

Application to Install an On-site Wastewater Management System

Application Type	Fees
	(effective from 01 July 2021)
Construct, Install or Alter a System <input type="checkbox"/> \$723.90	Transfer a Permit <input type="checkbox"/> \$147.10
Amend Existing Permit <input type="checkbox"/> \$153.70	Renew a Permit <input type="checkbox"/> \$123.10
Date:	
Office use only: Receipt No:	

The Land			
Unit No.	St. No.	Lot No:	CA No.
Sec No.	Parish/Township:		
Street Name:			
Suburb/Locality:			
The Applicant		The Owner <input type="checkbox"/> Same as Applicant	
First Name:		First Name:	
Surname:		Surname:	
Address:		Address:	
Suburb:		Suburb:	
Phone:		Phone:	
Email:		Email:	
*Signed:		*Signed:	
Date:		Date:	
<p>* I hereby certify that all On-site Wastewater Management System works proposed and specified in this application will be in compliance with the Environment Protection Act 2017 and the EPA Code of Practice (Onsite Wastewater Management Publication 891.4 (July 2016)) and AS/ANZ 1547.</p> <p>I understand that my On-site Wastewater Management System cannot be used until the Colac Otway Shire has carried out a final inspection of the system and an Approval to Use has been issued.</p>			
The Plumber		The Drainer <input type="checkbox"/> Same as Plumber	
Company:		Company:	
First Name:		First Name:	
Surname:		Surname:	
Address:		Address:	
Suburb:		Suburb:	
Phone:		Phone:	
Email:		Email:	
Licence No:		Licence No:	

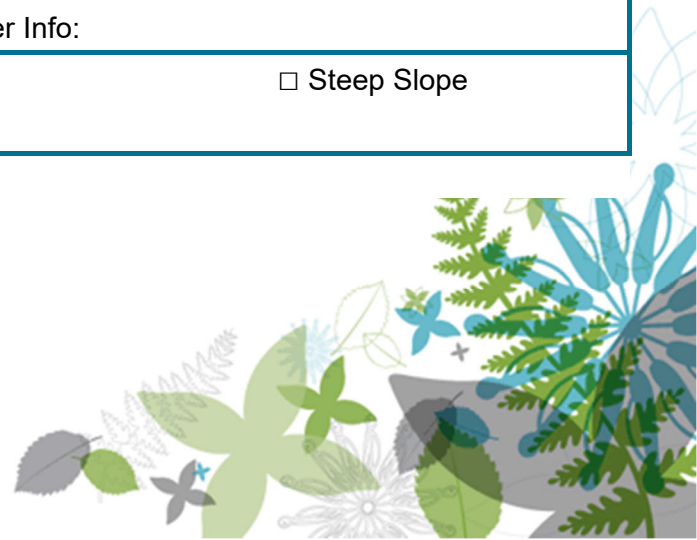
The personal information requested on this form is being collected by Council for the purpose of making its legal obligations under the Environment Protection Act 2017 and associated and related legislation. The information will be kept confidential and identifying information will not be disclosed to any person for any other purpose. You may access your own information by contacting Council's Health Protection Unit on 52329400.



The Building			
Type of Premises:	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial
	<input type="checkbox"/> Shed	<input type="checkbox"/> Extension/Renovation	
Intended Use:	<input type="checkbox"/> Full-Time	<input type="checkbox"/> Accommodation	<input type="checkbox"/> Rental
	<input type="checkbox"/> Holiday Home		
Bedrooms:	Specify Number of Bedrooms:		
Water Supply:	Mains Water <input type="checkbox"/>	Tank Water <input type="checkbox"/>	

The On-site Wastewater Management System			
Type of Tank:	<input type="checkbox"/> Treatment System <input type="checkbox"/> Manufacturer of System <input type="checkbox"/> Standard Septic <input type="checkbox"/> Composting Toilet <input type="checkbox"/> Greywater System <input type="checkbox"/> Sand Filter <input type="checkbox"/> Worm Farm <input type="checkbox"/> Pump Out <input type="checkbox"/> Other (Specify):		
	Size of tank (litres):		
Type of Land Application System:	<input type="checkbox"/> Soil Absorption Trench	<input type="checkbox"/> Sub-Surface Irrigation	<input type="checkbox"/> ETA Bed
	<input type="checkbox"/> Wick Trench	<input type="checkbox"/> Mound System	<input type="checkbox"/> Other (Specify):
Size of Land Application System:	Trench & Bed Systems	Irrigation Systems	Mound Systems
	Length (m):	Area (m ²):	Length (m):
	Width (mm):	Lineal (m):	Basal Area (m ²):
	Depth (mm):		

