



## BELLINGEN SHIRE COUNCIL

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ABN: 26 066 993 265

# Liquid Trade Waste Application Form (Class A)

This application form is for all businesses that intend to discharge liquid trade waste to the sewerage system (Classification A). Please include all details as requested, and ensure you **READ CAREFULLY** the section on substances that must not be discharged to the sewerage system. When completed, please lodge this form with Council, along with any attachments.

1. Business Trading Name: \_\_\_\_\_
2. Site Address: No. \_\_\_\_\_ Street \_\_\_\_\_  
Town/Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_
3. Property Description: Lot: \_\_\_\_\_ Section: \_\_\_\_\_ DP: \_\_\_\_\_
4. Property Owner's Name: \_\_\_\_\_  
Telephone: (BH): \_\_\_\_\_ Telephone (AH): \_\_\_\_\_
5. Property Owner's Address: \_\_\_\_\_
6. Applicant's Name (if different to owner): \_\_\_\_\_  
Telephone: (BH): \_\_\_\_\_ Telephone (AH): \_\_\_\_\_
7. Applicant's Address: \_\_\_\_\_
8. Occupier's Name (if different to owner): \_\_\_\_\_  
Telephone: (BH): \_\_\_\_\_ Telephone (AH): \_\_\_\_\_
9. Type of Business:
  - **Commercial Retail food preparation activities – Please fill out Form (A1)**
  - **Other commercial activities – Please fill out as appropriate Form (A2-A3)**

### Applicant's Authority

I/We hereby:

Consent to Bellingen Shire Council displaying and copying this application and supporting documentation, including designs, for the purpose of obtaining, when necessary, public comment.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Owner's Consent

I/We, \_\_\_\_\_ of \_\_\_\_\_

Being the owner/s of the land to which this application relates, hereby consent to the making of this application and hereby grants Council the power of entry to carry out inspections in relation to any land or building to which this application relates.

Owner's Signature(s) \_\_\_\_\_ Date: \_\_\_\_\_

**Note:** Owner's authorisation to making the application is mandatory as per Section 68, Local Government Act 1993. All owners must sign – if owned by a company the consent must be under Company Seal.

10. Description of flow:

- Maximum rate of discharge to sewer \_\_\_\_\_ kL/h or L/s
- Maximum daily discharge to sewer \_\_\_\_\_ kL

11. Any water supply meter being installed?  Yes  No

12. Existing/proposed equipment (grease arrestor, basket arrestor, cooling pit, etc):

Type \_\_\_\_\_

\_\_\_\_\_

Size/flow rate \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

14. Location of the sampling point: \_\_\_\_\_

15. Plans – application to be accompanied by 2 copies of plans showing:

Details and location of all processes, tanks, pits and apparatus associated with the generation of commercial waste;

Details, locations, 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.

16. Supporting documentation:

Please attach any relevant supporting documentation, eg.

- (i) Environmental Impact Statement
- (ii) Consultant's Report
- (iii) DEC considerations/restrictions.

**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**

Liquid Trade Waste Exemption Form/Application date received \_\_\_\_\_

Site visit conducted \_\_\_\_\_ Application COMPLIANT NON COMPLIANT

Issue of approval \_\_\_\_\_ Register No \_\_\_\_\_

Commencement of discharge \_\_\_\_\_ Officer in Charge \_\_\_\_\_

# FORM A1

<b>STAND-ALONE COMMERCIAL RETAIL FOOD PREPARATION BUSINESS</b>
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Please fill out this attachment sheet if your business is involved in commercial food preparation activities that discharge liquid trade waste to the sewerage system. In the table below, tick the 'name of process' that best describes what your business does, and write the number of seats or beds your business has (if any). In addition, please indicate if your premises contain the following:

Potato peeling appliance / s – number of appliances \_\_\_\_\_

Dishwasher / s – number of appliances \_\_\_\_\_

TICK (✓)	Name of Process	No. of seats or beds
	Bakery (only hot bread cooked on site)	NIL
	Bakery (Pies, sausage rolls, quiches, cakes cooked on premises)	
	Bakery (imported pies & sausage rolls)	
	Baker (with coffee shop – eat in)	
	Bistro (no hot food cooked – sandwiches (coffee) only)	
	Bistro (hot food cooked and served)	
	Boarding house/hostel kitchen	
	Butcher – retail	NIL
	Café	
	Cafeteria	
	Canteen	
	Caterer	
	Club	
	Coffee shop/ sandwich shop – no hot food cooked or served	
	Coffee shop – hot food cooked or served	
	Commercial kitchen/caterer	
	Community hall kitchen – tea and coffee only	
	Community hall kitchen – hot food cooked and served	
	Chicken – BBQ/charcoal	
	Chicken – retail fresh outlet with cutting and preparation of meat	
	Day care centre	NIL
	Delicatessen – no meat cooked on site – no hot food prepared or served	
	Delicatessen – hot food prepared or served	
	Doughnut shop	
	Fish shop – fresh (retail) no cooking on site	NIL
	Fish shop – cooking on site	
	Food caravan	NIL
	Fruit and vegetable market (retail)	NIL
	Function centre	

