

# Checklist - On Site Sewage Management System Unsewered Properties



This application and information is for On-Site Sewage Management Systems **ONLY**. (i.e. unsewered properties). For properties that are connected to the sewer please contact Customer Service on 4325 8222. **To ensure you lodge the correct application/s and fees please complete the following checklist:**

<p>Is this related to a Development Application for a <u>New Dwelling</u>?</p>	<p><input type="checkbox"/> <b>YES</b></p> <ul style="list-style-type: none"> <li>* Lodge a Section 68 application (below) and pay relevant fee.</li> <li>* Submit a Plumbing and Drainage (P &amp; D) inspection form and pay relevant fee.</li> <li>* Submit a Wastewater Report from qualified consultant with Section 68 and with the DA.</li> </ul> <p><input type="checkbox"/> <b>No</b> – continue below.</p>
<p>Is this related to a Development Application for an <u>Alteration/Addition</u> to an existing dwelling which includes a bedroom?</p>	<p><input type="checkbox"/> <b>Yes</b></p> <ul style="list-style-type: none"> <li>* Lodge a Section 68 application (below) and pay fee.</li> <li>* Submit a Wastewater Report from qualified consultant.</li> <li>* Submit a P &amp; D form and pay relevant fee.</li> <li>* Submit a Wastewater Report from qualified consultant with Section 68 and with the DA.</li> </ul> <p><input type="checkbox"/> <b>No</b> – continue below.</p>
<p>Are you adding any sinks, hand basins, toilets, showers etc. to an existing dwelling <b>AND</b> making changes to the existing on-site sewage management system (i.e. the tank and/or disposal area)?</p>	<p><input type="checkbox"/> <b>Yes</b></p> <ul style="list-style-type: none"> <li>* Lodge a Section 68 application (below) and fee.</li> <li>* Submit a P &amp; D form and pay relevant fee.</li> <li>* Submit a Wastewater Report from qualified consultant</li> </ul> <p><input type="checkbox"/> <b>No</b> – continue below.</p>
<p>Are you adding any sinks, hand basins, toilets, showers etc. <b>without</b> altering the existing on-site sewage management system (i.e. the tank and/or disposal area)?</p>	<p><input type="checkbox"/> <b>Yes</b></p> <ul style="list-style-type: none"> <li>* Submit a P &amp; D form and pay relevant fee.</li> </ul> <p><input type="checkbox"/> <b>No</b> – continue below.</p>
<p>Are you making alterations to the on-site sewage management system itself without internal plumbing and drainage alterations? i.e. the tank and/or the disposal area?</p>	<p><input type="checkbox"/> <b>Yes</b></p> <ul style="list-style-type: none"> <li>* Lodge a Section 68 application (below) and pay relevant fee.</li> <li>* Submit a Wastewater Report from qualified consultant.</li> </ul> <p><input type="checkbox"/> <b>No</b> – you are not required to submit any forms and fees.</p>
<p><b>If none of the above applies please contact Council for advice on 4325 8142</b></p>	

**HAVE YOU INCLUDED ALL OF THE FOLLOWING INFORMATION IN YOUR SECTION 68?  
IF NOT, DO NOT LODGE YOUR SECTION 68 APPLICATION.**

- Yes - Plumber details (on Section 68) (Not required if work is solely on disposal area)
- Yes - Type of System and specification of the System (on Section 68)
- Yes - If an Aerated Wastewater Treatment System, the name of installer (on Section 68)
- Yes – Have you lodged a Development Application (if required)

# Application - On Site Sewage Management System

## Section 68 Chapter 7 Local Government Act 1993

Council staff are available to assist with advice and enquiries weekdays on telephone 4325 8222. **Do not submit this application until all information is available.**

For new installations or alterations to existing systems.

Application Type	Select only one Application Type
New Domestic System (Treatment and Land Application)	
New Commercial System (Treatment and Land Application)	
Alteration to existing Treatment System	
Alteration to existing Land Application Area Only	

### **Owner Details:**

Name: .....

Mailing Address or Email: .....

Telephone: Home ..... Work .....

### **Property Details:**

Lot: ..... DP: ..... House No: .....

Street: ..... Suburb: .....

