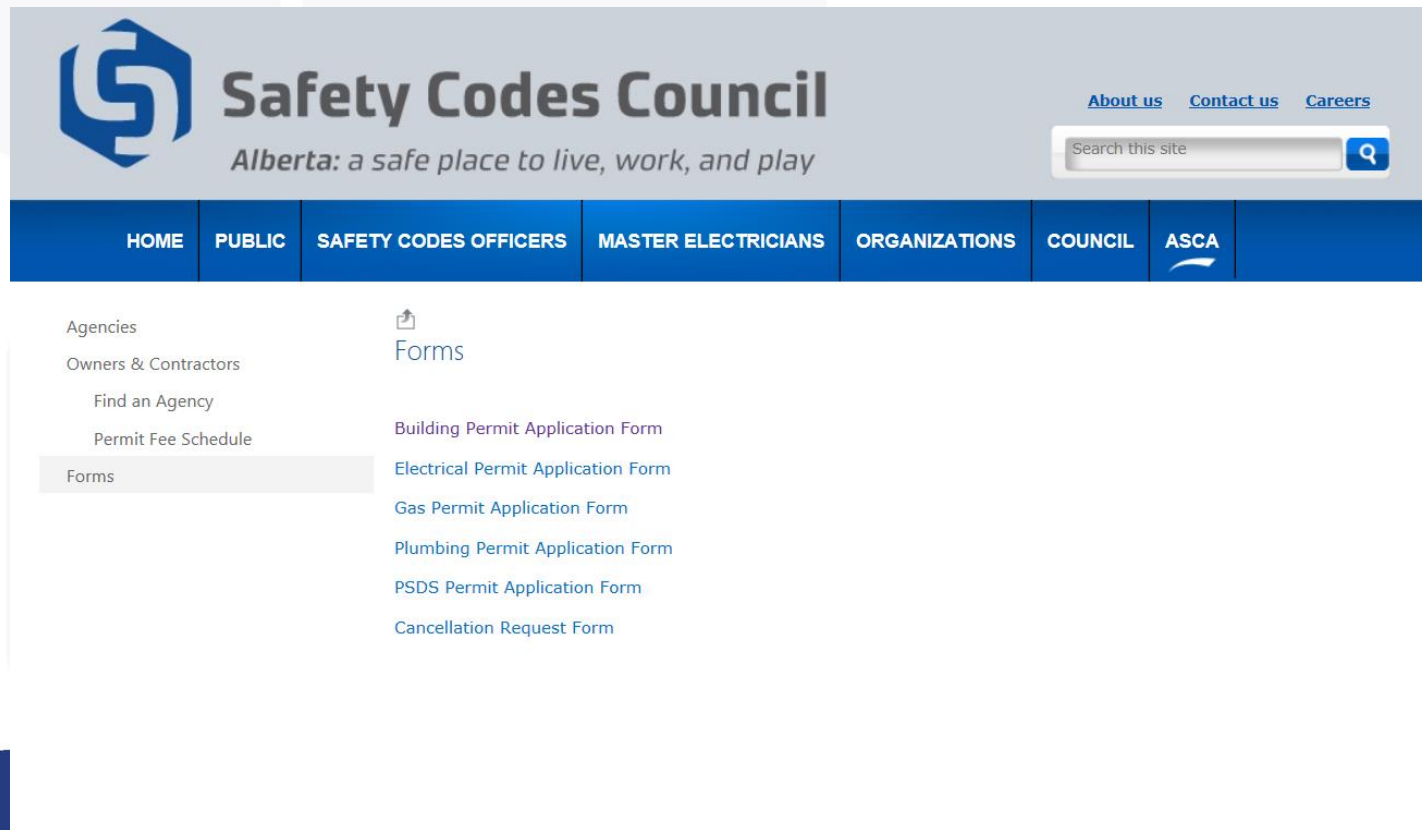
Customer satisfaction & Owners responsibility

- If deficiencies exist on a final inspection, owners will be issued a copy of the inspection report by the agency
- After permits are closed, Owners will be contacted by ASCA to provide feedback on the services of the agencies

ASCA Forms and documentation

ASCA application forms may be found at:

