



Septic Tank System Permit Application

Environment Protection Act 1970

July 2019 to June 2020

A permit to install or permit to alter a septic tank system issued by Council resulting from the submission of this fully completed application form will be deemed to be a report and consent under Regulation 132 of the *Building Regulations 2018*.

Installation Alteration

Applicant

Surname Given names
Address Post code
Telephone number Email

Owner

Surname Given names
Address Post Code
Telephone number Email

Site information

C/A Section Parish
Lot LP/PS Township
Address Post Code

Licensed plumber proposed

Surname Given names
Address Post Code
Telephone number Licence No. Email

Disposal type (subsoil absorption)

Standard slotted pipe Self supporting arch
Other (give details)

Tank details

Construction Material Manufacturer
or EPA Approved System (give details)

Number of fixtures

WC: Sink: Bath: Basin: Shower Troughs:
Garbage disposal unit: Spa (litres): No. of Potential Bedrooms:

Signature

Date

(Owner or Authorised Agent)

Council may share this Personal Information with contractors as designated by the owner of the property or the applicant in accordance with the *Privacy and Data Protection Act 2014 (Vic)* Principles.

Please note

Refer to the attached pages for information details which are required to be supplied with this application.

Return forms to: Bass Coast Shire Council PO Box 118 Wonthaggi Victoria 3995

Office use only

Fee Paid Date Receipt No Lid

Septic Tank System Permit Information

Contractor Bass Coast Shire Council Environmental Health Unit
Phone (03) 5671 2211
E-mail health@basscoast.vic.gov.au

Application type	Fee
New septic tank application:	\$605
Alterations to plumbing	
Alterations - two inspections including issue of permit to alter and permit to use altered system.	\$345
Additional inspection or Permit Alteration	\$111

At least 48 hours notice must be given for any inspection and, if a cancellation is required, at least 2 hours notice must be given prior to the agreed inspection time.

Requirement to have submitted a Land Capability Assessment in certain situations.

Unsewered allotments in a built up residential area or subdivisions with allotments with an area less than four thousand and fifty square metres (4050m²) MUST include the following information with their Septic Tank Application form unless waived by the Environmental Health Officer.

A Land Capability Assessment (LCA) prepared by a competent consultant or professional aware of EPA requirements and has knowledge in the presentation and preparation of Land Capability Assessments in accordance with EPA document "Publication 746.1 Land Capability Assessment for Onsite Domestic Wastewater Management."

- The LCA must include details and layout of the type of wastewater treatment and disposal system intended for the site.
- The LCA must show the proposed area for effluent disposal (disposal envelop) on the site plan.
- The LCA must also show on the site plan the secondary backup area for effluent disposal (secondary disposal envelope) should the primary field fail.
- The LCA must take into consideration the number of potential bedrooms and number of occupants when calculating the area of the effluent disposal area.
- An LCA may still be required to be submitted for any site that is assessed and deemed an environmentally difficult or problem site by the Environmental Health Officer or Authorised Council Officer.

Land Capability Assessors

John Lawrey Phone 9849 0150	EWS Environmental Mobile 0407 056 837	Jared Hammett Factory 11/8-20 Brock Street Thomastown 3074	Grand Science Pty Ltd (03) 9464 4617 Fax (03) 9464 4618
Robert Krainz 649 Centre Road Bentleigh East 3165	Ecovision Australia. Mobile 0424 865 765 Email: admin@ecov.com.au	Glenn Marriot 30 Albert Street Warragul 3820	Land Safe Phone (03) 5623 4788 Mobile 0447 613 594
Larry White Phone (03) 5439 2511	Paladin Mobile 0419 189 879	B.R Weberruss (03) 9551 0308 PO BOX 125 Oakleigh South 3167 admin@sgeotech.com.au	Southern Geotech Pty Ltd

Listed above are names of some consultants who have indicated their availability in providing a service to conduct Land Capability Assessments within Bass Coast. Council does not accept any liability for their actions or standard of work. Property owners are under no obligation to use any of these particular consultants and are free to employ an appropriately qualified consultant of their own choice. This information is provided for assistance only to applicants.

Permit Information

The following information is required to be submitted with the application for the installation/alteration of a septic tank system. Failure to provide **all** the necessary information will result in a delay of your application process time.

1. An allotment plan, drawn to scale (between 1:200 to 1:250 scale preferred), depicting the following:

- The location of the proposed septic tank system, showing the tank(s), distribution pits, disposal trenches (including the length of each), vents and the position of the overflow relief gully.
- The position of all buildings, actual or proposed, on the site in relation to the septic tank location.
- The distance of the proposed septic tank system from all boundaries.
- The position of all actual or proposed water tanks, swimming pools, dams, water bores, wells, excavations, driveways, storm water drains, waterpipes, utilities easements and existing septic tank systems.
- The position of north.
- The layout of the proposed septic tank system including the location of the effluent disposal area must be clearly shown and legible on the submitted site plan.
- All the information required as listed on this page must be provided. This will facilitate processing time.

2. A floor plan of each floor level of the proposed building to be serviced by the system.

3. A copy of the land title.

4. The fee specified by Council.

In order for the site assessment to be conducted, it is required that:

- A sign, stating the name of the owner and lot number, is to be placed in a clearly visible position at the front of the allotment.
- A peg is to be placed at each corner of the proposed building(s) to be serviced by the septic tank system.

Work must not commence on an installation before a permit to install or alter the system has been issued by Bass Coast Shire Council.

If all the correct information is submitted by the applicant to the Responsible Authority being the Bass Coast Shire a septic tank permit can take up to 42 days to be processed and issued. This is permitted and in accordance with Section 53M 5C of the Environment Protection Act 1970.