



# SITE AND SOIL ASSESSMENT REPORT

FOR AN ON-SITE SEWAGE MANAGEMENT SYSTEM  
(Domestic Systems Only)

Revision No. 08-03-2022

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## PART 1 – APPLICATION DETAILS

### INFORMATION FOR APPLICANT

The designer of the on-site sewage management system is to complete this form when wastewater treatment will involve the on-site disposal of effluent. If effluent pump-out by tanker or pump to reticulated sewer is proposed, this report is not required as part of the application.

### SITE EVALUATOR DETAILS

Name of Evaluator		Company	
Postal Address		PO Box	Telephone
Suburb	State	Post Code	Mobile
Email			
Signature of Evaluator		Date of Assessment	

### PROPERTY DESCRIPTION

Unit No	House No	Street	
Suburb		State	Postcode
Lot(s)	Section	Deposited Plan (DP)	

### DETAILS *Please indicate by 'X'*

<b>Water Supply</b>	Reticulated Town Water Supply		<b>No of Bedrooms:</b> <i>(Note: Studies and the like are to be counted as bedrooms)</i>	1	
	Tank Supply			2	
	Dam/River/Creek/Bore			3 (5 persons)	
<b>Water Conservation Devices Installed</b>	Front Load Washing Machine			4 (7 persons)	
	Restricted Flow Shower Heads			5 (9 persons)	
	Dual Flush Toilet Cisterns			6 (10 persons)	
	Water Saving Tapware		<b>Expected Wastewater Quantity (Litres / Day)</b>	L / day	
Other (Specify)					

**ASSESSMENT OF THE SITE** *Please indicate by 'X'*

<b>Aspect/Exposure of land application area (sun/wind)</b>	High		Moderate		Poor	
<b>Slope of Land Application Area</b>	Negligible		Less than 6%		Greater than 6%	
<b>Does vegetation greater than 3m in height need to be removed for installation of land application area?</b>	Yes (separate application may be required)		No			
<b>Is a groundwater bore present on-site?</b>	Yes (identify on site plan)		No			
<b>Approximate distance to nearest available sewerage connection point</b>	Less than 75m		Greater than 75m			
<b>Groundwater Bore</b>	Less than 250m		Greater than 250m		N/A	
<b>Permanent Waters</b>	Less than 100m		Greater than 100m		N/A	
<b>Dams, Drains, Intermittent Watercourses</b>	Less than 40m		Greater than 40m		N/A	
<b>Flood potential</b>	Land application area above 1 in 100 year flood level		Electrical components above 1 in 100 year flood level			
<b>Additional health or environmental constraints specific to the property</b>	Yes (provide detail separately)		No			

**ASSESSMENT OF THE SOIL** *(Must be assessed in accordance with AS/NZS 1547)*

<b>Depth to bedrock or hardpan (m)</b>		<b>Depth to water table (m)</b>	
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- At least two test holes are to be dug in a central location in the primary and reserve land application areas.
- These holes should be MADE SAFE and marked after site assessment to allow for future Council inspection.
- Minimum depth of test holes is to be **600mm below proposed point of application, or to refusal.**

	LAYER	Depth of Layer (mm)	Soil Type (Tick appropriate soil type for each layer identified)								Colour of Soil
			Humus	Sand	Sandy/Loam	Loam	Clay/Loam	Light Clay	Heavy Clay	Other (please specify)	
HOLE 1	1										
	2										
	3										
	4										
HOLE 2	1										
	2										
	3										
	4										

## THE TREATMENT SYSTEM AND LAND APPLICATION AREA

**Treatment System** considered best suited to site and land application system:

Aerated Wastewater Treatment System		Septic Tank		Wet Composting		Dry Composting	
Sand / Media Filter		Constructed Wetland		Other			

**Land Application System** considered best suited to site:

Sub-surface		Surface Spray		Surface Drip		Evapo-transpiration	
Absorption Trench		Wisconsin Mound		Other			

**Surface Irrigation Details** (Only permitted with the approval of Council)

Rotary Sprays		Drippers/Emitters		PopUps (Small)		PopUps (Large)		Wobbler	
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<b>Manufacturer</b>		<b>Model/Cat Number</b>	
<b>Rated Throw Distance (Radius, metres)</b>		<b>Sprayer Flow Rate (L/hr)</b>	
<b>Number of Separate Irrigation Lines</b>		<b>Number of Sprayers Per Separate Irrigation Line</b>	
<b>Upslope Diversion Drain Required</b>	Yes	No	<b>Downslope Earth Bun Required</b>
			Yes
			No

**Subsurface Irrigation Details** (Installation is to be as per manufacturer's guidelines / Council requirements and comply with AS1547)

<b>Manufacturer/Model</b>		<b>Emitter Spacings (m)</b>	
<b>Trench Spacings (m)</b>		<b>Emitter Flow Rate (L/hr)</b>	
<b>Number of Zones</b>		<b>Total Lineal Length of Pipework (all zones) (m)</b>	

## SIZING THE LAND APPLICATION AREA

Hydraulic Balance (m <sup>2</sup> ) (All systems)		DIR (design irrigation rate)		DLR (design loading rate)	
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**Note:** The sizes nominated above must be justified with calculations in accordance with AS/NZS 1547 and the Environment & Health Protection Guidelines. A calculations sheet is to be included with the application stating all relevant figures and values. **Zero wet weather storage is required.**

## DETAILS OF THE PUMP (if required)

<b>Pump Manufacturer</b>		<b>Pump Model</b>	
<b>Pump Delivery Rating (max head, metres)</b>		<b>Pump Delivery Volume (m<sup>3</sup>/hr)</b>	
<b>Total Head Loss from Irrigation Pump to Disposal Area (m)</b>		<b>Motor Power Rating (kW)</b>	

**Note:** An appropriately sized irrigation pump must be installed to ensure the correct operation of the spray heads or subsurface system.

