

# Plumbing Classes 1 to 10 Buildings

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### Application Forms

- Form 1 - Application for a Permit  
Note – a current version of a Form 1 must be submitted to Council. Download a copy from the Queensland Government website at [www.hpw.qld.gov.au](http://www.hpw.qld.gov.au)
- Application forms for water and sewerage connection can be downloaded from the Queensland Urban Utilities website at [www.urbanutilities.com.au](http://www.urbanutilities.com.au) or call 13 26 57.

### Fee Schedules

- Building and Plumbing Fees & Charges refer to Scenic Rim Regional Council Website. [www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au)
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### Information Brochures/Fact Sheets

- On-Site Sewerage Facilities (OSSF) – Registered Site & Soil Evaluators
- On-Site Sewerage Facilities (OSSF) – What is an On-site Sewerage Facility
- Plumbing Approval Process - Seeking written approval Queensland Urban Utilities
- Asbestos Information

### To submit your form to Council

**Email:** [mail@scenicrim.qld.gov.au](mailto:mail@scenicrim.qld.gov.au) (Forms must be scanned separately and not as a whole document e.g. application forms, plans, reports etc.)

**Phone:** 07 5540 5111 or **Fax:** 07 5540 5103

**Mail:** Scenic Rim Regional Council, PO Box 25, BEAUDESERT QLD 4285

**In person:**

Beaudesert Customer Service Centre 82 Brisbane Street, Beaudesert

Boonah Customer Service Centre 70 High Street, Boonah

Tamborine Library & Customer Service Cnr Main St & Yuulong Road, Tamborine Mountain

# Checklist

## Plumbing Applications - Classes 1 through to 10

### For All Applications – (1 copy only)

- Form 1 "Permit work application for plumbing, drainage and on-site sewerage work" completed
- Application fees
- Site Plan
- Construction Plans
- Plumbing Hydraulic Services Plans (other than single Class 1a and Class 10a buildings)
- Soil Report
- Expansion and articulation detail for Sanitary Drainage if M, H, P, E sites
- Provide evidence of water approval from Queensland Urban Utilities (where located in a service provider's area)
- Riemore Downs Development requires water approval from Riemore Water.

### Non-Sewered Areas

- Site & Soil Evaluation for On-site sewerage disposal
- Contour Plan
- Site Plan indicating the location of the:
  - Proposed OSSF including land application area and existing and/or proposed buildings, water tanks, swimming pool, dam and bore.
  - Properties located in declared catchment areas subject to planning approval will be required to supply documentation from SEQ Water that verifies the proposed OSSF complies with SEQ Water recommendation.

Contact SEQ water on 1800 771 497 or visit [www.seqwater.com.au](http://www.seqwater.com.au)

- OSSF/Septic/Compost Application fee
- If the proposal is for the generation of a wastewater stream greater than 4,200 litres/day and disposed of on-site, approval from the Department of Environment and Science will be required to be supplied with this application.

Should you require any assistance in completing your Plumbing Application, please contact the Council's Building & Plumbing section on 07 5540 5111.

# Plumbing Guidelines

## Permit Work

### How to lodge a plumbing application

The guidelines below outline the requirements of a properly made plumbing application. Construction involving plumbing, drainage and on-site sewerage work within Scenic Rim Regional Council area is regulated within the requirements of the *Plumbing and Drainage Act 2018*, *Plumbing and Drainage Regulation 2019*, Codes and Standards.

All permit (plumbing and drainage) work requires Council approval and in each case an application must be lodged with Council together with required documents and fees.

Applications can be lodged with Council via:

**Email:** [mail@scenicrim.qld.gov.au](mailto:mail@scenicrim.qld.gov.au)

**Mail:** Scenic Rim Regional Council, PO Box 25, Beaudesert Qld 4285.

All documents submitted via email should be scanned separately into a PDF form e.g. Form 1, construction plans, site and soil evaluation; soil report; articulation design and hydraulic services design.

Council must be notified when relevant stages of plumbing and drainage work are ready for inspection. Inspections assist Council in ensuring plumbing and drainage work within the region is of a reasonable standard to protect public health and amenity

## Permit Application Approval Description

Plumbing applications submitted to Council for permit work will be divided into two streams:

- Fast Track Permits; and
- Standard Permits.

### Fast Track Permits

Fast track permit applications are applicable for a single class 1a dwelling and class 10a sheds connected directly to the water service providers infrastructure (sewer and water).

Fast track permit time frames for issuing a permit for the work is **2 business days** from a properly made application date.

Standard permit time frames for issuing a permit for the work is **10 business days** from a properly made application.

Documentation required for a fast track or standard application can be located within Schedule 6 of the *Plumbing and Drainage Regulation 2019* on the Department of Housing and Public Works web site.

## Processing of Applications for Permit Work

In order to enable applications to be processed within the required time frames, it is essential for the application to be completed in content and correct in detail. Should deficiencies be found in the application, an information request will be forwarded to the applicant requesting they provide additional information to satisfy the assessment requirements for the application.

## Important Notice: Privacy Statement

Any personal information that Scenic Rim Regional Council collects throughout an application process is in accordance with the *Plumbing and Drainage Act 2018* and/or *Plumbing and Drainage Regulation 2019* in order to assess the application. The information will only be accessed by Scenic Rim Regional Council for Council business related activities only. Your personal information is handled in accordance with the *Information Privacy Act 2009* and your information will not be given to any other person or agency unless you have given us permission or we are required by law.

## Required Documents For Fast Track Application Permits

All documentation must be submitted together otherwise the application may be returned. Applications for class 1a dwelling and class 10a shed in a service providers area (sewer and water supply available).

