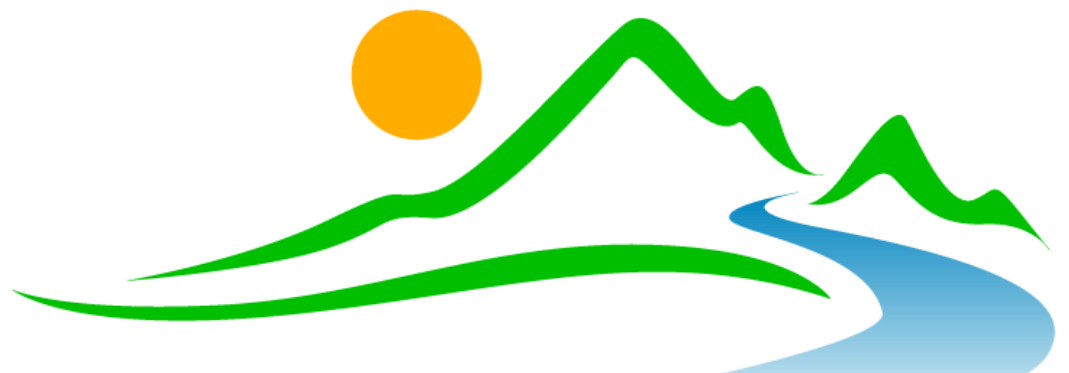


LET US HELP WITH YOUR  
**PLUMBING**

**INFORMATION  
PACKAGE**



**NORTH BURNETT**  
REGIONAL COUNCIL



## A GUIDE TO PLUMBING AND DRAINAGE

### DEFINITIONS

#### A. PLUMBING WORK

NBRC issues Plumbing and Drainage Compliance Permits as per Sect 78 of the Plumbing and Drainage Act 2002. It is a requirement of this Act, unless the work is “unregulated”, “notifiable work” or “minor work”, that all new plumbing/drainage work must have a Plumbing Permit issued prior to commencing any work. Applications for such work must be lodged with Council. For further information on what work requires an approval and or what work requires certification - refer to the Plumbing Industry Council website: - <http://www.dlgp.gov.au/plumbing/plumbing-industry>

There are at present four (4) categories of plumbing work, these being:-

1. **Regulated Work** - All such work must be assessed by Council for compliance with relevant regulations and codes.
2. **Notifiable Work** - Notifiable work must be performed by a plumber or drainer licensed by the Plumbing Industry Council, but will not require permits or mandatory inspections by local government.

Notifiable work includes most plumbing and drainage work performed in existing homes including:

- Kitchen and bathroom additions or renovations
- Installing or replacing hot water heaters including electric, solar or heat pump hot water heaters
- Installing fixtures such as toilets, showers and sinks in an existing home
- Extending or altering pipe work

Some plumbing and drainage work is also able to be performed on commercial buildings.

The law requires licensees to notify the Plumbing Industry Council (PIC) within 10 days of completing the work via a Form 4, which are able to be lodged electronically to the PIC. Plumbers and drainers are required to give a copy of Form 4 or a ‘receipt of work’ to their customers. To help ensure that health and safety standards remain high, the PIC and Local Government work together to audit licensees and plumbing work respectively to ensure that plumbers and drainers are complying with their obligations.

3. **Minor Work** - As the name suggests it is minor work that can be undertaken without obtaining a Plumbing Permit. However, despite this exemption the work must be performed by a licensed person.

Examples of such work includes:- emergency work, work on replacement of water heater, wc cistern or maintaining/repairing backflow prevention device etc.

4. **Unregulated Work** - is plumbing/drainage work that can be undertaken by unlicensed person and does not require a Plumbing Permit from Council nor is there a requirement to notify Council when the work has been completed. Examples of such include changing a showerhead, a washer in a tap and maintaining an irrigation system for the disposal of the effluent from an on-site sewerage facility.

