

New on-site sewerage system applications

All on-site wastewater systems need approval (plumbing permit) from Council, including for:

- installing a new system
- making an addition/extension to an existing system
- converting from a septic system to a different type of treatment system.

We have developed a checklist to help explain the steps in detail. Key things to note are:

A qualified wastewater designer will need to prepare the design of the on-site sewerage facility and the application material.

A qualified site and soil evaluator will be able to assist you with identifying what type of effluent disposal system is most suitable for your property.

Council's permit will come with conditions that will need to be met, including for installation and maintenance.

Your first steps are to contact:

Qualified OSSF (On Site Sewerage Facility) Designer

A Qualified On-site Sewerage Facility (OSSF) Designer is responsible for identifying the type of on-site sewerage facility which best suits your property. OSSF Designers will prepare an on-site wastewater report recommending a particular combination of treatment systems. This information must be submitted as part of the application (plumbing permit) to Council.

Licensed plumber

A plumber is someone who installs and maintains pipes and fixtures in our homes and businesses. These pipes need to be installed and maintained for things like bathrooms, toilets, kitchens, laundries, swimming pools and air conditioners.

For all plumbing work, you will need to hire a licensed plumber. In most instances you should be able to check the plumber's license online, and for all work carried out you should request a safety certificate. Visit the Council's website to check if your plumber holds a valid license at bundaberg.qld.gov.au/plumbing/plumbing-work-guidelines/2.

Site and soil evaluator

A site and soil evaluator's role are to assess land for its ability to contain on-site effluent disposal. This evaluator will advise you about the best wastewater design for your particular property and situation.

What do you require to submit an application with Council?

- Form 1 Permit work application for plumbing, drainage, and on-site sewerage work
- One copy of a scaled site plan indicating the drainage from the house fixtures to the treatment facility
- OS-03 Design certificate for on-site sewerage facilities
- Soil assessment and soil evaluation report
- One copy of the Designer's Report/Design
- Upon completion of the On-Site Install a completed and signed Form 8 is required before a Final Inspection and Approval can be issued by Council