### Single Class 1a - Dwelling and Class 10a Shed in Water and Sewer Areas

- Fully completed current plumbing application Form 1.
- Application fee refer to Scenic Rim Regional Council Website [www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au) .
- One (1) copy of a site plan showing clearly the boundaries and dimensions of the site, all existing buildings, location of proposed buildings with distances from boundaries, easements, building envelopes.
- One (1) copy of a site classification report complying with AS2870- 2011. Reactive soil sites will require expansion and articulation details from a suitably qualified expert for the sanitary drainage design and installation.
- One (1) copy of construction plans that include elevations, floor layout and site plans to scale and sufficient dimensions (minimum 1:100 scale).
- The SEQ service provider's consent for the work (contact Queensland Urban Utilities 132 657).

### Note

- Minimum fixtures to comply with *Building Codes of Australia* (BCA).
- Application form must be completed and signed by the applicant. Evidence of land ownership will be required where Council's records indicate a different owner to that noted on the application form.
- Please ensure you read Form 1 carefully and tick the correct boxes on the form.

## Required Documents For Standard Application Permits

All documentation must be submitted together otherwise the application may be returned.

### Class 1a - Dwelling and Class 10 Shed With On-Site Sewerage (OSSF) Facility

- Fully completed current plumbing application Form 1

- Application Fee - Refer to Scenic Rim Regional Council Website [www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au)
- One (1) copy of a site plan showing clearly the boundaries and dimensions of the site, all existing buildings, location of proposed buildings with distances from boundaries, easements, building envelopes, dams, bores, location of on-site sewerage facility and land application area and water tanks.
- One (1) copy of a site classification report complying with AS2870- 2011. Reactive soil sites will require expansion and articulation details from a suitably qualified expert for the sanitary drainage design and installation.
- One (1) copy of a contour plan indicating relative levels of the site to AHO.
- One (1) copy of construction plans that include elevations, floor layout and site plans to scale and sufficient dimensions (minimum 1:100 scale).
- For OSSF - refer to OSSF section 3 below.

## **Class 10a - Garages, Shed. Etc**

Where sanitary facilities (i.e. WC [toilet], shower) are proposed, a plumbing application is required. For documentation required refer to the above requirements.

If the Class 10 domestic structure has existing approved plumbing and additional fixtures is proposed to be installed, a plumbing contractor can perform the work under the Notifiable Works (Form 4) process.

## **Class 1b and 2-9 - Multiple Dwelling, Commercial and Industrial Building and Ancillary Structures**

- Fully completed current plumbing application Form 1.
- Evidence of water or sewer connection approval from Queensland Urban Utilities 132 657.
- Application Fee - Refer to Scenic Rim Regional Council Website [www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au)
- One (1) copy of a site plan showing clearly the boundaries and dimensions of the site, all existing buildings, location of proposed buildings with distances from boundaries, easements, building envelopes, dams, bores, location of the on-site sewerage facility and land application area and water tanks (if applicable).
- One (1) copy of construction plans showing elevations, floor layout and location of all fixtures to scale and sufficient dimensions (minimum 1:100 scale).
- On-site sewerage facility application fee Refer to Scenic Rim Regional Council Website [www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au)
- One (1) copy of a site and soil evaluation for on-site sewerage facility completed by an evaluator registered with Scenic Rim Regional Council (unsewered areas only). Refer to section 3.
- One (1) copy of a site classification report compliant with AS2870-2011. Reactive soil sites will require expansion and articulation details from a suitably qualified expert for the sanitary drainage design and installation.
- One (1) copy of a plumbing hydraulic services design to include information as detailed in schedule 6 section 3 of the Plumbing and Drainage Regulation 2019.
- One (1) copy of details of Special Fire Services (e.g. sprinklers, fire hydrants) as called for by the Building Code of Australia; in certain cases, Queensland Fire and Rescue approved plans may be required.
- Evidence of Council's Planning approval where required

## **Note**

Application form must be completed and signed by the applicant. Evidence of land ownership will be required where Council's records indicate a different owner to that noted on the application form.

- It is a requirement in Queensland that hydraulic services design carried out where the contract value is more than \$1,100 is to be completed by:
  - A person or company holding a current QBCC contractor's licence.

- A registered professional engineers (RPEQ).
- A plumbing and drainage contractor designing work that he or she will then carry out.
- Connection approval is required from Queensland Urban Utilities 132 657 if in a sewer or water supply area for commercial application.
- Please ensure you read Form 1 carefully and tick the correct boxes on the form.

## **On Site Sewerage Facility (OSSF)**

Approval is required from Council for the installation of an OSSF. An application may be made by including the make and model on the Plumbing and Drainage Application Form 1. The following information/details are to be lodged with plumbing applications (unless already provided) which include an OSSF.

- One (1) full set of house plans; drawn to scale.
- One (1) copy of a site and soil evaluation for on-site effluent disposal including information in accordance with Schedule 6 Part 3 section 4 or 5.
- The evaluator must be registered with Scenic Rim Regional Council (refer to Council's website for list of registered evaluators [www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au) ).
- One (1) copy of a site classification report complying with AS2870- 2011. Reactive soil sites will require expansion and articulation details from a suitably qualified expert for the sanitary drainage design and installation.
- One (1) copy of a site plan indicating the location of the: proposed on-site sewerage facility including the effluent dispersal area; existing and/or proposed buildings, water tanks, swimming pool, dam and bore; and contour plan.
- On Site Sewerage Facility application fees Refer to Scenic Rim Regional Council Website [www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au)

## **Flood Affected Blocks**

Plumbing application for structures on flood affected blocks is referred to Council's Planning department for assessment. Approval may not be given or given with specific conditions, where it is determined that the site could be adversely affected by general or localised flooding.

