

**APPLICATION FOR WASTEWATER SYSTEMS AND RECYCLED WATER SCHEMES FOR TOWNS, SUBDIVISIONS AND COMMUNITIES**



**Government of South Australia**  
SA Health

ABN 97 643 356 590

Wastewater Management Section  
Health Protection & Licensing Services  
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This application form is for the following types of wastewater system installations:

- Towns/townships - wastewater collection and/or treatment
- Small communities/shack sites - wastewater collection and/or treatment
- Aboriginal communities and homelands - wastewater collection and/or treatment
- New developments/subdivisions - wastewater collection and/or treatment
- Tourist developments - wastewater collection and/or treatment
- Domestic wastewater of industrial/commercial development
- Extensions to existing schemes/systems - wastewater collection and/or treatment
- Recycled water irrigation systems associated with a wastewater treatment plant (municipal, vineyards, woodlot etc.)
- Supply of recycled water from a wastewater treatment plant for customer use

*For application of recycled water use ONLY please use the form for Restricted Irrigation.*

**PLEASE PRINT CLEARLY**

**TYPE OF WASTEWATER SYSTEM INSTALLATION**

**THIS APPLICATION IS FOR:** *(Please tick appropriate boxes)*

- Collection of wastewater
- Treatment of wastewater
- Use of recycled water
- Effluent subsurface disposal

**For the following:** *(please specify name or area)*

- Town / township *(please specify)* \_\_\_\_\_
- Small community / shack site *(please specify)* \_\_\_\_\_
- Aboriginal community / homeland *(please specify)* \_\_\_\_\_
- New development / subdivision *(please specify)* \_\_\_\_\_
- Tourist development *(please specify)* \_\_\_\_\_
- Domestic wastewater of industrial / commercial development *(please specify)* \_\_\_\_\_

Other (please specify) \_\_\_\_\_

**This scheme is:**

Extension to existing scheme (please specify) \_\_\_\_\_

Upgrading of existing scheme (please specify) \_\_\_\_\_

A new scheme (please specify) \_\_\_\_\_

**WASTEWATER TECHNOLOGY USED**

**From the list of technologies below, please indicate the options proposed in your application for:**

**1. Collection system**

**2. Treatment system and**

**3. Recycled water reuse**

*(Please tick appropriate boxes)*

**1. COLLECTION SYSTEM:**

Sewerage system (raw sewage collection, no septic tanks) with gravity sewers only

Sewerage system with pumped and gravity lines in the network

Pumped raw sewage from individual connections to common main(s)

Septic tank effluent drainage - by gravity

Septic tank effluent drainage - pumped and gravity lines in the network

Pumped septic tank effluent from individual connections to common main(s)

Vacuum collection

**2. TREATMENT SYSTEM:**

Primary treatment

Lagoon system (please specify) \_\_\_\_\_

Activated sludge

Intermittent Decanted Extended Aeration (IDEA)

Sequencing Batch Reactor (SBR)

Attached media system such as trickling filter, rotating bio-reactor

Membrane Bioreactor (MBR)

Filtration system (sand, micro filtration etc.)

New technology (please specify) \_\_\_\_\_

Nutrient removal

Combination of any of the above (please specify) \_\_\_\_\_

**3. RECYCLED WATER REUSE:**

Municipal irrigation (please specify) \_\_\_\_\_

Crop irrigation (please specify crop) \_\_\_\_\_

Passive usage / ornamental

Other non-potable use (please specify) \_\_\_\_\_

Off-site disposal (please specify) \_\_\_\_\_

**IF REUSE IS BY IRRIGATION:**

*(Please tick the irrigation option proposed in your application)*

**Surface irrigation**

Spray

Drip

Other *(please specify)* \_\_\_\_\_

**Subsurface disposal / irrigation**

Shallow subsurface irrigation

Soakage trench

Soakage bed

Other *(please specify)* \_\_\_\_\_

**APPLICATION DETAILS**

**NAME & DESCRIPTION OF SYSTEM FOR APPROVAL:**

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

**INSTALLATION ADDRESS / LOCATION**

Street \_\_\_\_\_ Township or Suburb \_\_\_\_\_

Street Number \_\_\_\_\_ Lot or Pt. Lot Number \_\_\_\_\_

*Where the installation is not located in a defined township, please provide a location plan with clear directions and the following information:*

Hundred of \_\_\_\_\_ Section or Pt. Section \_\_\_\_\_

**APPLICANT DETAILS**

Applicant name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Mob No.: \_\_\_\_\_

## OWNER DETAILS (if different from the applicant)

Owner name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Mob No.: \_\_\_\_\_

## OPERATOR DETAILS

Operator name: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Mob No.: \_\_\_\_\_