<b>TICK (✓)</b>	<b>Name of Process</b>	<b>No. of seats or beds</b>
	Garbage bin cleaning – within commercial premises, i.e. hotel/ restaurant	
	Hostel	
	Hotel bistro	
	Hotel restaurant	
	Hotel snack bar	
	Hot bread shop	
	Ice cream parlour	
	Ice cream parlour with hot food take-away	
	Juice bar	
	Loading dock – fruit and vegetables	NIL
	Mixed business (minimal hot food)	
	Motel kitchen / restaurant	
	Nightclub	
	Nursing home kitchen	
	Patisserie – croissants and muffins	
	Pie shop (with or without pastry)	
	Pizza home delivery / take-away only	NIL
	Pizza cooking / reheating (no preparation or washing up on site, pizza heated in retail container and sold for consumption off site)	
	Pizzeria	
	Pizza restaurant	
	Restaurant	
	Salad bar – no cooking	
	Salad bar – cooking	
	Sandwich bar / coffee lounge – no cooking	
	Sandwich bar / coffee lounge – cooking	
	Sea foods – no hot food cooking	
	Sea foods – hot food cooking	
	Supermarket – incorporating butcher	NIL
	Take-away – fish & chips, BBQ chicken, hamburgers	
	Take-away – no hot food	

# PLEASE READ CAREFULLY

## SUBSTANCES PROHIBITED FROM BEING DISCHARGED TO THE SEWERAGE SYSTEM

*Pursuant to the Local Government (General) Regulations 2005 any discharge into the sewer (except for domestic waste) needs to be approved. 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 Bellinghen Shire 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 Bellinghen Shire Council's sewerage system or treatment works, or*
  - (iii) Likely to injure employees engaged in the operation or maintenance of Bellinghen Shire 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, flood and seepage or subsoil water.*

In addition to those mentioned above, 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 liquids that contain pollutants at concentrations, which inhibit the sewage treatment processes – Guidelines for Sewerage Systems: Acceptance of Trade Waste (Industrial Waste) (ARMCANZ/ANZECC, 1994).

# FORM A2

## MECHANICAL REPAIRERS

Please fill out this attachment sheet if your business is involved in mechanical repair processes (and other services related to motorised equipment processes) that discharge liquid trade waste to the sewerage system. In the lists below, tick the 'business type' or 'processes' that best describe what your business does. Note that there is an additional list at the end for 'associated processes', e.g. take-away food at a service station.

When finished, attach this sheet to the application form.

TICK (✓)	BUSINESS TYPE
	Bus/coach depot
	Car detailer
	Car/truck dealership service centre
	Car importation premises (de/waxing only)
	Construction equipment maintenance (i.e. earthmoving equipment and/or cranes)
	Equipment hire premises (Kennards etc)
	Factory premises
	Fleet vehicle operations
	Forklift maintenance
	Garbage truck washing
	Lawnmower repairer
	Motorbike mechanical repairer
	Motor boat mechanical repairer
	Motor wrecker
	Service station
	Specialist services
	Stand-alone mechanical workshop
	Transport depot
	Other – please specify

**Processes:** *Those processes in italics have automatic assumed concurrence (Concurrence Classification A).*

***Mechanical workshop***

- Parts washing with water,
- Floor washing,
- Draining and flushing of radiator coolant (**not permitted for discharge**),
- Parts washing with solvents (**not permitted for discharge**),
- Radiator repairs,
- Automobile dismantling (i.e. motor wrecker)
- Cleaning of engine blocks and engine heads in chemical baths
- Engine/gearbox reconditioned (sent off site)
- Engine/gearbox reconditioned (carried out on site)

***Repairing car bodies***

- Panel beating
- Wet rubbing
- Spray painting

***Washing and detailing***

- Tunnel type (external body only)
- Wand type (external body only)
- Washing by hand (external body only)
- Degreasing of engine and washing
- Internal washing of meat vans or truck under bodies
- External truck washing
- Internal washing of tankers
- Forecourt washing (service station)
- Open area washing (considered only under special circumstances. Applicant must supply reasons why roofing is not possible, and must include the details of first flush system.)

**Associated Activities / Businesses**

Some premises have associated processes generating liquid trade waste.

In addition to the above, does your premise have any of the following processes?

- Restaurant (number of seats?) \_\_\_\_\_
- Take-away food bar (number of seats?) \_\_\_\_\_
- Service station forecourt food caravan(s)
- Boiler blowdown (steam supply for internal washing of tankers)
- Chemical toilet disposal (for intercity coaches/buses)
- Other trade wastewater process (please specify) \_\_\_\_\_

# FORM A3

<b>LABORATORY</b>
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**Please fill out this attachment sheet if your business has a laboratory that discharges liquid trade waste to the sewerage system. In the list below, tick the ‘business type’ that best describes your business. When finished, attach this sheet to the application form.**

*Those processes shown in italics have automatic assumed concurrence (Concurrent Classification A).*

TICK (✓)	BUSINESS TYPE
	Agricultural research centre laboratory
	Agricultural research (herbicides) laboratory
	<i>Analytical laboratory</i>
	Animal health (parasitology) laboratory
	<i>Autopsy laboratory</i>
	Chemical (pesticides) laboratory
	Clinical laboratory
	Dental laboratory
	Film (movies) laboratory
	Hospital laboratory
	Nuclear medicine laboratory
	<i>Pathology laboratory</i>
	Pharmaceutical laboratory
	Photographic laboratory
	Police crime scene unit laboratory
	Business that uses radioisotope
	<i>School domestic (home) science laboratory</i>
	School science laboratory
	Soil testing laboratory
	Tertiary institution laboratory (please specify)
	Veterinary research laboratory
	Workplace laboratory
	X-ray laboratory (radiology)
	Other, please specify