At stages, nominated by Council, inspections of plumbing and drainage work must be undertaken by Councils Plumbing Inspector, unless other arrangements, e.g. Form 3, have been made and agreed to by Council. At the acceptable completion of all the plumbing and drainage work on a project - as the scope of which is outlined in the approved drawings, specification and Compliance Permit - Council, if all intermediate inspections passed, will issue a Compliance Certificate. This signifies all work is satisfactory. A copy is sent to the property owner, the applicant and the plumber/drainers who completed the work.

## B. ON SITE SEWERAGE - Unsewered Areas

### 1. ON SITE SEWERAGE FACILITIES

On Site Sewerage Facilities (OSSF's) are used for the treatment and disposal of waste water (Grey water - refer below) and domestic sewerage on properties in unsewered areas. These facilities include different types of treatment and methods such as septic tanks with transpiration trenches, aerobic sand filtration systems with sub surface irrigation and aerated waste water treatment systems with surface irrigation, biofilter systems, composting toilets and activated sludge systems.

Although Council approves the installation of an on-site sewerage facility, the Treatment System will require approval from a State Government Department.

The Queensland Plumbing and Wastewater Code (QPWC) sets out the technical requirements for management, site and soil evaluation, design installation and operation for on-site sewerage facilities. One of the most important aspects of the QPWC is the requirement for a thorough site and soil evaluation to be undertaken as part of the process of obtaining Council approval for effluent disposal within the property.

### 2. GREY WATER

#### a) General

Greywater is waste water generated from baths, showers, washbasins and laundries which can be diverted for use on lawns and gardens. Kitchen greywater is excluded from being used in sewerage areas as it is not suitable. Grease and oil from the kitchen sink can clog the plumbing in your home. In unsewered areas kitchen water should be first put through a grease trap.

#### b) Using Greywater

Greywater can be diverted from laundries and bathrooms by:

- Manual bucketing of untreated greywater (except kitchen Greywater)
- Connecting a flexible hose to a washing machine outlet
- Seeking Council approval for the installation of Greywater diversion device or Greywater treatment plant (by licensed plumbers).

#### c) Storage of untreated Greywater

Untreated greywater should not be stored. Untreated greywater stored for more than 24 hours may:

- Turn septic
- Give off offensive odours
- Provide conditions for the growth of micro-organisms
- Breed mosquitoes.

#### d) Safe use of untreated greywater

Greywater should be used with care. The law requires that greywater must not cause a danger, health risk or nuisance through:

- Ponding
- Run-off on to neighbouring properties causing an odour.

For this reason, 'below ground' irrigation systems are preferred as they can be designed to suit the soil type and other conditions in your garden.

## C. HOT WATER SYSTEMS

### 1. Systems for new dwellings

A new class 1 building must use hot water systems that have a low greenhouse gas emission impact.

Suitable hot water systems include:

- a. A gas hot water system has a five star energy rating; or
- b. Either a heat pump or solar hot system where:
  - In a building with 3 or more bedrooms the hot water system must be eligible to receive at least 22 Renewable Energy Certificates; or
  - In a building with 1 or 2 bedrooms the hot water system must be eligible to receive at least 14 Renewable Energy Certificates.

### 2. Replacing hot water systems

Since 1 January 2010 owners of existing houses and townhouses (class 1 buildings) located in a reticulated natural gas area have been required to install a greenhouse efficient hot water system (i.e. gas, solar or heat pump) when their existing electric hot water system needs replacing. Householders do not need to replace existing electric hot water systems that are in good working order.

If the homeowner is replacing an existing electric system that has failed and it is still covered for replacement under the manufacturers warranty, they are permitted to install an electric system. When a component of an existing electric system requires replacement this is also permitted.

At this stage, owners of homes located outside a reticulated natural gas area will still be able to replace their existing electric hot water system with another electric system or voluntarily upgrade to a greenhouse efficient system.

