 E1.1

**APPLICATION LICENSE FOR THE CONSTRUCTION, REBUILD, ALTERATION, ADDITION**

**OR REPAIR OF THE PRIVATE SEWERAGE SYSTEM (P.S.S)**

IN ACCORDANCE WITH THE SEWERAGE SYSTEM LAW (ARTICLE 33)

**FOR OFFICIAL USE**

APPLICATION No. ………………………………… DATE OF RECEIPT ……………………………

1. **PERSONAL INFORMATION OF THE APPLICANT:**

Applicant(s) ……………………………………………………………………………………………… I.D.No/COMPANY’ S REG. No ……………………………

Representative (if applicable)…………………………………………………………………………………………………………………………………………………

Applicant’s /Representative’s Postal Address ……………………………………………………………………………………………………………………………

Tel. ………………………………… Mob. No …………………………… Fax ………………………… e-mail: ………………………………………………………

1. **TYPE OF APPLICATION:** (Place an **X** in the relevant square)

Construction Alteration Repair Rebuild Addition

1. **TYPE OF PROPERTY:** (Place an **X** in the relevant square)

Residence Apartment Building Shop Restaurant

Surgery / Clinic Hotel / Tourist Apts. Petrol Station Leisure Centre

Industry Workshop / Other …………………………………

Light Industry

1. **DECRIPTION OF THE PROPERTY:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Street Name / Number /Postal Code  ……………………………………………  …………………………………………… | Town or Village  …………………………  ………………………… | Locality/Quarter  …………………………  ………………………… | Plot Number(s)\*  …………………………… | Sheet/Plan/Block  ……………………………  …………………………… |
| Registration No \*  …………………………… |

1. **INFORMATION OF THE P.S.S.:**
2. Number of persons who use the property’s sewerage system: ………………………
3. In case of an apartment building: No of Apartments No of shops No of offices
4. Water Board Customer Number(s) \* …………………………………………………………………………………………
5. Is there a borehole on the property? YES/NO If YES state where the water discharges……………………………………………..
6. State if any pre-treatment of wastewater takes place before discharging to the public sewerage system

(Place an **X** in the relevant square)

Grease Trap Organic/ Sand Trap Petrol/Oil Trap Other Methods

Chemical Treatment

1. **FURTHER INFORMATION:**
2. Name and address of the contractor who will undertake the construction: …………………………………………………………………………… …………………………………………………………………………………………………………………………. Tel. ………………………………………… …………
3. Name and address of the project engineer: …………………………………………………………………………………………………………………………

………………………………………………………………………………………………………………………… Tel. ………………………………………………………

………………………………………………………………………………………. ………………………………………………………………………

Name and Surname of the Applicant(s)/\* Signature of the Applicant(s)/\*

Authorised Representative(s) \*\* Authorised Representative(s)\*\*

\* Use the next page if the space is not enough

\*\* In case of an apartment building or co-ownership the authorised representative undertakes by signing, the responsibility for the expenses required for the issue of the license and construction of the Private Sewerage System.

\*\*\* The Larnaca Sewerage and Drainage Board (LSDB) inform you that the provision of the above personal data is required for the implementation of the Sewerage Law requirements and for communication purposes. All data shall be saved for the period of time required. LSDB assure you that the personal data processing is secure and discreet and in accordance with the new EU General Data Protection Regulation 679/2016. For further information regarding the personal data policy and legal rights visit our website (www.lsdb.org.cyhttp://www.lsdb.org.cy> )

**DOCUMENTS REQUIRED FOR THE ISSUING OF A LICENCE**

The following documentation must be submitted with the application:

1. The title deed, if the applicant is the owner of the property, or if the applicant is the tenant the relevant tenancy agreement.

In a case of co-ownership all the title deeds of the property must be submitted. The application form shall be signed by all the owners or their authorised representatives e.g the Chairman or Secretary of the Property Management Committee.

1. In case the applicant is a Legal Person a copy of the Certificate of the Registrar of Companies with the name/s of the Director/s and Secretary must be submitted.
2. Two sets of plans in a maximum size of A2 (dimensions 59.4X42cm) and of a minimum scale of 1:100, signed by a person authorised according to the provisions of the Law for Architects and Civil Engineers as follows:-

* **Ground Floor Plan** showing the location, depth, slope, type, dimensions, method and construction materials of the private sewer, inspection chamber, pumping station (if applicable), the location of a pre-treatment plant/grease trap (if any). It should also indicate the location of the existing sewerage installations (drains, septic tank, absorption pit etc.) and those of the building. In case of more than one floor or basement, floor plans/ typical floor plan and a basement plan should also be submitted.

1. In case the construction of a pumping station is required, a duplication of the relevant study should be provided (plans, sizing of the pumping station and technical specifications of the pump/s). All documents should be signed by a person authorised according to the provisions of the Law for Civil Engineers and Mechanical Engineers.
2. Two topographical plans certified by the Land Registry Department. The plans submitted shall be signed by a person authorised according to the provisions of the Law for Architects and Civil Engineers. The plans should indicate:

a. the boundaries of the plot and the outline of the existing or future building/s.

b. the location of the public sewer, the inspection chambers and the private sewerage system.

An enlarged plan can be submitted when the site plan is of 1:5000 scale.

1. A copy of the building permit (if any) issued by the Relevant Authority.
2. A copy of a Water Board invoice indicating the customer number. In case of apartment buildings a statement of all the Water Board customer numbers should be submitted.

**We recommend that you obtain from the LSDB offices the Technical Specifications leaflet regarding the construction of the P.S.S. as well as the special leaflets for the construction of the pumping station and grease traps if applicable. You can also find all relevant information on our website** [**www.lsdb.org.cy**](http://www.lsdb.org.cy)

\* Space for further information:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

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AUGUST 2019