**THE BUFFER GUIDE – Distances to Comply With**

<b>System</b>	<b>Limiting Factor</b>	<b>Minimum Buffer Distances</b>
All land application systems	Permanent surface waters such as: lakes, rivers, creek and streams	> 100 metres
	Domestic groundwater wells and bores	> 250 metres
	Other waters such as dams, intermittent waterways and drainage channels	> 40 metres
Surface Spray Irrigation (Standard Sprayers (2m throw radius))	Driveways and property boundaries	> 6 metres if area up gradient > 3 metres if area down gradient
	Dwellings and buildings	> 15 metres
	Paths and walkways	> 3 metres
	Swimming Pools	> 6 metres
Surface Spray Irrigation (Large Capacity Pop-Ups and large wobblers)	Dwellings and buildings	> 20 metres
	Property boundaries	> 10 metres
	Throw distance (radius)	> No greater than 5 metres
	Plume height	> No greater than 0.5 metres
Surface Drip and Trickle Irrigation	Dwellings and buildings, swimming pools, property boundaries and driveways	> 6 metres if area up gradient > 3 metres if area down gradient
Subsurface Irrigation	Dwellings and buildings, swimming pools, property boundaries and driveways	> 6 metres if area up gradient > 3 metres if area down gradient
Absorption System	Property boundary	> 12 metres if area up gradient > 6 metres if area down gradient
	Dwellings and buildings, swimming pools and driveways	> 6 metres if area up gradient > 3 metres if area down gradient

**THE APPLICATION GUIDE NOTES**

Notes for completing a Site and Soil Assessment:

- A fully detailed and completed Site and Soil Assessment Report must address the following:
- Soil characteristics that confirm the appropriateness of the system and land application method. It is important that an accurate classification be performed and that the depth of each profile is indicated for both the primary and reserve application areas.
- Any strategies that are proposed or employed in the design of the system that will significantly reduce the level of nutrients or micro-organisms discharged (e.g. importation of soils, soil improvements, construction of gardens, installation of nutrient-reducing devices).
- Any water-reducing devices that will be installed, or alternatively the installation of spa baths and the like, should be included. These can significantly impact on the size of any land application areas.
- The removal of any vegetation of a height greater than 3 metres may be subject to a separate Tree Preservation Order (TPO) application to Council.

## HOW TO LODGE YOUR APPLICATION

<p><b>Address the application to</b></p> <p>General Manager Cessnock City Council PO Box 152 CESSNOCK NSW 2325</p> <p><b>Payment Method</b></p> <p><b>By mail</b> - Cheque, Money Order or Credit Card (complete the section below)</p>	<p><b>Lodge in person</b> <b>(between 9am – 4.30pm) at Council's Administration Building</b></p> <p>Cessnock City Council 62-78 Vincent Street Cessnock</p> <p><i>You will need to spend some time with a Customer Service Officer when lodging your application. Typically you will require 30 minutes, however this may vary depending on the complexity of your application</i></p> <p><b>Payment Method</b></p> <p><b>In person</b> - Cash, Cheque, Money Order, Bankcard, Mastercard, Visa, and/or EFTPOS.</p>	<p><b>How to Contact Us</b></p> <p>Phone: 02 4993 4100 Fax: 02 4993 2500 Email: <a href="mailto:council@cessnock.nsw.gov.au">council@cessnock.nsw.gov.au</a> <a href="http://www.cessnock.nsw.gov.au">www.cessnock.nsw.gov.au</a></p> <p><b>Office Hours</b></p> <p>9am to 5pm Monday to Friday *Payments are accepted until 4.30pm</p> <p>Duty Officers are available weekdays: Planning - 9am to 5pm Building - 9 to 10am &amp; 1 to 5pm</p> <p><b>Fees</b></p> <p>Fees are calculated in accordance with Council's adopted fees and charges.</p>
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If you require further information regarding this request, please contact Council's Customer Service Centre on 02 4993 4100

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Credit Card payments are processed by Council's Call Centre using a call in, or call back facility. Customers are able to select their preferred option.

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**Payment Contact**

**Name:** .....

**Payment Contact**

**Phone Number:** .....

## PRIVACY NOTIFICATION

Council is subject to the *Privacy and Personal Information Protection Act 1998* (NSW) in dealing with your personal information. Council's [Privacy Management Plan](#) and [Privacy Statement](#) describe how the agency meets these obligations. Personal information is being collected for the purpose of processing your application in accordance with the *Local Government Act 1993* (NSW). This includes notification and advertising purposes, and consultation with other NSW government agencies in relation to your application. By providing your personal information you agree for Council to share it from time to time with a third party to conduct customer research or satisfaction surveys relating to your application in order to improve Council processes. You also agree that Council may use your personal information from time to time to contact you and notify you of legislative and other amendments that may have an impact on you. Delegated Council officers and agents acting on behalf of Council will be the recipients of your personal information. The provision of personal information is voluntary, however if you do not provide it we may not be able to process your application. Your personal information will be kept securely in Council's Information Management System in accordance with the relevant legislation. Council's address is 62-78 Vincent Street Cessnock NSW 2325. You may access, correct or update your personal information by visiting [Council's website](#), contacting Council's Privacy Contact Officer on 02 4943 4100 or by sending an email to [council@cessnock.nsw.gov.au](mailto:council@cessnock.nsw.gov.au).