

Section 68 Activity Approval Part C5

Local Government Act 1993

On-Site Sewage Management System Application Guide

This factsheet is provided to assist applicants to understand the requirements of the On-Site Sewage Management System (OSMS) Activity Approval that is available on the New South Wales State Government's Planning Portal.

Application Process

An approval for the installation, alteration or operation of an on-site sewage management system including domestic greywater treatment system or greywater diversion device in non-sewered areas must be sought from Council under Section 68 of the *Local Government Act 1993*. The procedure for the process is summarised below.

Complete Section 68 Application Form on the Planning Portal



Read, complete, and attach "OSMS-Checklist".



Lodge Application Form with additional required documentation



Council assesses application under Section 68 of the *Local Government Act 1993*



Council determines the application and issues an approval under the provisions of the *Local Government Act 1993*.

Information Required to Accompany Applications

The OSMS Checklist with the required documentation must be completed for every application. To help minimise delays in application processing times, documentation supporting an application must be prepared in accordance with this guide.

A. Architectural Plan

This plan is to document the proposed buildings or alterations to an existing building. If the proposal is for alterations/additions to an existing building, the new work is to be clearly shown on the plan.

In the instance that a Domestic Greywater Treatment System or Greywater Diversion Device is installed, the plan is to show the sanitary fittings of the house (including toilet(s), bathroom(s), kitchen and laundry wastewater disposal points) with internal and external drainage to wastewater tank(s) and /or sewer marked.

B. Locality Sketch

A locality sketch showing the distances of the on-site sewage management system from permanent watercourses, buildings, swimming pool, boundaries and bores is to be provided. The sketch is to also demonstrate how stormwater will be diverted from the on-site sewage management system and identified reserve areas for future land application areas.

Information relating to distance requirements are available below:

Feature	Minimum Buffer Distance(m) for all Tanks and Land Application Areas other than those for AWTS
Buildings	3
Drainage Channels	40
Rivers	100
Domestic Groundwater Wells	250
Minimum Buffer Distances for Disposal Areas of Aerated Wastewater Treatment Systems (m)	
House	6
Building (other than a house) or property boundary at a higher elevation	2.5
Building or property boundary at a lower elevation	4.5
Between adjacent irrigation areas	2
Swimming/Spa Pool	6
Underground Tank	15

C. Manufacturer's Specifications

A copy of the manufacturer's specifications including evidence that the system is currently accredited with NSW Health and details of the operation, maintenance, servicing requirements of the proposed system is to be supplied.

In the instance that a Greywater Diversion Device is installed, actions to be taken in the event of a breakdown or other interference are to be provided.

D. Site and Soil Assessment Report (OSMS and DGTS only)

The site and soil assessment report for the land application area is to be completed by a qualified Environmental Consultant. The report will state the size of the land application area required for the disposal of the discharged sewage.

The land application area must be located where the bore logs were taken for the site and soil assessment report.

E. Intended Disposal Method of Greywater

Details, plans and specifications of the disposal method/s of the treated greywater are to be provided.

Water from greywater diversion devices is to be discharged via subsurface irrigation whereas Greywater Treatment Systems are required to use fixed surface or subsurface disposal.

F. Works as executed

This requirement is specific to operate a system of sewage management. Describe the works "as built" and materials used in a diagram or schematic.