

# LOCAL GOVERNMENT ACTIVITY APPLICATION CHECKLIST

(Under Section 68 Local Government Act 1993)

## What do i need to lodge an application?

- Have you got a quote for fees?
- Have you completed the application form?
- Have all landowners signed the application?
- Accurately describe the proposed activity
- Detail the number of person involved in the activity.
- Provide a site plan (drawn to scale) showing location of the activity.
- The site plan must show any significant trees and structures
- Floor plan drawn to scale showing location of activity

## Extra Information

### Install On-site Sewage Management

- Copy of soil report and environment assessment

### Place of Public Entertainment

- Schedule of Essential Fire Services

If we need other information we will advise you as soon as possible. Failure to supply relevant information will result in delays in dealing with the application or refusal of the application

## Need more help?

Give us a call on 6817 8800 and make an appointment

App No	
Date	
Paid	\$
Rec No	
Prop No	

## APPLICATION FOR LOCAL ACTIVITY APPROVAL

(Under Sections 68 Local Government Act 1993)

### LOCAL GOVERNMENT APPLICATION

#### 1. Who is applying?

Mr  Ms  Mrs  Dr  Other

First name  Family name

Flat/street no.  Street name

Suburb or town  State  Postcode

Daytime telephone  Fax  Mobile

Email

#### 2. Where is the land?

Flat/street no.  Street name

Suburb or town  Postcode

Lot no.  Section

DP/MPS no.  Volume/folio

You can find the lot no., section, DP/MPS no. and volume/folio details on a map of the land or on the title documents for the land. If you need additional room, please attach a schedule and/or a map with these details.

#### 3. What do you propose?

**Describe the use or activity in the building or on the land:**

### 3. continued

Will this involve any of the following:

#### **Part A - Structures or Places of Public Entertainment**

1. Install a manufactured home, moveable dwelling or associated structure on land.
2. (Repealed)
3. (Repealed)

#### **Part B - Water Supply, Sewerage and Stormwater Drainage Work**

1. Carry out water supply work.
2. Draw water from a Council water supply or a standpipe or sell water so drawn.
3. Install, alter, disconnect or remove a meter connected to a service pipe.
4. Carry out sewerage work.
5. Carry out stormwater drainage work.
6. Connect a private drain or sewer with a public drain or sewer under the control of a Council or with a drain or sewer which connects with such a public drain or sewer.

#### **Part C - Management of Waste**

1. For fee or reward, transport waste over or under a public place.
2. Place waste in a public place.
3. Place a waste storage container in a public place.
4. Dispose of waste into a sewer of the Council.
5. Install, construct or alter a waste treatment device or a human waste storage facility or a drain connected to any such device or facility.
6. Operate a system of sewage management (within the meaning of section 68A).

#### **Part D - Community Land**

1. Engage in a trade or business.
2. Direct or procure a theatrical, musical or other entertainment for the public.
3. Construct a temporary enclosure for the purpose of entertainment.
4. For fee or reward, play a musical instrument or sing.
5. Set up, operate or use loudspeaker or sound amplifying device.
6. Deliver a public address or hold a religious service or public meeting.

#### **Part E - Public Roads**

1. Swing or hoist goods across or over any part of a public road by means of a lift, hoist or tackle projecting over the footway.
2. Expose or allow to be exposed (whether for sale or otherwise) any article in or on or so as to overhang any part of the road or outside a shop window or doorway abutting the road, or hang an article beneath an awning over the road.

#### **Part F - Other Activities**

1. Operate a public car park.
2. Operate a caravan park or camping ground.
3. Operate a manufactured home estate.
4. Install a domestic oil or solid fuel heating appliance, other than a portable appliance.
5. Install or operate amusement devices.
6. (Repealed)
7. Use a standing vehicle or any article for the purpose of selling any article in a public place.
8. (Repealed)
9. (Repealed)
10. Carry out an activity prescribed by the regulations or an activity of a class or description by the regulations.