## **Unstable Slopes**

Where Council's planning section information indicates that a proposed building site could be affected by unstable ground, a geotechnical engineer's slope stability report will be required to assist Council in a decision. If an On-site Sewerage Facility (OSSF) is to be installed, particular references to the OSSF and land application area are required in the geotechnical report.

## **Planning & Development Requirements**

Applications may be referred to Council's Planning Assessment team. Applicants are advised to obtain planning approval with Council's Development Assessment section 07 5540 5111.

## **Water**

### **(a) Connection to Reticulated Water**

#### **Queensland Urban Utilities (QUU)**

Applications are to be made to QUU 132 657 on a separate application form and applicants should first check whether a supply is available and whether it is 'constant flow' or 'on-demand'.

## Riemoore Water

Applications for Permits in the Riemoore Down estate must obtain connection approval from Riemoore Water 1 Pty Ltd - please contact 0487 659 306. The connection approval is to be lodged with the application to Council.

### (b) Water Storage - General

If water storage tanks are proposed to be installed, the location and size of tanks must be shown on the site plan.

For constant flow water supply areas, a minimum size water storage tank applies in accordance with relevant planning schemes and development approvals. Where no reticulated water is available, a tank capacity relative to the planning scheme is required for storage of rainwater

### Removal Dwellings

Refer to details above under Class 1 - Dwelling for new application.

### Note

A security bond is required before release of the permit.

### Health And Environment Requirements

Applicants are advised to check with Council's Health Services section on 07 5540 5111 regarding requirements in the event of building on Contaminated Land and for Food Establishments.

### Building And Plumbing Information Packs

Information packs are available on Council's website at [www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au)

Should you require any assistance in completing your Plumbing Application, please contact the Building and Plumbing section on 07 5540 5111



**GENERAL NOTES: This form is to be used for the purposes of sections 44(1)(a) and 52(2) of the Plumbing and Drainage Regulation 2019 (PDR). Completion of all applicable sections is mandatory**

**1. Description of land**

The description must identify all land the subject of the application. The lot and plan details (e.g. SP/RP) are shown on title documents or a rates notice.

Street address *(include number, street, suburb/locality and postcode)*

Lot and plan:

Shop/tenancy number

Storey/level

Local government area

*(if applicable)*

*(if applicable)*

**2. Permit application**

Subject to section 66(1) of the PDA, a person must not carry out permit work unless the person has a compliance permit for the work and complies with any conditions of the permit.

Is this application for a new building?

Yes  No

Is this application for work to an existing building?

Yes  No

Has distributor-retailer approval been granted? *(if applicable)*

Yes  No

Is a copy of the connection approval attached? *(if applicable)*

Yes  No

Sewered or  Unsewered

Provide details of the proposed plumbing work:

**3. Classification of buildings and structures**

Indicate the class of buildings and/or structures as set out under the National Construction Code building classifications. For example, a house (class 1a), an apartment (class 2) or a domestic shed (class 10a).

Class of building/s (if known)

Class 1a or 10a or

Class 1b, 2 - 9

Provide description (purpose) of the proposed building

*Note - The description must be sufficient to identify the building/s: a single dwelling, bakery, distillery, mechanical workshop etc.*

**4. Application type**

If this application is for a new class 1a or 10a building and you have answered yes to all questions in box A or B in this section, this application may be fast tracked.

*Local governments may opt out or include extra types of permit work under the fast track application process*

*Check with the relevant local government to see if any changes have been made.*

**Box A**

Each new building directly and separately connects to the reticulated water supply system and sewerage system

Yes  No

A trade waste approval is not required for this property/building

Yes  No

This application does not include an on-site treatment facility

Yes  No

**Box B**

This work is covered by a local government fast track declaration

Yes  No

*Note - Class 1a and 10a properties or buildings with an on-site sewerage facility, trade waste connection or combined or community sanitary drainage are **excluded** from the fast track process and must be assessed as a standard application as must all other properties/buildings (class 2 – 9).*



