



Public Health Inspection
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Sewage Contractors
North West Saskatchewan

RE Sewage Permit Application and Fee Changes

Public Health Inspectors in the Saskatchewan Health Authority (SHA) provides a variety of services related to sewage under *The Private Sewage Works Regulations*.

Each former regional health authority had unique applications that could only be used for that area. In order to improve the services of this program one permit application form will be used throughout the SHA this year. A copy of this form is attached.

In former Prairie North Health Region, the electronic permit will be replaced with a hardcopy permit. The submitted application will be attached and once the sewage work is completed and approved, the hardcopy the permit will be mailed. The fee for a sewage application permit will be **\$30**.

Effective immediately the new application form along with payment will be required in advance of all sewage inspections. Payments will be accepted by credit card or cheque. Applications must be signed. Permits will not be issued to homeowners when the work is being conducted by a contractor.

The process for sewage permit application, approval and inspections will be follows:

- Step 1:** Submit application and payment to:
- publichealthinspection@pnrha.ca
- Step 2:** Public Health Inspector reviews the application.
1. Accepted applications – Contractor will receive an email with a permit number
 2. Rejected applications – Contractor will have application returned for resubmission.
- Step 3:** Contractor contacts the district inspector for an inspection via publichealthinspection@pnrha.ca. To book an inspection, the permit number and location must be provided. Contractors must give at minimum 5 business days' notice to arrange an inspection time. **You may not schedule an inspection prior to permit approval and payment.**
- Step 4:** Once the sewage works is inspected and approved, the district inspector issues the completed permit to the applicant.

Permit Approval and Inspections

Contractors must submit the application and payment prior to conducting on site work.

Please note:

- Permit applications are required for all sewage works, including but not limited to new construction and any alterations to existing sewage works.
- Sewage permits expire when there is no request for inspections within 6 months from the date of issue or the date of initial inspection.
- When major deficiencies are encountered, a letter documenting the issues will be sent to the contractor. Contractors will not be able to book further inspections until the deficiencies are resolved.
- Major/significant deficiencies requiring a re-inspection may be subject to additional fees.

For your information *The Private Sewage Works Regulations* and guidance regarding onsite sewage systems is available online at <https://www.saskatchewan.ca/residents/environment-public-health-and-safety/environmental-health/sewage>

Sincerely,



James Webster CPHI(c)
Clinical Integration Manager – Environmental Public Health
Integrated Northern Health
Saskatchewan Health Authority

Healthy People, Healthy Saskatchewan

The Saskatchewan Health Authority works in the spirit of truth and reconciliation, acknowledging Saskatchewan as the traditional territory of First Nations and Métis People.

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