

Application Type

- Install an Onsite Wastewater Treatment System
- Alter an Onsite Wastewater Treatment System (Council to determine if minor or major alteration applies)

Site Address

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

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

Plumber Details

Name: _____

Postal Address _____

Suburb/Town: _____ Postcode: _____

Business Phone _____ Mobile _____

E-mail _____

License Number: _____

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.

Building Details

House Factory Office Food Premises

Other _____

Please specify the number of bedrooms _____

Is a spa pool or hot tub being installed? Yes No

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

Brand of System _____

Model Name/Number _____

Certificate of conformance No _____ (copy of certificate must be supplied)

Disposal Method

Absorption /transpiration bed Sub-surface irrigation ReIn/arch drain

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

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

Irrigation area dimensions _____ m² (If applicable)

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

Supporting Documents to be supplied with application:

1. **EPA exemption under Environmental Protection Act 2017, section 459**
2. **Site plan** showing - Location and dimensions of all existing and proposed buildings, swimming pools, driveways. Location and length of proposed wastewater system, all effluent lines/irrigation areas or other effluent disposal methods. Location of all vents; and inspection openings
3. **Dwelling floor plan**, clearly identify all rooms and plumbing exit points.
4. **Land capability assessment** and/or Soil test report.
5. **Proof of ownership** - Copy of title and title plan.
6. **Planning permit** (if required)
7. **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 2017 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