

**Local Government (General) Regulation 2005 and
Local Government Act, 1993**

Installing, constructing or altering a waste treatment device or a human waste storage facility or a drain connected to any such device or facility is a prescribed activity and requires the approval of Council for the purposes of item 5 of Part C of the Table to Section 68 of the Local Government Act 1993

Council must consider the matters specified in the Environment & Health Protection Guidelines and any Directions issued by the Director - General of the Department of Local Government in determining applications.

PROPOSAL	
New Installation <input type="checkbox"/>	Approval No
Alteration of Existing <input type="checkbox"/>	<input type="text"/>
NOTES	
1. Should insufficient space be available for your answer, please submit additional details on a separate sheet. 2. Separate applications are required for multiple systems on 1 property or for multiple properties.	
SECTION A. Applicant's Details	
Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Dr <input type="checkbox"/> Other: <input type="text"/>	<input type="text"/>
First name <input type="text"/>	Family name <input type="text"/>
Unit/Street no. <input type="text"/>	Street name <input type="text"/>
Suburb or town <input type="text"/>	State <input type="text"/> Postcode <input type="text"/>
Telephone <input type="text"/>	Mobile <input type="text"/>
Owner's Details (if different from applicant)	
Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Dr <input type="checkbox"/> Other: <input type="text"/>	<input type="text"/>
First name <input type="text"/>	Family name <input type="text"/>
Address <input type="text"/>	
Telephone <input type="text"/>	Mobile <input type="text"/>

SECTION B. Property Location		
Unit/Street no. <input type="text"/>	Street name <input type="text"/>	
Suburb or town <input type="text"/>		Postcode <input type="text"/>
Lot No. <input type="text"/>	Deposited Plan <input type="text"/>	Area (m2) <input type="text"/>
SECTION C. Water Supply at Premises		
<input type="checkbox"/> Reticulated	<input type="checkbox"/> Bore / Well	<input type="checkbox"/> Rainwater
<input type="checkbox"/> Dam	<input type="checkbox"/> River	<input type="checkbox"/> Other
SECTION D. Building Usage		
Use of Building <input type="text"/>	No of Staff – BUSINESS ONLY <input type="text"/>	
No of Rooms – RESIDENTIAL ONLY <input type="text"/>	Average No of Patrons Per Day – BUSINESS ONLY <input type="text"/>	
SECTION E. Number and Type of Fixtures		
Toilet <input type="text"/>	Laundry Tub / Washing Machine <input type="text"/>	
Bath <input type="text"/>	Shower <input type="text"/>	
Bathroom / Toilet Sink <input type="text"/>	Kitchen Sink <input type="text"/>	
Dishwasher <input type="text"/>	Other <input type="text"/>	
SECTION F. Primary Treatment Method		
<input type="checkbox"/> Septic	<input type="checkbox"/> AWTS	
<input type="checkbox"/> Grey water Treatment Device	<input type="checkbox"/> Compost Toilet	
<input type="checkbox"/> Other	Tank Size <input type="text"/>	

SECTION G. Effluent Disposal Method	
<input type="checkbox"/> Absorption Trench	<input type="checkbox"/> Evapotranspiration bed
<input type="checkbox"/> Surface Irrigation	<input type="checkbox"/> Sub-surface Irrigation
<input type="checkbox"/> Pump Out	<input type="checkbox"/> Other
Size of Effluent Disposal Area <input type="text"/>	
SECTION H. Distance To:	
Creek / River <input type="text"/>	Dam <input type="text"/>
Bore <input type="text"/>	Pool <input type="text"/>
Property Boundary <input type="text"/>	Nearest Dwelling <input type="text"/>
Other Sensitive Receptors <input type="text"/>	
SECTION I. Installation	
Installer <input type="text"/>	
Address <input type="text"/>	
Licence Number <input type="text"/>	
Telephone <input type="text"/>	Mobile <input type="text"/>

HAVE YOU?		
Completed all sections of the Application Form	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Submitted copy of Scaled Site Plans	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Enclosed copy of Manufacturer's Tank Details/Specifications	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Attached service agreement (if AWTS)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Paid appropriate fees	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Applicant's Signature <input type="text"/>	Date <input type="text"/>	
Owner's Signature (if applicable) <input type="text"/>	Date <input type="text"/>	

OFFICE USE ONLY		
Date Received <input type="text"/>	Application Fee <input type="text"/>	Receipt Number <input type="text"/>
Date Paid <input type="text"/>	Approval Number <input type="text"/>	Date Approved <input type="text"/>
INSPECTION		
Inspected By <input type="text"/>	Date Inspected <input type="text"/>	
Address <input type="text"/>		
Satisfactory	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Risk Level	<input type="checkbox"/> High	<input type="checkbox"/> Medium <input type="checkbox"/> Low

Please return completed Application to Council

Retain page 5 for your reference

What Is Council's Sewage Management Policy?

