APPLICATION FOR APPROVAL TO DISCHARGE TRADE WASTE INTO MOUNT BARKER WASTEWATER NETWORK

For more information, please contact general enquiries on 8391 7200 or visit Council's website www.mountbarker.sa.gov.au and search by Trade Waste

Privacy statement
Mount Barker District Council (MBDC) will use the personal information provided in this form to process your application to discharge trade waste into MBDC's wastewater collection system.

Lodgement of applications – an application fee may apply

Please send completed application form by post to;
Mount Barker District Council
Trade Waste
PO Box 54
MOUNT BARKER SA 5251

or by email to tradewaste@mountbarker.sa.gov.au

Trade waste approval application
The business owner of any premises, which intends to discharge trade waste into MBDC's wastewater collection system, must apply for approval using this form. A copy of the approval document will be provided to the property owner if the business owner is not the property owner.

Legislation
Under section 56 of the Water Industry Act 2012, any entity or business discharging trade waste into the Council's wastewater collection network is required to obtain an approval (from the appropriate water authority) 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 should also be supplied (i.e. high-pressure cleaner, commercial dishwasher, number of washing machines etc.).
   - ✓ For food premises - the make & model of dishwashers and the capacity of the grease arrestor (litres).

2. When determining appropriate wastewater pre-treatment devices etc., 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 apparatus may not be suitable to sufficiently treat effluent before discharge. Consider the following factors:
   a. Is the screening of wastewater required
   b. What temperature will the wastewater be?
   c. Will settlement be required to retain silt or similar materials?
   d. Will the pH of the wastewater be acidic or alkaline?
   e. Will there be large volumes of wastewater discharged?
   f. Will oil and grease be present in the wastewater?
   g. What type of chemical compounds will be present in the wastewater?

3. Chemical compounds can adversely affect the integrity of pipework or waste treatment processes. Wastewater discharges must comply with the acceptance criteria set by 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 CWMS (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 network. Peak Flow Rate must be expressed in litres per second (L/s) which may be calculated by combining the maximum wastewater discharge from the business activities. 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. If trade waste is to be discharged into the wastewater collection network, an audible and visible alarm system may be required to indicate any pump system failure.

5. Businesses that produce large volumes of trade waste or contribute large proportions of pollutant loading to the treatment plant will be required to provide wastewater analysis results as part of their application to establish their permit charges in accordance with the polluter pays principle. Samples should be collected from the main trade waste discharge point in accordance with standard sampling techniques.

6. Local Acceptance Criteria (LAC)*

pH	6-8 pH units
Temperature	<38^{0}C
Biological Oxygen Demand	<600mg/L
Chemical Oxygen Demand	<600mg/L
Suspended Solids	<400mg/L
Total Kjeldahl Nitrogen	<75mg/L
Total Phosphorous	<40mg/L
Grease	<100mg/L

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

APPLICATION FOR APPROVAL TO DISCHARGE TRADE WASTE INTO MOUNT BARKER WASTEWATER COLLECTION NETWORK	Application No. TW_____/_____

Application must be lodged prior to starting any works.

1. TYPE OF APPLICATION

☐ A new premises (estimate commencement date) DATE

☐ A pre-existing premises – alteration to existing drainage /pre-treatment system

☐ Existing trade waste approval/permit with a change of site operator/owner/occupier

CHANGEOVER DATE

2. SITE LOCATION

Business Name : _____ Shop/Unit No: _____ Street No: _____

Street Name : _____ Town: _____ Postcode: _____

3. APPLICANT DETAILS

Applicant Name : _____

Business Activity : _____

Contact Number : _____ Email: _____ ABN: _____

Postal Address : _____

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

Owner's Name : _____

Contact Number: _____ Email: _____ ABN: _____

Postal Address : ___ _____

5. WHAT TYPE OF BUSINESS WILL BE OCCUPYING THE PREMISES

Business Type Select (or refer to page 8) If other, 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)

Number of Employees (Average) _____Full Time _____Part 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

6A. FOOD SERVICES

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			
Dental Chairs Quantity _____	**X Ray Process** ☐Chemical ☐Digital ☐Other	**Onsite lab works** ☐Yes ☐No	**Plaster trap** Quantity _____

Vehicle Services/ wash bays / car washes		
Storm water intrusion Is there n unroofed area? ☐Yes ☐No	**Processes** Parts washer ☐Yes ☐No Engine wash ☐Yes ☐No External body wash ☐Yes ☐No	Number of wash bays Automatic _____ Manual _____ Dog wash _____