<p><b>5. Soil classification</b> A copy of the soil classification report must be supplied where the work involves sanitary drainage.</p> <p>For classes H, E and P a copy of the articulation report must also be supplied.</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; padding: 2px;"><input type="checkbox"/> No sanitary drainage</td> <td style="width: 25%; padding: 2px;"><input type="checkbox"/> Class A</td> <td style="width: 25%; padding: 2px;"><input type="checkbox"/> Class S</td> <td style="width: 25%; padding: 2px;"><input type="checkbox"/> Class M/MD</td> </tr> <tr> <td style="padding: 2px;"><input type="checkbox"/> Class H1/H1-D</td> <td style="padding: 2px;"><input type="checkbox"/> Class H2/H2-D</td> <td style="padding: 2px;"><input type="checkbox"/> Class E/EE-D</td> <td style="padding: 2px;"><input type="checkbox"/> Class P</td> </tr> </table> <p>A copy of the soil classification report is attached <input type="checkbox"/> Yes <input type="checkbox"/> N/A</p> <p>A copy of the articulation report is attached (for classes H,E&amp;P) <input type="checkbox"/> Yes <input type="checkbox"/> N/A</p>	<input type="checkbox"/> No sanitary drainage	<input type="checkbox"/> Class A	<input type="checkbox"/> Class S	<input type="checkbox"/> Class M/MD	<input type="checkbox"/> Class H1/H1-D	<input type="checkbox"/> Class H2/H2-D	<input type="checkbox"/> Class E/EE-D	<input type="checkbox"/> Class P				
<input type="checkbox"/> No sanitary drainage	<input type="checkbox"/> Class A	<input type="checkbox"/> Class S	<input type="checkbox"/> Class M/MD										
<input type="checkbox"/> Class H1/H1-D	<input type="checkbox"/> Class H2/H2-D	<input type="checkbox"/> Class E/EE-D	<input type="checkbox"/> Class P										
<p><b>6. Fixtures to be installed</b></p>	<p><b>Indicate the number of fixtures to be installed:</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; padding: 2px;">sinks:</td> <td style="width: 33%; padding: 2px;">basins:</td> <td style="width: 33%; padding: 2px;">urinals:</td> </tr> <tr> <td style="padding: 2px;">baths:</td> <td style="padding: 2px;">W.C.s:</td> <td style="padding: 2px;">showers:</td> </tr> <tr> <td style="padding: 2px;">laundry tubs:</td> <td colspan="2" style="padding: 2px;">other:</td> </tr> <tr> <td colspan="3" style="padding: 2px;">Total number of fixtures:</td> </tr> </table>	sinks:	basins:	urinals:	baths:	W.C.s:	showers:	laundry tubs:	other:		Total number of fixtures:		
sinks:	basins:	urinals:											
baths:	W.C.s:	showers:											
laundry tubs:	other:												
Total number of fixtures:													
<p><b>7. Water supply</b> Examples of supply details may include dual reticulation or recycled water.</p>	<p><b>If the application is for a new connection, or disconnection of an existing water service, complete the following:</b></p> <p>(a) purpose of the water service (tick applicable boxes)</p> <p><input type="checkbox"/> domestic      <input type="checkbox"/> industrial      <input type="checkbox"/> commercial      <input type="checkbox"/> fire</p> <p>(b) nature of the work (tick applicable boxes)</p> <p><input type="checkbox"/> new      <input type="checkbox"/> alteration      <input type="checkbox"/> disconnection</p> <p><i>Note - SEQ local governments cannot grant a permit unless the distributor-retailer has approved the associated connection, connection change or disconnection to its water infrastructure; or it is a class of work that does not require distributor-retailer approval (Plumbing and Drainage Regulation 2019, section 44).</i></p>												
<p><b>8. Disposal of wastewater in unsewered area</b> A Treatment Plant Approval (TPA) number/Chief Executive Approval (CEA) or Environmentally Relevant Activity (ERA) number must be included for any on-site sewerage treatment plant or greywater treatment plant.</p> <p>A copy of the site and soil evaluation report must be attached.</p>	<p><b>Description of work</b></p> <p><input type="checkbox"/> New facility      <input type="checkbox"/> Replace existing facility      <input type="checkbox"/> Connect to existing</p> <p><input type="checkbox"/> The treatment plant is for testing purposes</p> <p><b>Type of treatment plant</b></p> <p><input type="checkbox"/> Secondary on-site sewerage treatment plant      <input type="checkbox"/> Greywater treatment plant      <input type="checkbox"/> Greywater diversion device</p> <p><input type="checkbox"/> Septic tank      <input type="checkbox"/> Holding tank      <input type="checkbox"/> Composting toilet</p> <p>Brand: _____ Model: _____</p> <p>TPA/CEA Number _____ ERA Number (if applicable) _____ (Treatment Plant Approval or Chief Executive Approval Number) (Environmentally Relevant Activity number)</p> <p><b>Additional information</b></p> <p>Total number of bedrooms in all dwellings to be serviced by the facility _____</p> <p>Total wastewater flow per day to be serviced by the facility _____ L/day</p> <p>A copy of the site and soil evaluation report is attached <input type="checkbox"/> Yes</p> <p><b>Comments</b> (i.e. conversion from septic to treatment plant.)</p> <div style="border: 1px solid black; height: 40px; margin-top: 5px;"></div>												



<b>9. Owner details</b>	Owners name: <input type="text"/> Phone number: <input type="text"/> Postal address: <input type="text"/> Email address of owner: <input type="text"/>
<b>10. Applicant details</b> The applicant need not be the owner of the land.  If lodging this application, the applicant is responsible for ensuring the information provided is correct and that they are authorised to manage the application on the owner's behalf.	Company name in full: <input type="text"/> Contact person: <input type="text"/> Phone number: <input type="text"/> Mobile: <input type="text"/>  Email address of applicant: <input type="text"/>
<b>11. Declaration</b>  The local government will rely on the owner applicant information when assessing the application.	<b>I hereby state that that the information provided in this form is a true and accurate record.</b>  Signature <input type="text"/> Date <input type="text"/>
<b>PRIVACY NOTICE:</b> The information on this form is collected as required under the <i>Plumbing and Drainage Act 2018</i> (PDA) by local governments. This information may be stored in the local government database and will be used for purposes related to deciding an application and monitoring compliance under the PDA. Your personal information will be disclosed to the financial institution which handles the local government's financial transactions and may be disclosed to other local government agencies, local government authorities, the Queensland Building and Construction Commission and third parties for purposes relating to administering and monitoring compliance with the PDA. Personal information will otherwise only be disclosed to third parties with your consent or in accordance with the <i>Information Privacy Act 2009</i> . <b>RTI:</b> The information collected on this form will be retained as required by the <i>Public Records Act 2002</i> and other relevant Acts and regulations and is subject to the Right to Information regime established by the <i>Right to Information Act 2009</i> .	

OFFICE  
USE  
ONLY

FEE (\$)	DATE RECEIVED	RECEIVING OFFICER'S NAME/S	REFERENCE NUMBER/S

Fast-track application   or    Standard application

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The *Plumbing and Drainage Act 2018* is administered by the Department of Housing and Public Works



**Queensland  
Government**

## CREDIT CARD AUTHORISATION

### CUSTOMER DETAILS

<b>Cardholder's name (On credit card)</b>	
<b>Business name (On credit card)</b>	
<b>Postal Address</b>	
<b>Email</b>	
<b>Contact phone number (Business hours)</b>	
Please note: In the event that a refund is required, the credit card holder will receive the refund.	

