

APPLICATION TO INSTALL / ALTER AND OPERATE AN ON-SITE SEWAGE MANAGEMENT SYSTEM

(INCLUDING GREY WATER SYSTEMS) updated Oct '07

THE FOLLOWING INFORMATION MUST BE PROVIDED WITH YOUR APPLICATION.
FAILURE TO DO SO WILL RESULT IN YOUR APPLICATION BEING RETURNED TO YOU.

Your application must be accompanied by three (3) sets of the plans described in points 1 and 2 below. The owner's name and site address of the property should appear on each plan. Please refer to Council's OSMS Code of Practice and A.S. 1547

1. ON-SITE SEWERAGE MANAGEMENT SYSTEMS

- (a) For pre-cast concrete or fibreglass tanks – please submit copies of the manufacturer's plans
- (b) Nominate the proposed installation model number and NSW Health Department Accreditation Approval number.
- (c) In the case of aerobic septic tank systems, full details of the irrigation fittings (pipe line and sprinklers) must be included and the method of installation specified.
- (d) Construct in situ (cross sectional details to a scale of 1:100), showing plan and vertical section.

2. SITE PLANS

These should be drawn to scale of **1:200** and must indicate:

- (a) The distance of existing and proposed buildings and other structures from all boundaries
- (b) The position of all fittings and drainage lines
- (c) The position of the septic tank and absorption trenches and/or collection wells
- (d) The position of all other disposal trenches or pits
- (e) All related effluent application areas including reserve and alternative areas- A.S. 1547
- (f) Any buildings or facilities existing on, and any environmentally sensitive areas of, any land located within 100 metres of the sewage management facility or effluent application area.
- (g) Contours at no greater than 2m
- (h) Buffer distances

3. LOCALITY SKETCH:

Please provide an accurate locality sketch of the property showing nearest cross streets.

4. SPECIFICATIONS

Your application must be accompanied by full specifications of the sewage management facility proposed to be installed or constructed on the premises concerned. Specifications shall include detail such as pump sizes and/or air pump capacities (if applicable) and cross sectional details of the proposed system. A copy of the NSW Health Dept Certificate of Accreditation must be included.

5. SITE ASSESSMENT

The section of the application headed 'Site Assessment' must be completed and contain details of the topography, soil composition and vegetation of any effluent application areas related to the sewage management facility together with an assessment of the site in the light of those details. These details should include a nutrient balance and a hydraulic balance. Please attach laboratory reports.

6. OPERATION AND MAINTENANCE

The section of the application headed 'Operation and Maintenance' must be completed and signed by whoever will be the landowner at the time the sewage management system is installed. It must contain details of:

- (a) The operation and maintenance requirements for the proposed sewage management facility;
- (b) The proposed operation, maintenance and servicing arrangements intended to meet those requirements; and
- (c) The action to be taken in the event of a breakdown in, or other interference with, its operation.

7. SIGNAGE

Identify the site by a signboard, showing Lot No. and owner's name.

8. FEES

Payment of the appropriate fee to council.



EUROBODALLA SHIRE COUNCIL
Good Government, better living

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MANAGEMENT SYSTEM
(INCLUDING GREYWATER SYSTEMS)**

APPLICANT'S DETAILS

Name:
Address: Postcode:
Phone number: (Home)..... (Work) (Mobile).....
Applicant's signature:

OWNER'S DETAILS

Name:
Address: Postcode:
Phone number:

OWNER'S CONSENT

Owner's signature/s:
(Signature of the current registered owner/s of the property)

PROPERTY DETAILS

Lot/Portion: DP/Parish: Section:
House no: Street: Locality:

NAME OF LICENCED PLUMBER/DRAINER

Plumber's Name:
Address: Postcode:
Telephone No: Mobile No: Licence No:

OFFICE USE ONLY	
Application no:	Septic Application Fee: \$
Pin no:	Plumbing Compliance fee: \$
File no:	
Receipt no:	Date: Total fee: \$

WASTE TO BE CONNECTED

Water closet(s) Shower(s)..... Bath(s)..... Spa(s).....
Hand Basin(s) Laundry tub(s)..... Kitchen sink(s)..... Dishwasher(s).....
Number of rooms capable of being used as a bedroom
Number of persons proposing to reside on premises.....
WC flush capacity litres Septic tank capacity..... litres
Collection well capacity..... litres ASTS capacity..... litres
Source of water supply.....
Other system details (eg water-saving devices proposed).....

SITE & SOIL ASSESSMENT

Have you attached a full Site and Soil Assessment in accordance with Council’s On-Site Sewerage Management Code of Practice? Yes

TREATMENT SYSTEM SELECTION

Aerated Composting Septic Tank Other

Manufacturer.....

System/Model No.....

NSWHD Accreditation No.....

DISPOSAL SELECTION SITE - SHOWN ON PLAN

Pumpout Surface Irrigation Trenches Sub Surface Irrigation
 Transpiration Bed Mounds

Is the proposed Land Application within 250 metres of a domestic groundwater well/bore? Yes No

OPERATION AND MAINTENANCE

Septic Tank de-sludged as required Regular inspection of vermin and insect proofing
Use septic tank safe cleaners etc Use biodegradable low phosphorous detergent
Conserve water Regular inspection by accredited person(s)
Required maintenance contract

Action to be taken in the event of a breakdown of system

MAINTENANCE DECLARATION

I/We, the owners/future owners of this property, have examined this application and undertake to ensure that the sewage management facility is completed in accordance with the approved plans, specifications and conditions of approval prior to the use of the sewage management facility.

Have you used and ticked the applicants check list?

Owner’s/Future Owner’s signature:

Check List – office use only

Applicants Check List – Please tick

Site Plan

- to scale **1:200**
- Dimensions: Boundaries & Buffer Zones
- Buildings – existing and proposed
- proposed effluent application area and reserve areas
- environmentally sensitive land within 100m
- dams, intermittent drainage gullies, water courses, creeks etc
- All clearing and site disturbance
- contours < 2m
- Stormwater diversions around disposal area
- Damp area mapping (1c land)
- Test holes

Specifications

- sewerage management facility (septic tank, AWTS, composting toilet etc)
- disposal system (trench, irrigation, subsurface irrigation, pump out, etc)
- construction materials & techniques
- irrigation fittings, pumps, pipework, sprinklers
- flow splitter
- cross sectional details
- accreditation
- wet weather storage details

Site & Soil Assessment

- soil composition/geology
- topography/site features
- climate
- hydraulic balance including any wet weather storage capabilities
- nutrient balance
- lab reports

Application Form

- fully completed
- signed by owner
- signed by applicant
- property details correct