6B. DETAILS OF PRE-TREATMENT SYSTEMS

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					
Other					

6C. OTHER INFORMATION

a. State proposed activity and list onsite processes, and details not included in the above templates (for example type of food, waste oil collection, liquid waste contractors, pool, laundry etc)

b. Is the pre-treatment shared with another business? ☐Yes ☐No

c. 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.

d. Have you attached the followings
1. ☐ Pre-treatment system requirements **(Engineering report –if applicable)**
2. ☐ Site layout plan (**including drainage plan and location of any pre-treatment system**)

7. DETAILS OF THE PROPOSED ACTIVITY

a. Describe the type of business proposed/carried out on site

b. Details of the wastewater discharge

Gravity ☐	Peak flow rate L/s	Duration
Pumped ☐	Peak flow rate L/s	Duration

c. Describe the fixtures/activities on the site

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

d. List of onsite Processes

e. Details of proposed pre-treatment systems

Pre-treatment Devices	Type / Model	Size / Capacity	Location	Quantity
Grease Arrestor				
DAF unit				
Settling pit				
Neutraliser				
Buffer Tank				
pH Correction				
Water Oil Plate Separator				
Hydro cyclone				
Silt trap				
Dry Basket				
Other				

a. 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.

h. Contaminants likely to be present in the trade waste

☐ Heavy Metals	☐ Ammonia	☐ Disinfectants
☐ Acids/Alkalis	☐ Petrochemicals	☐ Sulphur compounds
☐ Solvents	☐ Phosphorous	☐ Other _____
☐ Medical waste	☐ Paints	☐ Other _____
☐ Dye/inks	☐ Total Dissolved Solids (Salts)	☐ Other _____
☐ Oil/fat, emulsions	☐ Chlorinated hydrocarbons	☐ Other _____

i. 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		^{0}C
Total Ammonia		mg/L	pH range		pH
Suspended Solids		mg/L			

Total Water Consumption (leave blank if unknown**)**

Average Water Consumption (Refer SA Water bills) Per day (leave blank if unknown**)** Average amount of water supplied per day	Daily Volume (Liters)

Section B – Domestic Wastewater (leave blank if unknown**)**

Water Use	Calculation	Daily Volume (Liters)
Domestic Water Usage (Sewerage Portion)	I. Number of property Units X 500L II. Number of Full Time Equivalent X 500÷6 III. Estimated usage	

Section C – Other Non-Trade Discharges/ Usage / Losses (leave blank if unknown**)**

Water Use	**Calculation**	**Daily Volume (Liters)**
C1 - Water in manufacturing products	Site specific*	
C2 Evaporation Boiler	Refer to manufacturer's specification	
Evaporative cooling towers	Refer to manufacturer's specifications* or recirculation rate(l/hr) x hrs operated per day _____L/hr X_____hrs = _____ litres/day	
C3 Irrigation (Garden areas, sports oval etc)	Determine the watering rate (litres per minute) 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 _____avge daily watering time (mins) = _____ litres/day	
C4 **Other Usage/ losses**		
Total in Section 3	**C1+C2+C3+C4**	

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

Please attach

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

SOUTH AUSTRALIAN
WATER CORPORATION

SA Water House
250 Victoria Square / Tarntanyangga
Adelaide South Australia 5000

GPO Box 1751
Adelaide South Australia 5001

Telephone +61 8 1300 650 950

ABN 69 336 525 019

Date _____

SA Water Account Number _____

Trading business name _____

Customer address _____

_____

Dear SA Water

Permission to disclose of information

We wish to advise you of our approval to disclose any relevant SA Water information to the third party listed below.

Relevant information may include:

- Trade Waste information such as authorisation information, discharge results, billing information
- Water consumption information such as current and historic use and billing information

Third Party business name (i.e. - Office of Green Industries SA): _____

Third Party Contact Details (email / phone/etc.):

_____

_____

Purpose of disclosure_____

Notes relating to any specific information not to be disclosed: _____

_____

Government
of South Australia

I declare that I'm employed and authorised by the customer listed above to approve the disclosure of trade waste information.

Name: _____

Position within company: _____

Signature:_____

Phone: _____

Email: _____

I _____ of _____:
(Full Name) (Business Name)

- Am authorised to act on behalf of the SA Water account holder, and;
- Authorise SA Water to forward relevant information relating to the above.

Signature: _____ Date: _____

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 or owner's representative must also sight and sign this application. If the operator and owner are the same, please specify '**as above'** in the site owner's section.*

9. AUTHORISATION SIGNATURES

Operator's Section

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

_____ _____
Signature of the operator/authorised person Date

Site Owner's 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 businesses operators and government bodies occupying premises where a 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 ; _____

<u>Special Notes</u>
Types of businesses listed in question 6 –
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