

# Liquid Trade Waste Application Form - Class B & C

Issued under Section 68, Part C, of the Local Government Act 1993

Please return this form to Kempsey Shire Council's Customer Service Centre located at 22 Tozer Street, West Kempsey, post to PO Box 3078, West Kempsey 2440, email to [ksc@kempsey.nsw.gov.au](mailto:ksc@kempsey.nsw.gov.au) or fax to (02) 6566 3205. For more information or help filling out this form, please contact Council Customer Services on (02) 6566 3200.

This application form is for businesses that intend to discharge liquid trade waste to the sewerage system (Classification B or C). Please include all details as requested, and ensure you read 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.

## Applicant Information (Please print clearly)

Business Trading Name: \_\_\_\_\_

Site Address No: \_\_\_\_\_ Street: \_\_\_\_\_

Town/Suburb: \_\_\_\_\_ Post Code: \_\_\_\_\_

Property Description Lot: \_\_\_\_\_ Section: \_\_\_\_\_ DP: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owner's Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant's Name (if different to owner): \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Occupier's Name (if different to owner): \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

Type of Business:  Commercial retail food preparation activities - Please fill out Form (A1)  
 Other commercial activities - Please fill out as appropriate Forms (A2-A4)

## Applicant's Authority (Please print clearly)

I/We hereby consent to Kempsey 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 (Please print clearly)

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

Applicant's Signature: \_\_\_\_\_ 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.

## Liquid Trade Waste Information (Please print clearly)

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

Maximum daily discharge to sewer: \_\_\_\_\_ kL

Any water supply meter being installed?  Yes  No

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

Type: \_\_\_\_\_

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

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Location of sampling point: \_\_\_\_\_

## Plans and Documentation (Please print clearly)

### General Plans (Attachments required)

Tick if attached

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

Type of business: \_\_\_\_\_

Name of processes generating liquid trade waste: \_\_\_\_\_

i) \_\_\_\_\_

ii) \_\_\_\_\_

iii) \_\_\_\_\_

iv) \_\_\_\_\_

v) \_\_\_\_\_

vi) \_\_\_\_\_

Type and quantity of raw materials processed: \_\_\_\_\_

\_\_\_\_\_

### Description of Waste (Attachments required)

Tick if attached

- List of all expected pollutants including substances contained in wash down detergents, boiler and cooling water and other sources
- Expected maximum and average concentrations of pollutants
- Sample analysis results of the proposed waste

Comment: \_\_\_\_\_

**Note:** The sample analysis tests shall be carried out by a NATA approved laboratory with accreditation for analysis of the nominated pollutants in the application or a laboratory acceptable to DEUS. Attach details and supporting documentation of data collection method.

Acceptable means of sample analysis data collection:

- i) Sample analysis results from a similar existing process.
- ii) Collection of the proposed waste from a trial pre-treatment plant.
- iii) Stand alone pre-treatment – manufacturer’s waste quality expectations.
- iv) Configured pre-treatment – consultant’s calculations based on experience of a similar installation.

### Non Sewerage System Discharges/Wastes (Attachment required)

Tick if attached

- Attach details of disposal/management arrangement of waste streams/wastes that are not permitted or not intended to go to the sewerage system

Comment: \_\_\_\_\_

### Description of Flow

The maximum daily and instantaneous rate of discharge (kL/h or L/s) is set on the available capacity of the sewer. Large dischargers are required to provide a balancing tank to even out the load on the sewerage treatment works.

Hours of days during which discharge will normally take place: \_\_\_\_\_

When are the peak period of discharge during the day: \_\_\_\_\_

### Type of Discharge

Batch flow       Intermittent flow       Continuous flow

Where do you consider there are special circumstances applicable to the discharge (e.g. seasonal discharges, large differences between average and maximum flows, variations to flow which avoid peak domestic flows, retention of discharges for extended periods etc.)? \_\_\_\_\_

### Open Areas (Attachments required)

Tick if attached

- Attach stormwater drainage plan for the site

Does the proposed installation contain open areas that will drain to the sewerage system?

