



Application to Install or Alter a Septic System

Environment Protection Act 2017 and Environment Protection Regulations 2020

If you are constructing, extending, or altering a dwelling or facility in an unsewered area, you will require a permit to install or alter a septic system.

Note: many developments in unsewered areas require a Land Capability Assessment (LCA), particularly those located in a Special Water Supply Catchment. If you would like further information regarding LCA's please contact Council's Environmental Health Unit.

Application details

The applicant is applying to (please tick):

Install a new septic system

Alter an existing septic system

Applicant

Name		
Organisation		
Telephone	Home / Business: Mobile:	
Email address		
Postal address	Town	Postcode

Site address of proposed works tick if same as applicant

Site Address		
	Town	Postcode

Property owner(s) tick if same as applicant

Name		
Telephone	Home / Business: Mobile:	
Email address		
Postal address	Town	Postcode

Licensed plumber

Name			
Organisation			
Licence number			
Telephone	Home / Business: Mobile:		
Email address			
Postal address	Town		Postcode

Property details complete all relevant specifications**Type of premises**

- House
- Factory
- Office
- Shop
- Other

For a house:

Specify total number of bedrooms and studies proposed:

Specify number of proposed bedrooms and studies, following works:

For office, shop and factory:

Specify the number of people/staff on the premises

Water supply

- Rain water
- Reticulated / bore water

Septic system details to be completed by a licenced plumber/drainer or a Land Capability Assessor

Septic tank/treatment type

- Primary septic tank
- Primary worm farm
- Secondary Aerated Wastewater Treatment Plant (AWTS)
- Septic tank + Sand Filter
- Other

Manufacturer

Model

EPA Certificate of Conformance no.

Capacity (litres) of septic tank or treatment system

Land application / disposal method

Primary method for distribution

- Gravity
- Pump
- Computerised

Method of land application / disposal

- Absorption trenches
- Arch/Rein drain absorption trenches
- Evapotranspiration/ETA beds

- Mound
- Subsurface irrigation
- Other

Size of trenches / beds/ mounds

Number. of trenches/beds:

Length (m)

Width (m)

Depth (m)

Size of sub-surface irrigation field

Number of fields

Total area (m²)

Length (m)

Width (m)

Additional Information

Have you applied for a **Planning or Building Permit** with Council? YES NO

If **YES**, please provide the planning or building permit number:

Supporting documents to be supplied

It is required that you provide the following

<input type="checkbox"/>	System plan: Illustration must include: location of septic tank/treatment plant/sand filter; layout and dimensions of land application area; building and structures; boundaries; water bodies, and setback distances.
<input type="checkbox"/>	Floor plan: A floor plan off the dwelling showing rooms and wastewater producing fixtures in kitchens, bathrooms, and laundries.

**Land capability assessment (if applicable):**

Land Capability Assessment are required for most developments in unsewered areas. Please contact Council's Environmental Health Unit if you are unsure.

Declaration

I understand and acknowledge that all the information provided in this application is true and complete to the best of my knowledge.

By signing this declaration the property owner gives permission for council officers to undertake inspections of the proposed septic installation or alteration site.

Applicant

Name(s)	Signature
Date	

Property owner(s) (if different to applicant)

Name	Signature(s)
Date	

Application Fees and Inspections

Upon receipt of your application Council will issue you an **invoice** for payment of the septic system installation application fee OR septic system alteration application fee.

Please refer to the Rural City of Wangaratta website for fee structure.

Once invoice payment is received, an inspection of the site will be conducted prior to Council issuing a Permit to Install OR Permit to Alter.

You must contact the Environmental Health Department **prior** to back-filling once the installation/alteration is complete in order to be issued with your Permit to Use.