CLARE & GILBERT VALLEYS COUNCIL

CHECKLIST FOR LODGING A WASTEWATER WORKS APPLICATION

What needs to be submitted?

DETAILED INFORMATION TO BE PROVIDED WITH A COMPLETED WASTEWATER WORKS APPLICATION FORM

All application forms for Wastewater Works Approval must be completed and signed by the owner and applicant.

Please note failure to provide the correct information will result in delays in obtaining an approval; it is recommended that you ensure all relevant information is submitted with your application. A detailed list of required information can be found below as taken from the DHA 'On-site Wastewater Systems Code'.

1. **A detailed site layout plan (in duplicate) drawn, to a scale of 1:250 showing:**
    - Allotment dimensions.
    - Contours indicating natural ground fall.
    - Position of the proposed on-site wastewater system (including land application systems), showing compliance with all setback distances and all required pipe work and appurtenances within the system
    - Details of any trade waste discharge and required treatment apparatus.
    - Details of any site modifications, for example benching, cutting and filling, and how this impacts on the proposed system.
    - Location of any structures and/or vegetation either on the subject allotment or on other land which may be affected by the installation of the proposed wastewater system.
    - Details and locations of any diversion measures to collect surface or migrating subsurface water
    - Details and location of storm, surface and roof water disposal.
    - Details and location of any well or dam on the site, or in close proximity, used or likely to be used for human and/or domestic use.
    - Details and location of any water source used for agricultural, aquaculture or stock purposes.
    - Details and location of any watercourse passing through the site or in close proximity to it, used or likely to be used for human and/or domestic use.
    - Location, type, capacity and size of existing septic tank and land application system (i.e. soakage trenches, irrigation area).

2. Detailed building layout plan (in duplicate) drawn to a scale of 1:100 showing:

- Method of connecting the internal fixtures of a building to the external sanitary drainage system or CWMS – including location of the sewer drain, inspection openings and inspection shafts, junctions and bends, size and grade of sewer drain, position and size of overflow relief gullies, vents and waste pipes.
- For CWMS connections the details of the line of sanitary drain and the connection point, including depth of connection point, any inspection shafts and any other requirements of AS/NZS 3500 and this Code. This includes valve check boxes and vacuum chambers as applicable.
- The intended use of the building and the rooms within it.

3. Site and soil report requirements to be provided by a Wastewater Engineer:

The wastewater engineer must provide a site and soil suitability report. The report must include:

- Details of the investigations carried out.
- Site plan clearly showing:
    - Soil sampling locations
    - Allotment dimensions
    - Location and dimensions of the proposed land application system
    - Existing and proposed buildings and structures e.g. retaining walls
    - Details of earthworks proposed as part of the site development
- Type of proposed system to be installed.
- Information about the soil types encountered at the sampling locations in the area of the proposed land application system.
- Nominated effluent percolation rate (EPR), design loading rate (DLR) or design irrigation rate (DIR) as applicable.
- Design of the land application system including soil horizon at which the base of the land application system is to be founded.
- Assessment of site suitability for long term effluent disposal/reuse.
- A summary of site characteristics as described in Section 8.2.2 of the 'Onsite Wastewater Systems Code'
- Supporting information with respect to climate characteristics including rainfall and evaporation which may affect the performance of the wastewater system.
- Comments regarding features on adjoining allotments which may affect or be affected by the proposed wastewater system.
- Any required surface water diversion.
- Any limitations of the proposed system.

