



STEP 2: Rainwater Harvesting Incentive Program Document Submission

Pre-approved applicants will use this form to submit documents applied to the Rainwater Harvesting Incentive Program. We recommend that you make a copy of your completed application form and receipts for your own records, as all information provided will not be returned. Please complete the following information carefully and completely.

REGIONAL
DISTRICT
OF NANAIMO

Applicant Information:

Property Owner Name: _____

Mailing Address: _____

Installation Information:

Contractor / Retailer: _____ Telephone: _____

Cistern Model: _____

Purchase Date: _____ Total Cost of Installation: _____

Address of Installation (if different from above): _____

Required Expense	Cost	Receipt <input checked="" type="checkbox"/> (required)	Max. Rebate
Rainwater Cistern 4,545 L (1,000 gal) or more & rated for potable use	\$ _____	<input type="checkbox"/>	\$450
Other Eligible Expenses	Cost	Receipt <input checked="" type="checkbox"/> (required)	Max. Rebate
Transport Piping	\$ _____	<input type="checkbox"/>	\$300
Debris Trap / Filter (required)	\$ _____	<input type="checkbox"/>	
Installation costs	\$ _____	<input type="checkbox"/>	
Expenses for items in "Tank Installation Checklist"	\$ _____	<input type="checkbox"/>	
Plumbing Inspection for Indoor system	\$ _____	<input type="checkbox"/>	
Total	\$ _____	--	
TOTAL EXPENSES APPLIED TO REBATE	\$ _____	---	\$750

- ☐ An **original** detailed sales receipt(s) or invoice indicating the above checked items. **Receipts and invoices must be marked PAID and dated after the start of January 2016.**
- ☐ **Photo(s)** of the system installed at the address above, clearly showing its connection to **1)** an appropriate collection area including downspout and routing to cistern, **2)** overflow diversion according to Tank Installation Checklist specs, **3)** cleaning access & **4)** backflow prevention (if connected to top-up source).
- ☐ The **completed** Tank Installation & Tank Safety Checklists
- ☐ A copy of the Building Permit and Plumbing Inspection from your local Building Inspection Department **only if** the installation involved the alteration of indoor plumbing, the installation of a new potable water line, or the alteration of an existing potable water line.

I declare that I have installed a rainwater harvesting system for use on my property. I have read and understood the requirements of the program and understand that the Regional District of Nanaimo is not responsible for the installation, treatment, operation, or maintenance of the rainwater harvesting system.

SIGNATURE: _____

DATE: _____



Tank Installation Checklist

This checklist must be completed & submitted to receive the RDN Rainwater Harvesting rebate. Please keep a completed copy for your reference.

Following these guidelines will help to ensure your tank runs efficiently for many years to come.
Make sure your tank:

- ☐ is installed **according to the manufacturer's installation instructions**, or is certified by a professional engineer.
- ☐ **complies with the B.C. Building Code**, and with the administrative policies of your local building department. It may be necessary to obtain certification from a professional engineer, especially if your cistern does not contain the manufacturer's certification.
- ☐ **complies with the setback and zoning regulations** of your local planning department.
- ☐ includes an **inspection hatch** for servicing and cleaning, and is located to allow clear access.
- ☐ has an **overflow pipe** located near the top of the cistern that is of equal or greater diameter than the intake pipe. The end of the overflow must be directed away from the base of the tank and from house foundations, and to an area protected from erosion.
- ☐ is placed on **level ground**.
- ☐ is, if above-ground, opaque, painted, or located within a building to **limit the entry of sunlight**.
- ☐ is protected from excessive debris accumulation by the **presence of a debris trap and/or filter** to clean the rain before it enters the tank.
- ☐ is **ventilated** to accommodate pressure changes when water enters or exits the tank. Larger vents increase the oxygen supply to the stored water.
- ☐ has **properly sealed openings**, inlets and outlets to prevent mosquitoes, rodents, groundwater, and other sources of contamination from entering the tank.
- ☐ has **been freeze-protected** at exit fittings and water entries.
- ☐ is **not installed in the path of surface water runoff**.
- ☐ is **not installed in a concave area** where water could collect around the base and compromise its foundation.
- ☐ is **not** (especially if constructed of a lightweight poly material) **installed in an area prone to high winds**, which could topple an empty tank.
- ☐ is **sitting on a tank pad or foundation** that is capable of supporting the cistern when full (water weighs 1 kg per litre, or 10 pounds per imperial gallon). The pad should consist of a compacted soil layer, covered by a level layer of sand so that the tank load will be distributed evenly. The sand layer should be smooth, containing no sharp objects that could puncture the tank. While the underlying soil layer will shift, swell, and shrink, the sand will help to absorb this movement. Engineering approval may be required for tank pads located on steep or unstable sites, or for underground tanks in areas with high groundwater.



Tank Safety Checklist

Like swimming pools, water tanks can be dangerous for the children in your neighbourhood. They also qualify as a confined space, and the air inside may not contain sufficient oxygen to allow a human to maintain consciousness. Several guidelines and precautions apply for the responsible rainwater harvester.

Check that your storage tank:

- ☐ clearly displays the label **DANGER — CONFINED SPACE**. NEVER enter a tank. There are specific guidelines for entering a confined space, and only those with specific qualifications, training, and equipment should do so.
- ☐ is fitted with **safety devices or locked lids** to prevent tampering or unintended entry, especially if it is large enough for a child to fit inside and drown. As an added precaution, do not leave a ladder where it could provide easy access to the roof of the tank and inspection hatch.
- ☐ is **never left open** and unattended.
- ☐ **never contained a toxic substance**, and that the interior surface of the tank is CSA or NSF approved for potable water.
- ☐ is **certified by the manufacturer** for its intended application.