### 3. Solar hot water systems

#### a) **Installation information**

Before installing a solar hot water system you should:

- Research which system best suits your needs
- Choose a Licensed Plumber who knows State Legislative requirements to install your system. Ask the Licensed Plumber if they are Solar and Heat Pump Hot Water System endorsed Plumbers also.

Find a list of plumbers in the Yellow Pages and then use the Building Services Authority of Queensland's [online license search](#) to confirm they are appropriately licensed to carry out the installation.

#### b) **Organising the installation**

Ask your licensed plumber to complete the following:

1. Fill in the appropriate [Plumbers and Drainage Act 2002 applications forms](#).
2. Fill out the credit card authorization form.
3. Submit the completed forms to Council.

#### c) **After the system is installed**

1. Council may contact you to carry out a random audit inspection of the system installation.
2. Audit inspections are carried out by Council Plumbing Inspector's who will inspect the new system to ensure it complies with the Plumbing and Drainage Act 2002.
3. If the system fails the inspection the plumber will be responsible for rectifying the defects and organising a re-inspection. A re-inspection fee may be charged to the plumber.

## D. BACKFLOW PREVENTION

### 1. What is backflow prevention?

Backflow prevention is the term used to prevent the reverse flow of water from a potentially polluted or contaminated source into drinking and bathing water supply systems.

By installing a backflow prevention device this risk can be managed.

Backflow prevention starts within a property boundary by isolating a possible contamination source - from the towns mains or storage tanks (rainwater tanks) - to the tap or appliance.

### 2. Who and where are they installed?

Licensed plumbers, trained to observe the relevant Australian Standards are qualified to do this work. Local Government Plumbing Inspectors undertake a risk assessment process to determine location and installation of backflow prevention devices.

Testing of backflow devices should only be carried out by a plumber who is endorsed to undertake such work.

## E. PLUMBING PERMITS

### 1. General

Council undertakes Compliance Assessment (Plan Assessment and Inspections) of plumbing and drainage work under the requirements of the Plumbing and Drainage Act 2002.

New installations and some alterations to the reticulated water supply or household plumbing and drainage systems will require prior approval from council's plumbing section. This may include such work as:

- Domestic dwellings - sewerred or unsewerred
- Alterations to domestic dwellings and sheds - sewerred or unsewerred
- On-site sewerage facility conversion.
- Commercial alterations and additions.
- New commercial.

If additional information is required by the assessing officer an Information Request will be issued within ten business days, requesting the applicant supply the information requested.

If all required information/documentation is supplied the plumbing compliance permit/approval will be issued by Council within twenty business days.

### 2. Submitting an Application

The application is not deemed as being received unless all of the following information is lodged at the time of submission to Council:-

- a. Application Forms 1, 2 and 7 (attached and to be completed in full)
- b. Payment of fees - if applicable
- c. Documentation
  - Plans must be submitted to Council in triplicate and must be of a good drafting standard. If the applicant is not familiar with the requirements of the Plumbing and Drainage Act 2002, referred Regulations, the QLD Plumbing and Wastewater Codes etc, then it is highly recommended that a licensed Designer/Consultant be engaged. Refer to the attached list of Consultants/Engineers.
  - A plan is a document that should contain enough information presented in such a way that it is possible to construct the plumbing reticulation or drainage work from it. It should contain information (where applicable) as listed in the attached sheet entitled 'MINIMUM LEVEL OF DETAILS TO BE INCLUDED.'
- d. Soils test results

On Site Sewerage Treatment Unit/Septic Tank/Composting Toilet Applications are also to be accompanied by one (1) copy of the Percolation Test Report and three (3) copies of the Effluent Design/Drainage Plan for the proposed sewerage and sullage waste water disposal; (per AS NZS 1547) prepared by a licensed hydraulic engineer or other appropriate person to achieve requirements of the Percolation Test Report.

## F. CONSULTANTS

The following is a list of Consultants who have worked or are currently doing work in the North Burnett Region. Names of others can be found in the phone book (yellow pages)

**NOTE:** This list has been compiled to assist applicants. Council does not take the responsibility for any errors or omissions and Consultants are **NOT** listed in any order or preference. Council does **NOT** offer advice or make recommendations about Consultants.

