



Hornby Island Short Term Rental Association  
Email: [hornbyshortterm@gmail.com](mailto:hornbyshortterm@gmail.com)

### Septic Certification for Vacation Rentals in IA zones – Step by Step

For those of you who are located in the IA (Heavily Developed High Vulnerability Aquifer) area (see attached Map, largely Anderson, Whaling Station and High Salal).

We have developed a certification letter to help you to meet the current Hornby Island bylaw requirement, that: *the sewage disposal system to which the building accommodating the proposed vacation home rental use is connected to is capable of providing adequate sewage treatment for residential use and for the proposed vacation home rental use.*

We want to offer our thanks to Don Johnson of Mid Island Wastewater Solutions, who worked with us to develop the process.

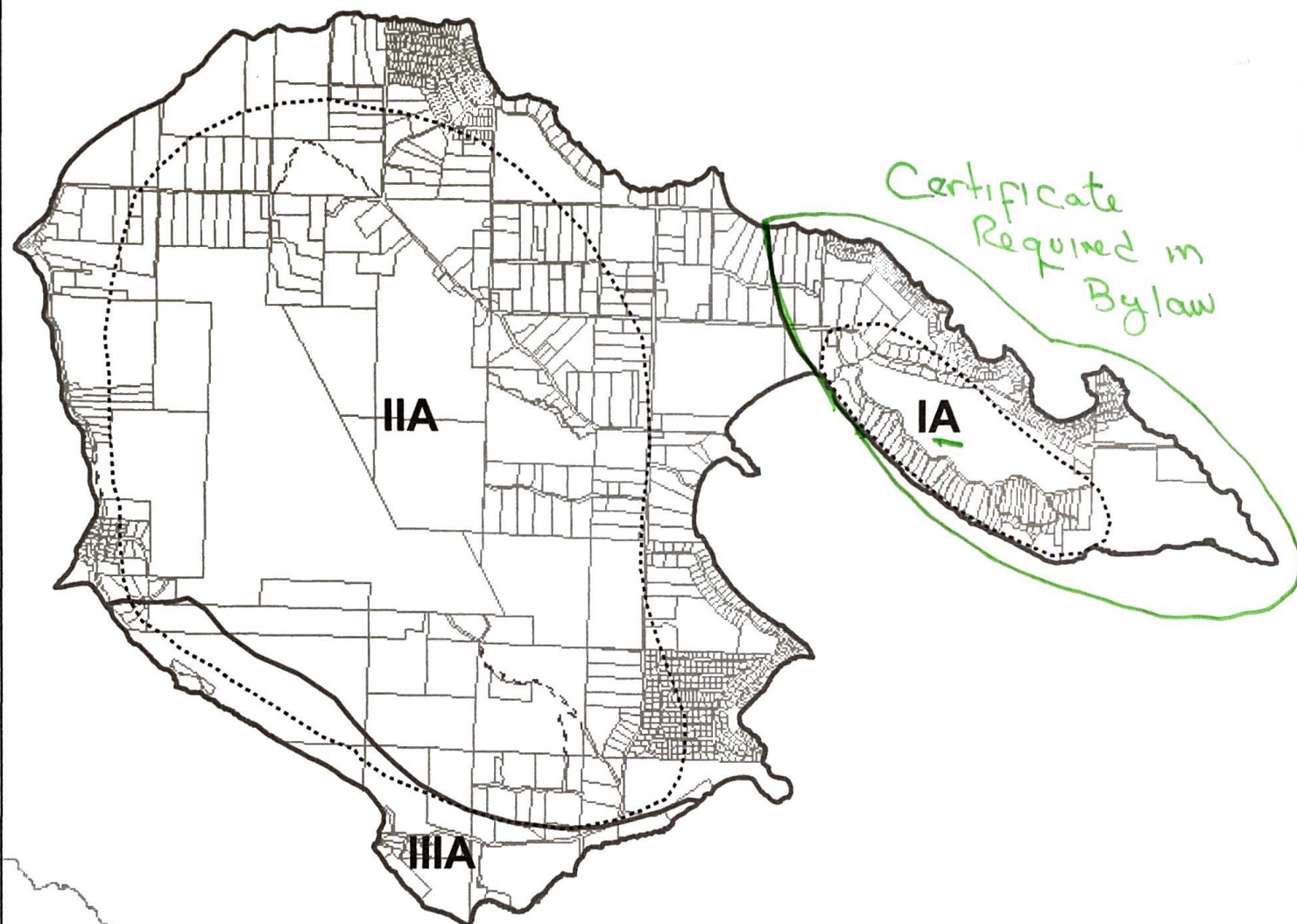
To get your certification:

