



Septic Tank Application To Change Permit Details

Environment Protection Act 1970

Please allow up to four (4) weeks for the processing of your application

I / we the undersigned, hereby apply to amend the septic tank permit that has been issued by Council:

Permit Number _____ Issue Date _____

Please note that the permit must be current, permits are valid for 2 years from the date of issue. If your permit has expired you are required to apply for a new permit.

Applicant Details

Surname: _____ Title Mr Mrs Miss Ms Dr

Given/ Christian Name: _____

Street: _____ Town: _____

State: _____ Postcode: _____

Phone Numbers: Work: _____ Home: _____ Mobile: _____

Email _____

Property Owner/s (Please note if the property owner has changed a new permit is required.)

Surname: _____ Title Mr Mrs Miss Ms Dr

Given/ Christian Name: _____

Street: _____ Town: _____

State: _____ Postcode: _____

Phone Numbers: Work: _____ Home: _____ Mobile: _____

Email _____

Building Details (Please note if the building details have changed a new permit is required.)

Type of Building: House Factory Shed Office Shop Other _____

Number of People Using the system Minimum _____ Maximum _____

Number of

Bedrooms

Studies

Toilets

Showers

Sinks/Basins

Baths

Appliances/Fittings

Please Note: No under sink grinders are permitted

Will water efficient appliances and fittings be installed and maintained for the life of the structure:

Yes No

Is a spa to be installed?

Yes No

If YES what is the Capacity of the

Spa _____ Litres

Please note the installation of large capacity spa may require the installation of a second septic tank

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I/we wish to change the following:

- 1. Nominated Plumber
- 2. System Details – Septic tank type
- 3. System Details – Disposal Field – type
- 4. System Details – Disposal Field - location

The new details are as follows:

1. New Plumber Details

Surname: _____ Company Name _____
 Given: _____ Licence Number _____
 Street: _____ Town: _____
 State: _____ Postcode: _____
 Phone Numbers: Work: _____ Mobile: _____
 Email _____

2. New Proposed System Details: Septic Tank Type – An updated site plan must be submitted

Traditional Septic Tank Capacity: _____
 Package Treatment Plant Make and Model: _____
 EPA Approval Number: _____
 Other Details: _____
 EPA Approval Number: _____

3. New Proposed System Details: Disposal Field – An updated site plan must be submitted

Absorption/Transpiration Trenches Total Area of Trenches _____ m²
 Number of Trenches _____ Length of each trench _____ Width of each trench: 1 meter
 Depth of each trench: 0.45m
 Please note: Maximum trench length is 20m with a distribution box at the end or 40 meters if the distribution box is placed in the centre
 Subsurface Irrigation Total Area of Subsurface Irrigation _____ m²
 Number of Beds _____ Area of Each Bed _____
 Other EPA Approval Number _____
 Details _____

4. New Proposed System Details: Disposal Field Location – An updated site plan must be submitted

A new site plan must be submitted showing:

- Location of house on block
- Location of any sheds, swimming pools, driveways, water pipes, underground power or telephone.
- The location and layout of the proposed septic tank system.
- The fall of the land in the vicinity of the effluent disposal area.
- North

Note: This plan will be approved by Council's EHO and therefore must be accurate showing all measurements in metres and the exact system that is to be installed.

On your plans the following must be marked

ST – Septic Tank GI – Grease Interceptor SWD – Storm water Drain DB – Distribution Box
IO – Inspection Opening ORG – Overflow relief gully Fall of Land N North

Application Assessment – Property Access

Please be advised that a site inspection of your property maybe be carried out as part of the assessment process the alteration to your approved permit

If an attempt is made to undertake a site inspection of your property and access is restricted you will be charged an additional inspection fee.

To ensure that this does not occur please complete the following:

- Access to my property is not restricted.
- A key is hidden in the following location:

- Please call me prior to inspecting my property so that I can advise of key location

Applicants and Owners Declaration – Final Inspection and Certificate to use

I understand that my system once installed cannot be used until an inspection of the system has been carried out and a certificate to use the system has been installed.

I understand that it is an offence under the Environment Protection Act 1970 for my system to be used without a Certificate to use having been issued and that a fine maybe imposed by Council.

Applicant Signature _____ Date _____

Print Name _____

Owners Signature _____ Date _____

Print Name _____

Application Details – Applicant Declaration

I declare that all information contained in this application is, to the best of my knowledge, true and correct.

Applicant Signature _____ Date _____

Print Name _____

Owners Declaration

I am the owner of this Land:

1. I hereby apply for permission to have a septic tank system installed / altered by a registered plumber / drainer.
2. I acknowledge the following constraints apply to the area of land dedicated for the treatment of septic effluent:
 - a. No access by vehicles or livestock such as horses and cattle
 - b. No construction of driveways, footpaths, pools, verandahs or sheds.
 - c. No raising of ground level with clay or soil after initial construction has been completed
3. I approve of the location and system proposed in the application

I will install, operate and maintain the septic tank system in accordance with the permit conditions, certificate to use and established guidelines.

Owners Signature _____ Date _____

Print Name _____

Office Receipt Number: _____ Date: _____
Use _____

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Privacy statement

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