If yes, give details: \_\_\_\_\_

**Note:** In accordance with clause 6(d) of Local Government (Water Services) Regulation 1999 storm water is prohibited from being discharged into Council's sewers. Therefore, Council does not generally accept the discharge of stormwater into the sewerage system.

The discharge of limited quantities of flush water from liquid trade waste generating areas will be considered where roofing cannot be provided because of safety or other important considerations. Please supply attached:

- |  | Tick if attached         |
|--|--------------------------|
| ▪ Reasons why the area cannot be fully or partially roofed and bunded to exclude the stormwater;   | <input type="checkbox"/> |
| ▪ The dimensions and a plan of the area under consideration;                                       | <input type="checkbox"/> |
| ▪ The estimated volume of the stormwater discharge;  | <input type="checkbox"/> |
| ▪ Information on rain gauging;   | <input type="checkbox"/> |
| ▪ Information on first-flush system if proposed;   | <input type="checkbox"/> |
| ▪ Measures proposed for diverting stormwater away from the liquid trade waste generating area; and | <input type="checkbox"/> |
| ▪ Report on other stormwater management options considered and why they are not feasible.          | <input type="checkbox"/> |

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Water Supply Source (Attachment required)**

- Bore/ground water/on-site dam/watercourse     Recycled/reuse water  
 Town water     Any water supply being installed

Comments: \_\_\_\_\_

Sampling Point Location: \_\_\_\_\_

Flow measurement location and proposed flow measurement to sewer:

- |  | Tick if attached         |
|--|--------------------------|
| ▪ Please attach details of flow measurement installed/proposed | <input type="checkbox"/> |

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Existing/proposed waste treatment and equipment (Attachments required)

Applications to be accompanied by 2 copies of plans showing:

Tick if attached

- Details and location of all processes, tanks, pits and apparatus associated with the generation of industrial waste
- Details of the proposed liquid waste treatment processes
- Details of pipes, floor drainage used to convey the effluent
- A full schematic layout of the proposed/existing waste pre-treatment facilities for liquid trade waste prior to discharge to the sewerage scheme
- Flow diagram & hydraulic profile of proposed treatment apparatus
- Capacity/dimensions, material of construction and lining, operation and maintenance of all pits, tanks, dosing systems, pumps, etc.
- Details of the integrity of the pH correction system (diversion system, recording, alarms – location, failsafe, tamper-proof)
- Any additional details as requested by the local water utility

## Proposed cleaning schedule of pre-treatment equipment and contractor

PRE-TREATMENT EQUIPMENT	FREQUENCY (WEEKS)	NAME OF CONTRACTOR

## Details of the chemicals to be used on site

SUBSTANCE	QTY	STORAGE SOLID/LIQUID	LOCATION	BUNDING

**Note:** Attach Material Safety Data Sheets prepared to the Australian Standard of chemicals to be used and are likely to be contained in the waste effluent.

Any proposed plans for future expansion?  Yes  No

If yes, please attach and/or provide details below: \_\_\_\_\_

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**Note:** The applicant should be aware that approval of this application does not constitute a guarantee of any future approval of any future variation to the approval/service agreement. This will be dependent on the available capacity of the sewerage system at that point in time and any future approval should not be assumed.  
However, alerting Council to the applicant's future plans and proposals may assist Council in planning future sewage management and/or infrastructure additions/modifications.

- Please attach any further relevant documentation such as Environmental Impact Statement, Consultant's Report, DEC Consideration's/Restrictions etc. Tick if attached

Additional comments related to Plans and Documentation: \_\_\_\_\_

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**Note:** 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:  Approved  Refused

Issue of permit/license: \_\_\_\_\_ Permit/license number: \_\_\_\_\_

Commencement of discharge: \_\_\_\_\_ Officer in charge: \_\_\_\_\_

**STW Details Sewage Treatment Works:** \_\_\_\_\_

Design Capacity (EP): \_\_\_\_\_ Actual Capacity (EP): \_\_\_\_\_

## 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 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 Council's sewerage system or treatment works, or*
  - (iii) Likely to injure employees engaged in the operation or maintenance of 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).

