

Permit to Install or Alter a Septic Tank System

Environment Protection Act 1970



- Applicants should make sure that the property owner gets a copy of this application.

New installation ☐ application fee \$844.00	Alteration ☐ application fee \$643.00
☐ Trenches	☐ Sand Filter
☐ AWTS (Aerated wastewater treatment system)	☐ Other

Applicant details:

First name:	Surname:
Postal address:	
	Postcode:
Contact number:	
Email address:	

Property details:

Street number:	Street name:		
Town:			Postcode:
Volume:	Folio:	Lot:	LP:

Owner details: (if separate to applicant)

First name:	Surname:
Postal address:	
	Postcode:
Contact number:	
Email address:	

Plumber details:

First name:	Surname:
Postal address:	
	Postcode:
Contact number:	
Email address:	
Plumbing licence number:	Expiry date: ____/____/____
LCA Consultants name:	

Collection notice:

East Gippsland Shire Council collects information provided by you in this form to assess your eligibility to install or alter a septic tank system under the Environment Protection Act 1970. East Gippsland Shire Council will only disclose your personal contact information to a third-party where required to do so by law. Information shared in this situation will be in accordance with the requirements of the Privacy and Data Protection Act 2014. If incorrect information or details are provided Council will be unable to assist you with this request. For more information on Council's Privacy Policy, please visit Council's [Privacy Statement](#) on our website or email feedback@egipps.vic.gov.au if you have any questions. SEP 26

Building surveyor details:

Name:		
Contact number:		
Email address:		
Do you want Council to notify your building surveyor when the permits are issued?	☐ Yes	☐ No

Proposed system details:

How many proposed bedrooms in the dwelling?		
What type of water supply is there?	☐ Town	☐ Private
Is there a river or creek along the boundary of the property?	☐ Yes	☐ No
Is there a spa?	☐ Yes	☐ No
If yes, how many litres does it hold? _____		
Does the property have bore water?	☐ Yes	☐ No
Are there any nearby dams?	☐ Yes	☐ No
Is there an Insinkerator?	☐ Yes	☐ No
How many litres can the septic tank hold?		
How large are the effluent lines or irrigation area for disposal? _____ metres square		
Trench length: _____ metres Trench depth: _____ metres Trench width: _____ metres.		
Daily flow rate		
Size of sand filter (if applicable)		

Entry to property details:

Does entry to the property require the presence of someone to unlock gates or are there dogs/livestock present?	
☐ No	☐ Yes Please provide name and contact of person to arrange entry
Name:	Contact number:

Application checklist:

- ☐ A site plan has been attached and agreed to and signed by the plumber and property owner
- ☐ A locality plan has been attached (directions of how to get to property)
- ☐ A copy of Land Capability Assessment is attached
- ☐ A full copy of current title for the property is attached
- ☐ Copy of certificate of conformity (Aerated wastewater systems and sand filters)
- ☐ Copy of sand compliance certificate (sand filters only)

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I/we agree that we have read and understood the requirements of this application and all information given is correct.

Signature/s:	
Name/s:	Date: ____/____/____

Office Use Only:	
CS Stamp:	IM Stamp:

Owners name:

Property address: _____

Please include details of the location and dimensions of the proposed septic tank system, all proposed and existing buildings, the location of any streams, watercourses, gullies, dams, ponds, bores or wells for domestic supply, water tanks, driveways, swimming pools, excavations, water, phone, gas, and electrical trenches and any existing septic tank and sullage systems.

[illegible]

FRONT OF ALLOTMENT (Scale 1:300 – Each square 3 m x 3 m)

Name: _____

Locality Plan

(How does someone get to your property?)

Please show the location of the property, including the street or lot number and the distance to the nearest major road.

Contact Council

-  **Phone:** 03 5153 9500
-  **Email:** feedback@egipps.vic.gov.au
-  **Website:** eastgippsland.vic.gov.au
-  **Mail:** PO Box 1618, Bairnsdale VIC 3875

Customer Service Centres:

- **Bairnsdale:** 273 Main Street
- **Lakes Entrance:** 18 Mechanics Street
- **Mallacoota:** 70 Maurice Avenue
- **Omeo:** 179 Day Avenue
- **Orbost:** 1 Ruskin Street
- **Paynesville:** 55 Esplanade

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