



Cootamundra Shire Council

APPLICATION FOR PLUMBING AND DRAINAGE WORK ON PRIVATE LAND

Section 68, Local Government Act 1993

[Office Use Only]

SEW No: _____ Date Received: _____

About this form

Use this form to apply for a Section 68 Approval to undertake stormwater drainage, sewer connection, hydraulic works, and the installation of an on-site sewage management system as part of a proposed development or maintenance and repair projects.

Lodgement

Send the application to us by mail or deliver it in person. Applications accepted **Monday to Friday 9am to 5pm (Public Holidays excepted). Refer to Part 11 for details.**

Any questions?

Phone our Officers on (02) 69402 100 or come in and see us.

Part 1: Pre-requisite to Complying Development

1. Is this Application being lodged as a pre-requisite to Complying Development Application?

Yes

No

Part 2: Application Type

1. The application being made refers to?

A New Building

B Additions to existing building

C Demolition

D Other.....

Part 3: Application For

Please detail and tick the most applicable.

A Carry out **new work** on reticulated water & sewer

B Carry out **modifications or additions** on existing reticulated water & sewer

C Approval to Install a Private Sewer Ejection Pump Station

D Approval to Operate an On-Site Sewage Management System (OSSM)

E Other.....

Part 4: Land To Which The Application Applies

1. Location and title description of the property to be developed

This will help us to correctly identify the land

Unit No:.....House No:.....Street:.....

Town/Locality:.....

Lot(s):.....Section:.....

Deposited Plan(s):.....Strata Plan:.....

Other:.....

Get these details from rate notices, property deeds, or Council property maps.

Part 5: Applicant Details

1. Applicant Name

Title: Mr Mrs Miss Ms Other:

Family name (or company):

Given Names.....

(or ACN).....

2. Applicant Address

Postal address:

.....Post Code:.....

3. Applicant Contact Details

Phone (.....).....Mobile phone(.....).....

Fax (.....).....E-mail:.....

Contact person.....Reference No

4. Applicants Declaration

I make application under Section 68 of the Local Government Act 1993 to undertake works, for the development described in this application. I declare that all the information given is true and correct. I also understand that if this application is incomplete or does not comply with the legislative requirements the application may be refused.

Signature:.....**Date:**.....

Part 6: Owners Details

1. Owners Name

AS ABOVE **YES.** (tick yes if same above or complete details below)

Title: Mr Mrs Miss Ms Other:

Family name (or company):

Given Names.....

(or ACN).....

2. Owners Address

Postal address:

.....Post Code:.....

3. Owners Contact Details

Phone (.....).....Mobile phone(.....).....

Fax (.....).....E-mail:.....

Contact person.....Reference No

Part 7: Owners Signatures

1. Owner's consent

Must be completed by the owner of the land. If more than one owner, every owner must sign.

If the owner is a company or owners; association, must be signed by a director or secretary (or authorised delegate) under common seal.

As owner of the land to which this application relates, I/We consent to this application. I also give consent for authorised Council officers to enter the land to carry out inspections:

Signature

Date

Capacity*

1.

2.

**If signing on the owner's behalf as the owner's legal representative, you must state the nature of your legal authority and attach documentary evidence (eg, power of attorney, executor, trustee, company director).*

Part 8: Application for Approval of Plumbing and Drainage Work on Private Land

Including sewer connection, hydraulic works and the installation of an on-site sewage management system (OSSM or Pressure Sewer Pump) Local Government Act 1993

NOTES

- Only plumbers and/or drainers licensed in NSW are permitted to carry out work and a plumber's Start Work Permit must also be obtained from Council prior to the commencement of any plumbing or drainage work. The owners are requested to insist upon the production of the Council final inspection report from the licensed plumber/drainer before making final payment to such licensed plumber/drainer.
- Applicants will be advised by Council in writing of the determination of their application. No work or activity is permitted to be undertaken until Council "Approval" is issued and a Plumbing & Drainage Permit processed.
- Applicants undertake to carry out any activity in compliance with the approval and any conditions of approval.

Attachments

Applications involving larger developments requiring hydraulic design eg multi residential, commercial, fire service upgrades, etc require three (3) copies of hydraulic drawings signed by a suitably qualified person.

Applications involving on-site sewage management systems shall be accompanied by three (3) copies of an on-site sewage management design report signed by a suitably qualified person that includes:

Plan: A site plan drawn to scale, showing north point and the location of:

- The sewage management facility proposed to be installed or constructed on the premises; and
- Any related effluent application areas and reserve areas; and
- Any buildings or facilities (including swimming pools) or any environmentally sensitive areas (including permanent waterways) located within 100 metres of the sewage management facility or effluent application area

Specifications: The application must be accompanied by full specifications of the sewage management facility proposed to be installed or constructed on the premises concerned

Site assessment: The application must be accompanied by details of the topography soil composition and vegetation of any effluent application areas related to the sewage management facility together with an assessment of the site in the light of those details

Statement: A statement of:

- The number of persons residing, or probable number of persons to reside, on the premises; and
- Such other factors as are relevant to the capacity of the proposed sewage management facility

Operation and Maintenance: Details of:

- The operation and maintenance requirements of the proposed sewage management facility; and
- The proposed operation, maintenance and servicing arrangements intended to meet those requirements
- The action to be taken in the event of a breakdown in, or other interference with, its operation

Part 9: How to lodge your application

Address the Application to:	The General Manager Cootamundra Shire Council	Fees
You can send it to us by any of the following methods		New works.....\$200.00 Additions/modification to existing work..... \$100.00 New OSSM installations.....\$200.00 Additions/modification to OSSM.....\$100.00
Post	PO Box 420 Cootamundra NSW 2663	Payment methods
Courier or personal delivery	Council Chambers Wallendoon Street Cootamundra NSW 2590	Pay by cash, EFTPOS, credit or cheque. Make cheques payable to "Cootamundra Shire Council" for the relevant Council fees. Do not send cash in the mail.
How to contact us	by phone, fax or electronically	Processing Time
Phone	(02) 69402 100	The issue of the approval once all documentation is received usually takes seven working days.
Fax:	(02) 69402 127	Coming in to see us?
Email:	mail@cootamundra.nsw.gov.au	Our offices are located on the Corner of Wallendoon & Cooper Streets, Cootamundra.
Web:	www.cootamundra.local-e.nsw.gov.au	
Hours of Lodgement:	Monday - Friday 9am to 5pm (public holidays excluded)	

[THIS NOTES PAGE IS NOT REQUIRED TO BE SUBMITTED WITH YOUR APPLICATION]