

Information Sheet For Septic Tank Applications or Alterations



Application Procedure

- The Septic Tank Application form must be fully completed and lodged with the applicable fee prior to any works being completed.
- The applicant must ensure that any building and planning permits are acquired before any building or septic works commence.
- The application fee of **\$540.00 (Install) \$300.00 (Alteration)** for residential & **\$540.00** for commercial applications are applicable for the installation of a new system or the alteration of an existing septic system. This fee includes all administration costs and two inspections.
- The applicant must ensure that the system details proposed on the application form are of the system that **will** be installed.

Please Note- If Council has issued a Permit to Install and the applicant changes any details or the type of system, then an Application to Alter an Existing Septic Tank Permit must be completed.

- The Permit to install is valid for **2 years** from the date of issue. Should the works take longer than 2 years the applicant must complete an Application for a Permit Extension. The fee for an extension to a Septic Tank Permit is \$150.00.

Type of System

- A full description of the onsite waste water system must be submitted with the application form. The form covers all the information required by the Building Department.
- The details of the system provided with the application must be of the system that will be installed.
- A detailed site plan must be submitted with the application form detailing the location of the house, septic tank and effluent disposal area on the selected site.

Method of Effluent Disposal

- The applicant must submit to Council a copy of a soil percolation test conducted by an accredited practitioner to determine the length of the sub-soil trench in m² (CA 1.2/03).
- If a soil percolation test is not conducted a sub-soil trench of no less than 120m is required.
- A minimum of 300m² is required for Surface/Sub-surface irrigation (CA 035/92).

Approval to Install permit

- Council will issue an approval to Install permit only if the application is filled in correctly (including a detailed site plan on the page provided) and copies of any other information required has been provided.

Please note-: special conditions may apply to this permit.

NO WORK SHOULD COMMENCE UNTIL THE APPLICANT HAS RECEIVED A PERMIT TO INSTALL OR A PERMIT TO ALTER A SEPTIC TANK SYSTEM

Approval to Use

- When the installation is completed please contact the Building Department on 03 5772 0366 to request a final inspection. This is a mandatory inspection prior to Council issuing the Permit to Use.
- A Copy of the Plumbing Industry certificate of compliance is required in order for council to issue a Permit to Use. If a treatment plant is installed, an Electrical certificate of compliance and a Commissioning certificate is also required to enable council to issue a Permit to Use.

Installation Conditions

- All work is to be carried out and certified by a Registered and Licensed plumber. This includes any sub-surface irrigation area for Treatment Plant Systems. Subsurface irrigation must be included on the Plumbing Certificate; otherwise the Permit to Use will not be issued.

All work is to be carried out in accordance with-:

- Code of Practise – Onsite Wastewater Management December 2008
- Australian Plumbing and Drainage Code
- Australian Standard No's: 3500, 1547,1546

Setback/Buffer Distances

- A minimum clear distance of **3m** should be maintained between the edges of any two parallel trenches.

Item	Setback distance ^{2,3} (m)
Building	
Wastewater field up-slope of building ⁴	6
Wastewater field down-slope of building	3
Allotment boundary	
Wastewater field up-slope of adjacent lot	6
Wastewater field down-slope of adjacent lot	3
Services	
Water supply pipe	3
Potable supply channel (wastewater field up-slope)	300
Potable supply channel (wastewater field down-slope)	20
Gas	3
Underground water tank	15
Stormwater drain	6
Swimming pool	6
Cutting/escarpment	15
Surface waters (up-slope from)	
Dam or reservoir (potable, includes water for food production) ⁵	300
Stream, river, waterways (potable water supply catchment) ⁶	100
Dam or reservoir (stock & non-potable) ⁵	60
Stream or channel (continuous or ephemeral, non-potable)	60
Groundwater bore	
Potable or non-potable	20

Treatment Plants

- Treatment Plant surface irrigation beds must be raised above ground level and must be constructed of good loamy topsoil. It is advisable to create two or more beds to enable rotation and resting of the beds.
- All stock animals or heavy vehicles must be restricted from travelling over the effluent disposal/surface irrigation area.
- A Commissioning certificate for a Treatment Plant system must be submitted to Council upon completion of the installation.

Maintenance

Owners of a Septic Tank System must comply with the relevant EPA certificates of approval and maintain their systems in good working order.

Should you require any further information, please contact:-

Ian Coller 5772 0370

or email building@murrindindi.vic.gov.au