## Acceptance Guideline Limits

When detailing the nominated pollutants where there is no possibility of discharge to the sewerage system because none of the substance is stored or used at the premises, write NIL.

**Note:** Council may vary the acceptance limits with regard to the discharge characteristics and capacity of its sewerage system.

### Acceptance Guidelines for Pollutants

PARAMETER	ACCEPTANCE GUIDELINE LIMITS (mg/L)	AVERAGE (mg/L)	MAXIMUM (mg/L)
BOD <sub>5</sub> and suspended solids	Normally, approved at 300 mg/L each. Concentration up to 600mg/L and in some cases higher concentration for low mass loadings may be acceptable if the treatment works has sufficient capacity and odour will not be a problem.		
COD	Normally, not to exceed BOD <sub>5</sub> by more than three times. This ratio is given as a guide only to prevent the discharge of non-biodegradable waste.		
Total dissolved solids	Up to 4000 mg/L may be accepted. The acceptance limit may vary depending on an effluent disposal option and is subject to a mass load limit.		
Temperature	Less than 38°C.		
pH	100 mg/L if the volume of the discharge does not exceed 10% of the design capacity of the treatment works, and 50 mg/L if the volume is greater than 10%.		
Oil and grease	100 mg/L if the volume of the discharge does not exceed 10% of the design capacity of the treatment works, and 50 mg/L if the volume is greater than 10%.		
Detergents	All industrial detergents are to be biodegradable. A limit on the concentration of 50 mg/L (as MBAS) may be imposed on large liquid trade wastes.		
Colour	No visible colour when the waste is diluted to the equivalent dilution afforded by domestic sewage flow.		
Radioactive substances	The discharge must comply with the Radiation Control Act 1990.		

### Acceptance Guidelines for Inorganic Compounds

PARAMETER	ACCEPTANCE GUIDELINE LIMITS (mg/L)	AVERAGE (mg/L)	MAXIMUM (mg/L)
Ammonia (as N)	50		
Boron	25		
Bromine	5		
Chlorine	10		
Cyanide	5		
Fluoride	20		
Nitrogen (total Kjeldahl)	100		
Phosphorus	20		
Sulphate (SO <sub>4</sub> )	100		
Sulphide (as S)	1		
Sulphite (as SO <sub>3</sub> )	15		



## Acceptance Guidelines for Organic Compounds

PARAMETER	ACCEPTANCE GUIDELINE LIMITS (mg/L)	AVERAGE (mg/L)	MAXIMUM (mg/L)
Formaldehyde			
* Acceptance of chemical toilet waste which contains formaldehyde will be assessed on the available dilution in the sewerage system	50*		
Phenolic compounds (except pentachlorophenol)	10		
Petroleum hydrocarbons (non-flammable)	20		
Pesticides (General)	0.1		
Pesticides (Organophosphates)	NIL		
Pesticides (Organochlorines)	NIL		

## Acceptance Guidelines for Metals

For small discharges, a daily mass load criteria may be used other than the concentration limit. An upper daily mass load can be applied to a large liquid trade waste discharge in addition to the concentration limit.

PARAMETER	ACCEPTANCE GUIDELINE LIMITS (mg/L)	ALLOWED DAILY MASS LIMIT (g/d)	AVERAGE (mg/L)	MAXIMUM (mg/L)
Aluminium	100	-		
Arsenic	1	2		
Cadmium	2	6		
Chromium * Where hexavalent chromium (Cr <sup>6+</sup> ) is present in the process water, pre-treatment will be required to reduce it to the trivalent state (Cr <sup>3+</sup> ), prior to discharge into the sewer. Discharge of hexavalent chromium (Cr <sup>6+</sup> ) from chromate compounds used as corrosion inhibitors in cooling towers is <b>not permitted</b> .	5	15		
Cobalt	5	15		
Copper	5	15		
Iron	100	-		
Lead	2	6		
Manganese	10	30		
Mercury	0.02	0.05		
Molybdenum	10	30		
Nickel	5	15		
Selenium	5	15		
Silver	2	6		
Tin	5	15		
Zinc	5	15		

