Application for Approval to Discharge of Liquid Trade Waste (CLASSIFICATION A)

Locked Bag 5
YOUNG, NSW 2594
P: 1300 445 586
E: mail@hilltops.nsw.gov.au
W: www.hilltops.nsw.gov.au

Application made under the local Government Act 1993. Section 68

Applicable to businesses that intend to discharge low-risk (Concurrence Classification A) liquid trade wastes to the sewerage system. All details must be submitted to allow for assessment and make sure you read the section on substances not to be discharged.

The information Council is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998. The intended recipients of the personal information are: Hilltops Council Officers, and any other agent of Council. The supply of the information by you is voluntary. If you cannot provide or do not wish to provide the information sought, Council may be unable to process your information.

Development Application No.		PR No.
New Trade Waste Application:	Renewal:	Office Use Only - Records
1. PROPERTY DETAILS (Site Address):		
Property Address:		
Lot/Section/DP:		

2. BUSINESS TRADING NAME

3. PROPERTY OWNER/S DETAILS *Note: This section must be completed by all property owners*

Name:	
Address:	
Contact No.	Email:

I/We consent to this application: _____

Signature/s _____

(Property owner's authorisation to making the application is mandatory as per section 78 of the Local Government Act 1993)

The application cannot be processed unless signed by the Property Owner

4. APPLICANT (if different to owner):

Name(s) and/or Company:		
Address:		
Contact No.	Email:	
Contact Name:	Signature:	Date:

5. OCCUPIER (if different to owner or applicant)

Name:
Contact No:

6. TYPE OF BUSINESS/ACTIVITY

_____(e.g. café, medical centre, motel)

- Commercial retail food preparation activities – Please fill out and attach Form C2
- Other commercial activities – Please fill out and attached as appropriate from Forms C3-C5

7. DESCRIPTION OF FLOW **(complete if new trade waste application, or if details changed since last approval)**

Maximum rate of discharge to sewer:	kL/h or L/h or L/s (please circle)	
Maximum daily discharge to sewer:	kL	
Water supply meter being installed?	Yes:	No:

8. HOURS OF DISCHARGE

Hours during which discharge shall occur:

- Monday to Friday _____to _____
- Saturday _____to _____
- Sunday _____to _____

9. EXISTING/PROPOSED PRE-TREATMENT

Type (Model/Make):	Size/Volume: (Litres)
Flow Rate:	Cleaning Schedule:
Name of Contractor:	Location of sampling point:

In signing this form, the applicant/owner consents to Council taking photos of trade waste related matters, such as pre-treatment devices, for our records)

10. CHECKLIST FOR APPROVAL

Plans – Application to be accompanied by 2 copies of plans showing:

- details of activities and pre-treatment, including capacities and location associated with the generation of liquid waste;
- details, location, capacity/dimensions, proposed pre-treatment facilities;
- drainage diagram, where available;
- proposed connection point to the sewerage system;
- location of a sampling point; and
- stormwater drainage plan.

Concentrations of key parameters in the liquid trade waste discharge shall not exceed:

i	pH shall be maintained within the range of	7.0 – 9.0
ii	BOD_5 (Biological Oxygen Demand)	300 mg/L
iii	COD (Chemical Oxygen Demand)	900 mg/L
iv	Suspended Solids	300 mg/L
v	Oil and Grease	100 mg/L
vi	Nitrogen	100 mg/L
vii	Phosphorus (total)	20 mg/L

Other parameters as per Council's Policy for Discharge of Liquid Trade Waste to the Sewerage System.

Contact Council's Trade Waste Officer on 1300 445 586 for details of those not listed.

11. SUBSTANCES PROHIBITED FROM BEING DISCHARGED TO THE SEWERAGE SYSTEM

The following substances are prohibited from being discharged into Council's sewers or drains:

a) organochlorine weedicides, fungicides, pesticides, herbicides and substances of a similar nature and/or wastes arising from the preparation of these substances

b) organophosphorus pesticides and/or waste arising from the preparation of these substances

c) per- and poly-fluoroalkyl substances (PFAS)

d) any substances liable to produce noxious or poisonous vapours in the sewerage system

e) organic solvents and mineral oil

f) any flammable or explosive substance

g) discharges from 'Bulk Fuel Depots'

h) discharges from chemicals and/oil storage areas

i) natural or synthetic resins, plastic monomers, synthetic adhesives, rubber and plastic emulsions

j) roof, rain, surface, seepage or ground water, unless specifically permitted (clause 137A of the Local Government (General) Regulation 2005)

k) solid matter

l) disposable products including wet wipes, cleaning wipes, colostomy bags, cat litter and other products marketed as flushable

m) any substance assessed as not suitable to be discharged into the sewerage system

n) liquid waste that contains pollutants at concentrations which inhibit the sewage treatment process— refer to the Australian Sewage Quality Management Guidelines, June 2012, WSAA

o) any other substances listed in a relevant regulation.

12. FEES AND CHARGES

Liquid Trade Waste fees and charges are listed in Council's current Community Strategic Plan Documents which are available on-line or from Council's customer service. In submitting this form the **applicant** is aware that:

- **there is an application fee of $255.00 to be paid to Council's Cashier on submission**

  (ABN 33 984 256 429)

If approved:

- there is an annual fee;
- there are additional charges that may be applied if re-inspections are required; and
- charges may be applied if adequate pre-treatment *has not* been installed.

(Your application will only be processed once payment has been received, and printed on the receipt are the words "Tax Invoice" which you will receive after payment.)

Please note that the owner of the property will be billed for water supply, sewerage and liquid trade waste services provided and it is the owner's responsibility to pay such fees and charges within the period specified. The owner may arrange to recover such fees and charges through the lease arrangement between the owner and the occupier.		
OFFICE USE ONLY		
Dated lodged:		Receipt no:
Date paid: **$255.00**		Receipt by:
To Records:		(Records will forward to Trade Waste Officer)
OFFICE USE ONLY – Liquid Trade Waste		
Application:	Approved	Refused
Inspection by:		
Inspection dated:		Date of Determination: