

For more information or assistance completing this form, please contact our Trade Waste Team on 8391 7200 or visit Council's website [www.mountbarker.sa.gov.au](http://www.mountbarker.sa.gov.au)

## Privacy statement

The Mount Barker District Council (MBDC) will use the personal information provided in this form to process your application for authorisation to discharge trade waste into the MBDC's wastewater infrastructure.

## Lodgement of applications – an application fee may apply

Please send completed application form to:

Mount Barker District Council

Trade Waste

PO Box 54

MOUNT BARKER SA 5251

[tradewaste@mountbarker.sa.gov.au](mailto:tradewaste@mountbarker.sa.gov.au)

## Trade waste authorisation application

The business owner of any premises, which intends to discharge trade waste into the MBDC's wastewater infrastructure, must apply for an authorisation using this form.

## Legislation

Under section 56 of the *Water Industry Act 2012*, any trade waste generator discharging trade waste into the MBDC wastewater infrastructure is required to obtain an authorisation prior to commencing any discharge.

## Important Information

1. Some of the following information may be required or requested as part of the approval process;
  - ✓ The scale and type of operation that generates the trade water (e.g. actual or estimated number of meals prepared per day, seating capacity, quantity of garments cleaned per day etc.)
  - ✓ Any known or requested analytical reports (e.g. salinity, suspended solids or BOD measurements).
  - ✓ Details of equipment used in the processes (i.e. high-pressure cleaner, commercial dishwasher, number of washing machines etc.).
  - ✓ For food premises - the make and model of dishwashers and the capacity of the grease arrestor (litres).
2. When determining appropriate trade waste pre-treatment requirements, information on the scale, size and nature of planned activity, and factors affecting wastewater quality must be provided. Incomplete or inaccurate information may result in expensive future remedial actions. Existing pre-treatment devices may not be suitable to sufficiently treat trade waste prior to discharge. The following factors should be considered:
  - 2.1 Trade waste screening requirements,
  - 2.2 Temperature and pH of the trade waste discharge,
  - 2.3 Settlement requirements to retain silt or similar materials,
  - 2.4 Total volume of trade waste discharged,
  - 2.5 Presence of food, fats, oil and grease in the trade waste, and
  - 2.6 Type and concentration of chemical compounds in the trade waste.

3. Chemical compounds in trade waste discharges can adversely affect the integrity of pipework and wastewater treatment processes. Trade waste discharges must comply with the acceptance criteria set by the MBDC. Information on the type and quantity of chemical compounds in use or planned for use, their storage conditions (to prevent accidental spillage into the wastewater infrastructure (or stormwater) (i.e. bunded, roofed etc.)) and their concentrations in trade waste may be required.

4. Trade waste can be pumped or gravity discharged into the wastewater infrastructure. Peak flow rate must be expressed in litres per second (L/s) which may be calculated by combining the maximum volume and the duration of the trade waste discharge. Duration is the maximum time the proposed discharge will occur (i.e. 1-2 hrs). The time of day for the proposed discharge is required to determine maximum allowable flow rate to wastewater infrastructure. If trade waste is to be pumped into the wastewater infrastructure, an audible and visible alarm system may be required to indicate any pump system failure.

5. Trade waste generators that produce large volumes of trade waste or contribute large proportions of pollutant loading to the receiving wastewater treatment facility will be required to provide trade waste analysis results with their application. This information may be used to determine relevant fees and charges. Samples should be collected from the trade waste discharge point in accordance with standard sampling techniques.

## 5. Local Acceptance Criteria (LAC)\*

pH	6-8
Temperature	<38°C
Biological Oxygen Demand	<600mg/L
Chemical Oxygen Demand	<600mg/L
Suspended Solids	<400mg/L
Total Kjeldahl Nitrogen	<150mg/L
Total Phosphorous	<30mg/L
Grease	<100mg/L

\* Please refer to the MBDC's Trade Waste Management Plan for the complete list

**APPLICATION FOR AUTHORISATION TO DISCHARGE TRADE WASTE****Application No.**

TW \_\_\_\_\_ / \_\_\_\_\_

*Application must be authorised prior to starting any works.***1. TYPE OF APPLICATION**

- New premises (estimated commencement date) [ ]
- Existing premises – alteration to existing drainage /pre-treatment system
- Existing trade waste authorisation with a change of operator/owner/occupier

Change over date

[ ]**2. PREMISE DETAILS**

Business Name : \_\_\_\_\_ Shop/Unit No: \_\_\_\_\_ Street No: \_\_\_\_\_  
 Street Name : \_\_\_\_\_ Town: \_\_\_\_\_ Postcode: \_\_\_\_\_

**3. APPLICANT DETAILS**


Applicant Name : \_\_\_\_\_  
 Contact Number : \_\_\_\_\_ Email: \_\_\_\_\_ ABN: \_\_\_\_\_  
 Postal Address : \_\_\_\_\_