### HYDRAULICS CONSULTANTS

- |  |   |   |
|--|---|---|
| 1. Cliff Searle<br>TORQUAY QLD 4655<br>Ph/Fax: 4125 3510<br>MOB: 0416 062 487    | 2. Keith Lees<br>Lees Consulting<br>WARANA QLD 4575<br>Ph: 5437 7660        | 3. Coast Wide Plan and Design Service<br>BURRUM HEADS QLD 4610<br>Ph: 4129 0203<br>Fax: 4129 0203 |
| 4. Enviro Water Design<br>HERVEY BAY QLD 4655<br>Ph: 4128 8336<br>Fax: 4128 8337 | 5. Holmes McLeod<br>MARYBOROUGH QLD 4650<br>Ph: 4121 4344<br>Fax: 4123 3144 | 6. TM Endres<br>MARYBOROUGH QLD 4650<br>Ph: 4123 5973<br>Fax: 4122 3301                           |

### SOIL TESTERS

- |   |   |   |
|---|---|---|
| 1. Wide Bay Geotechnical Services P/L<br>PIALBA QLD 4655<br>Ph: 4124 3677<br>Fax: 4128 3284 | 2. Dirts (QLD) P/L<br>PIALBA QLD 4655<br>Ph: 4124 5533<br>MOB: 0419 754 598   | 3. CM Testing Service<br>WEST BUNDABERG QLD 4670<br>Ph: 4152 7644<br>Fax: 4152 1405 |
| 4. Roadtest - soil testing<br>ROCKHAMPTON QLD 4701<br>Ph: 4928 0044<br>Fax: 4926 1286       | 5. CQ Soil Testing<br>ROCKHAMPTON QLD 4701<br>Ph: 4936 1163<br>Fax: 4936 1162 |   |

## G. UNLAWFUL PLUMBING/DRAINAGE WORK

When it comes to the knowledge of a Local Authority that any plumbing/drainage work has been undertaken:-

- a. Without an approval as required by the *Sustainable Planning Act 2009*; or
- b. Other than in accordance with the approved plans, specifications and conditions as imposed by the local authority;

A Notice pursuant to the *Sustainable Act 2009/Plumbing and Drainage Act 2002* may be served on the owner of the building or structure to perform such work as is necessary to bring the same into conformity or to demolish or remove the same.

## H. CONTAMINATION OF LAND ACT 1991 (AS AMENDED)

An application lodged on a restricted site as defined by the Contaminated Land Act 1991 cannot be approved if the application is inconsistent with the limited use or on-site activity of the land specified in the classification.

## **I. ALLOTMENT SURVEYS AND BOUNDARY PEGS**

The owner is responsible for determining the boundaries and maintenance of survey pegs on their land. The owner and plumber should check that the proposed plumbing/drainage work is within the building lines before commencing the work. The nature of the building, conditions of the site, levels and depth of the allotment may make it necessary to resurvey the land and/or the building on the land before plumbing/drainage work is commenced. An Identification Survey may be required by the North Burnett Regional Council where survey pegs or building lines cannot identify that the building has been sited to meet the deemed to satisfy solutions of the Queensland Development Code.

## **J. LAND LIABLE TO FLOODING**

Certain allotments within the North Burnett Region have been identified as land which may be liable to flooding. Information regarding land is available at the Regional Offices.

## **K. INSPECTIONS REQUIRED**

The Plumber/Owner is required to make arrangement with Council to carry out inspections that form part of the plumbing approval. Only one (1) inspection for each stage is included in the application fees.

Failure to notify may result in the commencement of enforcement proceedings and may also affect your insurances due to a Certificate of Inspection not being issued. Where considered necessary, that stage of the work may be required to be uncovered for inspection purposes.

