

# Application Form To Install or Alter a Septic Tank System

## Septic System Installation Information

Installation or alteration of a septic tank system requires a permit in accordance with the [Environmental Protection Act \(EPA\) 2017](#) and [Environmental Protection Regulations 2021](#). This includes home extension or landscaping that may impact the system.

### Design Options for Septic Tank System Installation

The below information is to be read in conjunction with the current version of the [Septic Tank Code of Practice](#).

### Primary Treatment – Septic Tanks

All septic tanks for all waste installations must be a minimum of 3000 litres, with a full-size baffle and meet the following Australian Standards:

- AS/NZS 1546.1: 2008 – On-site domestic wastewater treatment units – Septic tanks
- AS/NZS 1546.2: 2008 – On-site domestic wastewater treatment units – Waterless composting toilets
- AS 1546.3: 2017 – On-site domestic wastewater treatment units – Secondary treatment systems
- AS 1546.4: 2016 – On-site domestic wastewater treatment units – Domestic greywater treatment systems.

### Secondary Treatment

The following are the minimum treatment requirements for all new installations:

#### 1. Sand Filter Requirements

- All sand filters are to be installed in accordance with current version of the Septic Tank Code of Practice
- Have a surface area of 24m<sup>2</sup> (8m x 3m)
- Sand medium in the filter to comprise of clean silica or granitic sand. Council will analyse the sand to ensure it has an effective size of between 0.25cm – 0.6cm, with a uniformity coefficient of less than 4



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**9840 9355**

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Manningham Council

699 Doncaster Road (PO Box 1), Doncaster, Victoria 3108

p 03 9840 9333 f 03 9848 3110

e [manningham@manningham.vic.gov.au](mailto:manningham@manningham.vic.gov.au)

ABN 61 498 471 081 [www.manningham.vic.gov.au](http://www.manningham.vic.gov.au)

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- A sample of sand will be taken from the installation site
- Sand must not be placed into the evacuation until approval for use is granted by Council's authorised officer.

## 2. Treatment Plant Requirements

All approved waste sewerage treatment plants may be installed in accordance with the Australian Standards:

- AS/NZS 1546.1: 2008 – On-site domestic wastewater treatment units – Septic tanks
- AS/NZS 1546.2: 2008 – On-site domestic wastewater treatment units – Waterless composting toilets
- AS 1546.3: 2017 – On-site domestic wastewater treatment units – Secondary treatment systems
- AS 1546.4: 2016 – On-site domestic wastewater treatment units – Domestic greywater treatment systems

## Tertiary Treatment (Effluent Disposal Area)

### 1. Subsoil Absorption or Evapotranspiration Trenches

- Total average length of the trenches required must be 240 metres
- Total average length of the trenches may be halved, if the effluent is treated by a sand filter or approved sewerage treatment plant
- Each trench is to be a maximum of 30m(L) x 450mm(W) x 380mm(D)

### 2. Sub-surface Irrigation

- Total area of sub-surface irrigation must be a minimum of 600m<sup>2</sup>
- All irrigation pipework and fitting must comply with:
  - AS2698, AS1477, AS4130 and AS4129 Plastics, Pipes and Fittings for Irrigation and Rural Applications
  - Irrigation system must be permanently fixed with distribution pipes buried below the natural ground surface or a 150mm cover of mulch

### 3. Surface Irrigation (Drip Feed Irrigation)

- Total area for surface irrigation must be a minimum of 600m<sup>2</sup>
- All irrigation pipework and fittings must comply with AS2698 and AS1477 Plastics, Pipes and Fittings for Irrigation and Rural Applications
- Irrigation system must be permanently fixed with pipe laid in trenches below ground surface
- 150mm of mulch must be laid over the irrigation area with drip feed pipes protruding above mulch level
- No spray irrigation is permitted



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All irrigation systems installed must be fitted with a minimum 50mm screen filter or equivalent, flush valves and vacuum breakers, and all components must be marked or coloured purple/lilac to indicate the use of wastewater. An Overflow Relief Gully (ORG) is required to be fitted on all septic systems installed.