### CREDIT CARD INFORMATION

Credit card type	<input type="checkbox"/> Mastercard	<input type="checkbox"/> Visa
Card number	_____/_____/_____/_____	
Expiry Date	____/____	
Amount	\$ _____	
<b>Signature</b>	<b>Date</b>	

### REASON FOR PAYMENT

Please include relevant reference/application/invoice numbers or attach separately (If applicable)


#### IMPORTANT NOTICE - Privacy Statement

Scenic Rim Regional Council is collecting your personal information on this form in order to process your payment. Your information will not be given to any other person or agency unless you have given us permission or we are required by law. Your personal information is handled in accordance with the *Information Privacy Act 2009*.

### Council Use Only

<b>Date received</b>	<b>Receipt #</b>
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### To submit your form to Council

	Scenic Rim Regional Council, PO Box 25, BEAUDESERT QLD 4285	
	Beaudesert Customer Service Centre Boonah Customer Service Centre Tamborine Mountain Library & Customer Service	82 Brisbane Street, Beaudesert 70 High Street, Boonah Cnr Main St & Yuulong Rd, Tamborine Mountain
	(07) 5540 5111	 (07) 5540 5103
		 <a href="mailto:mail@scenicrim.qld.gov.au">mail@scenicrim.qld.gov.au</a>

## ON-SITE SEWERAGE FACILITIES

### SRRC REGISTERED SITE & SOIL EVALUATORS

COMPANY	ADDRESS	CONTACT DETAILS	
Alpha Concepts Pty Ltd	15 Rosella Street WEST GLADSTONE QLD 4680	Ph Mob Email	07 4979 4001 0409 761 922 <a href="mailto:sale@alphaconcepts.net.au">sale@alphaconcepts.net.au</a>
Arcadia Environmental	Website - <a href="http://www.arcadiaenviro.com.au">www.arcadiaenviro.com.au</a>	Mob Email	0488 595 915 <a href="mailto:info@arcadiaenviro.com.au">info@arcadiaenviro.com.au</a>
Australian Soil Investigations Pty Ltd (ASI)	174 Railway Road COORAN QLD 4569	Mob Email	0428 310 453 <a href="mailto:aussiesoil@yahoo.com.au">aussiesoil@yahoo.com.au</a>
Bay Island Designs	10 Cowes Street MACLEAY ISLAND QLD 4184	Ph Mob Email	07 3409 5358 0419 796 167 <a href="mailto:bayislanddesigns@gmail.com">bayislanddesigns@gmail.com</a>
BioWater Designs Pty Ltd	PO Box 6218 MOOLOOLAH VALLEY QLD 4553	Ph Mob	07 5494 7620 0407 887 321
CF & JE Miles Building Contractors	76 Dunns Ave HARRISVILLE QLD 4307	Ph Mob Email	07 5467 1341 0418 724 176 <a href="mailto:cec@cecmiles.com.au">cec@cecmiles.com.au</a>
Cec Watts	13 Willi Street WARWICK QLD 4370	Mob	0428 790 760
Country-Wide Water Pty Ltd	43 Glenaura Drive TALLAI QLD 4213	Ph Mob Email	07 5522 9559 0418 230 850 <a href="mailto:countrywidewater@live.com.au">countrywidewater@live.com.au</a>
Edwards & Associates Waste Water	PO Box 3077 SOUTHPORT BC 4215	Ph Mob	07 5531 1876 0419 311 876
Envirotech Treatment Systems	PO Box 763 ASHGROVE QLD 4060	Mob Email	0428 180 990 <a href="mailto:info@envirotechtreatmentsystems.com.au">info@envirotechtreatmentsystems.com.au</a>
Geotest Engineering Services Pty Ltd	PO Box 387 FERNY HILLS QLD 4055	Ph Email	07 3354 1899 <a href="mailto:admin@geotestsoil.com.au">admin@geotestsoil.com.au</a>
Gilbert & Sutherland Pty Ltd	PO Box 4115 ROBINA QLD 4230	Ph	07 5578 9944
Greg Kennedy Plumbing	PO Box 88 BEAUDESERT QLD 4285	Ph Mob Email	07 5541 3197 0418 751 492 <a href="mailto:gandjkennedy@bigpond.com">gandjkennedy@bigpond.com</a>
Earthsolve	171 San Fernando Drive WORONGARY QLD 4213	Ph Mob Email	07 5530 3948 0407 769 794 <a href="mailto:info@earthsolve.com.au">info@earthsolve.com.au</a>
Keith Wood & Associates Wastewater Consultants	38 Grebe Place BURLEIGH WATERS QLD 4220	Ph Mob	07 5576 4178 0405 310 813

COMPANY	ADDRESS	CONTACT DETAILS	
MB Plumbing		Mob	0408 983 989
		Email	<a href="mailto:info@mbplumbingco.com.ua">info@mbplumbingco.com.ua</a>
Mora Consulting Pty Ltd	298 Ferry Road SOUTHPORT QLD 4215	Ph	07 5528 2633
		Email	<a href="mailto:admin@mora.com.au">admin@mora.com.au</a>
Plumbing Solutions & Services Pty Ltd	PO Box 4046 SPRINGFIELD QLD 4300	Ph	07 3818 8434
		Mob	0408 780 602
Precise Environmental	PO Box 4424 ROBINA TOWN CENTRE QLD 4230	Ph	07 5593 7848
		Mob	0431 565 210
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SGS Australia Pty Ltd	Unit 10a 300 Cullen Avenue EAST EAGLE FARM QLD 4009	Ph	1300 781 744
Site & Civil Consulting	PO Box 671 BEAUDESERT QLD 4285	Ph	1300 654 816
		Mob	0402 303 599
Stav's Hydraulic Services (SHS)	PO Box 529 JIMBOOMBA QLD 4280	Ph	07 5623 4177
		Mob	0402 303 599
		Email	<a href="mailto:stephen@stavs.com.au">stephen@stavs.com.au</a>
Structerre Consulting Engineers	PO Box 621 HAMILTON QLD 4007	Ph	07 3307 8300
		Email	<a href="mailto:brisbane@structerre.com.au">brisbane@structerre.com.au</a>
Stuart Building Certification	100 George Holt Drive MOUNT CROSBY QLD 4306	Ph	07 3201 0117
		Mob	0428 156 688

