ON-SITE WASTEWATER WORKS APPLICATION GUIDE

Requirements for a complete On-Site Wastewater Works Approval Application

- ☐ Application form for Wastewater Works approval to be completed & signed *(by owner and applicant)*
- ☐ Application fees to be paid at the time of lodgement *(see fees table page 6)*
- ☐ A copy of the Environmental Engineers Report **MUST** *accompany your application*

***Additional information to be supplied with the following applications:**

Septic tank or permanent greywater system – subsurface disposal:

- ☐ Detailed site layout plan drawn to a scale of 1:250 showing the septic tank & subsurface disposal system.
- ☐ Detailed building layout plan including internal sanitary plumbing and method of connecting to external sanitary drainage system, drawn to a scale of 1:250.
- ☐ Site and soil report by a qualified wastewater engineer.

Aerated wastewater treatment system (AWTS) or aerobic sand filter:

- ☐ Detailed site layout plan drawn to a scale of 1:250 showing the septic tank & designated irrigation & recreational areas.
- ☐ Detailed building layout plan including internal sanitary plumbing and method of connecting to external sanitary drainage system, drawn to a scale of 1:250.
- ☐ Site and soil report by a qualified wastewater engineer.

Alteration to an existing wastewater system:

- ☐ Detailed building layout plan drawn to a scale of 1:250 showing existing and new internal sanitary plumbing and method of connecting to external sanitary drainage system.
- ☐ Detailed site layout plan drawn to a scale of 1:250 showing existing and new drains, septic tank and subsurface disposal/irrigation system.
- ☐ Site and soil report by a qualified wastewater engineer (in certain circumstances).

Community Wastewater Management Schemes (CWMS):

- ☐ Septic tank and/or trade waste system indicating connection to councils CWMS.
- ☐ Detailed site layout plan drawn to a scale of 1:250 showing septic tank and/or trade waste apparatus location & STEDS connection point.
- ☐ Detailed building layout plan including internal sanitary plumbing and method of connecting to external sanitary drainage system, drawn to a scale of 1:250.

For further information on wastewater systems visit SA Health

DETAILED INFORMATION TO BE PROVIDED WITH A COMPLETED WASTEWATER WORKS APPLICATION FORM

It is recommended that you research and select a wastewater system best suited to your location and circumstances prior to submitting an application, as the type of wastewater system selected will impact how you can use your land.

Please note failure to provide the correct information will result in delays in obtaining an approval. It is recommended that you ensure all relevant information is submitted with your application. A detailed list of required information can be found below as taken from the DHA 'On-site Wastewater Systems Code'.

1. A detailed site layout plan (in duplicate) drawn, to a scale of 1:250 showing:

- Allotment dimensions
- Contours indicating natural ground fall
- Position of the proposed on-site wastewater system (including land application system), showing compliance with all setback distances and all required pipe work and appurtenances within the system.
- Details of any trade waste discharge and required treatment apparatus
- Location of any structures and or vegetation either on the subject allotment or on other land which may be affected by the installation of the proposed wastewater system
- Details of any site modifications, eg: benching, cutting and filling, and how this impacts on the proposed system
- Details and location of any diversion measures to collect surface or migrating subsurface water
- Details and location of storm, surface and roof water disposal
- Details and location of any well or dam on the site, or in close proximity, used or likely to be used for human and/or domestic use
- Details and location of any water source used for agriculture, aquaculture or stock purposes
- Details and location of any watercourse passing through the site or in close proximity to it, used or likely to be used for human and/or domestic use
- Location, type, capacity and size of existing septic tank and land application system (i.e. soakage trenches, irrigation area)

2. Detailed building layout plan (in duplicate) drawn to a scale of 1:250 showing:

- Method of connecting the internal sanitary plumbing fixtures of a building to the external sanitary drainage system or CWMS - including location of the sewer drain, inspection openings and inspection shafts, junctions and bends, size and grade of sewer drain, position and size of overflow relief gullies, vents and waste pipes
- For CWMS connections the details of the line of sanitary drain and the connection point, including depth of connection point, any inspection shafts and any other requirement of AS/NZS 3500 and the Onsite Wastewater Systems Code. This includes valve check boxes and vacuum chambers as applicable.
- The intended use of the building and the rooms within it

3. Site and soil report requirements to be provided by a Wastewater Engineer (Not required for CWMS Connections)

A wastewater engineer must provide a site and soil report. This report must include:

- Details of the investigations carried out
- Site plan clearly showing
  - Soil sampling locations
  - Allotment dimensions
  - Location and dimensions of the proposed land application system
  - Existing and proposed buildings and structures eg: retaining walls
  - Details of earthworks proposed as part of the site development
  - Type of proposed system to be installed

- Information about the soil types encountered at the sampling locations in the area of the proposed land application system
- Nominated effluent percolation rate (EPR), design loading rate (DLR) or design irrigation rate (DIR) as applicable
- Design of the land application system including soil horizon at which base of the land application system is to be founded
- Assessment of site suitability for long term effluent disposal/reuse
- Supporting information with respect to climate characteristics including rainfall and evaporation which may affect the performance of the wastewater system
- Comments regarding features on adjoining allotments, which may affect or be affected by the proposed wastewater system
- A summary of site characteristics
- Any limitations of the proposed system

Important note:

A failed wastewater system is a risk to health. Ensure your wastewater system is maintained in good working order and is operated in accordance with the on-site wastewater systems code.

DETAILED INFORMATION TO BE PROVIDED WITH A COMPLETED WASTEWATER WORKS APPLICATION FORM – LAYOUT PLANS

Examples of plans suitable for applications for approval to install and/or alter onsite wastewater systems.

Figure 1: Typical building layout plan

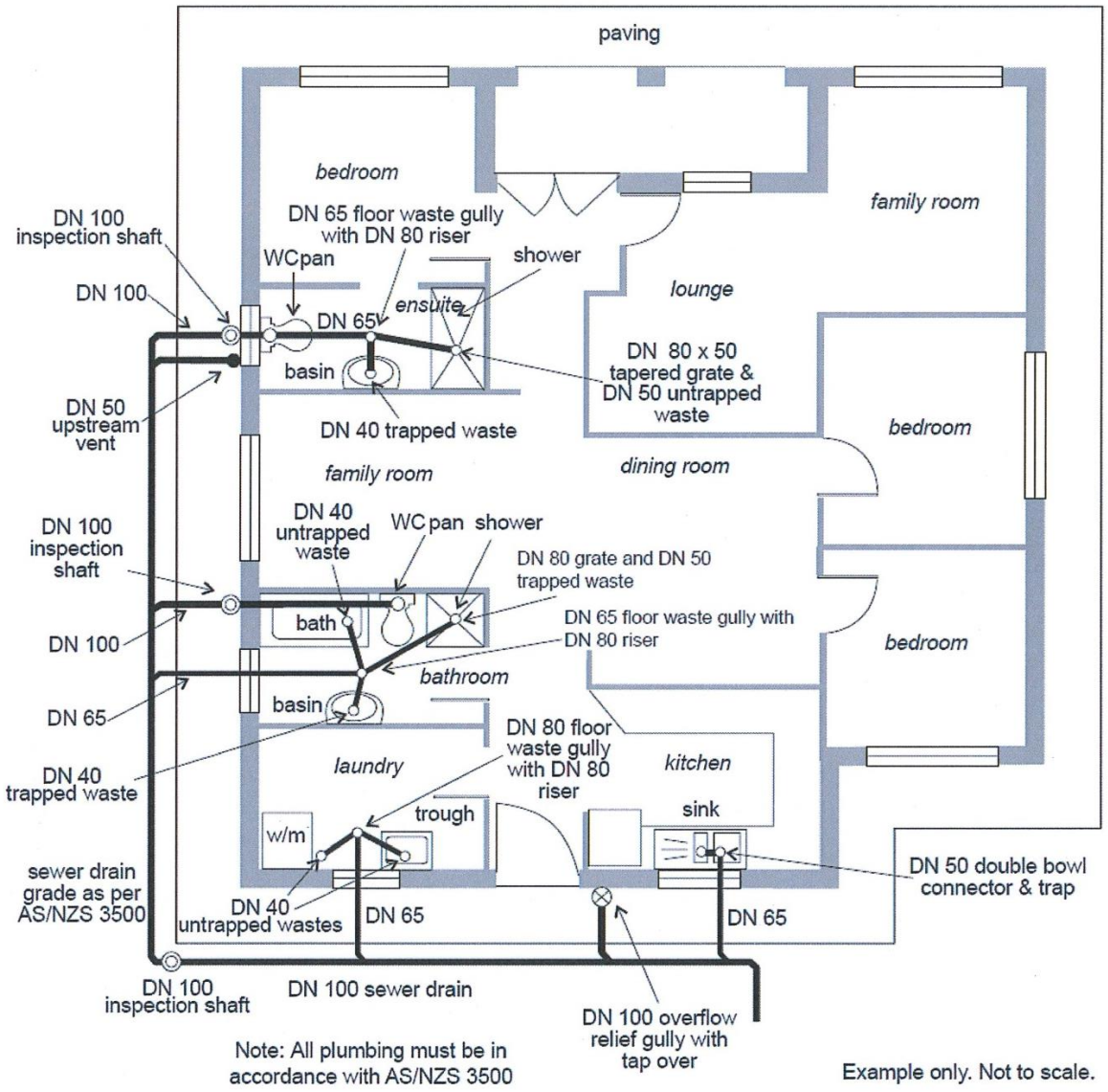


Figure 2: Typical site layout plan

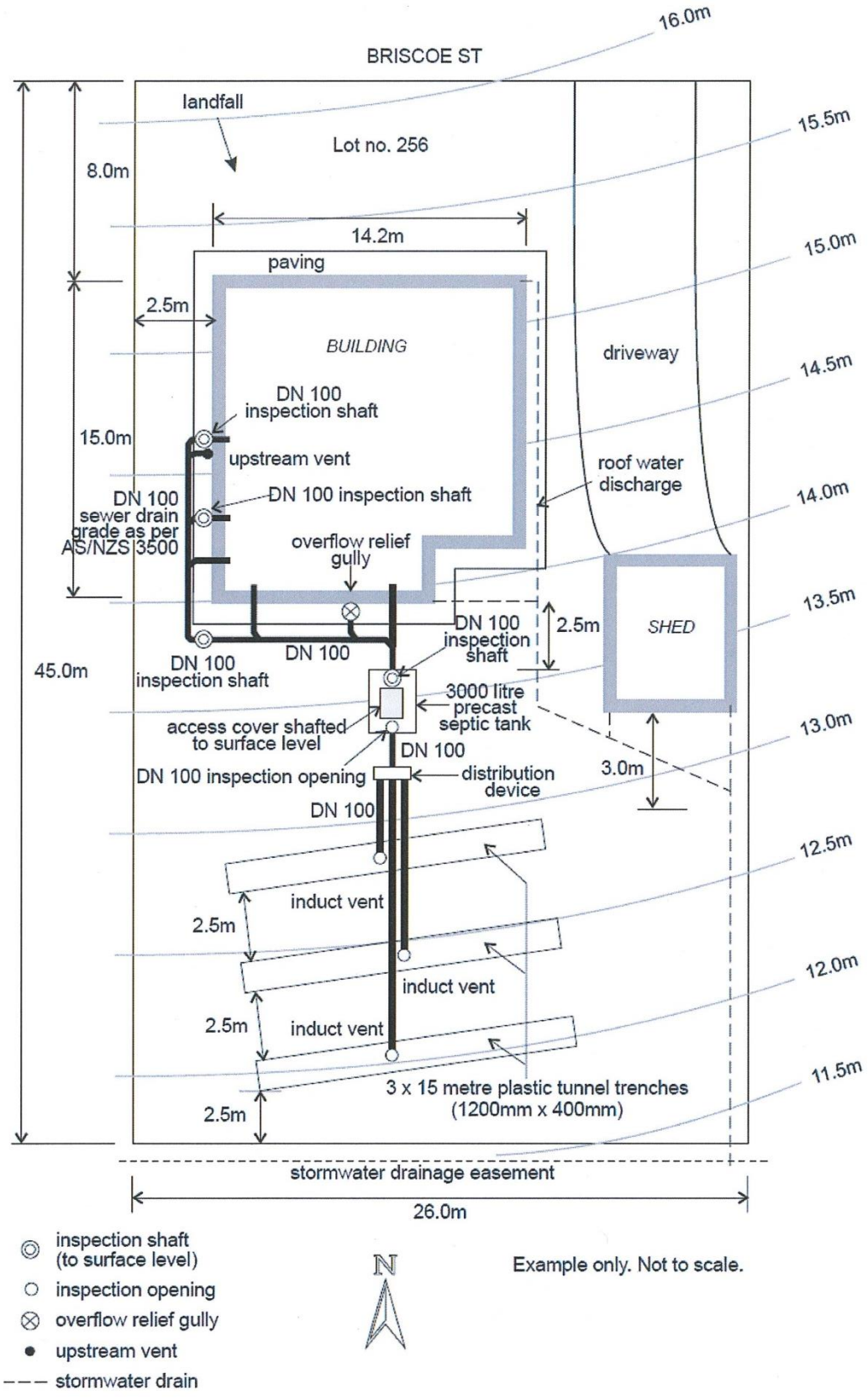
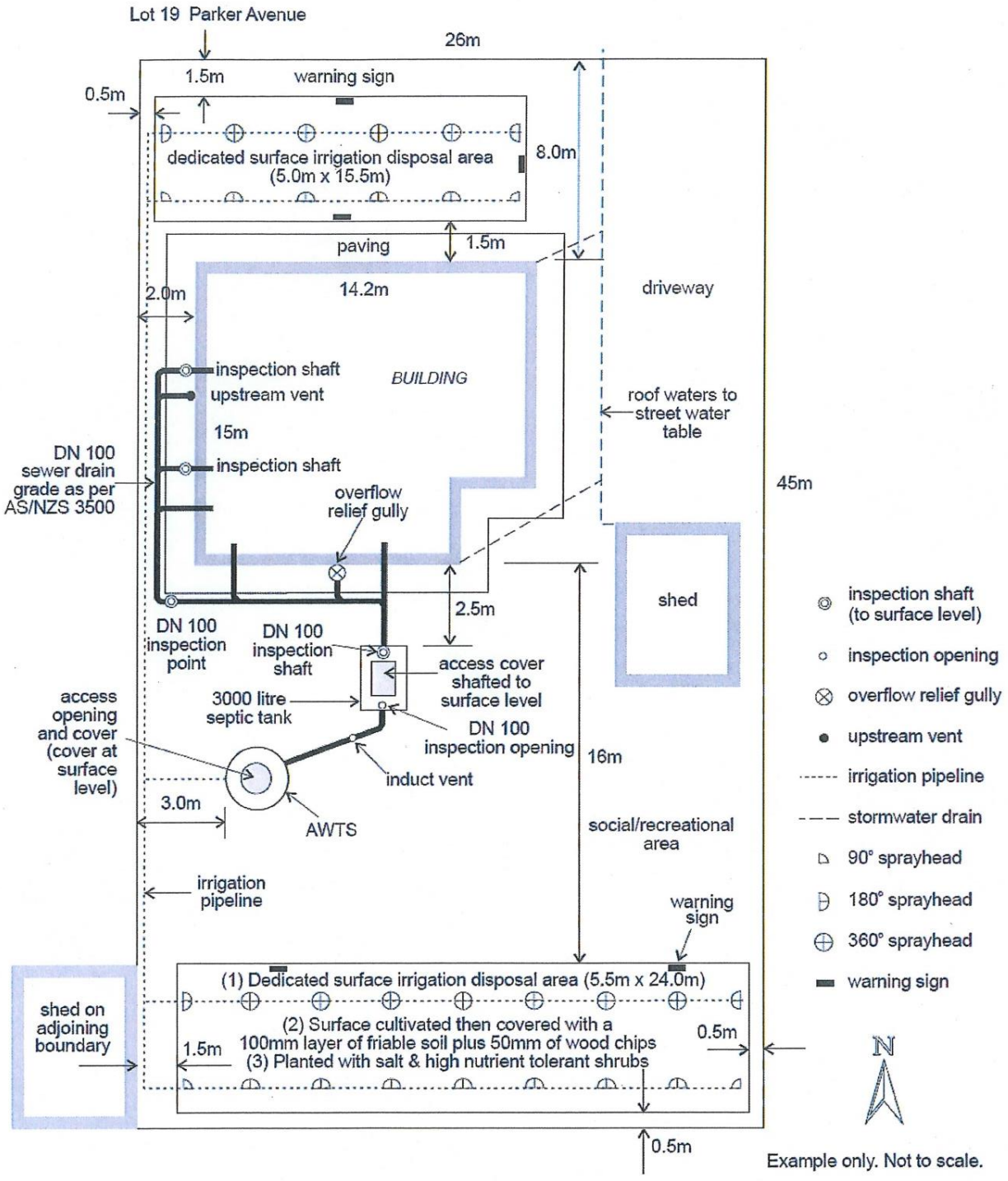


