



WESTBANK FIRST NATION

DEVELOPMENT SERVICES

201-515 Highway 97 South, Kelowna, B.C. V1Z 3J2

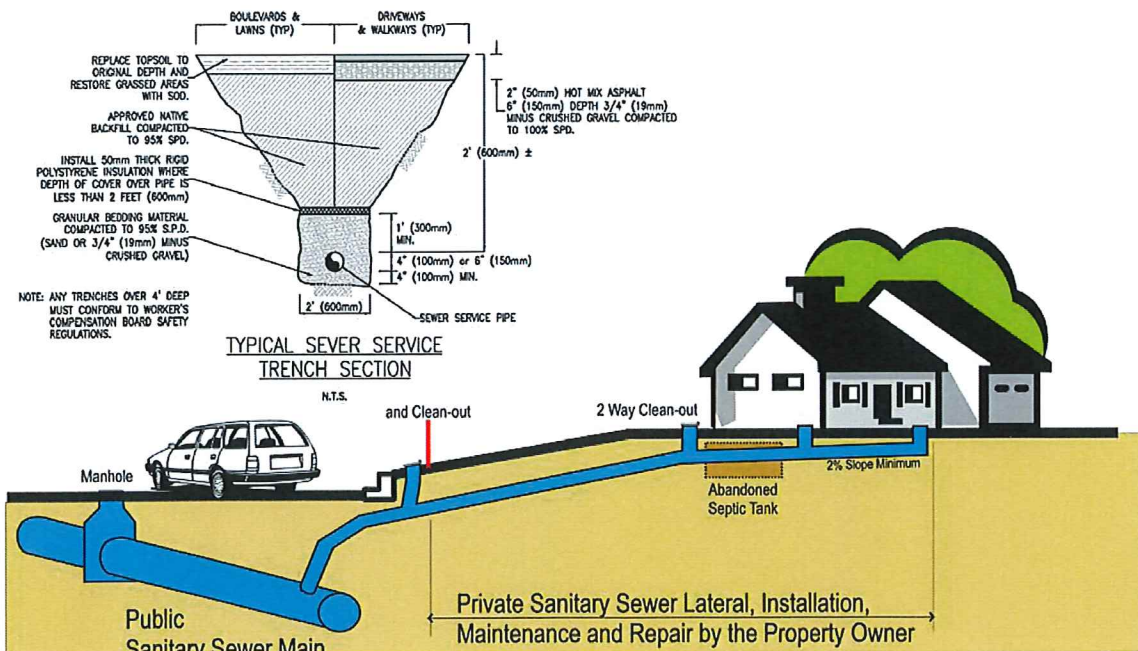
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SANITARY SEWER SERVICE - CONNECTION PROCEDURES

This information bulletin provides a general summary of the steps to follow in order to connect your home to the sanitary sewer system. Exceptions may be required for homes with special circumstances.

- 1.** Either the homeowner or someone authorized to act on their behalf, must apply for a sanitary sewer service at the Westbank First Nation (WFN) Development Services Office. **An application fee of \$110.00 must be paid at this time.** A plumbing permit fee is also required (**\$40.00**). WFN will also advise you of any Development Cost Charges payable for connecting to the sewer system.
- 2.** You may do the work yourself or hire a contractor. An experienced contractor is recommended unless you have previous experience with sewer installations. See attached Information Bulletin – "Hiring a Contractor" for further information. All costs associated with installing the pipe and connecting to WFN service is the property owner's responsibility.
- 3.** Determine when and where on your property you want the sewer connection to be made. For houses on concrete slabs, the most convenient connection point is usually at the septic tank. For homes with basements or crawl spaces, it may be more convenient to make the connection inside the home. Generally, it is preferable to do the digging when the ground is neither saturated nor frozen, usually, between April and October. Homeowners in low lying areas may also want to avoid the high groundwater levels normally experienced in May and June. The contractor or WFN Inspector will be able to advise you which are most practical.
- 4.** Permitted pipe materials are ABS Drain-Waste-Vent (DWV) pipe inside your house to a point 3 feet outside your house, and PVC Building Service Pipe (BSP). A transition coupling is used to connect the two pipe materials. Gravity connections are to be constructed with 4" pipe while pumped connections are to be made with 2" pipe. Both materials must be Canadian Standards Association (CSA) approved.
- 5.** Dig a trench for the new sewer service pipe from the sewer main stub at your property line to your house or septic tank. You are responsible for ensuring that nearby utilities such as gas, water, telephone, electrical, etc. are not damaged during the installation of your service.
- 6.** Underground piping must be laid on a base that is firm and continuous under the entire length of the pipe. Ensure that there are no sharp stones, boulders, or debris in the zone around the pipe. If the pipe is installed in groundwater, 4" of ¾" drain rock should be used to bed the pipe with 12" of coarse clean bedding sand over it. Otherwise the pipe must be bedded with a minimum of 4" of clean bedding sand below and 12" of clean bedding sand above.
- 7.** The pipe must be graded to drain at a minimum of ¼ inch per foot, (2% grade).
- 8.** Pipe bedding and backfill material must be compacted to a minimum of 95% Standard Proctor Density (SPD) in order to prevent settling in the future. This includes material used to fill septic tanks if the new sewer pipe will be going through the decommissioned tank.

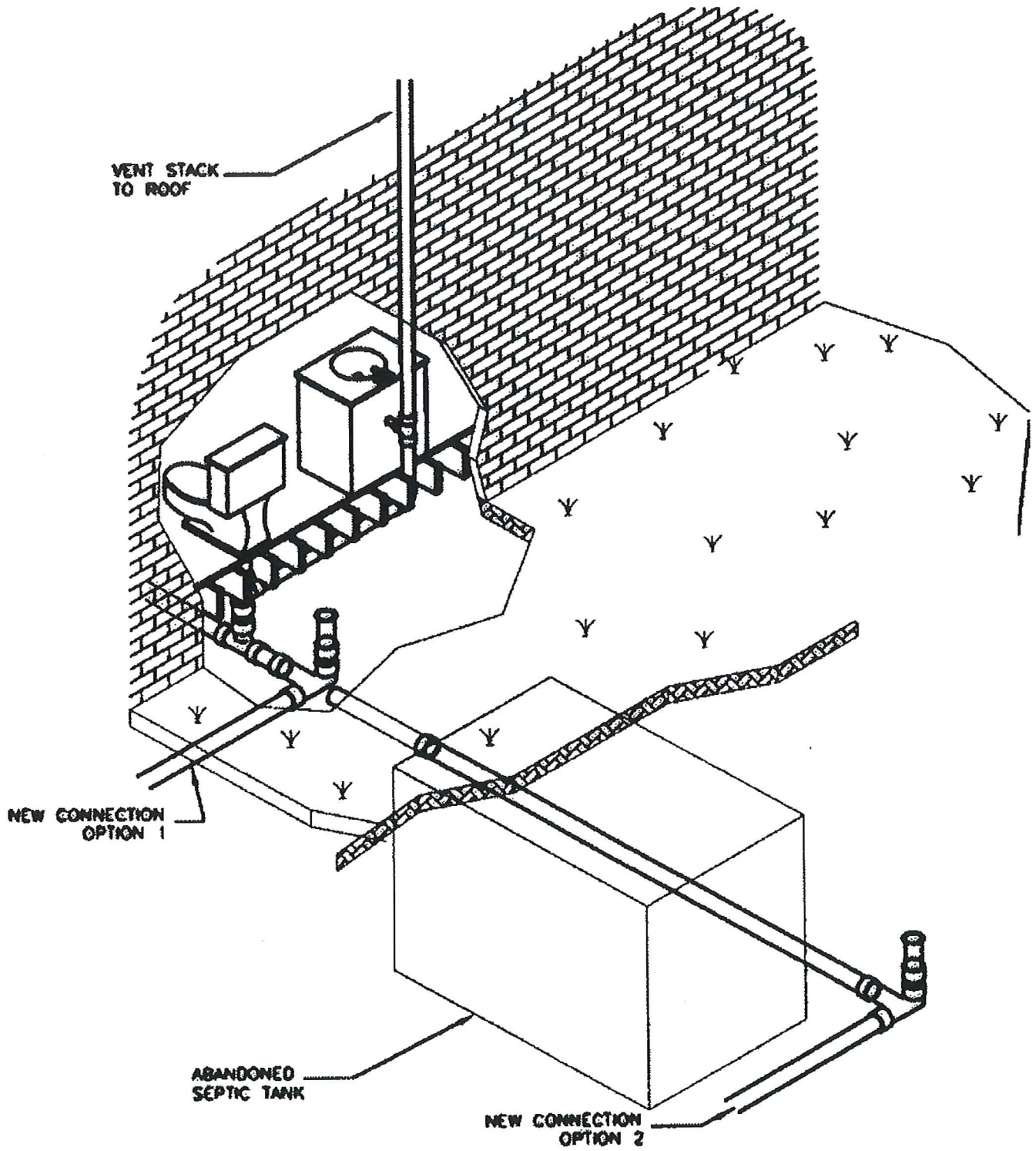
9. Changes in direction must be made using maximum 45° fittings.
10. Cleanouts must be provided as close as practical to building foundations, and installed in accordance with the Province of British Columbia Plumbing Code requirements. For 4" sewer pipe there shall be at least 1 cleanout every 15m (for one-way rodding) and 30m (100 ft.) (for two-way rodding) and for every 90° change in direction.
11. **DO NOT CONNECT YOUR EXISTING SEPTIC SERVICE TO THE MAIN LINE YET - A PLUG IN THE INSPECTION CHAMBER (IC) MAY NEED TO BE REMOVED BY THE WFN INSPECTOR PRIOR TO USE.**
12. Minimum depth of cover over a gravity pipe is 24", although more may be advisable to prevent freezing of the pipe. A pumped connection should have 5 feet of cover (min). If it is difficult to achieve the required minimum depth due to bedrock or site specific conditions, then the pipe shall be covered with a minimum of 2" of continuous rigid polystyrene insulation for each foot of cover that is missing.
13. WFN's Inspector will come to inspect and test the line once the pipe is properly installed. Call WFN Public Works/Utilities at (250) 707-3332 or WFN Development Services at (250) 769-4999 to schedule a time. A **minimum** 24 hours notification is required prior to arrange for an inspection and all inspections must be performed between **8:30 a.m. and 3:30 p.m., weekdays**. An inspection will not be performed until the application fee has been paid.
14. Leakage Test -The test entails filling the pipe with water through the cleanout and measuring the water level drop (there shouldn't be any) as well as checking for visible signs of leakage along the length of the pipe over a fifteen minute period. Do not backfill the pipe or cover over your septic tank prior to having it inspected. The contractor or homeowner is responsible for filling the pipe with water prior to the inspector's arrival, and verifying that the test will pass.
15. For health and safety reasons, all existing septic tanks must be de-commissioned, e.g. the contents must be pumped out and the septic tank removed or filled with sand afterwards. The purpose of this step is to ensure the contents do not continue to leach out over time, contaminating the groundwater, and to also guarantee that the tank can never pose the danger of collapsing or trapping someone (such as a pet or small child) inside.
16. Once the Inspector is satisfied that the sewer pipe has been installed correctly and the septic tank has been de-commissioned, they will remove the plug in the inspection chamber. The homeowner will then be able to backfill and use their new sewer system.



