



Applicant's Checklist: Plumbing and Drainage

Working Together

| Applicants Name: | Project Location: | |
|--|--|--|
| Only completed Applications can be accepted for lodgement. Key: <input type="checkbox"/> = Provided <input checked="" type="checkbox"/> = Not Provided <input type="checkbox"/> or <input type="checkbox"/> = Not Applicable | PLEASE FILL IN | OFFICE USE ONLY |
| COMPLETE ALL SECTIONS OF THE APPLICATION FORM <ul style="list-style-type: none"> All sections of the application form have been completed. A copy of the FULL Certificate of Title (up to 2 months old). Good quality drawings to an appropriate scale of 1:100 (detail 1:50, site plan 1:200) with metric dimensions. Please provide 2 copies of all plans and specifications. Deposit Fee. | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |
| DRAINAGE PLAN <ul style="list-style-type: none"> Supply the proposed drainage plan of 1:100/1:200, showing septic tank, effluent fields (and calculations), stormwater or sewer drains and mains connections. Include drain sizes, gradients, inspection and rodding points. Include site boundaries as appropriate. | <input type="checkbox"/> | <input type="checkbox"/> |
| FLOOR PLAN <ul style="list-style-type: none"> Provide a floor plan of the building, showing the position of new or altered fittings. | <input type="checkbox"/> | <input type="checkbox"/> |
| SPECIFICATIONS <ul style="list-style-type: none"> Provide project specific specifications, covering methods and materials not included in the building plans, e.g. pipe work materials. Heaters/Solar Systems (if applicable): Requirements of the <i>Applicant Checklist for Heaters/Solar Systems</i> have been met. | <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> <input type="checkbox"/> |
| EFFLUENT DISPOSAL / SEPTIC TANK <ul style="list-style-type: none"> If an on-site effluent disposal system ('septic tank') is required, provide plans for the system, including certification from a suitably qualified person, that the system is suitable for the site and complies with the regional and local rules for waste water disposal. | <input type="checkbox"/> | <input type="checkbox"/> |
| SPECIFIC DESIGN (From a suitably qualified person) <ul style="list-style-type: none"> Supply Design Producer Statement (PS1), drawings and calculations. An engineer's letter of supervision may be required. | <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> <input type="checkbox"/> |
| NEW CONNECTIONS (if required) <ul style="list-style-type: none"> If you require a new connection to Council's water supply, stormwater or waste water (sewage) system, please fill out the appropriate Council "Connection form", with the correct information. | <input type="checkbox"/> | <input type="checkbox"/> |
| PLUMBING <ul style="list-style-type: none"> Specify AS/NZS 3500 or G13 system or an alternative solution to the Building Code. Show positions of all fittings and pipe sizes. For multi-level buildings provide isometric drawings of the water reticulation system, soil and waste system showing positions of all fittings and pipe sizing. Provide plans and details of type and position of all backflow prevention devices to be installed together with a covering letter from a registered backflow surveyor / installer (if applicable). | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |

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| <p>COMPLIANCE SCHEDULE ITEMS (For minor changes to commercial buildings only)</p> <ul style="list-style-type: none"> If specified systems are to be used / modified in conjunction with this application, please provide details of the proposed inspection, maintenance and reporting procedure for each system and the standard that will be used for each specified system. | <input type="checkbox"/> | <input type="checkbox"/> | | |
| <p>APPLICANT'S DECLARATION: I have provided all the required information: (Applicant) (Date)</p> | | | | |
| <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>OFFICE USE ONLY</p> <p><input type="checkbox"/> This application was accepted for lodgement because all required information was supplied</p> <p><input type="checkbox"/> This application was not accepted for lodgement because documentation was incomplete</p> <p><input type="checkbox"/> Documentation is now complete and the application is accepted for lodgement</p> <p>Officer..... Date.....</p> </td> <td style="width: 50%; vertical-align: top;"> <p>OUTCOME OF DECISIONS</p> </td> </tr> </table> | | | <p>OFFICE USE ONLY</p> <p><input type="checkbox"/> This application was accepted for lodgement because all required information was supplied</p> <p><input type="checkbox"/> This application was not accepted for lodgement because documentation was incomplete</p> <p><input type="checkbox"/> Documentation is now complete and the application is accepted for lodgement</p> <p>Officer..... Date.....</p> | <p>OUTCOME OF DECISIONS</p> |
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