### 4. What is the total cost of development?

Estimated **TOTAL** Cost of the development (*see note 2*)

\$

**PLEASE NOTE THAT THE COST MUST BE A TRUE MARKET COST FOR THE WORK, INCLUDING ALL MATERIALS AND LABOUR COSTS AND INCLUDING ALL WORK NECESSARY TO COMPLETE THE DEVELOPMENT. COUNCIL MAY DETERMINE THE COST OF THE WORK (*Estimate will be checked against current construction cost*).**

## 5. The owner of the land must sign.

**The owner(s) of the land to be developed must sign the application.** (see note 1)

If you are not the owner of the land, you must have all the owners sign the application. If the land is Crown land, an authorised officer of the Department of Land and Water Conservation must sign the application.

As the owner(s) of the above property, I/we consent to this application:

Signature

Name

Address

Telephone Number

Date

Signature

Name

Address

Telephone Number

Date

***If more than 2 owners, please attach a separate sheet with additional owners' consents.***

***This owner's consent also authorises access to the subject premises by an authorised person for the purposes of carrying out inspection(s) under the provisions of Section 118C(3) of the Act.***

## 6. Applicant's signature

This application and the accompanying plans and documents may be photocopied by or on behalf of Councillors, Council Officers, Government Agencies and members of the public for the purpose of giving notice of the application and for use in the assessment, consideration of submissions and determination of the application.

I/We accept that the issue of Council's receipt is written acknowledgement to me/us that Council has received *this application*. I/We formally submit this application for Council's consideration.

Signature(s)

Name(s)

Date:

## 7. Privacy policy

The information you provide in this application will enable your application to be assessed by the consent authority and any relevant state agency. If the information is not provided, your application may not be accepted. Your application will be advertised to the public for comment if the development is designated development, advertised development or is required to be advertised by a development control plan. The application will also be kept in a register by the council that can be viewed by the public at any time. Please contact the council if the information you have provided in your application changes.

## What is the Problem with my Septic Tank and Trench?

Septic tanks and trench systems have been the traditional solution to human waste management for many years. Some of the problems with this type of system include:

### Common Tank Failures:

Insufficient capacity: Many older tanks are not of sufficient volume to deal with the amount of liquid that is generated in a modern dwelling. Many older tanks are not structurally suitable or designed for long term use.

Poor levels of treatment: Waste treatment in a septic tank is barely more than separation of solids and liquids. This means resulting wastes contain high levels of nutrients; virus and bacteria are released into the environment.

### Common Trench Failures:

Overflow of Solids: Over years sludge builds up in the septic tank eventually it can overflow to the trench and solidify effectively blocking the trench.

Gravel and Sandy Soils: Effluent is not contained within the trench and is free to leach down into ground water or shallow surface waters. Leading to nutrient and microbiological contamination, algal blooms etc.

Loams and Sandy Soils: The most common form of failure is progressive soil collapse. Continuous effluent loading causes soil particles to clog. This situation eventually results in failure of the entire trench system resulting in surcharge of effluent at ground level.

Clay soils: Insufficient soil permeability or absorption is available to allow for absorption of liquid effluent, resulting in surface discharge, contamination and health risks.

These problems can be reduced or prevented:

1. Improving effluent quality by installing an improved waste treatment system. A simple outlet filter can prevent solids overflowing into the trench. Talk to your Council, plumber or system supplier about other options.
2. Improving trench dosing by pumping of effluent to the trench this allows some time for soil recovery and drying between applications of effluent.
3. Increased attention to regular maintenance of all system components. Sludge needs to be removed from the septic tank periodically. This can vary between 3-5 years or longer depending upon system usage.
4. A properly functioning septic tank is a living bacterial system – avoid using chemicals and reduce water usage to improve system operation.

This information has been provided by Gilgandra Shire Council as a community service. For further information contact Council's Planning & Environment Division.