**4. OWNER DETAILS (WHEN THE APPLICANT IS NOT THE PROPERTY OWNER)**

Owner's Name : \_\_\_\_\_  
 Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_ ABN: \_\_\_\_\_  
 Postal Address : \_\_\_\_\_

**5. TRADE WASTE DISCHARGE DETAILS**

Business type Choose an item. (or refer 'special notes page 8)  
 If other business type, please specify: \_\_\_\_\_  
 Annual water usage Mains water \_\_\_\_\_ kL (leave blank if unknown)  
 Other water sources \_\_\_\_\_ kL (leave blank if unknown)  
 Estimated annual trade waste discharge \_\_\_\_\_ kL (leave blank if unknown)  
 Average number of employees \_\_\_\_\_ Full Time

**Non-Complex** e.g. retail food outlet, restaurant, take-away, bar, coffee shop, car-wash   Go to Question 6**Complex** e.g. Food processing, manufacturing   Go to Question 7**6. NON-COMPLEX TRADE WASTE DISCHARGE****COMMERCIAL FOOD BUSINESS**

Waste fixture and appliances	L/hr	Qty	Waste fixture and appliances	L/hr	Qty
Bain Marie	50		Sink - single bowl	30	
Bin wash area	100		Sink - double bowl	60	
Combi oven / steam oven	100		Sink - pot, single	100	
Dishwasher (domestic)	30		Sink - pot, double	200	
Dishwasher (commercial)	60		Sink - cleaner's	60	
Floor wash-down silt trap / bucket trap	100		Sink - with spray rinse	300	
Glasswasher (for one existing unit)*	60		Traditional/wet wok (per burner)	200	
Glasswasher (per additional unit)*	120		Waterless wok (per burner)	50	
Hand basin	25		Other wet fixtures (Contact TW Team)		

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Business Hours							
Estimated number of meals/coffees per day							
Max seating capacity							

### DENTISTRY

<b>Dental Chairs</b> Quantity _____	<b>X Ray Process</b> <input type="checkbox"/> Chemical <input type="checkbox"/> Digital <input type="checkbox"/> Other	<b>Onsite lab works</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Plaster trap</b> Quantity _____
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### VEHICLE SERVICES / WASH BAYS / CAR WASHES

<b>Processes</b>	<b>Number of wash bays</b>
Parts washer <input type="checkbox"/> Yes <input type="checkbox"/> No	Automatic _____
Engine wash <input type="checkbox"/> Yes <input type="checkbox"/> No	Manual _____
External body wash <input type="checkbox"/> Yes <input type="checkbox"/> No	Dog wash _____

### OTHER

Provide details:

#### 6.1 Details of pre-treatment devices

Pre-treatment device	Type / model	Size / capacity	Location	Quantity	Type of lid, if applicable
Grease arrestor					
Settling pit					
Neutraliser pit					
Oily water plate separator					
Silt trap					
Dry basket					
Solids trap					
Blow down pit					
Pre-treatment device					
Other					

Is the pre-treatment device shared with another business? Yes No

#### 6.2 Other information

Provide any relevant additional details of proposed trade waste generating activities and on-site processes (e.g. type of food, waste oil collection, pool, laundry etc.)

#### 6.3 Stormwater

Are there any unroofed area, which may allow storm water to flow to the wastewater? Yes No

*If yes, please specify the size of area(s), and describe how storm water will be managed.*

#### 6.5 Attachments

Attached the followings relevant information:

- Pre-treatment system requirements (**Engineering report -if applicable**)
- Site layout plan (**including drainage plan and location of any pre-treatment system**)

▶ Go to Question 8

## 7. COMPLEX TRADE WASTE DISCHARGE

### 7.1 Describe the type of business proposed/carried out on site

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### 7.2 Details of the wastewater discharge

Gravity <input type="checkbox"/>	Peak flow rate L/s	Duration
Pumped <input type="checkbox"/>	Peak flow rate L/s	Duration

### 7.3 Describe the fixtures/activities on the site

Equipment/Fixture	Quantity	What activities generate waste	Volumes (L/day)

### 7.4 List of onsite processes

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### 7.5 Details of pre-treatment devices/systems

Pre-treatment Devices	Type / Model	Size / Capacity	Location	Quantity
Grease arrestor				
DAF unit				
Settling pit				
Neutraliser				
Buffer tank				
pH adjustment				
Water oil plate separator				
Hydro cyclone				
Silt trap				
Dry basket				
Other				

### 7.6 Stormwater

Are there any unroofed area, which may allow storm water to flow to the wastewater? Yes No

If yes, please specify the size of area(s), and describe how storm water will be managed.