Access			
Existing Dwelling:	<input type="checkbox"/> Yes	<input type="checkbox"/> Occupied Residential	<input type="checkbox"/> Holiday House
Access to Property:	<input type="checkbox"/> Locked Gate	<input type="checkbox"/> Unsecured Animals	
Road Access:	<input type="checkbox"/> Unsealed Road	<input type="checkbox"/> Steep Slope	<input type="checkbox"/> Single Lane
	<input type="checkbox"/> Difficult to Locate	<input type="checkbox"/> Other Info:	
Driveway:	<input type="checkbox"/> Gravel	<input type="checkbox"/> Dirt	<input type="checkbox"/> Steep Slope
	<input type="checkbox"/> Difficult to Manoeuvre		





Please Note: Council endeavour to provide a decision on applications within 3 weeks. However, decisions can take up to 6 weeks dependent on the quality of information submitted with applications.

Application Checklist

Is a Planning Permit required? If a Planning Permit is required for any dwellings/works associated with the installation of the septic system, we recommend obtaining the Planning Permit first. Contact Colac Otway Shire's Planning Unit on 5232 9400.

Is a Land Capability Assessment Required? During your preliminary discussions with the Colac Otway Shire, you should clarify if an LCA is required to accompany your application. Refer to the Colac Otway Shire's Mapping Portal <http://cos.cerdi.com.au/cos.php>. (Select Planning>Domestic Waste Management Plan from the RHS menu).

An LCA is required for a sensitivity of 'Moderate' or higher <http://www.colacotway.vic.gov.au/My-property/Water-management/Domestic-Wastewater-Management-Plan>

Is sewer available to your property? If sewer is available, you must connect rather than installing an onsite septic tank system. Contact the relevant water authority to confirm sewer availability:

Barwon Water

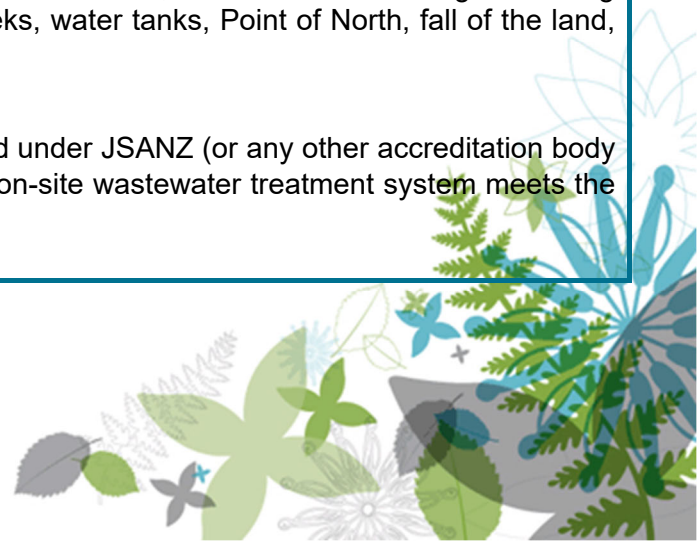
www.barwonwater.vic.gov.au
1300 656 007

Wannon Water

www.wannonwater.com.au
1300 926 666

Application Checklist Applications must include the following information:

- Completed Application Form.
- Payment of the applicable fee.
- Current Copy of Title.
- Detailed floor plan of the dwelling (showing internal layout of existing and proposed buildings. Where an extension to a building is proposed, you need to highlight the proposed extension on the plan).
- An allotment plan (showing location of the proposed septic tank/treatment system, land application area (distribution pits, trenches, individual irrigation lines, vacuum breakers, flush/scour valves, return lines, flushing trenches/pits), pump wells, diversion drains, setback distances, location of the dwelling/all existing or proposed buildings, driveways, easements, dams, creeks, water tanks, Point of North, fall of the land, significant vegetation.
- Land Capability Assessment (if required).
- Certificate of Conformance, issued by a body accredited under JSANZ (or any other accreditation body approved by The Authority) confirming that the proposed on-site wastewater treatment system meets the appropriate standard.



OFFICE USE

Amount: \$ _____ Receipt No: _____ Date: _____

DO NOT SCAN – TO BE DESTROYED

PAYMENT BY CREDIT CARD

Septic System Application Address: _____

Application Type Fee \$.....
GST exempt (Receipt type 493)

Description of Payment: _____
i.e. Construct/Install Alter a system or Transfer a Permit/ Renew a Permit/ Amend an existing Permit

Please charge my credit card for the amount of: \$ _____

Amount in words: _____

CREDIT CARD DETAILS

Name on Card: _____

Credit Card No:

Amex Mastercard Visa Card Expiry Date: _____ CCV: _____

Signature: _____

**PLEASE PLACE THIS FORM AT FRONT OF
YOUR APPLICATION/DOCUMENTS**

Note: This form will be destroyed upon completion of payment process

