

Drainage Application

Planning, Environment & Development Group

Local Government Act 1993, s68, s68A

Guidance

Use this form to apply for approval for drainage works including connection to Council's reticulated sewerage system, installation of an onsite sewage management facility or a pump-out system.

A sewage management facility means a human waste storage facility, or a waste treatment device intended to process sewage and includes a drain connected to such a facility or device.

An application for approval of an onsite sewage management facility must satisfy the requirements of Chapter G8, Onsite Sewerage Management of Shoalhaven Development Control Plan 2014.

Guidance for completing this application can be found within the [Planning, Environment & Development Group HUB](#) located on Council's website.

- The checklist forms part of the application and must be completed.
- All documents submitted with this application must be listed on the [Transmittal Sheet](#).
- The application must be submitted in accordance with the Electronic Lodgement Guidelines.

1. Application type

- Connection to Council's reticulated sewerage system
- Installation of an onsite sewage management facility
- Pump-out facility

2 Applicant details

Company Name (if applicable):

ABN / ACN:

Position:

Mr Mrs Ms Other (specify):

First Name:

Last Name:

Email:

Note: At least one contact phone number must be supplied.

Mobile:

Home:

Business:

Postal Address Shop /Unit / Street No.:

Office use only

Related Policies: Legislative requirement, Shoalhaven DCP 2014, Chapter G8, Onsite Sewerage Management

Issue Date: 14/01/2019

Review Date: 14/01/2020

Owned by (section): Development



F O R M 4 4

Street Name:		
Suburb / Town / Village / Locality:		
State:	Postcode:	
3 Development site – location and title details		
Lot:	DP:	Section (where relevant):
Portion No:	Parish:	
Shop / Unit / Street No:	Street name:	
Suburb:	Postcode:	
Area of Land (in m ² or hectares):		
An inspection of the property may be required. Detail the contact person for council to arrange access: <input type="checkbox"/> Applicant <input type="checkbox"/> Owner <input type="checkbox"/> Other (e.g. tenant / real estate):		
If you have selected Other, provide Name:		Phone:
List any access issues e.g. dog onsite, locked gates:		
4 Sewage Management Facility (SMF)		
Is this an application for a Sewage Management Facility?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, is nominate the type of application:		
<input type="checkbox"/> New installation	<input type="checkbox"/> Alteration to existing system	<input type="checkbox"/> Conversion to new system
5 Liquid Trade Waste		
Is approval required to dispose of liquid trade waste?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, is this a new installation?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If No, is this an application to replace an existing system?		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Checklist		
Note 1: Pump-out facility – details relating to effluent application areas, environmentally sensitive areas and site assessment generally will not be required.		
Note 2: Minimum plan requirements are illustrated under Drainage Application in the Planning, Environment & Development Group HUB located on Council's website.		
	N/A	Supplied
For connection to Council's sewerage system provide a plan(s) to scale, showing:		
• Slope of the land	<input type="checkbox"/>	<input type="checkbox"/>
• Location of nearest Council sewer manhole	<input type="checkbox"/>	<input type="checkbox"/>
• Any proposed or existing buildings or facilities on the land	<input type="checkbox"/>	<input type="checkbox"/>
• A floor plan indicating the location of all drainage fixtures	<input type="checkbox"/>	<input type="checkbox"/>