CONNECTIONS

How to locate your main waste pipe and septic tank

- **Main Waste pipe** from the house indicates the point of exit and a likely direction for septic components. This pipe usually leaves the building from the lowest bathroom in the house. From there it should go in a straight line to the septic tank. The ideal point of connecting to the new pipe is between the main waste pipe and the septic tank.
- **Tanks** are supposed to be 1 metre (3') or more from the building and the start of the septic field 3 metres (10') or more from the building. However, they may be farther from the building due to site constraints or other factors when they were installed.
- **Ground outline**, depression, dry or green growth may mark a concrete septic tank. The snow generally melts faster around septic tanks.
- **Recent excavations** may mark septic components.
- **Tank Covers, cleanout-access ports** may be visible.
- **On fairly new developed property** one would not expect the septic system to be located on a rocky ridge or amongst dense mature trees where a backhoe would not have been able to pass for excavation.
- **Sewage does not flow up-hill** unless there is a pump-system installed.
- **Basement plumbing** may not empty into the main system – Notice the level at which the main waste line exits the building; if it's above basement fixtures and there is no sewage pump system you should be looking for additional septic components.
- **Special equipment** is available to locate pipes and tanks, using a sewer snake and electronic sensors. A septic pumping contractor or plumber in your area may have these tools; even a simple plumbing snake from the main house cleanout can indicate probable distance to a tank.
- **Septic plans may also be available through Health Canada.** If you have exhausted all efforts in finding your tank or house outlet pipe then contact Health Canada to see if septic plans are available for your property. Health Canada keeps plans dating back 10-12 years and may charge a fee to search for a plan.