### **PROPOSED SYSTEM**

Treatment Type	Disposal Area Type
Septic Tank	Trench
Aerated Wastewater Treatment System (AWTS)	Bed (ETA/Absorption)
Biological Filter System	Sub Surface Irrigation
Wet Composting System	Surface Irrigation
Greywater Treatment System	Sand Mound
Commercial Sewerage Treatment System (PTP)	Pump Out by Tanker
Composting Toilet	Other: provide details below
Other: provide details below	

**Note:** When selecting a system for your site please refer to the attached checklist of required information for the relevant system type. Your application will **not** be assessed if all information has not been provided.

### **Plumber & Drainer Details** (carrying out the work on the new dwelling or alteration works)

Name: ..... Licence Number: .....

Address: ..... Telephone: .....

**System Details:** (Attach system specifications and NSW Health Accreditation)

Manufacturers Name: ..... Name and Model No: .....

Address: ..... Capacity: .....

If Aerated Waste Water Treatment System – Name of Installer: .....

Name of disposal area installer if different to above: .....

**Disposal Area Size**

The sizing of the disposal area shall be in accordance with AS/NZS 1547:2012 On-site Domestic Wastewater Management and the Environment & Health Protection Guidelines: On-site Sewage Management for Single Households. It should be based on recommendations made by a suitably qualified consultant.

Trenches: .....(m) AWTS: .....(m<sup>2</sup>) Mound System: .....(m<sup>2</sup>)

Dimensions: (L x W x D) .....(m)

All applications must include an accurate site plan drawn to scale showing all existing and proposed developments and the proposed system location including land application area dimensions and buffer distances in accordance with AS1547:2012.

I/We confirm a site plan has been included:

Signature: .....

**OWNERS SIGNATURE:** I/We, being the owner of the above property, understand the basic requirements for the land application area and nominate the position indicated on the site plan as my/our preferred choice for wastewater disposal. I also agree to complete all land application areas and to arrange an inspection by Council prior to using system.

Signature: ..... Date: .....

Office Use Only: Receipt Number ..... Date: .....

## **Information to be provided with all applications:**

Include the NSW Health Accreditation and Manufacturer's plans of proposed system.

All Section 68 applications are to include a wastewater management plan prepared by a suitably qualified consultant. The minimum requirements of a consultant's report include:

1. Site description including location, topography, aspect, uses of adjoining land, contour plan, etc.
2. Surface drainage of site, and potential stormwater run-on on area designated as potential land application area.
3. Soil laboratory analyses
  - pH
  - Electrical conductivity (EC)
  - Cation exchange capacity (CEC)
  - Modified Emerson aggregate test
  - Phosphorus sorption index based on the site soil laboratory analysis.
4. Site and soil assessment (using criteria from the Environment & Health Protection Guidelines - On-site Sewage Management for Single Households (1998)).
5. Nutrient balance (in accordance with AS 1547:2012, On-site domestic wastewater management).
6. Monthly water balance (in accordance with AS 1547:2012, On-site domestic wastewater management).
7. Identification and justification of preferred wastewater treatment / disposal method from two options.
8. Recommendations for site alterations given chosen wastewater treatment / disposal system (i.e. soil importation, soil treatment, stabilisation measures, terracing, etc.).
9. An accurately drawn, detailed site plan drawn to scale and showing the location of preferred wastewater treatment / disposal system and intended land application area, and placement of vegetation on disposal area to facilitate nutrient and water uptake, sufficient buffer distances (using criteria from AS 1547:2012 and the Environment & Health Protection Guidelines - On-site Sewage Management for Single Households (1998)).
10. Details on soil landscape and topography, soil composition and vegetation within the intended land application area (this includes presence of rocky outcrops, slope, areas of poor drainage, etc.).
11. Position of any environmentally sensitive areas (including native bushland, watercourses, intermittent waterways, etc.).
12. Details for specific construction of system, e.g. sloping sites, zoning large irrigation areas.
13. In some cases you will be required to provide an irrigation hydraulics plan to ensure even distribution of effluent throughout the land application area.

Please ensure that you have included all the information required above, if you have any questions please contact Council's Environmental Health Team on 4325 8222.