

**RETAIN COMPLETED FORM - DO NOT SEND TO THE MINISTRY**

**Part 1 - Environmental Compliance Approval Number**

*(Insert the Environmental Compliance Approval number authorizing the future alteration of components of the municipal sewage collection system)*

**Part 2 - Description of alteration of components of the municipal sewage collection system (Use attachments if required)**

The description shall include:

- 1) A brief description above of the undertaking (e.g. street name(s); subdivision name; project name);
- 2) An identification of the system component being altered;
- 3) The location of the works being altered: and
- 4) Any associated drawings, if applicable.

**Part 3 - Verification by Licensed Engineering Practitioner (as applicable to the undertaking) or Technical Representative**

I hereby verify that I am a Licensed Engineering Practitioner who is licensed to practice in the Province of Ontario (as applicable to the undertaking) or the technical representative and the design of the alteration of the components of the municipal sewage collection system:

- 1) Has been prepared by a Licensed Engineering Practitioner who is licensed to practice in the Province of Ontario, where the Alteration falls within the practice of professional engineering as defined in the Professional Engineers Act, R.S.O. 1990, OR has been prepared by a technical representative with the required qualifications.
- 2) Has been documented in a design report and any other applicable design forms;
- 3) Is consistent with, or otherwise addresses, the design objectives contained within the Ministry of the Environment, Conservation and Parks publication "Design Guidelines for Sewage Works", as amended and as applicable;

Name (Print)	PEO Licence Number
Signature	Date (yyyy/mm/dd)

**Part 4 - Verification by Owner**

I hereby verify that:

- 1) The alteration of the municipal sewage collection system made shall not result in:
  - a) Exceedance of hydraulic capacity (including uncommitted reserve hydraulic capacity, as applicable) of the downstream:
    - i) Municipal sewage collection system; or
    - ii) Receiving sewage treatment plants (STP).
  - b) Exceedance of any downstream pumping station capacity, unless verified under Part 3 of this form;
  - c) Any increase in collection system overflows, that is not offset by measures taken elsewhere in the municipal sewage collection system, and have documented any offset measures used;
  - d) Any increase in the frequency and/or volume of STP bypasses or STP overflows that is not offset by measures, and have documented any offset measures used; (Alternatively, if the wastewater flows to a STP not owned by the Owner, then the wastewater volume or flow rate is as agreed to with the Owner of the STP.)
  - e) Deterioration of the normal operation of municipal STPs (as applicable) and/or municipal sewage collection system;

- f) A negative impact on the ability to undertake monitoring necessary for the operation of the municipal sewage collection system; and
  - g) Adverse effects.
- 2) The alteration will:
- a) Not cause overflows or backups, nor increase surcharging at any maintenance holes or privately owned infrastructure (e.g. basements) within the municipal sewage collection system or any collection system connected to it; and
  - b) Provide smooth flow transition to existing gravity sewers.
- 3) An assessment of the proposed works has been completed to determine if the works pose a significant drinking water threat. The proposed works do not pose any threats to sources of drinking water or design includes features that mitigate the threat to sources of drinking water, such as those included in: Ministry's Standard Operating Policy for Sewage Works, as amended from time to time; and Source Protection Plan policies pertaining to the works;
- 4) The alteration is wholly located within the municipal boundary over which the owner has jurisdiction, except where there is an agreement existed between municipalities;
- 5) The owner consents to the alteration of components to the municipal sewage collection system; and
- 6) I am an authorized representative of the owner to complete this verification.

Name of Owner (Print)	Name of Owner Representative (Print)
Signature	Date (yyyy/mm/dd)

**Part 5 - Post Construction Verification by Owner for Inspection**

I hereby verify that:

- 1) Any alterations the Municipal Sewage Collection System have been inspected before operation to ensure that the works as constructed will continue to conform to the Design Criteria and the ECA, and have documentation of the inspection results.

Name of Owner (Print)	Name of Owner Representative (Print)
Signature	Date (yyyy/mm/dd)

Note: Parts 1 to 4 above shall be completed before construction.  
 Part 5 is to be completed after the inspection and testing have been undertaken.