



"Comfortable Country Living"

# APPLICATION FOR APPROVAL TO INSTALL AN ON-SITE SEWAGE MANAGEMENT SYSTEM

(Section 68, Local Government Act 1993)

Bogan Shire Council  
P.O. Box 221  
Nyngan, NSW 2825  
Ph: (02) 6835 9000  
Fax: (02) 6835 9011

Office Use Only (Fee:		Receipt No
DA No.:	.....	.....
CC No.:	.....	.....
SWS No.:	.....	.....
Date Received:	.....	.....

The personal information that Council is collecting from you on this application form is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 (PIPA Act). The supply of the information by you is not voluntary but is required by the Environmental Planning & Assessment Act, and in accordance with such Act and the Local Government Act, is required to be contained in a Public Register to which the public has right of access. This personal information may be supplied under certain circumstances to other public sector agencies e.g. Australian Bureau of Statistics, Australian Taxation Office, in accordance with the PIPA Act. Enquiries may be directed to Council's Public Officer concerning the PIPA Act or Council's Privacy Management Plan or your right of access to your personal information held by Council or its amendment.

## Part 1 Site and Applicant Details

### 1. Location of the proposed development & Land title description

Lot (s) ..... Section ..... D.P .....  
 Property/Building Name .....  
 Number ..... Address .....  
 Town/Village/Locality .....

### 2. Your (the Applicant's) name

If you represent a company, please apply in the company's name. State your position under the -Title - Otherl.

Title  Mr  Mrs  Ms  Miss  
 Dr  Other:  
 Surname .....  
 Given names .....  
 Company (if applicable) .....  
 Contact person .....

### 3. Plumber's name

If you represent a company, please apply in the company's name. State your position under the -Title - Otherl.

Surname: ..... License No .....  
 Given Name ..... Contact No .....  
 Company (if applicable) .....  
 Contact Person .....  
 State Whether premises is:  Dwelling  Shop  Factory  Flat  
 Wastes to be connected: WC & ..... Number of persons: .....  
 WC Flush Capacity (Litres) ..... Septic Tank Capacity (Litres) .....  
 Aerated Septic Tank Brand: .....  
 Source of Water Supply ..... No of Fixtures .....

**4. Installation Firm – On-site Sewage Management System**

-If you represent a company, which is installing an aerated septic system please complete the followingll.

Company (if applicable): .....  
Surname ..... Contact No .....  
Given name .....  
Contact Person .....  
Address: ..... Post code.....  
Phone Bus: ..... Phone Mobile: .....  
Email: ..... Fax: .....  
Signature: ..... SWS Type: .....  
Date: .....

**5. Your postal address**

No: ..... Address: .....  
Town: ..... State: ..... Post Code: .....

**Part 2**

**Signatures**

**6. Are you the owner of the land?**

Yes  No – If no, please ensure Q. 7 is completed.

**7. Applicant’s declaration**

Before signing, make sure you have addressed and completed all applicable questions on this form.

I apply for approval to carry out the development described in this application, and I declare that to the best of my knowledge and belief, the information supplied is correct and complete. I also understand that:  
- Personal information, provided on/with this application will be available to be accessed by the Public pursuant to the EP&A Act and the LG Act. The subject Acts permit members of the public to obtain extracts of the application and of certain accompanying documentation.  
- I am not entitled to copyright and am taken to have indemnified all persons using the application and documents in accordance with the Act against any claim or action in respect of breach of copyright (cl 57, EP & A Reg. 2000).  
- This application authorises Council officers to enter the property to perform inspections associated with its processing, determination and compliance.  
- I am liable to pay for/rectify any damage caused to Council roads, drains etc arising from construction works associated with the proposed development.

**Applicant’s Signature** \_\_\_\_\_

**Applicant’s Name** \_\_\_\_\_

**Capacity, if not Applicant** .....

**8. Consent of all Land Owners to lodge this application**

The owner(s) authorisation to lodge this application must be obtained if you are not the owner. This is a mandatory requirement of the Act.  
Note: If the land is owned by a company, a company seal must be provided with at least one executive signature.

As owner of the above property, I/we consent to this application and grant permission for:-

- (1) The Applicant to:
  - submit amendments in relation to such application,
  - make application for activity approvals associated with the development,
  - make application for associated construction certificate(s),
  - make application for review/modification of any subsequent approval; and
- (2) Council officers to enter upon such property for the purposes of assessing this application and the performing of any associated and subsequent inspections.