	N/A	Supplied
For an SMF provide a plan(s) to scale, showing:		
<ul style="list-style-type: none"> The SMF proposed to be installed or constructed on the premises, (i.e. the septic tank, Aerated Water Treatment System (AWTS), holding tank, composting unit) and all associated drainage lines to the system. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Any related effluent application areas, (i.e. irrigation area and type, trench location and length or other application system). 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Any proposed or existing buildings or facilities on the land. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Any environmentally sensitive areas of any land located within 100 metres of the SMF or effluent application areas. 	<input type="checkbox"/>	<input type="checkbox"/>
Provide specifications of the SMF proposed to be installed or constructed (e.g. size of septic tank, type of composting toilet or AWTS).	<input type="checkbox"/>	<input type="checkbox"/>
Provide a site assessment giving details of the slope of land, soil, type and existing vegetation of any effluent application areas related to the SMF.	<input type="checkbox"/>	<input type="checkbox"/>
Provide a statement of:		
<ul style="list-style-type: none"> The number, or probable number, of persons residing or to reside on the property. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Such other factors as are relevant to the capacity of the proposed SMF including a floor plan indicating the location of all drainage fixtures. 	<input type="checkbox"/>	<input type="checkbox"/>
Provide operational and maintenance details comprising:		
<ul style="list-style-type: none"> The operation and maintenance requirements for the proposed SMF. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> The proposed operation, maintenance and servicing arrangements intended to meet those requirements. 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> The action to be taken in the event of a breakdown in, or other interference with, the operation of the SMF. 	<input type="checkbox"/>	<input type="checkbox"/>
7 Registered owners' details and consent		
As the owner(s) of the above property, I/we consent to lodgement of this application.		
I/We hereby permit any duly authorised officer of the Shoalhaven City Council to enter the land or premises to carry out inspections and surveys or take measurements or photographs as required for the administration of the relevant legislation.		
Owner First Name:	Last Name:	
Owner Signature:		
Date:		
Company Name (if applicable):		
ABN / ACN (if applicable):		
Position (if owner is a company):		
If there is more than one owner, add additional owner(s) details.		

Owner First Name:	Last Name:
Owner Signature:	
Date:	
Owner First Name:	Last Name:
Owner Signature:	
Date:	
Owner First Name:	Last Name:
Owner Signature:	
Date:	

8 Conflict of interest

To ensure transparency in Council's decision-making process and to avoid potential conflicts of interest, you must make a declaration as to whether you, the landowner and/or anyone with a financial interest in the application is a Council employee or Councillor or is related to a Council employee or Councillor.

Applicant:	<input type="checkbox"/> No <input type="checkbox"/> Yes
Owner(s):	<input type="checkbox"/> No <input type="checkbox"/> Yes

If you have answered Yes to this question, you must provide details including names and relationship:

9 Applicant's declaration

I apply for approval under section 68 of the Local Government Act 1993 to drain the above land as described in this application.

I declare that all the information relating to this application and identified on any associated plans or documents is, to the best of my knowledge, true and correct;

I understand that if there is insufficient information or documentation provided at lodgement, the application may be delayed, rejected or may result in a request for additional information;

I understand that I am responsible for obtaining all necessary clearances from the copyright owner of any documents prior to submission of this application.

I acknowledge that these documents may be made available to the public; appear on a public register; and/or appear on Council's website as required by law and in accordance with relevant Council policies. The land owner has been advised accordingly.

Applicant signature:
Date:

Important information

Public Access to information

Pursuant to the *Government Information (Public Access) Act 2009* (GIPA Act) Council is required to make certain information publicly available, including by way of publication on public registers and on its website. Information submitted on and with this form may be made available to the public, unless there is an overriding public interest against disclosure of this information. Council is obliged to make information available on its website excluding the following:

- the plans and specifications for any residential parts of a proposed building, other than plans that merely show its height and its external configuration in relation to the site on which it is proposed to be erected; or
- commercial information, if the information would be likely to prejudice the commercial position of the person who supplied it or to reveal a trade secret.

Privacy

The personal information that Council is collecting from you on submission of this form is personal information for the purposes of Section 10 of the *Privacy and Personal Information Protection Act 1998*. The intended recipients of the personal information are officers within the Council and third parties for the purpose of assessing the application as well as any person wishing to inspect the application in accordance with the *Local Government Act 1993* or the GIPA Act. The personal information may also be included on a public register and displayed on Council's website. The supply of personal information by you is voluntary. However, if you cannot provide or do not wish to provide the information required, Council will be unable to process your application. You may make application for access to, or amendment of, information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the relevant legislation. Enquiries concerning this matter can be addressed to Council by telephoning (02) 4229 3111

Lodgement details

You can lodge the completed application by

Email: council@shoalhaven.nsw.gov.au or

In person: Council offices at Bridge Rd, Nowra or Deering St, Ulladulla.

Once your application is received, a Council Officer will contact you if further information is required.