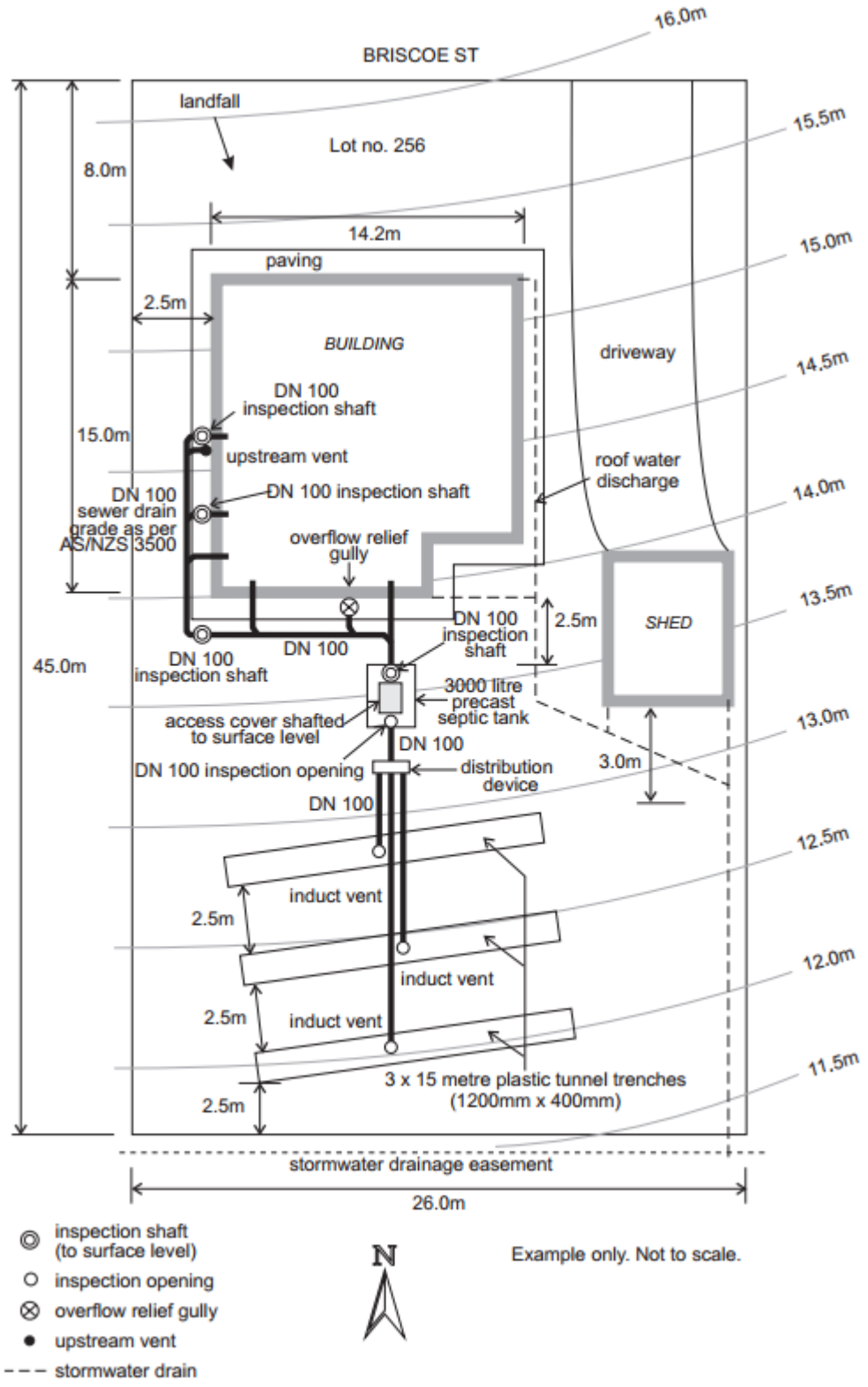
A FAILED WASTEWATER SYSTEM IS A RISK TO HEALTH, ENSURE YOUR WASTEWATER SYSTEM IS MAINTAINED IN GOOD WORKING ORDER AND IS OPERATED IN ACCORDANCE WITH THE ON-SITE WASTEWATER SYSTEMS CODE.