Generally, inspections are required to be made at the following stages of construction, but the actual inspections required for each project are detailed on the Decision Notice:-

- Underslab
- External Drains
- Hot and cold plumbing rough in
- Final

*DISCLAIMER: The onus is fully on the owner and/or Plumber to design, construct and maintain the plumbing work in accordance with Manufacturer's specifications, Plumbing & Drainage Act 2002 and referenced Australian Standards, and Council's Policy Statements as issued from time to time. The North Burnett Regional Council (and its Officers and Agents) expressly disclaim responsibility for any loss or damage suffered as a result of placing reliance upon this information.*



# HOW LONG WILL IT TAKE FOR MY PLUMBING APPLICATION TO BE APPROVED?

Your Plumbing application is assessed using the Integrated Development Assessment System (IDAS). This system is **MANDATORY** for all local authorities to follow in assessing any type of development application. It is part of the Sustainable Planning Act 2009, which is State Government Legislation.

Your PLUMBING APPLICATION will be approved based on a number of matters such as:

- The information you provide as part of the application; and
- The relevant forms being completed correctly by you; and
- Payment by you of all relevant statutory and local government fees; and
- The time lines included in the provisions of the IDAS process.

Council will follow the IDAS process as follows:

1. You will submit your application with the necessary plans, application and statutory fees.
2. Council will peruse the application to determine if it is properly made and if so accept it. If it is not properly made you will be informed and have to resubmit it with the adjustments the relevant officer has informed you are required. Council can accept an application if it is not properly made if there are only minor issues involved.
3. If the application is deemed to be properly made, the clock starts ticking. If all the information that has been submitted is sufficient for the application to be assessed by our Plumbing Inspector. Council has **20 working days** but **MUST** inform you in writing that the additional time is required. Provided there are no issues with the application **it should be approved within 20 working days** of you submitting it.
4. If Council accepts your application as a properly made application and commences to assess it, a clarification or a request for more information can be made. This is called an Information Request. Council has **10 working days** from when it accepts the application to issue an Information Request. The assessment period does not start until you have responded to the Information Request and you have 6 months to do so. At that time, if you have not responded, Council will deem the application to have lapsed. Once you satisfactorily respond, the clock starts ticking again. The time line detailed above commences. Council has 20 working days plus 20 working days notified in writing to make a decision. Therefore, you **should receive approval within 20 days** of providing the information requested of you.

# MINIMUM LEVEL OF DETAILS TO BE INCLUDED ON EACH OF THE FOLLOWING DOCUMENTS

## All Plans

- Indicate owners name
- Address of project, RPD, etc.
- Designers licence/registration number
- Consultants, name, address and other contact details
- All plumbing and drainage designs within the property boundaries are to be in accordance with the Plumbing and Drainage Act 2002, the Standard Plumbing and Drainage Regulations 2003 and AS/NZS 3500.

- Designs to be included on plans (where applicable) for:

Sanitary Drainage  
Rainwater reticulation  
Sanitary Plumbing;  
Backflow prevention devices  
Trade Waste;  
Hot water systems  
Hot and cold water service;  
Rainwater tanks

Provide a detailed legend if required  
Hot and cold water service;  
Rainwater tanks  
Fire Services  
Pump rooms/pump stations  
Irrigation service.  
Bin wash;

## Site Plan

- Drawn to scale - preferably 1:200 to 1:500
- Existing Council Sewer and Water mains (location and sizes), manholes, fire hydrants, water meters ect.
- Surface and invert levels and AHD
- Property boundaries with dimensions, bearings, easements and street names
- Any existing structures/buildings, retaining walls etc.

## Floor Plans

- Scale 1:100
- All proposed and existing 'house' drainage, fixtures inclusive of vents, org's, fwg's, I.C's, stocks etc.
- Location and depths of sewerage lines etc.
- Water reticulation, hose reels, hydrants, internal water mains - location and sizes
- Stack and water services diagramatics to include pipe sizes, fixture unit loads, test openings, expansion joints etc.