## APPLICATION REQUIREMENTS

### IMPORTANT: PLEASE ATTACH FULL DETAILS FOR ITEMS LISTED BELOW (WHERE APPLICABLE)

1. Concept report explaining the application and its purpose, taking into account information required with this form. Relevant Codes and Standards used for the design must be specified. ***The concept report is required for ALL applications.***
2. Technical details of the proposed collection, treatment and recycled water reuse technology (whichever is applicable) and proposed design for the system as a whole and for each component including details of the function served by each mechanism.
3. Engineering calculations used to establish the design and size of the system/scheme and the components within the scheme, such as sizes of pipework, tanks, chambers, pumps, aerators, filters or any other equipment used. Please provide references to any standards or codes used to design and size the system and any assumption made in the design.
4. Technical specifications including the name, make, model, size, description, function, location, material used, classification, duty, capacity, type of all the components and equipment within the scheme.
5. Engineering report and/or calculations for the structural soundness of the system/scheme and its components.
6. A set of engineering drawing(s), both plan views and cross sectional drawings of the system, as a whole and for each of its components (whichever applicable), such as:
  - Collection system

- Treatment system
- Major components
- Recycled water irrigation system and/or other reuse scheme
- Total overall scheme

The above drawings should include all dimensions of components, including (where relevant) pipework, tanks, motors, compressors, pumps, valves, diffusers, venturi, media, media fittings, disinfection systems, scum and sludge collection, baffles, partitions, electrodes, float switches, control panels and alarms.

7. Soil assessment for recycled water irrigation or disposal site and other site characteristics including proximity to housing, public areas, roads, watercourses and the marine environment and irrigation application methods and irrigation system technical design details. In addition a simple risk management plan is required for recycled water systems (see application form for “restricted irrigation”).
8. Design and technical specifications of recycled water reuse system (irrigation, disposal or other) including pipes, pumps, pump sumps and any other equipment or tank lagoon etc. and their installation and operation methods.
9. A schematic plan/flow diagram of the overall scheme, including the collection system, treatment plant and recycled water irrigation/reuse system where applicable.
10. Copies of the servicing manual, operating manual and the recommended service details required for the maintenance of the system and its components.
11. Contingency measures for malfunctions of the scheme and its components.
12. Any further information relevant to the application for approval.
13. Any evaluation report from any appropriate authority, detailing the performance of the system/scheme against the test criteria. This may include  
Any appropriate laboratory analysis reports produced by laboratories which have National Association of Testing (NATA) certification (where applicable and/or available):  
**AND/OR**  
Any product certification documentation from an independent product certification agency accredited by JAS/ANZ (where applicable and/or available)  
**AND/OR**  
Any other assessment or accreditation report for the system/scheme
14. Where the application is for a collection system extension for an existing scheme, please provide written confirmation from the owner of the scheme indicating that they are satisfied with the proposal, that their system has adequate capacity to accept additional flows and that they are satisfied that any specific design criteria required by the owner of the scheme have been addressed. Scheme owner design criteria requirements must be provided with the application and the scheme owner should include the drawings numbers assessed in their confirmation letter.

Note: Standard processing time for applications is between 4 and 6 weeks provided that the application is accurate and complete. Failure to provide all relevant information will result in delays in the assessment and approval of the application. Multiple re-submissions may result in refusal of the application resulting in an additional application fee.

All reports and drawings forming the submission must be dated and version controlled.

The **application fee** is \$533 for the 2022-23 financial year. Once the application is received a Bpay invoice will be issued. Alternatively the fee can be paid via cheque or money order.

Note: The application will not be assessed until the fee has been received.

**Please fill in the declaration at the end of this form after reading the “Application Requirements” section above.**

## DECLARATION BY APPLICANT

**I supply the following details with my approval application for the wastewater system detailed above**

*(Tick as included):*

- Application fee (*payable to the Department for Health and Wellbeing*) or request for invoice
- Concept report of the project (required for ALL applications)
- Description and technical details of the proposed system and its components
- Engineering calculations regarding the design and sizing of all the components of the system
- Technical specifications for all the components within the scheme
- Soil and site assessment for the recycled water irrigation or disposal site
- Engineering report and/or calculations regarding the structural soundness of the scheme
- Plan-view engineering drawings
- Cross-sectional engineering drawings
- Schematic Plan of the overall system
- A copy of the servicing manual/details
- A copy of the operation manual/details
- Contingency measures for malfunctions of the system
- Laboratory analysis reports (NATA registered) (*where available*)
- Additional information (*where available*)

*I understand that the Department for Health and Wellbeing (DHW) may require further details if necessary, and that failure to supply all the details referred to in this application form and/or any additional information requested by the DHW concerning my application may result in delays in processing or refusal of the application.*

NAME: \_\_\_\_\_

POSITION: \_\_\_\_\_ COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPLICATIONS CAN BE EMAILED TO:

[HealthWastewaterManagement@sa.gov.au](mailto:HealthWastewaterManagement@sa.gov.au)

IF EMAIL IS UNAVAILABLE, APPLICATIONS MUST BE ADDRESSED TO:

Wastewater Management Section  
Health Protection & Licensing Services  
Department for Health and Wellbeing  
PO Box 6  
RUNDLE MALL SA 5000