DETAILED INFORMATION TO BE PROVIDED WITH A COMPLETED WASTEWATER WORKS APPLICATION

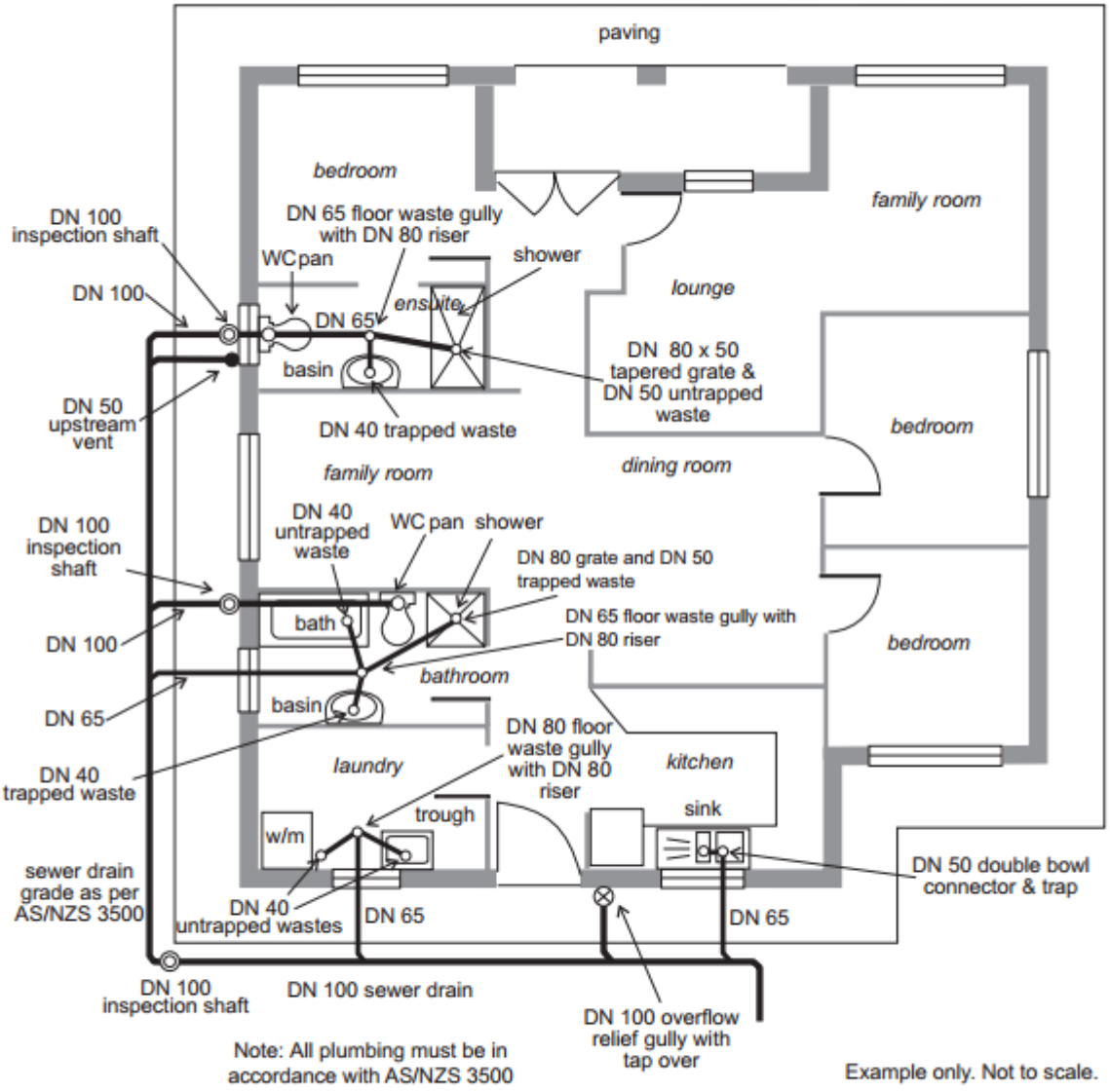
FORM–LAYOUT PLAN

Examples of plans suitable for applications for approval to install and/or alter onsite wastewater systems.

