



GREAT LAKES COUNCIL Environmental Services

PO Box 450
Forster NSW 2428
Telephone: 6591 7375
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APPLICATION TO INSTALL / ALTER ON-SITE SEWAGE MANAGEMENT SYSTEM *Section 68- Local Government Act, 1993, GLC On-site Sewage Management Strategy*

- Install a New System
- Alter an existing system

REGISTRATION NO: _____
 Construction Certificate No: _____
 DA No: _____

TYPE OF SYSTEM TO BE INSTALLED:

- AWTS
- Composting Toilet
- Sand Filter
- Septic Tank ~ On-Site Disposal
- Reed Bed
- Other System (please specify) _____
- Septic Tank ~ Pumpout System
- Amended Soil Mound

LOCATION OF INSTALLATION

Lot: _____ Section: _____ DP: _____ House No _____
 Street _____ Town _____
 Type of Premises (Dwelling, shed) _____

OWNER / APPLICANT DETAILS

Address as Above

Owner's Surname _____ Given Names _____
 Postal Address _____ Town _____
 Postcode _____ Home Ph _____ Work Ph _____ Mobile _____

Where the person completing this application is not the owner, please provide applicant details ...

Applicant's Surname _____ Given Names _____
 Postal Address _____ Town _____
 Postcode _____ Home Ph _____ Work Ph _____ Mobile _____

INSTALLER DETAILS

Installer / Plumbing / Company _____
 Postal Address _____
 Licence No _____ Home Ph _____ Work Ph _____ Mobile _____

CONNECTION DETAILS

Types of Waste All household waste, or Specify type (eg Kitchen) _____
 No of Persons Served _____ No bedrooms _____ Town water Tank water Other
Pumpout Systems
 Septic Tank Capacity 3000 litres Collection Well Capacity 4500 litres
 Other Combined ST / CW 7100 litres

AERATED / SAND FILTER / COMPOSTING / MOUND SYSTEMS

Brand Name _____ Model No _____
 Person / Company responsible for installation to completion _____
 Person / Company to provide service _____

PLEASE REFER TO THE CHECK LIST FOR ATTACHMENTS REQUIRED AND SIGN THE REVERSE OF THIS FORM

INFORMATION TO ACCOMPANY THIS APPLICATION:	CHECKLIST
<p>1. PLAN: The application must be accompanied by a site plan, showing the location of:</p> <ul style="list-style-type: none"> a) the sewage management facility proposed to be installed or constructed on the premises; and b) any related effluent application areas; and c) 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 areas. <p>Applications for systems incorporating surface/subsurface irrigation must include a plan of the irrigation layout within the designated disposal area.</p> <p>2. SPECIFICATIONS: The application must be accompanied by a copy of specifications of the sewage management facility proposed to be installed or constructed on the premises concerned.</p> <p>3. SITE ASSESSMENT/GEOTECHNICAL REPORT: Applications involving land application of effluent must be accompanied by 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.</p> <p>4. OPERATION AND MAINTENANCE: The application must be accompanied by details of:</p> <ul style="list-style-type: none"> a) the operation and maintenance requirements for the proposed sewage management facility; and 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. 	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>

DECLARATION AND SIGNATURE OF OWNER AND APPLICANT

Notes:

1. A licenced Plumber or Electrician must carry out all work on the on-site sewage management system where applicable.
2. Penalties apply for the provision of false or misleading information or failure to install and maintain the system in accordance with approval conditions.
3. Where the applicant is not the owner, then BOTH the owner's signature and the applicant's signature are required, otherwise approval may be delayed. The owner should ensure this form is complete before signing.
4. Installation must not commence until this application has been assessed.
5. All applications must be accompanied with the appropriate fee.
6. Access to the property may be required by Authorised Officers of Council in order to process your application and determine compliance with any consent that may be issued. By the submission of this application or by authorising its submission by another person/s it is accepted that you are giving approval of entry to your premises by Council staff. Access may be made in your absence. Should access be required, staff may make contact with you to make the necessary arrangements.

I / We hereby declare that the information provided in this application, attachments and accompanying plans is true and correct.

I / We hereby undertake to comply with all conditions of approval.

PRIVACY STATEMENT: The information provided in this form may constitute personal information as defined in the Privacy and Personal Information Protection Act 1998. Council is collecting this information so that it can consider matters and take relevant actions required under related legislation, regulations, standards, codes, policies etc in relation to dealing with your application. The information may be made available to other parties where such access is in accordance with relevant legislation, regulation or policy. The submission of personal information in this case is required by law and if not provided (wholly or in part) may affect or prevent consideration of the matter by Council. Council is to be regarded as the agency that holds the information, which will ultimately be stored in Council's record system. You may make application for access or amendment to information held by Council and you may also request that Council suppress your personal information from a public register. Enquiries concerning this matter can be addressed to Council's Privacy Contact Officer.

Owner's signature: _____ **Date:** _____

Applicant's signature: _____ **Date:** _____

Office Use Only

Fee: (till 30/06/11)	\$180 Install	Receipt No:
	\$160 Alter	Date:
	\$500 Commercial System ~ 1501-10,000 litres per day	
	\$1000 Commercial System ~ > 10,000 litres per day	
	\$50 Amended Plan	