The promotion of sustainable on-site management of domestic sewage and wastewater while protecting and enhancing the quality of public health and the environment in the long term.

The Council's policy adopts the principles of ecologically sustainable development, water cycle management, total catchment management, protection of public health and the prevention of public health risk.

Prevention of public health risk

Sewage contains bacteria, viruses, parasites and other disease causing organisms. Contact with effluent should be minimised or eliminated, particularly for children. Residuals, such as composted materials, should be handled carefully. Treated sewage should not be used on edible crops that are consumed raw.

Protection of lands

On site sewage management systems should not cause deterioration of land and vegetation quality through soil structure degradation, salinisation, water-logging, chemical contamination or soil erosion. Protection of surface waters On site sewage management systems should be selected, sited designed, constructed, operated and maintained so that surface waters are not contaminated by any flow from treatment systems and land application areas (including effluent, rainfall run off and contaminated groundwater flow).

Protection of groundwater

On site sewage management systems should be selected, sited designed and constructed, operated and maintained so that groundwater are not contaminated by any flow from treatment systems and land application areas.

Conservation and reuse of resources

The resources in domestic wastewater (including nutrients, organic matter and water) should be identified and utilised as much as possible within the bounds posed by the other performance objectives; water conservation should be practiced and wastewater production should be minimised.