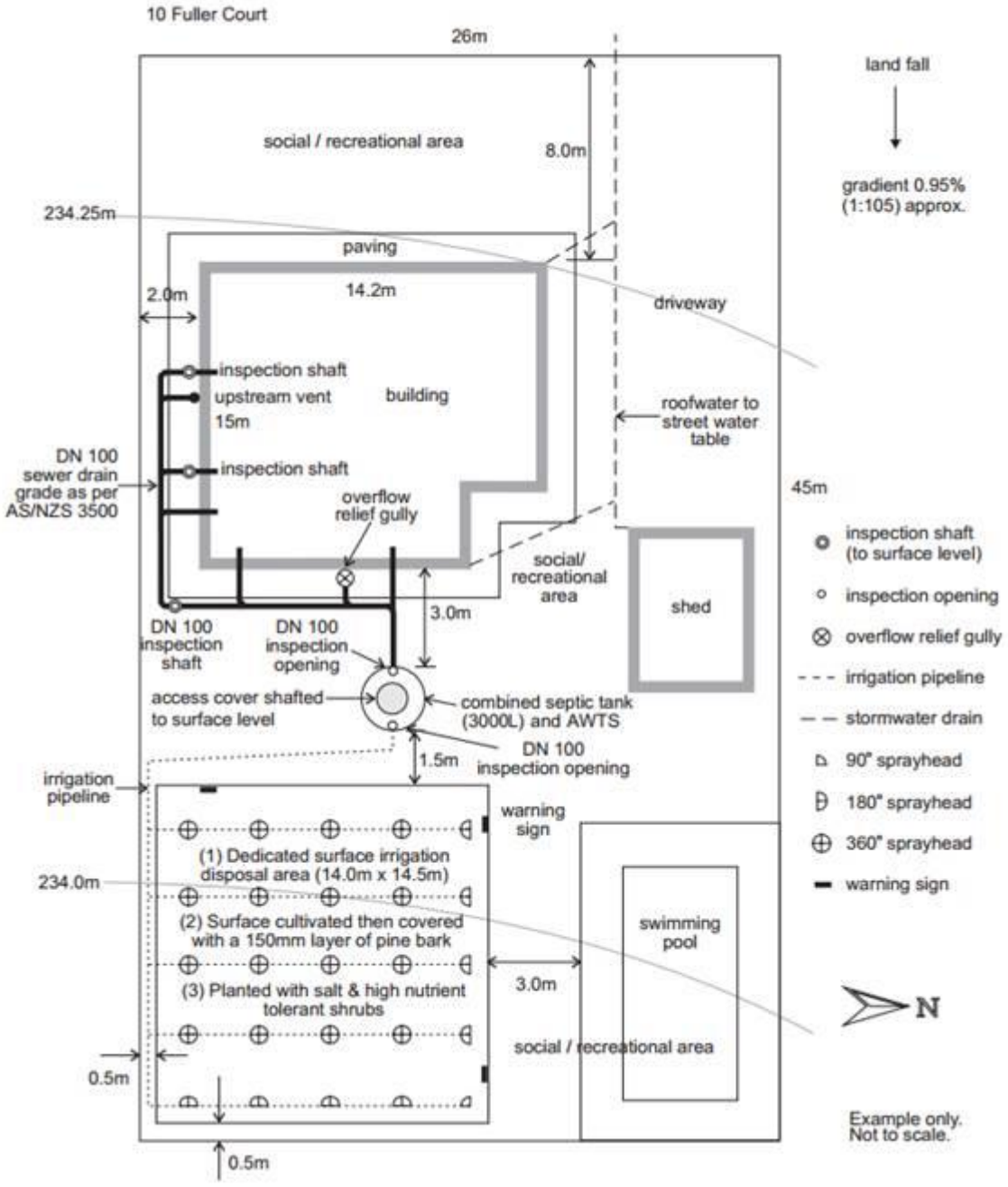
Typical site layout plan



Typical building layout plan



Typical site layout plan for an aerated wastewater treatment system and surface irrigation.



Typical site layout showing the CWMS connection details.