Figure 3: Typical site layout plan



Northern Areas Council

On Site Wastewater Works Schedule of Fees

South Australian Public Health (Wastewater) Regulations 2013

Waste Water Application No. S /

2026 - 2027

APPLICATION FOR WASTEWATER WORKS APPROVAL	GST	FEES
Temporary <10 Equivalent Persons	Exempt	$61.50
Temporary >10 Equivalent Persons (Additional $24.90 for each 2 Equivalent Persons in excess of 10 Equivalent Persons)	Exempt	$123.00
Permanent <10 Equivalent Persons	Exempt	**$137.00**
Permanent >10 Equivalent Persons (Additional $24.90 for each 2 Equivalent Persons in excess of 10 Equivalent Persons)	Exempt	$137.00

INSPECTIONS	GST	FEES
For inspection of a new Wastewater System: *(2 x $126.00)* *(1. Underfloor Plumbing 2. Tank Connection & Soakage/Irrigation Areas)*	Exempt	**$304.00**
For inspection of a variation to a Wastewater System *(per inspection as required)*	Exempt	$152.00

ADDITIONAL	GST	FEE
Application for variation of existing system or extension of approval *(plus 1 x $126.00 inspection)*	Exempt	$289.00

Connection to Community Wastewater Management System (CWMS)	$4,330.00

Standard application for a new dwelling is $137.00 + $304.00 = $441.00

INVOICE TOTAL	

TAX INVOICE ABN 53 751 793 107

FEES EFFECTIVE 1 JULY 2026

up to 10 Equivalent Persons is typically a 3,000L tank

An ENGINEERS REPORT* MUST *accompany each application