**Owner(s) Name:** \_\_\_\_\_  
(print)

**Owner(s) Signature(s):** \_\_\_\_\_

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

9. The Application for Approval to Install an On-Site Sewage Management System must be accompanied by the following documents:	Yes	N/A	Office Use Only
<ul style="list-style-type: none"> <li>• <b>Site Plan of the land</b>, (Drawn 1:200) which must indicate the following:               <ul style="list-style-type: none"> <li>➤ Location, boundary dimensions, site area and north point of the land,</li> <li>➤ Existing vegetation and trees on the land,</li> <li>➤ The location and uses of existing buildings on the land, from all boundaries</li> <li>➤ Existing levels of the land in relation to buildings and roads,</li> <li>➤ Existing ground contours / existing and proposed levels</li> <li>➤ The location and uses of buildings on sites adjoining the land.</li> <li>➤ The position of septic tank and absorption trenches and/or collection well</li> <li>➤ Position of all other disposal trenches or pits</li> <li>➤ When installing an Aerated Septic Tank, full details to be shown of the irrigation system and the area to be irrigated</li> </ul> </li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>➤ Existing vegetation and trees on the land,</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>➤ The location and uses of existing buildings on the land, from all boundaries</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>➤ Existing levels of the land in relation to buildings and roads,</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>➤ Existing ground contours / existing and proposed levels</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>➤ The location and uses of buildings on sites adjoining the land.</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>➤ The position of septic tank and absorption trenches and/or collection well</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>➤ Position of all other disposal trenches or pits</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>➤ When installing an Aerated Septic Tank, full details to be shown of the irrigation system and the area to be irrigated</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <b>A Plan(s) of the development</b>, which must indicate the following:               <ul style="list-style-type: none"> <li>➤ Floor plans of any proposed buildings showing internal layout, and intended uses of each part of the building, (Optional)</li> <li>➤ Proposed parking arrangements, entry and exit points for vehicles, &amp; provisions for movement of vehicles within the site (including dimensions where appropriate), (Optional)</li> <li>➤ Proposed landscaping and treatment of the land (indicating plant types and their height and maturity)</li> <li>➤ Proposed methods of draining the land.</li> </ul> </li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>➤ Floor plans of any proposed buildings showing internal layout, and intended uses of each part of the building, (Optional)</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>➤ Proposed parking arrangements, entry and exit points for vehicles, &amp; provisions for movement of vehicles within the site (including dimensions where appropriate), (Optional)</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>➤ Proposed landscaping and treatment of the land (indicating plant types and their height and maturity)</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>➤ Proposed methods of draining the land.</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <b>Provide three copies (3) of Septic Tank Details including manufactures details to a scale of 1:100 showing plan and sectional views</b></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <b>Provide an accurate locality sketch showing nearest cross street or other suitable cross references</b></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <b>Provide three copies (3) of Waste Water and Geo-technical Report</b> <ul style="list-style-type: none"> <li>➤ The Aerated Septic Tank Application must be accompanied by a site specific comprehensive Waste Water and Geo-Technical Report undertaken by a suitably qualified Waste Water Engineer or Consultant. The Report must be designed in accordance and meet the requirement of:                   <ul style="list-style-type: none"> <li>i The Department of Local Government —Environmental &amp; Health Protection Guidelines: On-site Sewage Management for Single Households and</li> <li>i —Part 3 – Approval Relating to the Management of Waste – Local Government (Approvals) Regulation, 1993</li> </ul> </li> </ul> </li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>i The Department of Local Government —Environmental &amp; Health Protection Guidelines: On-site Sewage Management for Single Households and</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>i —Part 3 – Approval Relating to the Management of Waste – Local Government (Approvals) Regulation, 1993</li></ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <b>Provide a test hole of about 200mm in diameter and 600mm in the proposed disposal area, and cover to prevent accidents</b></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <b>Owner's consent required on the application</b></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <b>If the development involves building work to alter, expand or rebuild an existing building</b>, a scaled plan of the existing building must be provided as above.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <b>in the case of a development involving the use of a building as an entertainment venue or a function centre, pub, registered club or restaurant</b>—a statement that specifies the maximum number of persons proposed to occupy, at any one time, that part of the building to which the use applies.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## LODGEMENT INFORMATION

### HOW TO LODGE YOUR APPLICATION

<b>Mail</b>  Address the application to:  General Manager Bogan Shire Council PO Box 221 NYNGAN NSW 2825  <b>Payment Methods by Mail</b> Cheque or Credit Card ( <i>complete the section below</i> )	<b>Lodge in person</b>  Between 8.30am and 4.00pm at Council's Office  Bogan Shire Council 81 Cobar Street NYNGAN NSW 2825  <i>*Please note: You may need to spend some time with an Environmental Department Officer prior to or when submitting your application. This may take up to 30m minutes, however this can depend on the complexity of your application.</i>  <b>Payment Methods in Person</b> Cash, Cheque, Credit Card and/ or EFTPOS	<b>How to Contact Us</b>  Phone: (02) 6835 9000 Fax: (02) 6835 9011  E: <a href="mailto:admin@bogan.nsw.gov.au">admin@bogan.nsw.gov.au</a> W: <a href="http://www.bogan.nsw.gov.au">www.bogan.nsw.gov.au</a>  Office Hours: 8.00am to 4.30pm*  <b>Fees</b>  Fees are in accordance with Council's adopted fees and charges.  <i>Please note: a formal fee quotation must be obtained from the Development and Environment Department prior to acceptance of your application.</i>
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If you require further information regarding this request, please contact Council on (02) 6835 9000.

### CREDIT CARD PAYMENT AUTHORITY

#### CREDIT CARD PAYMENT DETAILS

<input type="checkbox"/> <b>BANKCARD</b>	Card holder phone Number:
<input type="checkbox"/> <b>MASTERCARD</b>	Number:        /        /        /
<input type="checkbox"/> <b>VISA</b>	CCV Number:
<b>NAME ON CARD:</b>	<b>EXPIRY DATE:</b>
	<b>SIGNATURE:</b>

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