



LOCAL GOVERNMENT (s.68) APPLICATION

APPLICATION FOR INSTALLATION OR MODIFICATION TO AN ONSITE SEWAGE MANAGEMENT SYSTEM (OSMS)

If your home is not connected to the sewer network, you will likely have an On-site Sewage Management System. Council approval is required for plumbing work being carried out to install or modify an On-site Sewage Management System.

Use this form to apply for consent for a section 68 activity under the local Government Act 1993. A list of the relevant activities that are covered using this form are listed below:

Part C: Management of Waste

- Install, construct, or alter a waste treatment device or a human waste storage facility or a drain connected to any such device or facility.

1. APPLICATION TYPE (tick all that apply)

<input type="checkbox"/>	Install new domestic system – onsite disposal
<input type="checkbox"/>	Install new domestic system – pump out
<input type="checkbox"/>	Install new commercial/package system
<input type="checkbox"/>	Alter an existing system

2. PROPERTY DETAILS

Lot No./s		Section No.		DP/SP No.	
House Number		Street name			
Suburb				Postcode	

3. APPLICANT DETAILS

Mr	<input type="checkbox"/>	Mrs	<input type="checkbox"/>	Ms	<input type="checkbox"/>	Miss	<input type="checkbox"/>	Other:	<input type="checkbox"/>
Given Name (s)									
Surname									
Postal Address									
Contact Number									

Contact Email	
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4. OWNER DETAILS (all owners of the property must be provided)

Mr		Mrs		Ms		Miss		Other:	
Given Name(s)									
Surname									
Postal Address									
Contact Number									
Contact Email									

Mr		Mrs		Ms		Miss		Other:	
Given Name(s)									
Surname									
Postal Address									
Contact Number									
Contact Email									

Mr		Mrs		Ms		Miss		Other:	
Given Name(s)									
Surname									
Postal Address									
Contact Number									
Contact Email									

Mr		Mrs		Ms		Miss		Other:	
Given Name(s)									
Surname									
Postal Address									
Contact Number									
Contact Email									

5. RELATED APPROVAL DETAILS (if applicable)

DA (or CDC) No.		Date of determination	
CC No.		Date of determination	

6. PERSON/COMPANY CONDUCTING WORKS (if known)

Company name	
Given Name(s)	
Surname	
Business postal address	
Business contact number	
Business contact email	
Licence number	

7. ACCESS DETAILS (indicate any difficulties with access for the purposes of an inspection)

	Locked gates
	Dangerous Animals
	Other:

8. ATTACHMENTS (You will need to submit the following with this application)

For all applications	
	A detailed site plan drawn to scale 1:200 or larger
	Dwelling floor plan indicating the number of bedrooms
	Specification and NSW Health accreditation documents for all septic tanks and collection wells and other treatment devices
	A site report from a suitably qualified on site wastewater consultant
	Plans and specification detailing the design/operation/maintenance of the effluent disposal system

NOTE:

Before works start

- Submit your Plumbing and Drainage Notice of Works form to Council at least two days prior to works commencing (via email or over the counter).

During Construction

- Works must be carried out in line with the approved plans.
- All required inspections must be booked with Council at least two days prior inspection. Missing an inspection can lead to delays and/or works not being able to be approved. Orders can be issued by council to stop work and fix any non-compliance.

9. APPLICANT SIGNATURE(S)

This form may be submitted on behalf of the owner by another party; however, the form **MUST** have been signed by all the owner(s) of the property prior to submission.

Signature of applicant		Date	
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10. OWNER SIGNATURE(S) I/We own the subject land and consent to Council officers entering the premises for the purpose of carrying out inspections in conjunction with this application, without first giving written notice.

Name of Owner			
Signature of Owner		Date	

Name of Owner			
Signature of Owner		Date	

Name of Owner			
Signature of Owner		Date	

Name of Owner			
Signature of Owner		Date	

You can submit this application form and associated attachments to Council by emailing it to council@bellingen.nsw.gov.au or by bringing it into our Council Administration Building.

PRIVACY STATEMENT

Bellingen Shire Council (Council) is committed to protecting your privacy and takes reasonable steps to comply with all relevant legislation, including the *Privacy and Personal Information Protection Act 1998*.

The personal information requested on this form will only be used to fulfil the purpose for which it is being collected as described on this form.

The supply of information by you is voluntary, but if you cannot, or do not wish to, provide the information sought, we may not be able to process your application.

OFFICE USE ONLY

11. FEE DETAILS

Description	Account Numbers	Amount

12. PAYMENT DETAILS

Amount Paid:		Date paid:		Receipt Number	
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