

Application for Approval to Install an On-site Wastewater Management System

Section 68 of the Local Government Act 1993



Application No: _____/_____

North Sydney Council – P & E
PO Box 12 North Sydney NSW 2059

APPLICANT DETAILS

Name / Company:

Address:

Suburb:

Postcode:

Business Telephone: (W)

(H)

(M)

Email:

OWNER DETAILS *(If different from above)*

Name / Company:

Address:

Suburb:

Postcode:

Telephone: (H)

(M)

Email:

Installation Address:

Lot/DP:

INSTALLER CONTACT DETAILS *(If known)*

Name / Company:

Address:

Suburb:

Postcode:

Business Telephone: (W)

(M)

Email:

INSTALLER CONTACT DETAILS *(If known)*

Name / Company:

Address:

Suburb:

Postcode:

Business Telephone: (W)

Email:

PLUMBER CONTACT DETAILS *(If known)*

Name / Company:

Address:

Suburb:

Postcode:

Business Telephone: (W)

Email:

System Type (please tick appropriate box)		Further Information (please tick appropriate box)			
Type of on-site wastewater management system		Type of premises			
Aerated wastewater treatment system		Dwelling			
Septic tank		Multi-residential			
Greywater treatment system		Commercial			
Wet/dry composting toilet		Industrial			
Other please specify		Other please specify			
Type of on-site wastewater disposal system		Approximate Number of persons residing in dwelling			
Absorption trench		Tank (s) capacity in litres			
Spray irrigation		Water Source	Town		Tank
Sub-surface irrigation		Fittings to be connected			
Mound system		W.C			
Pump-out to truck		Bath			
Pump-out to sewer		Laundry			
Other please specify		Kitchen Sink			
		Other please specify			
		Number of bedrooms in dwelling			

Owners Declaration	
<p>I/We undertake to comply with the Local Government Act 1993 and Regulations and amendments, and the Protection of the Environment Operation Act 1997.</p> <p>I/We have read the explanatory notes for completion of this application contained on the form and understand that if all the required details are not provided, the application may be subject to delay or be rejected as incomplete. I also understand that Council may request more information or clarification to complete this application.</p> <p>I/We consent to North Sydney Council displaying this application and supporting documents for the purpose of obtaining, when necessary, any public comment.</p> <p>I/We consent to Council officers entering the above property for the purpose of carrying out inspections on this application.</p>	
Owner/s Signature:	Date:

PRIVACY STATEMENT
<p>North Sydney Council is collecting your personal information for the purpose of processing an application or submission. The supply of personal information is entirely voluntary. If you elect not to provide or do not wish to provide your personal information, Council may not be able to process your application or act on or acknowledge your submission. North Sydney Council shall be regarded as the agency that holds your personal information and access to your personal information by interested parties, may be released in line with Council policies. North Sydney Council may publish any personal information included in a submission on a proposal or proposed development. You have a right to access your personal information held by Council. You also have a right to have your personal information corrected or amended by Council. Applications by members of the public to view the Council's records which are not in the public arena are subject to the provisions of Privacy and Personal Information Protection Act 1998, Government Information (Public Access) Act 2009 and North Sydney Council's Privacy Management Plan.</p>

FEES FOR 2025/2026

Application Fee to Install – Residential Premises	\$423.00
Application Fee to Install – Non-Residential Premises	\$846.00

FOR COUNCIL USE				
Total	Receipt Number	Date	Time	Initials
Approval to Install Wastewater System (730)				

Application Checklist		YES	NO	WHY NOT
System Details (1 Copy)				
<ul style="list-style-type: none"> Submit full manufacturer's details and plans. Submit scaled plans of the tank/system, including vertical section. Ensure the system is accredited by NSW Health 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
Site Assessment				
The application must include a site assessment undertaken by a suitably qualified person. This assessment must contain details of the topography, soil composition, texture and vegetation of any effluent application areas related to the system.				
Block / Site Plans (2 copies)				
<ul style="list-style-type: none"> Drawn to scale on A3 paper. Details of the topography (such as spot levels or contour lines) The buffer distances around irrigation areas and tanks. The position of all fittings, plumbing and drainage lines. The position of the system and/or disposal area. Any environmentally sensitive areas or water courses located within 100 metres of the sewage management facility. Freshwater Bores When installing an aerated wastewater treatment system, full details to be shown of the irrigation system and the dimensions and boundaries of the area to be irrigated. Dams Any existing on-site sewage management system, including disposal area (if applicable). 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
Operation and Maintenance (1 Copy)				
<p>The application must be accompanied by details of:</p> <ol style="list-style-type: none"> The operation and maintenance requirements for the proposed facility. The proposed operation, maintenance and servicing arrangements intended to meet those requirements, and An action plan to be taken in the event of a breakdown in, or other interference with, its operation. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
<p><i>Note: "Difficult" sites (or sites with limitations) for effluent disposal may require a more detailed disposal system designed by a suitably qualified wastewater professional.</i></p>				