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## 7.7 Contaminants likely to be present in the trade waste

- |                                                    |                                                         |                                            |
|----------------------------------------------------|---------------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> Heavy Metals              | <input type="checkbox"/> Ammonia                        | <input type="checkbox"/> Disinfectants     |
| <input type="checkbox"/> Acidic/alkaline substance | <input type="checkbox"/> Petrochemicals                 | <input type="checkbox"/> Sulphur compounds |
| <input type="checkbox"/> Solvents                  | <input type="checkbox"/> Phosphorous                    | <input type="checkbox"/> Other _____       |
| <input type="checkbox"/> Medical waste             | <input type="checkbox"/> Paints                         | <input type="checkbox"/> Other _____       |
| <input type="checkbox"/> Dyes/inks                 | <input type="checkbox"/> Total dissolved solids (Salts) | <input type="checkbox"/> Other _____       |
| <input type="checkbox"/> Oil/fat, emulsions        | <input type="checkbox"/> Chlorinated hydrocarbons       | <input type="checkbox"/> Other _____       |

## 7.8 Estimated trade waste quality (if known)

Biological oxygen demand (BOD)		mg/L	Total petroleum hydrocarbons		mg/L
Chemical oxygen demand (COD)		mg/L	Sulphate		mg/L
Total Kjeldahl nitrogen		mg/L	Total oil & grease		mg/L
Total phosphorous		mg/L	Temperature range		°C
Total ammonia		mg/L	pH range		pH
Suspended solids		mg/L			

## 7.9 Water Consumption

### 7.9.1 Total water consumption (leave blank if unknown)

Average water consumption per day (leave blank if unknown)	Daily volume ( L )
Average amount of water supplied per day	

### 7.9.2 Domestic wastewater (leave blank if unknown)

Water use	Calculation	Daily Volume ( L )
Domestic Water Usage ( Sewerage Portion)	Method 1 - (Number of property units) x (500 L) Method 2 - (Number of FTE) x ( $\frac{500}{6}$ ) L Method 3 - Estimated usage	

### 7.9.3 Other non-domestic discharges/usage/losses (leave blank if unknown)

Water Use	Calculation	Daily Volume ( L )
<b>A</b> - Water in manufacturing products	Site specific*	
<b>B</b> - Evaporation	Boiler	Refer to manufacturer's specification
	Cooling towers	Refer to manufacturer's specifications* or determine based on recirculation rate and temperature drop
<b>C</b> - Irrigation (garden areas, sports oval etc)	Determine the watering rate (L/min) for each sprinkler/irrigator used on the premises from the device manufacturer. Multiply by the average daily sprinkler time in minutes (over the period of the entire year). _____ L/min x _____ average daily watering time (mins) = _____ L/day	
<b>D</b> - Other usage/losses		
<b>Total in Section 7.9.2</b>	<b>A+B+C+D</b>	

\* Calculation and/or specifications are to be supplied as attachments to this form

## 7.10 Attachments

Attached the followings relevant information:

- Pre-treatment system requirements (**Engineering report**)
- Site layout plan (**including drainage plan and location of any pre-treatment system**)
- Process flow diagram including storm water discharges

## 8. DETAILS OF ANY CROSS CONNECTION CONTROL AND BACKFLOW PREVENTION (IF APPLICABLE)

The signatures of the owner/operator or authorised person will verify that the information on the application form is correct. The applicant section must be signed by the operator or an authorised agent/person on behalf of the company or incorporated body.

The property owner must also sign this application for authorisation to discharge trade waste. If the operator and owner are the same, please specify 'as above' in the site owner's section.

## 9. AUTHORISATION SIGNATURES

### Operator section

I \_\_\_\_\_ declare the information provided is correct to the best of my knowledge.

\_\_\_\_\_  
Signature of the operator/authorised person

\_\_\_\_\_  
Date

### Premise owner section

I \_\_\_\_\_ declare the information provided is correct to the best of my knowledge.

\_\_\_\_\_  
Signature of the site owner/authorised person

\_\_\_\_\_  
Date

- ✓ Please review the completed application and attach all the necessary documents prior to submission. Delay in processing this application may be experienced if the forms are not completed in full detail.
- ✓ Interim permit (conditional) may be issued to existing trade waste generators occupying premises where trade waste is generated prior to a full permit/approval being issued.
- ✓ Council must approve any alterations or significant change in discharge to an activity discharging the trade waste prior to the start of any works.

## OFFICE USE ONLY

Receipt No. ; \_\_\_\_\_

Date Received ; \_\_\_\_\_

Payment details ; \_\_\_\_\_

Other information ; \_\_\_\_\_

### Special notes

Types of businesses listed in section 5 –

Butchers, Café or Bakeries, Car Detailing, Car Wash, Clubs with food preparation, Clubs without food preparation, Community Hall, Fuel Station, Fuel Station with food preparation, Hospital, Laboratory, Laundromat, Mechanical Repair Shop, Mechanical shop with Car wash, Medical/ Dental, Metal Works, Motels, Restaurants, Take-away food, Other