



## APPLICATION FOR SANITARY COLLECTION ALTERATION (CLI-ECA)

### Application Requirements

This application and checklist must be completed for all applications submitted under the Consolidated Linear Infrastructure Environmental Compliance Approval for The Town of Essex Sanitary Collection System (CLI-ECA No. 029-W601). Application packages will not be accepted unless:

- ALL Checklist items have been completed; and
- ALL required supporting documentation is submitted to the Town.

### Information

Applicant Information	
Applicant (Legal) Name	
Owner (Legal) Address	
Applicant Phone No.	
Applicant Email	
Consultant Information	
Consultant Name	
Consultant Address	
Consultant Phone	
Consultant Email	
Licensed Engineer	
PEO License Number	
Project Details	
Brief Project Description	



## Pre-Construction Checklist

- Checklist** indicating completeness of application, shall be sent with Pre-Construction and Post-Construction packages
- This alteration does not:**
  - Pass under or through a body of surface water without the use of trenchless construction methods
  - Have a sewer > 750mm in diameter
  - Have a forcemain > 350mm in diameter
  - Create a new discharge point into the Natural Environment
- Design Brief/ Report**, including but not limited to;
  - Sewage flow volumes/ sewage generation calculations
  - Detailed Description of Proposed works
  - Inflow calculations based on MECP guidelines
  - Hydraulic Design Sheets
  - Impacts of infiltration based on the water table
  - Proposed Monitoring Plan
  - Proposed Maintenance Plan
  - Design considerations to protect drinking water
- Detailed Design Drawings/ “For Construction” Drawings** (stamped & signed by P.Eng licensed in Ontario)
- Inspection and testing plans, emergency response plan** (2 weeks prior to inspection and testing), notification of testing (5 days prior) per Design Criteria 8.1.3 and 8.1.4
- Erosion Sediment Control (ESC) plan**, and temporary ESC measures installed in advance of and maintained during any construction activity on the Authorized System. Certification by a Licensed Engineer is required for all ESC per ECA 3.8
- Form SS1 (Separate Sewers/ Nominally Separate Sewers/ Forcemains) (if applicable)**
  - Part 2 Description of separate sewer/ nominally separate sewer/ forcemain alteration
  - Part 3 Verification by Licensed Engineering Practitioner



- Form SS2 (Record of Future Alteration Authorized for Components to the Municipal Sanitary Collection System)**
  - Part 2 Description of separate sewer/ nominally separate sewer/ forcemain alteration
  - Part 3 Verification by Licensed Engineering Practitioner
- Form CS1 (Combined Sewers/ Partially Separated Sewers/ Combined Sewage Storage) (if applicable)**
  - Part 2 Description of alteration of components to the municipal sewage collection system
  - Part 3 Verification by Licensed Engineering Practitioner (as applicable to the undertaking) or Technical Representative
- Form A1 (Equipment Discharging a Contaminant of Concern to the Atmosphere from a Municipal Sewage Collection System) (if applicable)**
  - Part 2 Description of alteration for equipment discharging emissions to the air
  - Part 3 Verification by Licensed Engineering Practitioner
- Application Fee** included. (as per Miscellaneous Fees and Charges Schedule A By-Law 2040)

### **Post-Construction**

- Checklist** indicating completeness of application, shall be sent with Pre-Construction and Post-Construction packages.
- Record Drawings** stamped by a P.Eng Licensed in Ontario
- All inspection and testing records** per Design Criteria 8.1.5, including but not limited to:
  - maintenance reports adhering to ESC plan and measures during construction activity;
  - daily engineering inspection records completed during infrastructure installation per ECA Schedule D, 3.9;
  - CCTV Inspection Records and videos;
  - Mandrel and Deflection Testing (if required based on the CCTV Video reports) per Design Criteria 8.1.5;



**CORPORATION OF THE TOWN OF ESSEX**

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- Hydrostatic Pressure testing results for forced mains per Design Criteria 8.5
- Leakage Testing Reports per Design Criteria 8.3

**Operations & Maintenance Manual** per ECA Schedule E, 3.0

**Any Additional Requirements** as Requested by the Town from Pre- Construction Application

Once complete, please submit application package to [capitalworks@essex.ca](mailto:capitalworks@essex.ca)

For Any Questions, please contact:

**Infrastructure Services**

Town of Essex

33 Talbot Street South, Essex, ON, N8M 1A8

Phone: 519-776-7336

Email: [infrastructure@essex.ca](mailto:infrastructure@essex.ca)