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# On-Site Sewage Facility (OSSF)

## What is an On-site Sewerage Facility?

On-site sewerage facilities (OSSF) are used to treat sewage generated from a premise that is located in an unsewered area. The OSSF must be located within property boundaries which includes the land application area.

OSSF include all types of wastewater treatment and land application, such as septic tanks, aerated wastewater treatment systems, biofilter systems, composting toilets, and activated sludge systems. These systems are required in areas not serviced by sewerage infrastructure.

Effective on-site treatment and land application achieves:

- Protection of public health and safety
- Maintenance and enhancement of environmental quality
- Maintenance and enhancement of community amenity

The property owner is responsible for ensuring maintenance is carried out on their system in accordance with the treatment plant approval documents.

Council performs regulatory functions regarding new installations of OSSF, additions to existing systems, effluent run-off complaints, list of licensed service persons, list of site and soil evaluators and maintains a register of OSSF.

## Site and Soil Evaluator

One of the important aspects of an on-site wastewater management system is the requirement for a thorough site and soil

evaluation to be undertaken as part of the process of obtaining Council approval for effluent disposal within the property.

It is essential for the evaluator to select the most suitable on-site effluent disposal facility for the property and engage best environmental practices to support his or her design.

The quality of effluent from an OSSF is a key consideration to determine how sewage effluent is to be controlled and disposed of within the property.

Before lodging an application to install, extend or remove an OSSF with Council, it is recommended that the property owner consult with a site and soil evaluator to discuss the options available for effluent disposal within the property. A list of approved site and soil evaluators can be found on Council's website at [www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au)

## Commissioning Certificate

Following the installation of a wastewater treatment plant, the manufacturer of the plant is to certify that the facility conforms to design requirements and specifications and that such equipment has been installed and commissioned in accordance with manufacturer's instructions.

## Risks and Benefits

Poorly operated and maintained facilities can pose a high risk to public health and have the potential to create extensive environmental harm. However, owners of properly maintained systems benefit from more efficient systems with a longer life, increased property values, reduced health risk, and improved environmental quality.

## Legislation

Compliance with the *Plumbing & Drainage Act 2018*, *Plumbing and Drainage Regulation 2019*, QLD Plumbing & Wastewater Code, AS/NZS 1546 and AS/NZS 1547.

## Maintaining Your System

Maintenance requirements differ depending on the type of system you have. State legislation requires that aerobic wastewater treatment plants be serviced every three months and aerobic sand filter treatment systems annually.

A licensed service agent must be engaged by the property owner to carry out the maintenance and to advise Council of the performance of your system.

Service agents will normally conduct the following:

- Maintenance to mechanical equipment
- Check accumulated sludge levels.
- Check irrigation system operation
- Add chlorine and check operation of the disinfection system
- Removal of sludge and scum from the clarifier/final chamber

## De-sludging Your System

Periodic removal of accumulated sludge and scum from the primary treatment section of your OSSF is required to be carried out by a licensed liquid waste contractor.

## Be a Good Neighbour

Effluent must be disposed of within the boundaries of the property from which it was generated. It is an offence to dispose of effluent onto neighbouring properties, gutters or into waterways, or where it could run off into waterways.

Take care that there is no effluent run-off or spray drift onto adjoining properties.

## Caring for Your System

Make sure that household products you use do not impair the performance of your OSSF. Ask your service agent or Council if you are unsure.

## Dos

- Carry out regular maintenance of OSSF using an approved servicing agent. It is an offence if your OSSF is not maintained regularly by an approved service agent.
- Use only recommended biodegradable products.
- Avoid contact with the effluent and irrigation sprays.
- Call your service agent when you are encountering problems with your system such as alarms and/or smells from the OSSF.
- Conserve water and avoid overloading the system. Fix leaking taps and running toilets as soon as they are discovered.
- Use toilet paper that disintegrates easily.
- Use bicarb soda as a cleaner for toilets, baths and basins.
- Keep a detailed record about your treatment plant, including model number, service agent, records of service visits, maintenance performed and part replacements.
- Become familiar with how your own particular system operates and the way it looks sounds and smells when it is working correctly. This way, you may be able to identify problems before they become serious and alert your service agent to anything unusual.
- Ensure your OSSF tank lids are properly sealed to prevent entry of mosquitoes and other vermin.

## Don'ts

- Put food scraps, milk or oil down the sink.
- Dispose of any product containing ammonia, acids, disinfectants or bleaches into the system as it will kill the bacteria which operate the system.
- Allow roof or surface water to enter the system as it will overload the system.
- Allow foreign objects such as plastic or rubber products, cloth, rags, sanitary napkins, bones, metal, glass and tea leaves or coffee grounds to enter the system as they may cause blockages.
- Switch off the system to save power.
- Cover tanks with earth, concrete, pavers, pine bark, mulch or other material which could

Interfere with access for maintenance or enter the tank when lids are opened.

- Allow anyone to park on, or drive over any part of the system.
- Make or allow unauthorised repairs or alterations to your system without approval from Council.
- Use garbage grinders unless the on-site sewerage facility is designed to cope with this waste.
- Put any chemicals such as paints, thinners, pesticides etc. into the sink as these items can destroy the bacteria digestion process in your system, resulting in the discharge of polluted effluent.