<http://www.safetycodes.ab.ca/ASCA/Pages/Forms.aspx>

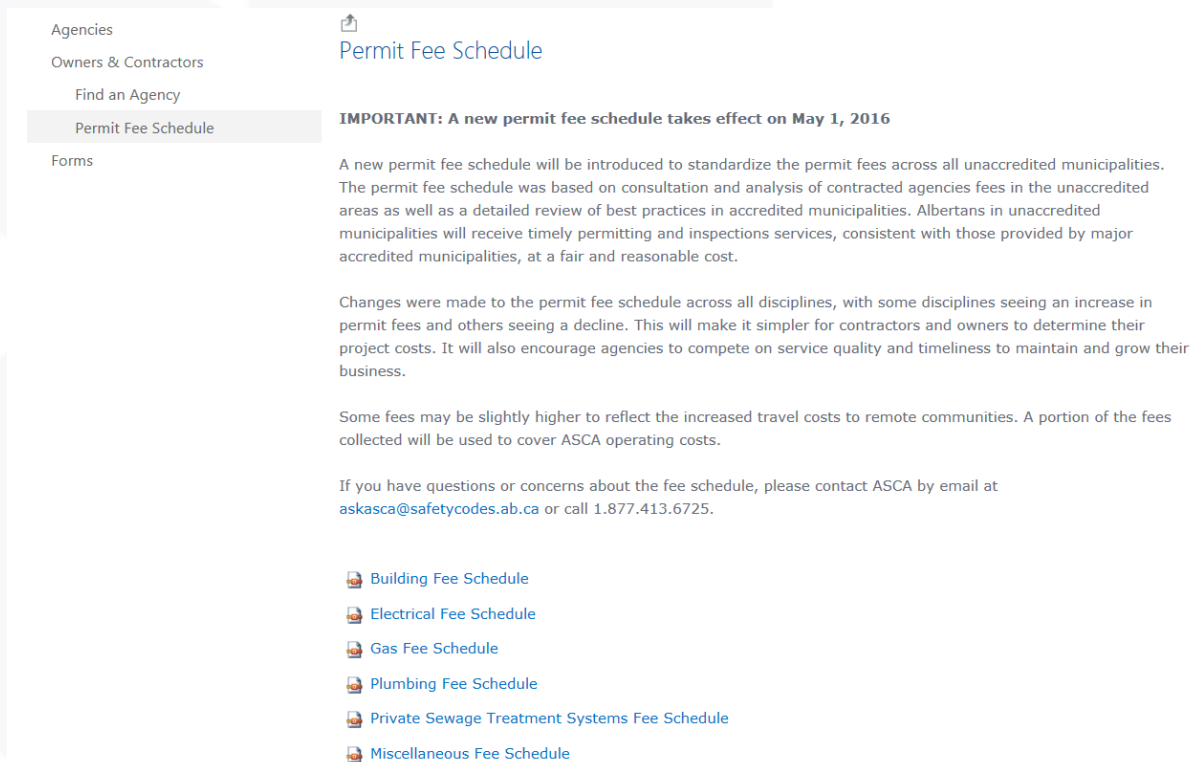


The screenshot displays the Safety Codes Council website. The header features the organization's logo, name, and tagline: "Safety Codes Council Alberta: a safe place to live, work, and play". Navigation links for "About us", "Contact us", and "Careers" are present, along with a search bar. A blue navigation bar contains the following menu items: HOME, PUBLIC, SAFETY CODES OFFICERS, MASTER ELECTRICIANS, ORGANIZATIONS, COUNCIL, and ASCA. The main content area shows a sidebar with a "Forms" menu item highlighted. The main content lists the following forms: Building Permit Application Form, Electrical Permit Application Form, Gas Permit Application Form, Plumbing Permit Application Form, PSDS Permit Application Form, and Cancellation Request Form. The footer partially shows the text "s Council".

ASCA Fees

ASCA fees may be found at:

http://www.safetycodes.ab.ca/ASCA/Owners_Contractors/Pages/Permit-Fee-Schedule.aspx



The screenshot shows a webpage with a left-hand navigation menu and a main content area. The navigation menu includes: Agencies, Owners & Contractors, Find an Agency, Permit Fee Schedule (highlighted), and Forms. The main content area has a title 'Permit Fee Schedule' with a document icon. Below the title is a bolded section: 'IMPORTANT: A new permit fee schedule takes effect on May 1, 2016'. This is followed by a paragraph explaining the new schedule's purpose. Another paragraph discusses changes to the schedule across disciplines. A third paragraph notes that some fees may be higher to cover travel costs. A final paragraph provides contact information for questions. At the bottom, there is a list of links for specific fee schedules: Building Fee Schedule, Electrical Fee Schedule, Gas Fee Schedule, Plumbing Fee Schedule, Private Sewage Treatment Systems Fee Schedule, and Miscellaneous Fee Schedule.

Agencies

Owners & Contractors

Find an Agency

Permit Fee Schedule

Forms

Permit Fee Schedule

IMPORTANT: A new permit fee schedule takes effect on May 1, 2016

A new permit fee schedule will be introduced to standardize the permit fees across all unaccredited municipalities. The permit fee schedule was based on consultation and analysis of contracted agencies fees in the unaccredited areas as well as a detailed review of best practices in accredited municipalities. Albertans in unaccredited municipalities will receive timely permitting and inspections services, consistent with those provided by major accredited municipalities, at a fair and reasonable cost.

Changes were made to the permit fee schedule across all disciplines, with some disciplines seeing an increase in permit fees and others seeing a decline. This will make it simpler for contractors and owners to determine their project costs. It will also encourage agencies to compete on service quality and timeliness to maintain and grow their business.

Some fees may be slightly higher to reflect the increased travel costs to remote communities. A portion of the fees collected will be used to cover ASCA operating costs.

If you have questions or concerns about the fee schedule, please contact ASCA by email at askasca@safetycodes.ab.ca or call 1.877.413.6725.

- [Building Fee Schedule](#)
- [Electrical Fee Schedule](#)
- [Gas Fee Schedule](#)
- [Plumbing Fee Schedule](#)
- [Private Sewage Treatment Systems Fee Schedule](#)
- [Miscellaneous Fee Schedule](#)



ASCA and Municipal Affairs

- Working together to improve aspects of the permitting process and compliance
- Sharing data to identify trends and mitigate risks, including:
 - Permits issued by area
 - Contractor statistics:
 - Missing documents at application
 - Deficiencies on inspections
 - Not calling for inspections
 - Not providing manuals
- Improving owner knowledge



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ASCA 2017 Summary

- **Defined permit application requirements**
- **Fees – same as 2016**
- **Improved oversight with partnering with Municipal Affairs – statistics & data**
- **Increased follow up with contractors and homeowners**
- **Increased documentation available on ASCA website to support contractors and owners**



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Thank you for attending

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http://www.safetycodes.ab.ca/ASCA	

Questions?



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