## Minimum Setback Distance Requirements

The below notes are minimum setback distances for the effluent disposal area:

- i. 2 metres on the low side of any building or the high side of any boundary allotment
- ii. 2 metres from any water supply pipe, gas pipe, stormwater drain or other similar service lines which is not part of the system or from tree canopies
- iii. 4 metres on the high side of any building or the low side of the boundary of any allotment
- iv. 6 metres from the high side of a swimming pool
- v. 15 metres from any cutting or escarpment at which the effluent is likely to emerge
- vi. 15 metres from any underground water tank, bore or well which is less than 20m deep and used for domestic supply
- vii. 60 metres from any surface waters
- viii. 100 metres to any surface waters within special water supply catchment areas declared under the Catchment and Land Protection Act 1994
- ix. 200 metres upslope from a domestic water supply channel
- x. 300 metres downslope from a domestic water supply reservoir

Note: Surface and groundwater shall be prevented from effluent absorption areas by use of cut-off drains where required.

## PRIVACY STATEMENT

Manningham City Council (MCC) is committed to full compliance with its obligations under the Privacy and Data Protection Act 2014 (Vic) and the Health Records Act 2001 (Vic). All personal information collected by MCC will be used for MCC's business purposes and kept confidential. It will not be disclosed to third parties unless MCC is required to disclose the information under other legislation or disclosure is necessary to complete the purpose for which it is sought. You may access information you have provided to MCC at any time and make corrections if you believe that information is incorrect. Copies of MCC's Information Privacy and Security Policy and Health Records Policy are available on the website at [www.manningham.vic.gov.au/privacy](http://www.manningham.vic.gov.au/privacy)

I hereby consent to receiving correspondence by email and understand that I can unsubscribe at any time.



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## Works request and applicant declaration for septic tank system

Applicants must complete all the required sections.

### Property Owner / Applicant Details \*all fields required

Name of owner / applicant*	
Postal address*	
Contact number*	
E-mail address*	
Application to:*	install a septic system                      alter a septic system In accordance with the Environmental Protection Amendment Act 2018 and Environmental Protection Regulations 2021 to supply the following information.

Address of proposed installation or alteration*	
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### Property Details\*

Has Yarra Valley Water informed you that there is no sewer available for this property?*	Yes	No
No. of bedrooms connected to the system*		

### Plumber / Drainer / Installer Details\*

Name of installer*	
Business trading name*	
Postal address*	
Contact number*	
E-mail address*	

### Building Surveyor Details (if applicable)

Name of building surveyor	
Postal address	
Contact number	
E-mail address	

### Disposal Area Details\*

Subsurface irrigation*	
Absorption trenches*	



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## Septic System Details\*

<b>Septic tank*</b>	Model		Capacity	
<b>Aerated wastewater treatment system / Other treatment system type*</b>	Model			
	Certificate of Conformance No.			
<b>Sand filter (24m<sup>2</sup> or 8mx3m)*</b>				

## Detailed Plans and Specifications\*

Use this checklist to ensure your plans include the following details before submitting your application to our Environmental Health Unit:

- Copy of a certificate of conformity, issued by a body accredited under the Joint System of Australia and New Zealand confirming the proposed on-site wastewater treatment plant meets appropriate standards (AS1546.3:2017)
- Proposed installation plans to a scale of 1:1500 or 1:200
- Location of the premises including the street number
- Dimensions of all boundaries
- Location of all other streets and laneways which adjoin the property
- Locations and dimensions of all buildings or proposed buildings, water tanks, tennis courts, swimming pools, driveways, excavations, streams, stormwater drains and existing septic tank systems (where applicable)
- Location of the proposed septic tank system including dispersal area, sewer drains, house connection drain and all plumbing fixtures labelled
- Specifications and plan of all parts, including grades and dimensions
- Indicate the fall of the land
- Indicate north facing

## Applicant Declaration\*

I hereby certify that all on-site septic tank system works proposed and specified in this application will be carried out in compliance with the Environment Protection Act 1970 and EPA Code of Practice (Onsite Wastewater Management Publication 891.4 (July 2016) and ASANZ1547.2012. I understand that if Council grants a permit, that the installation is at my risk and responsibility and all work must be carried out by a licensed plumber (PIC). I understand that no work is to commence until a *Permit to Install* has been granted. I understand that my septic system cannot be used until a **final inspection** of the system has been carried out by Manningham Council and a **Permit to Use** has been issued. It is an offence under the EPA Act 1970 for a septic system to be used without an *Approval to Use* and a fine may be imposed by Council. I will maintain the system in accordance with all the permit conditions and requirements of Section 53 of the Environment Protection Act 1970.

By signing below, I confirm that I have read and understood all the statements above.

<b>Name of Owner / Applicant*</b>			
<b>Signature of Owner / Applicant*</b>		<b>Date*</b>	
<b>Name of Installer*</b>			
<b>Signature of Installer*</b>		<b>Date*</b>	



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