



APPLICATION TO OPERATE, INSTALL/CONSTRUCT AND/OR ALTER SEWAGE MANAGEMENT FACILITY

Under Section 68 Part C of the Local Government Act , 1993

FILE NO	PROPERTY NO	DATE RECEIVED:
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TYPES OF APPROVAL SOUGHT – Please indicate by ‘X’

OPERATE	INSTALL/CONSTRUCT	ALTER
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1. OWNERSHIP/OPERATOR AND APPLICANT DETAILS

			OFFICE USE ONLY		
Owner's Name					
Postal Address					
		Post Code			
Phone	Mobile				
Applicants Name					
Postal Address				Phone	
				Postcode	
Phone	Fax	Company Contact Person			

2. DESCRIPTION OF LAND TO WHICH APPLICATION RELATES

Street No.	Street	Suburb
Lot(s)	Section	Deposited Plan(DP)
Parish	Dimensions	Area
Zoning		

3. NAME OF PERSON/COMPANY WHO WILL INTALL THE SYSTEM

SEWAGE MANAGEMENT FACILITY I.E. SEPTIC TANK/AWTS ETC.

Name	Phone
Address	Licence No.
	Postcode

EFFLUENT DISPOSAL SYSTEM

Name	Phone
Address	Licence No.
	Postcode

SANITARY DRAINAGE LINES (Must be Licensed Plumber/Drainer)

Name	Phone
Address	Licence No.
	Postcode

WHO WILL BE APPLYING FOR THE APPROVAL TO OPERATE A SEWAGE MANAGEMENT SYSTEM?

Name	Phone
Address	
	Postcode

Has this application been submitted in conjunction with any other Approval Application?	YES	NO	
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If "Yes" provide D.A. Number	
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4. DETAILS OF PROPOSED SEWAGE MANAGEMENT FACILITY

Septic Tank	Type	Capacity	Litres
Collection Well (If applicable)	Type	Capacity	Litres
Aerated Waste Water Treatment System	Type	Designed for Capacity	persons Litres
Wet Weather Storage Tank (if applicable)	Type	Capacity	Litres
Composting Toilet	Type	Designed for	persons
Duel System i.e. composting/septic (provide details)			
Other (provide details)			
If SMF incorporates pump, provide details	Type	Capacity	Litres

5. WHAT TYPE OF EFFLUENT APPLICATION IS PROPOSED?

Effluent Application Area	Subsurface Irrigation Dimensions	m ²
<i>Note: Council is encouraging the use of subsurface irrigation systems</i>		Surface Irrigation Dimensions
Evapotranspiration Areawidth (m) xdepth (m)xlength (m)	
Absorbtion Trenchwidth (m) xdepth (m)xlength (m)	
Pump Out/Tanker Disposal (provide details of contractor)		
Pump to Sewer (<i>Evidence that satisfactory arrangements have been made with the Hunter Water Corporation is required to be submitted, with this application</i>)		
Other (provide details)		

Is it proposed to re-use resources produced by this Sewage Management Facility i.e. nutrients, organic matter, water?

YES	NO
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If "Yes" provide details

Is it proposed to incorporate flow of control devices in the building to reduce hydraulic load?

YES	NO
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If "Yes" provide details

6. RESIDENTIAL BUILDINGS

DESIGN CRITERIA DETAILS - Select the Appropriate classification below and provide the information required.

Is this Sewage Management Facility to service a new or existing residential building(s)?	NEW	EXISTING
• Single Dwelling	Number of bedrooms	
	What is the source of water supply (i.e. town/tank)	
• Dual Occupancy	Number of bedrooms	
	What is the source of water supply (i.e. town/tank)	
• Tourist Cabin(s)	Number of cabins	
	Number of bedrooms in each cabin	
	Details of washing facilities to be provided	
	Is a separate Sewage Management Facility provided to each cabin?	

7. COMMERCIAL / INDUSTRIAL / OTHER BUILDING (S) – See Note (ii)

Description of building(s)	
	Floor Area m ²
Provide details of type of sewage to be treated.	
Maximum Number of persons using facilities per day	
Estimated amount of sewage produced per day	Litres
Note:	(i) The information required by Part 8 must also be submitted with this application.
	(ii) Commercial and Industrial sewage Management Facility may require Environment Protection Authority Approval

8. REQUIRED ATTACHMENTS / INFORMATION

Council is required to consider this application in accordance with provisions of the Local Government (Approvals) Regulation, 1993. An application for approval to install, construct or alter a Sewage Management Facility must be accompanied by the following documents:

- 1) Three (3) copies of a plan, drawn to scale, showing the location of:
 - (a) the Sewage Management Facility proposed to be installed/constructed on the premises;
 - (b) and any related effluent application areas;
 - (c) and any building or facilities existing on, and in any environmentally sensitive areas of, any land within 100 metres of the Sewage Management Facility or effluent application areas
 - (d) and a floor plan of the building showing drainage line details. ie. Location of pipe work, inspection openings, vent pipes, etc.

- 2) Three (3) copies of full specifications of the Sewage Management Facility proposed to be installed or constructed on the premises concerned.

- 3) The application 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.

- 4) The application must be accompanied by a statement of:
 - (a) the number of persons residing or probable number of persons to reside on the premises;
 - (b) and such other factors as are relevant to the capacity of the proposed Sewage Management Facility.

- 5) The application must be accompanied by 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;
 - (c) and the action to be taken in the event of a breakdown in, or other interference with, its operation.

9. OWNER'S CONSENT *Must be completed by owner(s)*

Owner's Name	Address		
	Post Code	Phone No	
I/we the undersigned, are the owner/s of the property described in this application and consent to its lodgement. Application is hereby made for approval to operate a Sewage Management Facility on the premises described in this application. I/we, hereby permit a duly authorised officer(s) or contractor(s) of the Maitland City Council to enter the land or premises to carry out inspections and surveys or take measurements or photographs as required for the administration of the Act(s), Regulations or Planning Instrument.	In the case of a company or trust, minimum two directors' signatures required. In the case of sole director please state 'sole director' when signing. In the case of a strata development, the strata manager must sign.		
Signature(s)			
Date	<i>(All owners must sign)</i>		<i>(eg power of attorney, executor, trustee, sole director, company director)</i>
<p>Privacy Statement: Maitland City Council complies with the Privacy Code of Practice for Local Government in dealing with all personal information that is required to be supplied when an applicant completes this application. However, some of the personal information which is set out in this form will become part of the public record which Council is required to keep pursuant to the Local Government and Environmental Planning and Assessment Acts. This information may be divulged to others in accordance with the provisions of those Acts. Furthermore, Council may be required to divulge some personal information pursuant to the Freedom of Information Act.</p>			
Fees		Receipt No	
		Receipt Date	