## Stand-alone commercial retail food preparation business - Attachment A1

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 appliances Quantity: \_\_\_\_\_  Dishwashers Quantity: \_\_\_\_\_

TICK (✓)	NAME OF PROCESS	NO. SEATS OR BEDS	TICK (✓)	NAME OF PROCESS	NO. SEATS OR BEDS
	Bakery (only hot bread cooked on premises)	NIL		Function centre	
	Bakery (pies, sausage rolls, cakes etc. cooked on premises)			Garbage bin cleaning (within commercial premises, i.e. hotel/restaurant)	NIL
	Bakery (imported pies, sausage rolls etc.)			Hostel	
	Bakery (eat in with coffee etc.)			Hotel bistro	
	Bistro (no hot food cooked, sandwiches and coffee only)			Hotel restaurant	
	Bistro (hot food cooked and served)			Hotel snack bar	
	Boarding house/hostel kitchen			Hot bread shop	NIL
	Butcher (retail)	NIL		Ice cream parlour	
	Café			Ice cream parlour (with hot food take-away)	
	Cafeteria			Juice bar	
	Canteen			Loading dock (fruit/vegetable)	NIL
	Caterer			Mixed business (minimal hot food)	
	Club			Motel kitchen/restaurant	
	Coffee shop/sandwich shop (no hot food)			Nightclub	
	Coffee shop (hot food cooked and served)			Nursing home kitchen	
	Commercial kitchen/caterer			Patisserie (croissants, muffins etc.)	
	Community hall kitchen (tea and coffee only)			Pie shop (with or without pastry)	
	Community hall kitchen (hot food cooked and served)			Pizza (home delivery/take-away)	NIL
	Chicken (BBQ/charcoal)			Pizza cooking/reheating (no preparation or washing up on site, pizza heated in retail container and sold for consumption off site)	
	Chicken (retail fresh outlet with cutting/preparation of meat)			Pizzeria	
	Day care centre	NIL		Pizza restaurant	
	Delicatessen (no meat cooked or hot food prepared or served)			Restaurant	
	Delicatessen (hot food prepared and served)			Salad bar (no cooking)	
	Doughnut shop			Salad bar (with cooking)	
	Fish shop (fresh retail, no cooking on site)	NIL		Sandwich bar/coffee lounge (no cooking)	
	Fish shop (cooking on site)			Sandwich bar/coffee lounge (with cooking)	
	Food caravan	NIL		Sea foods (no hot food cooking)	
	Fruit and vegetable market (retail)	NIL		Sea foods (hot food cooking)	
				Supermarket (with butcher)	NIL
				Take-away (with fish and chips, BBQ chicken, hamburgers etc.)	
				Take-away (no hot food)	

## Mechanical Repairers - Attachment A2

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, please attach this sheet to the application form.

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

The below 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 premises 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: \_\_\_\_\_

## Laboratory - Attachment A3

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.

The below processes in *italics* have automatic assumed concurrence (Concurrence 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:

## Animal Wash and Other Business Types/Activities - Attachment A4

Please fill out this form if your business involves animal washing processes that discharge liquid trade waste to the sewerage system. In the list below, tick the 'business type' that best describes what your business does, and also tick any 'associated processes' that are relevant to your business.

The below processes in *italics* have automatic assumed concurrence (Concurrence Classification A)

TICK (✓)	BUSINESS TYPE
	Mobile animal wash
	Dog pound
	Boarding kennels
	Stables
	Racecourse

TICK (✓)	BUSINESS TYPE
	X-ray facilities
	<i>Pathology laboratory (&lt; 5 kL/d)</i>
	<i>Autopsies performed</i>
	Animal health (parasitology) laboratory
	Veterinary research laboratory
	<i>Restaurant (&lt; 5000 L grease arrestor)</i>
	<i>Conference facility that serves hot food (&lt; 5000 L grease arrestor)</i>
	Open areas (please indicate):

**Note:** Where full roofing is not provided, the application must be referred to DEUS for concurrence.