

**Application to carry out a Liquid Trade Waste Activity**  
(Under Local Government Act 1993 Section 68)**Information for the applicant**

- This form is used to apply for a Liquid Trade Waste Activity – Install and discharge liquid trade waste to Council's Sewer system.
- To minimise delay in receiving a decision about the application, please fill in all sections and ensure all relevant information and documents are provided.
- Once completed, this application form should be submitted to Queanbeyan-Palerang Regional Council for determination at either one of the below locations:

**Hand**256 Crawford Street,  
Queanbeyan, NSW 2620**Post**PO Box 90, Queanbeyan,  
NSW, 2620**Email**[tradewaste@qprc.nsw.gov.au](mailto:tradewaste@qprc.nsw.gov.au)**SECTION A. Details of the land where the building/subdivision work and/or use is to be carried out**

Unit/Street no.

Street Name

Locality/Suburb

State

Postcode

Lot

Section

Deposited Plan (DP)

Business Trading Name

***Please indicate the type of activity which you would like to carry out***

- ☐ - C4 – Dispose of waste into Council's sewer
- ☐ - C5 – Install, construct or alter a waste treatment device

**Application fees**

*Fees are payable at the time of lodging this application. For the current fees, please go to Council's website.*

## SECTION B. Applicants Consent

**I/We hereby consent to all copies of correspondence being forwarded to the property owners.**

Applicant Name

Company (If applicable)

Contact Person

Address

Locality/Suburb

State

Postcode

Phone

Email

Signature of Applicant

Date

## SECTION C. Owners consent

If the land is part of a Community Title or Strata Scheme then the Community Associated/Body Corporate must also consent to lodging the application.

If the owner is an organisation/company the Authorised Officer and/or Director(s) must authorise the submission of the application. Attach a signed letter on the organisation or company letterhead.

The owner(s) must sign the following statement:

I/we hereby consent to the making of this application and I/we understand that it will be necessary for Council staff to enter and inspect the property, the subject of this application to ensure compliance with the provisions of the Environmental Planning and Assessment Act 1979, as amended and the Regulations thereunder and with the approved plans and specifications. Therefore I/we give approval for Council staff to enter and inspect the property during the approval.

Owner Name 1

Email

Phone

Owner Name 2

Email

Phone

Owners Signature/s

Date

**Please Note:** If there are more than two owners on a property, please provide separate documentation indicating their names, email, phone and signature.

**Is there access to the site?**

☐ Yes

☐ No

## SECTION D. Political gifts and donations

Has the applicant or owner made a donation or given any gift (to the value of \$1,000 or higher) to any Councillor or member of staff?\*

☐ Yes  
☐ No

*\*If yes, the applicant or owner must advise of any gift or donation in accordance with the Amendment to Local Government & Planning Legislation Bill 2008 (Political Donation). A copy of the Statement is available on Council's website at <http://www.qprc.nsw.gov.au>.*

## SECTION E. Required Information

A trade waste activity application is to be submitted to and approved by Council for the provision of trade waste treatment devices. The application must be accompanied by two copies of plans showing:

- Details and location of all processes, tanks, pits and apparatus associated with the generation of commercial waste;
- Details of the capacity/dimensions, material of construction and lining of the proposed pre-treatment facilities;
- Details of pipes and floor drainage conveying the effluent; and
- Stormwater drainage plan.

## SECTION F. Business Description

Type of business

Days and hours of operation

Type of activities and processes that generate liquid trade waste

Commercial food providers please state if:

<input type="checkbox"/> Restaurant or cafe	Seat numbers			
<input type="checkbox"/> Motel/hotel	Room numbers			
<input type="checkbox"/> Potato/vegetable peeler	Numbers			
<input type="checkbox"/> Washing Machine/s	Domestic		Commercial	
<input type="checkbox"/> Dishwasher/s	Domestic		Commercial	

Does your business include any of the following associated activities/business types?

- ☐ X-ray facilities  
☐ Pathology laboratory  
☐ Service station forecourt  
☐ Vehicle washbay  
☐ Mechanical workshop  
☐ Other trade wastewater process (Please specify)

### Proposed rate of discharge

Maximum hourly rate of discharge to sewer	kL/h or L/s
Maximum daily rate of discharge to sewer	kL
Hours of the day during which discharge takes place	

### Existing and proposed equipment (eg: grease arrestor, basket arrestor, cooling pit etc)

Please tick appropriate box

☐ Existing

☐ Proposed

Type

Size/flow rate

Type

Size/flow rate

Type

Size/flow rate

Proposed cleaning schedule of pre-treatment equipment and names of contractors used

**Is a water supply meter being installed?**

☐ Yes

☐ No

**Please list all Chemicals used on site**

Substance	Quantity	Method of storage	Storage location	Bunding provided

Please use a separate sheet if more space is required.

### **Substances prohibited from being discharged to the sewerage system**

Pursuant to Clause 6 of the Local Government (Water Services) Regulation 1999 the following substances are prohibited

from being discharged into sewers or drains:

- (a) Animal matter (including carcasses but not including human waste), wool, hair, grease, dust, ashes, cinders, soil, rubbish, filth, oil, salt, mud, sand, gravel, garbage, offal, vegetable or fruit parings, rags, house refuse, steam or solid matter;
- (b) Any flammable or explosive substance;
- (c) Waste liquid that contains a percentage of any substance, or waste liquid that is of a temperature, specified by the Council as being:
  - (i) Likely to endanger public health, public safety or public amenity or the environment, or
  - (ii) Damaging to, or liable to form compounds that may damage the Council's sewerage system or treatment works, or
  - (iii) Likely to injure employees engaged in the operation or maintenance of the Council's sewerage system or treatment works or the health of those employees;
- (d) Except in the case of a public drain or a council gutter - roof, rain, surface, seepage or ground water, unless specifically permitted (clause 137A of the Local Government (General) Regulation 2005. In addition to those mentioned in clause 6 of the Local Government (Water Services) Regulation 1999, the following substances are not permitted to be discharged into the sewerage system:
  - organochlorine weedicides, fungicides, pesticides, herbicides and substances of similar nature and/or wastes arising from the preparation of these substances;
  - organophosphate pesticides and/or wastes arising from the preparation of these substances;
  - any substances liable to produce noxious or poisonous vapours in the sewerage system;
  - organic solvents and mineral oils;
  - discharges from 'Bulk Fuel Depots';
  - natural or synthetic resins, plastic monomers, synthetic adhesives and rubber plastic emulsions;
  - chromate from cooling towers; and
  - waste that contains pollutants at concentrations which inhibit the sewage treatment processes - refer Australian Sewage Quality Management Guidelines, June 2012, WSAA.

**The applicant should be aware that approval of this application does not constitute a guarantee of any future approval of a variation to the approval. This will be dependent on the available capacity of the sewerage system at that time and any future approval must not be assumed.**

**However, alerting Queanbeyan-Palerang Regional Council to the applicant's future plans and proposals may assist Queanbeyan-Palerang Regional Council in planning future sewerage management and/or infrastructure additions/modifications.**

**If there are plans for future expansion, please provide details on a separate attachments**