## OSSF Service Agents

For a full list of service agents, search the yellow pages under “*waste water & sewage treatment*” or a list of service agents can be found on Council's website at [www.scenicrim.qld.gov.au](http://www.scenicrim.qld.gov.au) under Forms.

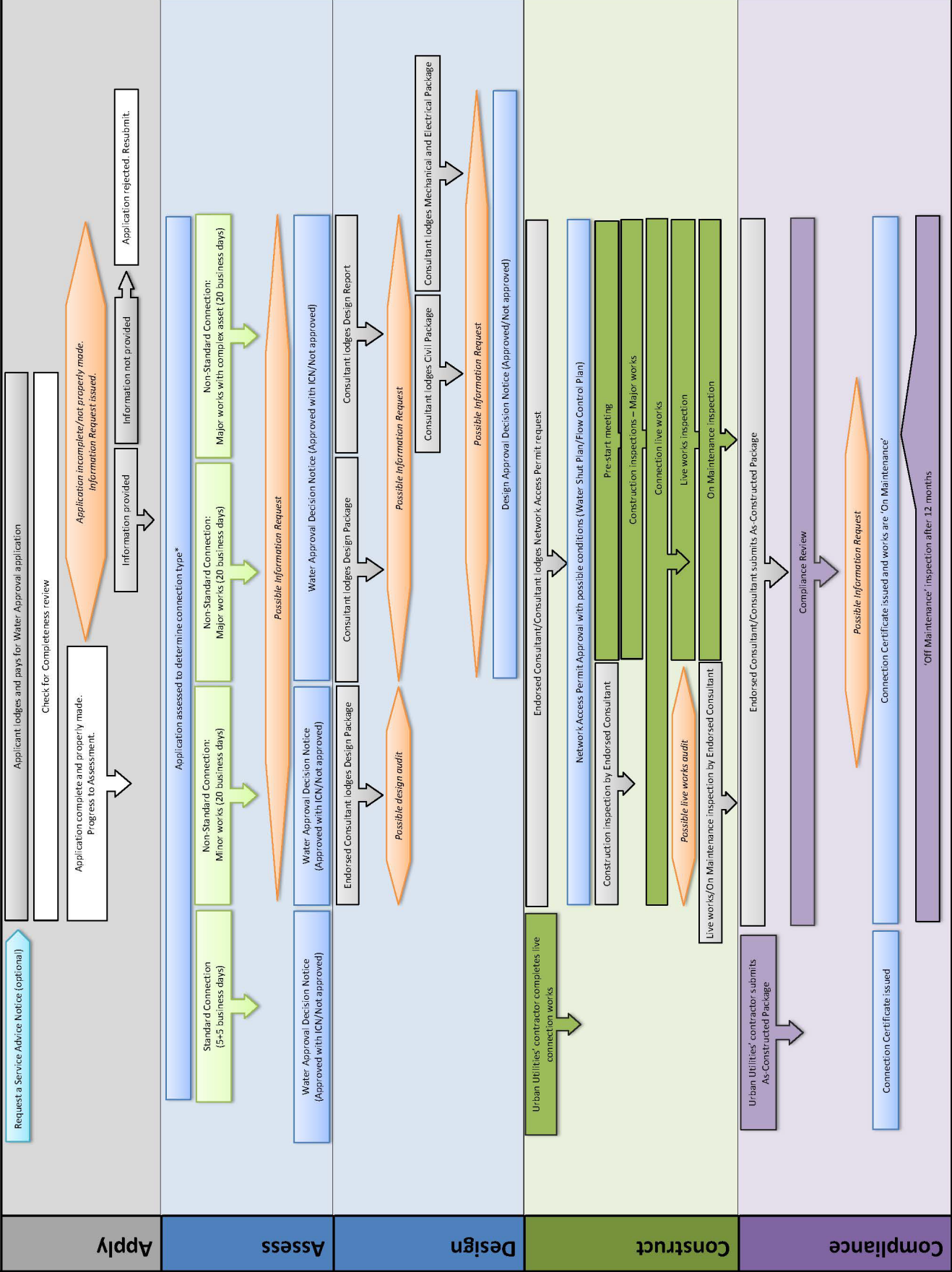
## OSSF Approved Systems

For a list of approved systems go to Queensland Government Department of Housing and Public Works website at:  
<https://www.business.qld.gov.au/industries/building-property-development/building-construction/plumbing-drainage/on-site-sewerage>  
or contact them on 13 74 68.

Note: These details and/or links may be updated or changed by the Queensland Government.



# Stages of the Urban Utilities Water Approval Process



**CONNECTION TYPES\***  
**Standard Connection:** application for a new house (single dwelling), duplex or small residential developments up to three lots.  
**Non-Standard Connection:**  
**Minor works:** Property Service and Network Connection other than Standard Connections, with water reticulation up to 80m and wastewater reticulation up to 90m, and no more than two maintenance structures.  
**Major works:** all other Property Service Connections including complex, multi-stage developments and those that generate commercial or industrial trade waste.

**KEY:**

- Optional service
- Applicant/consultant action
- Review
- Applicant response
- Assessment/Compliance decision
- Connection type
- Compliance review

\*Connection type determined in accordance with the Water Network Plan and individual factors by exception including site and development complexity. For information on connections visit [urbanutilities.com.au/development](http://urbanutilities.com.au/development)



# Developing with Urban Utilities

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## *Are you renovating, sub-dividing or planning a development?*

Every day, we work with customers to build a network everyone can rely on. Connecting to water and wastewater services is a critical part of developing and knowing what to expect can save time and money.

