

Request for Extension of Time to Install/Alter a Septic System



Yarra
Ranges
Council

\$127.10

Fee effective until 30 June 2023
(Please attach duplicate receipt here)

- Authority to Request:** Only the Owner (or contacts listed on the current Permit to Install) can apply for an Extension of Time.
- Extension of Time:** An Extension of Time must be requested at least 1 month prior to the expiry date of the current Permit to Install. If approved, this will provide a further 2 years to install/alter the septic system. Only one extension to a Permit to Install/Alter may be allowed.
- Changes to Permit to Install:** An Extension of Time can only be granted for the installation of the same type of system as the original Permit to Install. If the location of the system has changed you are required to submit a new A3 or A4 site plan drawn to scale with this request. If you are installing a different system to the original Permit to Install, please contact an Environmental Health Officer to discuss on 1300 368 333.
- Expired Permit to Install:** Permits to Install that have expired are unable to be extended. If your Permit has lapsed you are required to lodge a new Application to Install a Septic System along with the required fees, plans and documentation. **Do not complete this Request.**

Current Permit to Install Details

Permit No: Expiry Date:

Street No: Street:

Suburb: Postcode:

Septic System: As per original Permit to Install; OR As per new site plan (attached to this request)

Applicant for Extension of Time Request

Owner Installer Other

Property Owner(s)

Please complete all details below to ensure our records are up to date.

Name/s:

Postal Address:

Suburb: Postcode:

Phone: Mobile:

Email Preferred: Yes Email:

Installer

Installer: As per original Permit to Install; OR New Installer (please provide details below)

Company:

Name:

Postal Address:

Suburb: Postcode:

Phone: Licence No:

Email Preferred: Yes Email:

Other

Company:	<input type="text"/>		
Name:	<input type="text"/>		
Postal Address:	<input type="text"/>		
Suburb:	<input type="text"/>	Postcode:	<input type="text"/>
Phone:	<input type="text"/>	Licence No:	<input type="text"/>
Email Preferred:	<input type="checkbox"/> Yes	Email:	<input type="text"/>

Owner/Applicant's Approval

If Owner Completed the Request for an Extension of Time:

Owner's Name:	<input type="text"/>		
Signature:	<input type="text"/>	Date:	<input type="text"/>

If Applicant is NOT the owner:

I the applicant, declare that I have notified the owner about this Request for an Extension of Time.

Applicant's Name:	<input type="text"/>		
Signature:	<input type="text"/>	Date:	<input type="text"/>

Lodgement

This application can be posted with cheque payment to.

Public Health Services, Yarra Ranges Council, PO Box 105, LILYDALE VIC 3140

This application can also be lodged in person at any of our Community Links located at:

LILYDALE	Civic Centre, 15 Anderson St, Lilydale
MONBULK	21 Main Rd, Monbulk
HEALESVILLE	110 River St, Healesville
YARRA JUNCTION	2442-2444 Warburton Hwy, Yarra Junction
UPWEY	40 Main St, Upwey

Telephone: 1300 368 333
Email: mail@yarraranges.vic.gov.au
Website: www.yarraranges.vic.gov.au