- 1 request your septic system records from Island Health by calling 250 331-8518 or emailing: [hpes.courtenay@islandhealth.ca](mailto:hpes.courtenay@islandhealth.ca).
- 2 use the attached form and work with any certified ROWP to assess your septic system (they must have the ROWP designation – a list of the current local ROWPs is attached, you can find others at: <https://asttbc.org/registrants/registrant-directory>)
- 3 complete any needed repairs and maintenance identified in the assessment, keep all records and receipts for them.
- 4 have the ROWP sign and stamp their designation on the Certificate page
- 5 send an email to [northinfo@islandstrust.ca](mailto:northinfo@islandstrust.ca) with :  
your name and address and  
a copy of the signed certificate. They will acknowledge receipt.
- 6 keep the original certificate in your files



**HORNBY ISLAND  
OFFICIAL COMMUNITY PLAN  
Bylaw #149**

**Schedule D2  
Environmentally Sensitive Areas  
Aquifers**



- IA** Heavily developed, high vulnerability
- IIA** Lightly developed, high vulnerability
- IIIA** Moderately developed, high vulnerability

..... Recharge Zones



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**Sewerage System Documentation and Usages**

(Provide this sheet to the RWP for their information, it is not sent to Islands trust):

Name: \_\_\_\_\_ Address: \_\_\_\_\_

- Sewage system records Held by VIHA (Yes No)
- Maintenance Records available for the last [ ] year(s)

**Residential use:**

**Number of Residents**

- ☐ Average of 1-3 persons
- ☐ Average of 4-6 persons
- ☐ Average of more than 6 persons

**Average weeks of Residential Occupancy**

- ☐ Less than 10 weeks of the year
- ☐ 10-30 Weeks of the year
- ☐ 30-45 weeks of the year
- ☐ 45 or more weeks of the year

**Short Term Vacation Rental**

**Capacity**

- ☐ Maximum 2
- ☐ Maximum 4
- ☐ Maximum 6
- ☐ Maximum \_\_\_\_\_

1 bedrooms with a maximum of 2 beds per room

2 bedrooms with a maximum of 2 beds per room

3 bedrooms with a maximum of 2 beds per room

\_\_\_\_\_bedrooms with a maximum of 2 beds per room

**Usage period:**

- ☐ Full five months (22 weeks) of the rental season (May to September)
- ☐ 15-22 weeks of the rental season
- ☐ 8-14 weeks of the rental season
- ☐ Less than 8 weeks of the rental season



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List of Local Professionals with the ROWP designation (June 2024)

Millan	Willard	4l8tr Holdings Ltd	Hornby Island
Ulovec	Raymond	Ray's Land Services	Denman Island
Digby	Trefor	Flow Septic Solutions	Courtenay
Ferguson	David	Df Holdings Waste Water Manage	Courtenay
Johnson	Donald	Mid Island Wastewater Solution	Courtenay
Land	Kenneth	Septic Pro Maintenance	Courtenay
Laughlin	Tobin	Rock Creek Environmental Ltd	Courtenay
Manthey	Mark		Courtenay
Nichol	Bruce		Courtenay
Nixon	Thomas		Courtenay
Pesant	Patrick		Courtenay
Wilford	Randy	Rk Contracting	Courtenay
Yeomans	William		Courtenay
Young	Travis		Courtenay
Fraser	Gordon	Mid Island Bobcat Excavating	Comox
Freeborn	Harlen	Eco Septic Solutions Inc.	Comox

### Certification of Sewage Adequacy

I have visited the property at \_\_\_\_\_  
\_\_\_\_\_ reviewed available documentation and maintenance records and inspected the sewage disposal system.

I hereby certify that: the sewage disposal system to which the building  
(at \_\_\_\_\_,)  
\_\_\_\_\_ accommodating the proposed vacation home rental use is connected to is capable of providing adequate sewage treatment for residential use and for the proposed vacation home rental use:

Date:

\_\_\_\_\_

Signed

\_\_\_\_\_

ROWP