SANITARY SEWER SERVICE – HIRING A CONTRACTOR

This bulletin describes some key points to consider in order to minimize homeowner risk when hiring a contractor to connect their house to the sewer system.

1. Get together with your neighbours as a group and request quotes from contractors. You will probably get a lower price per household if the contractor can do several in a row, rather than coming back over and over to do individual homes. Don't try to organize too many homes at once – it can get difficult to manage. About 4-6 homes is a reasonable amount.
2. Appoint a spokesperson for the group, so the contractor knows who to deal with. This should be someone you all have confidence in, preferably someone with construction experience.
3. A generic quotation form is included as a guide to assist homeowners in obtaining quotes and evaluating contractors. It is strongly recommended that some agreement be written up and signed by both the homeowner and contractor before the work begins. Verbal agreements are difficult to enforce. Be specific about what the contractor will be expected to do. For example, **A)** will you want the contractor to arrange the sewer service application at the WFN Office? and **B)** will the contractor be responsible for all landscape restoration, or just a portion thereof? Special provisions such as these should be clearly spelled out in the agreement prior to commencing.
4. It is recommended to obtain at least three written quotes and insist the contractor provide a list of references with each. Then, before you decide, check the references. It would also be a good idea to contact the Better Business Bureau of Mainland British Columbia (604-682-2711) to see if any complaints have been filed against the contractor, and the WFN Office (769-4999) to ensure that the contractor is licensed to work in Westbank. Having selected the successful contractor, the homeowner and the contractor's representative should sign two copies of the contract authorizing work to proceed.
5. There may be a need to change or add work during the course of construction. Any modifications to the scope or content of the work should be made in writing, including the agreed to price, and signed by both parties prior to proceeding.
6. It may be advisable to take several photos of the proposed sewer line route across your yard prior to construction; in the event there is any dispute with the contractor after the job is completed regarding property restoration.
7. Conduct a detailed final inspection with the contractor prior to making the final payment. There may be items such as surface restoration and cleanup that need to be remedied. The final payment to the contractor should be made only when these deficiencies are rectified.

Do not pay "UP FRONT" or prior to having WFN's inspector approve the service connection for use.

Sample Residential Sewer Hook-up Quotation Form

<i>Owner:</i>	<i>Contractor:</i>
<i>Address:</i>	<i>Address:</i>
<i>Phone Number:</i>	<i>Phone Number:</i>

Work Item	Description of materials and work included	Amount
1. Service Pipe <small>(Length, pipe material, depth of bury, anticipated ground conditions, etc.)</small>		
2. Cleanouts <small>(List number and type required)</small>		
3. Restoration <small>(List scope of clean-up & restoration work, landscaping, compaction effort)</small>		
4. Decommission Septic Tank <small>(Indicate if pump out included, and how tank will be decommissioned)</small>		
5. Extra Work Items <small>(List other landscaping or additional work to be completed)</small>		
6. Application Fees <small>(Indicate who will pay connection fee and who will obtain the permit)</small>		

Special Conditions:

1. All work to comply with applicable codes and bylaws.
2. Completion date for all work: _____
3. This quotation is valid for _____ days.
4. Contractor fully responsible for all utility locates and any damage to utilities.
5. Contractor to notify owner 24 hours prior to commencement of the work.
6. The Contractor shall warranty the workmanship and materials for 1 year.
7. The work shall be in accordance with the attached plan (if applicable).
8. Payment to be 90% at completion and remaining 10% at 45 days, following inspection of restoration work (to check for settlement, grass/plant survival).

Sub Total _____

PST _____
(on materials)

GST _____

Total Price _____

Contractor's Signature

Owner's Signature