

# Install/Alter Septic Tank System

ENVIRONMENT PROTECTION ACT 1970

## Application type

New installation	Other
Major alteration (upgrade 2-3 lines/new tank)	Standard tank and trenches
Minor alteration (1 additional trench)	Sand filter
Additional fixtures (new toilet/tap etc)	Treatment plant
Extend permit for a further 2 years	

## Applicant details - Person responsible for mcoordinating the application

Full name:

Postal address:

Address:

Phone number:

## Property details

Number:

Lot:

LP/PS:

Volume:

Folio:

Street name:

Town:

Postcode:

## Plumber/drainer details

Full name:

Postal address:

Address:

Phone number:

Mobile:

Plumber's registration/licence number:

## Owner's details - If not the applicant

Full name:

Address:

Phone number:

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## Application checklist

Copy of the floor plan  
Property location map showing landmarks, nearest intersection etc, to enable identification of and location of the property.

Technical Information form a licensed plumber/drainier

## System details

A site plan (preferably to scale) must be submitted with this form that details the following:

- Point of north
- Location of the dwelling
- The location and dimensions of all proposed system components and the test borehole
- Setback distances to sensitive items (ie drains, waterways, dams, underground water tanks and underground bores)
- Slope contours (where available) or as minimum the grade (%) and direction of the slope

Applications for larger properties should show the whole parcel of land on one plan, and submit a close up extract of the building envelope, showing location of proposed waste water disposal system.

Verification of soil type

Land Capability Assessment (LCA) attached (if required)

A copy of the Plumber/Drainer Certificate of Compliance must be submitted prior to the issue of a Permit to Use.

## Plumber declaration

The following technical information / system design must be provided by the licensed Plumber / Drainer:

- I being the licensed plumber/ drainer engaged for the proposed waste disposal system certify that I have inspected the site of the proposed system and have provided the information / system design contained in this application for assessment by Council under the *Environment Protection Act 1970 & Guidelines* for Environmental Management: Code of practice – Onsite wastewater management 2016.
- I acknowledge that Council will rely on the information contained in this application in deciding approval or refusal and I certify that the information provided is true and correct. I understand that Council will endeavour to conduct their own assessment as to the appropriateness of the proposed system.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

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## Premises details

What will the disposal system be installed from?    House    Shed  
Other:

What will the premises be used for:

Number of people expected to use the system daily,    average:    maximum:

Number of fixtures to be connected to the system:

Sinks:    Showers:    Troughs:    Toilets:    Baths:

Sink Garbage Disposals:    Spa baths:    Dishwashers:    Bedrooms:

Water supply:    Mains    Tank

## Septic system details

Septic tank, capacity:

Sand filter, size: length (m):    width (m):    depth (m):

Treatment plant, make:    model:

Certificate of conformity attached

Pump pit, diameter(mm):    depth (mm):    volume (l):

Alarm:    Audible    Visual    Location:

Other (specify):

## Disposal method

Absorption/transpiration Lines: Size: total (m):    width (m):    depth (m):

Surface irrigation:    Size: total (m):

Sub-surface irrigation:    Size: total (m):

Other (specify):

## Site information

Setbacks - Please mark all distances on the site plan (Table 5 – Septic Tank Code of Practice 2016)

Surface Waters    Site Cut    Services    Building

Stormwater Drain    Bore    Allotment Boundaries

Ground type:    Natural Ground    Fill – is not suitable for absorption trenches

Slope:    Slope (%):    (if excessive slope may require a LCA)

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## Falls and levels

Have the site levels been taken?                      Yes                      No

Can suitable fall be obtained from the septic outlet to the distribution pit without the use of a pump?

Yes                      No, pump to be installed

**Applications to install a septic tank system proposing connection to a shed shall not be approved unless:**

- There is an existing dwelling on the property and then only a toilet may be connected, or
- the installation is associated with a commercial business (ie toilets for staff)

## Site features

Feature	Observation		Notes
Is there adequate exposure to sun and wind in the proposed Land Disposal Area (LDA)?	Yes	No, LCA required	
Will there be suitable vegetation cover over the proposed LDA?	Yes	No, LCA required	
Will stormwater run-off be adequately managed over proposed LDA?	Yes	No, LCA required	
Does the proposed LDA adequately address any issues relating to localised poor drainage?	Yes	No, LCA required	
Is the seasonal high groundwater level deeper than 1.5m?	Yes	No, LCA required	

## Soil features

One confirmatory borehole should be dug in each proposed LAA to a minimum depth of 600mm. The following parameters should be addressed in accordance with Appendix 4.1D of AS/NZS 1547:2000.

**Please include a basic diagram of soil and depths.**

Was groundwater encountered when digging the borehole?                      Yes, LCA required                      No

Is mottling present?                      Yes, LCA required                      No

Soil structure (as described in AS/NZS 1547:2000):

Soil texture (as described in AS/NZS 1547:2000):

Surface soil depth(mm):

Note the design standards:

- AS 1546.1 – Septic tanks
- AS 1546.2 – Waterless composting toilets
- AS 1546.3 – Aerated wastewater treatment systems
- AS 1546.4 – Domestic greywater treatment systems (to be ratified)

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## Property locations

To assist Council to locate the property please sketch a locality map including any landmarks such as nearest intersection, land features, letter boxes, nearby properties etc:

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## Payment details

New installation	\$685
Major alteration (upgrade 2-3 lines/new tank)	\$425
Minor alteration (1 additional trench)	\$190
Additional fixtures (new toilet/tap etc)	\$150
Extend permit for a further 2 years	\$360

Date:

Payment method:

Cash/cheque

EFT (Please note you must be set up with Latrobe City Council to make the payment this way)

Delivered to:

Moe: 1-29 George Street Moe

Morwell: 141 Commercial Road, Morwell

Traralgon: 34-38 Kay Street, Traralgon

Churchill: 9-11 Phillip Parade, Churchill

## OFFICE USE ONLY

Ledger number: R5609.1376.000

Checked by (EHO):

Receipt number:

Date received: