



APPLICATION TO CONSTRUCT OR INSTALL AN APPARATUS FOR THE TREATMENT OF SEWAGE

1. Application Details

THE APPLICANTS MUST COMPLETE IN FULL SECTIONS 1 – 6.

SEE INFORMATION FOR APPLICANTS PAGE 3 (please tick as appropriate)

- Application to Local Government (Including 2 copies of plans)
Application to Executive Director Public Health (Including 3 copies of plans and accompanied by a report from Local Government).

2. Location of Installation

Street Town or Suburb
Lot or Pt Lot No House Number
Nearest Cross Road or Permanent Landmark

3. Owner/Applicant Details

Owner's Name
Applicant's Name
Applicant's Address
Postcode Phone No

Note: The approved application will be returned to the Applicant only.

4. Premises Details

Premises Description:

- New Existing Single Dwelling Multiple Commercial Industrial
Other Please specify
Number of Persons on Premises Number of Bedrooms Spa Yes No Volume Litres
Non-Residential Premises (expected daily wastewater volume) Litres/day
Water Supply to Premises Reticulated Mains Water Bore
Other Please specify

5. System Details

Type of Apparatus:

- Septic Tank Aerobic Treatment Unit

Other ~ Please specify

- Disposal System: Leach Drain Soak Well Surface Irrigation Sub-Soil Irrigation

Other Please specify

- Alternative System Non-Alternating System

Number of Major Fixtures (MAJOR FIXTURES ARE WATER CLOSETS, URINALS, PAN WASHERS, SLOP HOPPERS, INDUSTRIAL WASTE OUTLETS)

**6. Declaration & Signature of Applicant**

I hereby apply as the owner, or the person authorised to act on behalf of the owner, for approval to construct or install the apparatus as referred to above, I have attached copies of a site plan, (see attached information sheet for requirements for plans) showing the location of the apparatus and all relevant dimensions and site detail, including distances from boundaries and water supplies/source.

Also attached (if required) is a local government report for an application to the Executive Director Public Health.

Applicant's Signature ..... Date .....

Please print name .....

**LOCAL GOVERNMENT OFFICE USE**

**7. Site Conditions**

Nature of Soil: Sand  Gravel  Loam  Clay

Other  Please specify .....

Depth from natural ground level to highest known permanent, seasonal or tidal water table (mm) .....

Distance from natural water bodies ..... metres

**Will the apparatus be installed in any of the following locations?**

Within 30m of a well, bore, watercourse, dam intended to be used for human consumption Yes  No

In an area likely to be subject to flooding or inundation in a 1:10 year return event Yes  No

If yes to any of the above, course of action taken .....

**8. Conditions of Approval**

Type of Disposal system and Dimensions .....  
.....  
.....

Other Conditions .....  
.....  
.....

**9. Approval**

Approval (subject to above conditions)

Refused (reasons for refusal attached)

Delegate of Local Government .....

Local Government ..... Date .....

Receipt No ..... Approval No ..... Fee .....

## **INFORMATION FOR APPLICANTS**

APPLICANTS SHOULD COMPLETE SECTIONS 1 – 6 OF THE APPLICATION AND SIGN THE DECLARATION

## **DRAWINGS**

**Each Application must be accompanied by:**

- **2 copies of a Site Plan (for applications to Local Government)**
- **3 copies of a Site Plan (for applications to the Executive Director Public Health)**

Site Plans should be drawn to a scale of 1:100, and be labeled with all dimensions and include the following detail:

- Location of the apparatus and all drains and pipework;
- Distance of the apparatus from all buildings, boundaries, bores, waterways and water bodies; and
- Distance of all receptacles for drainage from trafficable areas.

## **SUBMISSION OF APPLICATION**

**Applications for approval by Local Government, apply only to the following:**

- **A single dwelling on a single lot; and**
- **Any other building that produces not more than 540 litres of sewage per day.**

**Applications for approval by the Executive Director Public Health apply to:**

- **All other situations except as referred to above.**

Once the application form has been completed it should be submitted together with the plans to the local government. Where an application requires the approval of the executive director Public Health, a Local Government Report must also be provided. (See below for approvals by Executive Director Public Health).

The Local Government will help you determine to whom the application should be made, whether a local government report is required, and the fees payable.

## **APPROVALS BY EXECUTIVE DIRECTOR PUBLIC HEALTH**

Where an application requires the approval of the Executive Director Public Health, the applicant should complete the application form and attach the following:

- 3 copies of the site plan;
- A Local Government Report; and
- Cheque for \$35.00 made payable to the Executive Directory Public Health.

To assist in the approval process, it is suggested that the application in the first instance be lodged with local government (so that a Local Government Report can be issued) and then forwarded to:

**HEALTH DEPARTMENT OF WA  
Revenue Section  
PO Box 8163  
Stirling Street  
PERTH WA 6849**

## WORK NOT TO COMMENCE

If the plans are approved or refused, the applicant will be notified.

**Please note that to start work on the construction or installation of an apparatus without approval is an offence under Section 107(2) of the Health Act 1911.**

## PERMIT TO USE APPARATUS

When you have obtained approval, you may proceed with the construction or installation of the apparatus. Before sealing the septic tank or covering the drains, notify an Environmental Health Officer from the Local Government, so that they may inspect the apparatus and issue a permit to use the apparatus.

**Please note that it is an offence under section 107(4) of the Health Act 1911 to use an apparatus before it has been inspected and a permit to use the apparatus issued.**

## COMPLIANCE WITH REGULATIONS

- Construction of the apparatus shall be in accordance with the requirements of the **Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974.**
- All materials, pipes, bends, junctions, fittings and fixtures shall be sound and free from defects and shall be authorised and installed in accordance with the by-laws of the Water Corporation.
- Approval will not be given for the installation of an apparatus where sewer connection is available as provided for by either Section 72 or Section 81 of the Health Act 1911.

## FEES

**All fees (with the exception of the Health Department of WA application fee) should be made payable to the Local Government for the district in which the apparatus will be installed.**

The following fees will apply:

<b>Local Government Applicable fee</b>	<b>\$108.00</b>	<b>NORMAL FEES WILL BE:</b>	
<b>Health Department of WA application fee</b>			
(a) with a Local Government Report	\$ 35.00	LOCAL GOVERNMENT FEE	\$ 108.00
(b) without a Local Government Report	\$110.00	APP TO USE APPARATUS	\$ 108.00
		<b>TOTAL</b>	<b>\$216.00</b>

### Local Government Report Fee

(This fee is set by the Local Government) **Recommended Fee \$ 75.00**

IF IN DOUBT PLEASE CHECK WITH THE ENVIRONMENTAL HEALTH STAFF

**\*NOTE:**Major Fixtures are water closets, urinals, pan washers, slop hoppers and industrial waste outlets. (Industrial waste outlets include any pretreatment devices such as grease and oil arresters and dilution units for chemicals).