We can help with:

- Tools and maps for researching your land.
- Technical advice and support on simple renovations to complex sub-divisions.
- Guidance for building near or over our infrastructure.
- Support for simple and complex projects in urban reuse areas (*infill/brownfield*) or undeveloped land (*greenfield*).
- Requirements for the disposal of trade waste from commercial or industrial operations.

## What is the application and approval process?

New connections, disconnections or changes to our network (including increasing floor area or reusing existing infrastructure) require an Urban Utilities' Water Approval. The type of Water Approval application you need will depend on the size and nature of your development.

Visit our [Understand the Water Approval process](#) for more information.

## Development questions

For more information on our services, standards, and fees and charges visit us at [www.urbanutilities.com.au/development](http://www.urbanutilities.com.au/development)

## Things to consider before developing

1. Undertaking thorough research will help to plan your project and manage risk.
  - Our [Research my land](#) page features services, information and maps to investigate your property.
  - Identify other utilities on or near your site with [Dial Before You Dig](#)
  - The complexity, cost and timing of your project may be affected by site features including [combined drains](#), [easements](#), [maintenance structures](#) (manholes), heritage listings, protected vegetation, floodable land, acid sulphate soil or waterway and transport corridors.
  - Outstanding fees or non-compliance for existing development on your site may now be your responsibility.
2. You may need an engineering consultant to design and certify your connection.
  - Consider a range of quotes when engaging a consultant. Secure a contract that sets out all rights and responsibilities.
3. Review your application before you lodge.
  - Our [Check for Completeness](#) guide explains how to lodge a complete and correct application to keep your project moving with fewer requests for information.
  - Ensure you have allowed enough time for assessment, construction and compliance. Our service standards and timeframes are outlined in [Our Commitment To You](#)

## Common acronyms and abbreviations

**As-Cons:** As-Constructed package/drawings  
**DA:** Development Approval (issued by councils)  
**Developer Portal:** Developer Applications Portal  
**DN:** Decision Notice for Water Approval  
**IC:** Infrastructure Charges  
**IR:** Information Request  
**NAP:** Network Access Permit  
**PNC:** Property Service Connection  
**SAN:** Services Advice Notice  
**STD:** Standard Connection

To report a fault or emergency  
Contact us 24/7 on 13 23 64

General enquiries  
From 8am-6pm weekdays 13 26 57

ABN 86 673 835 011

[urbanutilities.com.au](http://urbanutilities.com.au)

# ASBESTOS REMOVAL

EFFECTIVE MARCH 2021

Asbestos was extensively used in building materials across Australia from the 1940s until it was banned in the 1980s. Asbestos becomes a health hazard when fibres of a breathable size become airborne and are then inhaled.

Harmful impacts on health include lung cancer, lung scarring that impairs breathing, lung cancer, and diseases that affect the lung linings. Building with asbestos was banned in the 1980s, but some materials may have been used in later construction.

This fact sheet contains basic information only. Before working with asbestos, contact Workplace Health and Safety.

## Types of asbestos

There are two main types of materials containing asbestos that are used in building: friable (loose) asbestos; and bonded (non-friable) asbestos.

### Friable (loose) asbestos

Friable asbestos is any asbestos-containing material that, when dry, can be easily crumbled by hand.

Common examples of friable asbestos are acoustic ceilings and tiles, many types of plasters, wallboard, sprayed asbestos insulation, and pipe and boiler insulation.

Important note: as of 1 May 2021 Low Density Asbestos Fibre Board (LDB) has been re-classified and is to be treated as a friable asbestos material.

Sweeping, dusting or using a household vacuum will make these fibres airborne. This type of asbestos can only be removed by a person holding an 'A Class' licence (see below).

### Bonded (non-friable) asbestos

Bonded asbestos contains a binder or hardening agent such as cement, asphalt or vinyl and is difficult to damage by hand. Common examples of bonded asbestos are asphalt roofing shingles, vinyl asbestos floor tiles, asbestoscement sheets (fibro), and electrical switchboards.

## Licences required to remove asbestos

Removing asbestos is licensed by Workplace Health and Safety. A person removing more than 10m<sup>2</sup> of asbestos must have an 'A Class' or 'B Class' licence:

- 'A' Class Licence – is required to remove loose (friable) asbestos; holders do not require a 'B' class licence
- 'B' Class Licence – is required to remove 10m<sup>2</sup> or more of bonded asbestos
- Removing less than 10m<sup>2</sup> does not require a licence, but safety precautions are essential

## Environmental tips

Play it safe with asbestos, for everyone's sake:

- Don't store or reuse any asbestos materials you have removed
- Don't dispose of asbestos waste in a domestic rubbish bin or skip or council waste collections
- Don't dump asbestos waste in the environment - fines apply

## Useful contacts

Queensland Building and Construction Commission (QBCC)

Ph: 139 333

Web: [qbcc.qld.gov.au](http://qbcc.qld.gov.au)

Workplace Health and Safety

Ph: 1300 362 128

Web: [worksafe.qld.gov.au](http://worksafe.qld.gov.au)

Asbestos Industry Association

Ph: 07 3870 5561

Web: [asbestosindustry.asn.au](http://asbestosindustry.asn.au)

National Association of Testing Authorities (NATA)

Ph: 1800 621 666

Web: [nata.com.au/nata/contact-nata/contact-us](http://nata.com.au/nata/contact-nata/contact-us)

Asbestos & You

Web: [asbestosandyou.com.au](http://asbestosandyou.com.au)

## Need more information?

Contact Workplace Health and Safety for more information on working with asbestos.

If you need information about licensing for associated building work, call QBCC on 139 333 or visit [qbcc.qld.gov.au](http://qbcc.qld.gov.au).