

Application for a Permit to Install or Alter an onsite Wastewater System

Application Type

- Install a Septic Tank System Install an Onsite Wastewater Treatment System
 Alter a Septic Tank System Alter an Onsite Wastewater Treatment System

Site Address for Installation / Alteration

Street Address: _____

Suburb/Town: _____ Postcode: _____

Lot: _____ LP/PS _____ Crown Allotment _____ Section _____

Volume _____ Folio _____ Parish _____

Applicant Details

Applicant Name: _____

E-mail _____

Business Phone _____ Mobile _____

Postal Address _____

Suburb/Town: _____ Postcode: _____

All correspondence will be emailed, do you require a hard copy of be sent Yes No

Property Owner Details (If different to Applicant Details)

Property Owner Name: _____

E-mail _____

Street/Postal Address: _____

Suburb/Town: _____ Postcode: _____

Business Phone _____ Mobile _____

All correspondence will be emailed, do you require a hard copy of be sent Yes No

Building Details

House Factory Office Food Premises

Other _____

Please specify the number of bedrooms _____

Please indicate number of fixtures to be connected to the system

Toilets _____ Baths _____ Showers _____ Basins _____

Sinks _____ Dishwashers _____ Spas (Capacity in Litres _____)

Other _____

Note: That the installation of a large capacity spa may require the installation of a second tank. No under sink grinders are permitted. EPA Code of Practice Onsite Wastewater Management Section 3.4 (891.4 – 2016)

System Details

Septic Tank System

Brand of System _____ Certificate of conformance No _____

Disposal Method

Absorption /transpiration bed Slotted 90mm pipe ReIn/arch drain

Size of Tank (Litres) _____ Trench length (m) _____

Trench Depth (mm) _____ Trench Width (mm) _____

Note Trenches must not exceed 30m per run.

Site Details

Select the most appropriate soil type to a depth of 1m

Sand & Gravels Sandy Loams Loams
 Clay Loams Light Clays Medium / Heavy Clays

Installation of a Septic Tank System Only

Is the Wastewater Envelope (effluent trenches) within 60m from a dam and / or watercourse? Yes No

Is the Wastewater Envelope (effluent trenches) within 50m from a potable bore? Yes No

Is the Wastewater Envelope (effluent trenches) within 20m from a non-potable bore? Yes No

If yes to any above please contact Council's Environmental Health Officer

Onsite Wastewater Treatment System

Make/Model Name _____ Certificate of conformance No _____

- Absorption /transpiration bed Mound
 Sub surface irrigation Low pressure effluent distribution (LPED)

Wick trench bed
Size of Effluent Field (m²) _____

Installation of Onsite Wastewater Treatment System Only

Is the Wastewater Envelope (sub-surface irrigation) within 30m from a dam and/or watercourse? Yes No

Is the Wastewater Envelope (sub-surface irrigation) within 25m from a potable bore? Yes No

Is the Wastewater Envelope (sub-surface irrigation) within 10m from a non-potable bore? Yes No

If yes to any above please contact Council's EHO

If the site is less than 1,000 m²

Is the slope of the effluent field greater than 5%? Yes No

Has a Land Capability Assessment been undertaken for this site? Yes No

Has a site specific wastewater management (design & construction) plan been developed for this site? Yes No

Plumbers Details

Name: _____

Postal Address _____

Suburb/Town: _____ Postcode: _____

Business Phone _____ Mobile _____

E-mail _____

Note: All plumbing and drainage works must be carried out by a Victorian registered plumber. A certificate of Compliance must be lodged by the plumber and submitted to Council within seven (7) days of the completion of all works.

Supporting Documents Please provide the following with this application

1. Drawn to scale not less than 1:100 on no larger than A3 size paper.
2. Location and dimensions of all existing and proposed buildings, sheds, swimming pools, driveways, location of the house, water pipes and septic tank system the block.
3. Location and length of proposed septic tank/treatment system, all effluent lines/irrigation areas or other effluent disposal methods.
4. Distance between the house and the septic tank.
5. Names of the roads bordering the property.
6. Position of north.
7. Location of all vents; and inspection openings.
8. House/building floor plan, clearly identify all rooms and any plumbing fixtures (showers, toilets, sinks etc).
9. For new dwellings; soil test report
10. Land capability assessment (if required).
11. Copy of title and title plan.
12. Planning permit
13. Payment of relevant fees

Declaration

Applicant, I understand and acknowledge that :

1. The information provided in this application is true and complete to the best of my knowledge.
2. This application form is a legal document and penalties exist for providing false or misleading information.
3. Glenelg Shire Council may refuse this application if it becomes evident that any information or supporting documents provided are in complete or false.
4. If the Applicant is not the Owner – I/We the applicant, hereby declare that we have notified the owner about this application and consent to a copy of the permit being forwarded to the owner.
5. The owner is aware of the requirements of this septic tank system and the associated maintenance required for the life of the system.
6. That my system once installed cannot be used until an inspection of the system has been carried out and an Approval to Use Certificate has been issued.
7. I understand that it is an offence under the Environment Protection Act 1970 for my system to be used without an Approval to use Certificate having been issued and that a fine maybe imposed by Council.
8. Plans and specifications must be provided with this application to Council's satisfaction.

I am the owner of this Land:

1. I hereby apply for permission to have a septic tank system installed/altered by the registered plumber/drainer nominated above.
2. I acknowledge the following constraints apply to the area of land dedicated for the treatment of septic effluent:
3. No access by vehicles or livestock such as horses and cattle;
4. No construction of driveways, footpaths, pools, verandas or sheds; and,
5. No raising of ground level with clay or soil after initial construction has been completed.
6. I approve of the location and system proposed in this application.
7. I will install, operate and maintain the septic tank system in accordance with the permit conditions, certificate and established guidelines.

Signature

Print Name

Date

Privacy Statement

The Glenelg Shire Council is committed to protecting individual's right to privacy and the responsible and fair handling of personal and health information, consistent with the *Privacy and Data Protection Act 2014* and the *Health Records Act 2001*. Accordingly, Council will adhere to the Information Privacy and Health Privacy Principles when undertaking its statutory functions and activities, so that the privacy of individuals can be protected. The Council's Privacy Policy is available from our website www.glenelg.vic.gov.au/privacy and all Council Customer Service Centres. For further information or how you can access and/or amend your personal information please contact Council's Privacy Officers via our website https://www.glenelg.vic.gov.au/Page/Page.aspx?Page_Id=5133