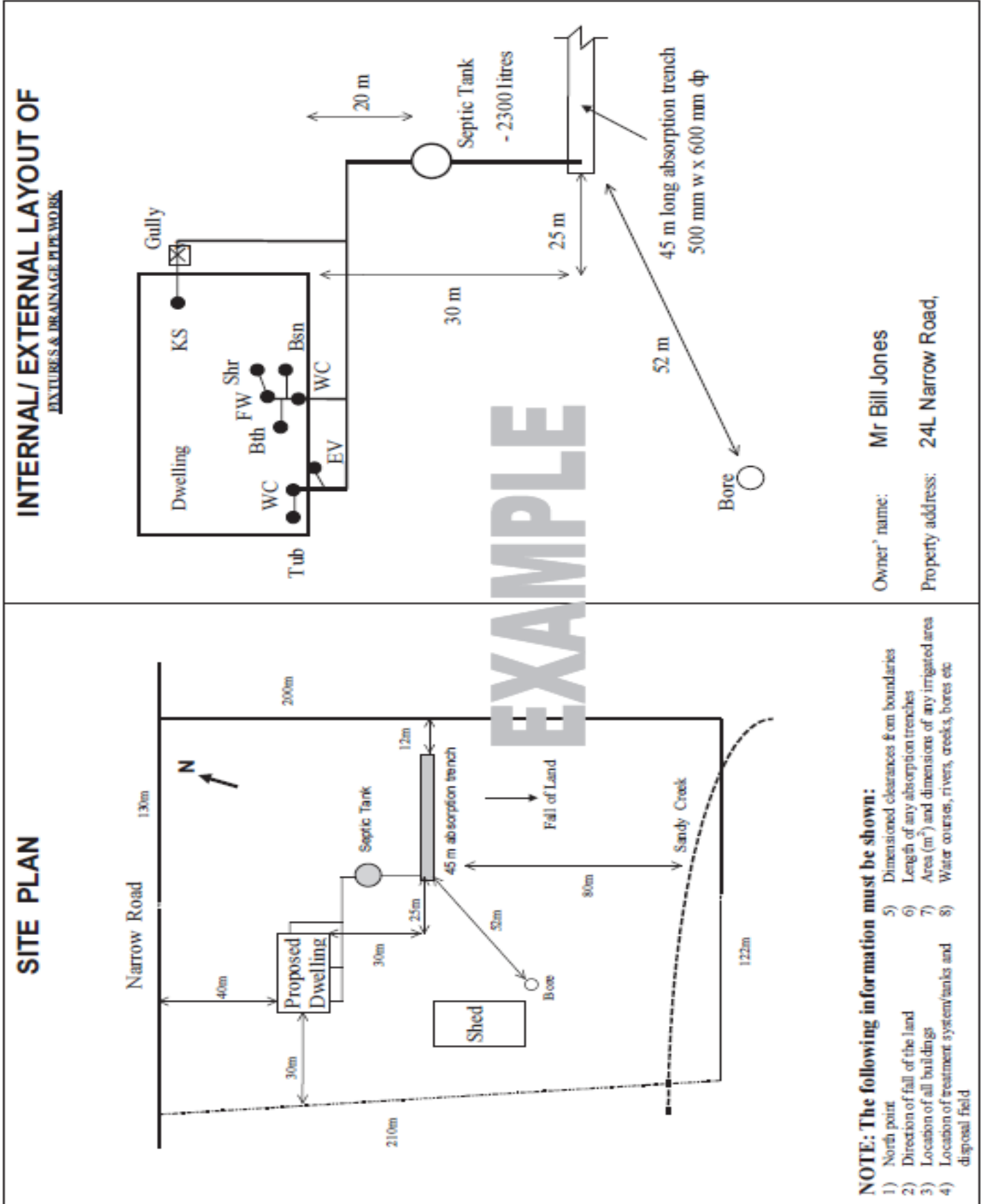
Protection of community amenity

On site sewage management systems should be selected, sited designed, constructed, operated and maintained so that they do not unreasonably interfere with quality of life, and where possible so that they add to the local amenity; Special consideration should be given to aesthetics, odour, dust, vectors and excessive noise.

In summary, the policy aims to promote sewage management systems which achieve the following performance standards:

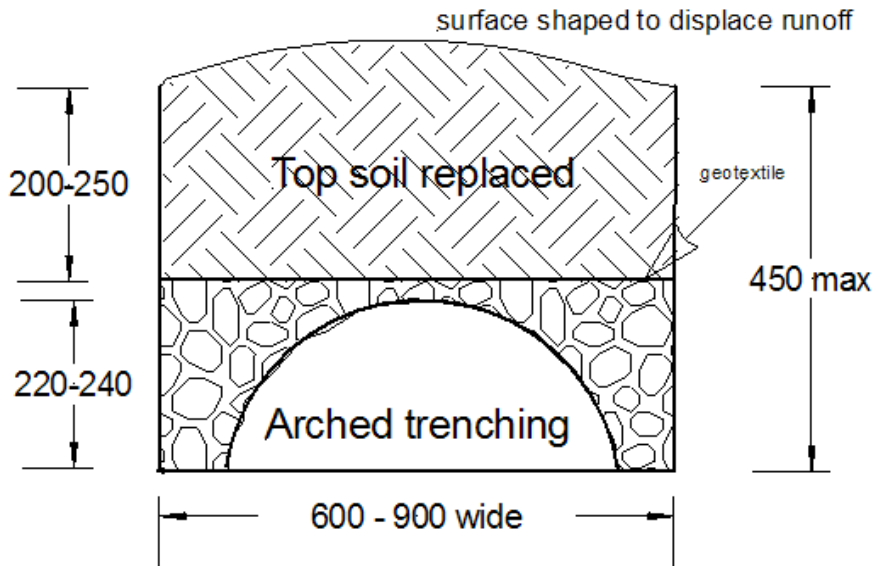
- The prevention of the spread of disease by micro-organisms
- The prevention of the spread of foul odours
- The prevention of contamination of water
- The prevention of degradation of soil and vegetation
- The discouragement of insects and vermin
- Ensuring that persons do not come into contact with untreated sewage or effluent (whether treated or not) in their ordinary activities on the premises concerned
- The minimisation of any adverse impacts on the amenity of the premises and surrounding lands
- If appropriate, provision for the re-use of resources (including nutrients, organic matter and water)

<p style="text-align: center;">SITE PLAN</p>	<p style="text-align: center;">INTERNAL/ EXTERNAL LAYOUT OF FIXTURES & DRAINAGE PIPEWORK</p>
<p>NOTE: The following information must be shown:</p> <ol style="list-style-type: none"> 1) North point 2) Direction of fall of the land 3) Location of all buildings 4) Location of treatment system/tanks and disposal field 5) Dimensioned clearances from boundaries 6) Length of any absorption trenches 7) Area (m²) and dimensions of any irrigated area 8) Water course, rivers, creeks, bores etc 	<p>Owner's name:</p> <p>Property address:</p>



CROSS-SECTION OF ABSORPTION TRENCH

EXAMPLE



Excavated clay subsoil removed from site

Source: Lanfax Labs 2004

Drainfield with plastic trenching