

# NORTH BURNETT REGIONAL COUNCIL

## Building Information

### Plumbing & Drainage

#### Info Sheet

This information sheet explains the requirements for a plumbing and drainage permit .

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## A Plumbing Permit -

As of 1 July 2019, a new suite of plumbing laws were introduced— Plumbing and Drainage Act 2018 (PDA 2018), Plumbing and Drainage Regulations 2019 (PDR 2019), Qld Plumbing and Wastewater Code (QPWC) and New Guidelines. North Burnett Regional Council issues Plumbing and Drainage Permits under this legislative framework . It is a requirement of this legislation, that all new complying plumbing/drainage work must have a **Permit** issued prior to commencing any work. Applications for such work must be lodged with Council.

### CATEGORIES OF WORKS

Prescribed works under PDR 2019:

1. Permit Work
2. Notifiable Work
3. Minor Work
4. Unregulated Work

### 1. Permit Work

**All permit work must be assessed and inspected by Council for compliance with relevant regulations and codes.**

Examples of works requiring a permit:

- Construction of a new dwelling
- Installation of fixtures to a class 10 building (shed) that does not currently have sanitary drainage and a water supply connected to it.
- Installation or relocation of any fixtures for any properties where the property has a dual-reticulated water supply.
- Installation of new fixtures or extending / altering existing pipework on a property connected to an existing combined drain
- Installation, replacement, or removal of an on-site sewerage facility
- Sanitary drainage for installing or relocating a fixture in a building classified as Class 2 to 9.

## 2. Notifiable Work

Notifiable work must be performed by a plumber or drainer licensed by the QBCC, but will not require a Permit or inspections by local government.

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

- Kitchen and bathroom additions or renovations
- Installing, replacing or removing a temperature control device
- Installing or relocating fixtures
- Extending, altering or replacing supply pipe work (other than for fire services)

When a plumber or drainer performs notifiable work, they must submit a **Form 4—Notifiable Work** to the QBCC. 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 QBCC 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 Permit. The work must be performed by a licensed person.

Examples include:

- Unblock sanitary plumbing or drainage
- Repairing a broken or damaged pipe
- Installing a greywater diversion device

## 4. Unregulated Work

is plumbing/drainage work that can be undertaken by an unlicensed person and does not require a Permit from Council, nor is there a requirement to notify Council when the work has been completed.

Examples of such work include:

- changing a showerhead
- replacing a valve or washer in a tap
- maintaining an irrigation system for the disposal of the effluent from an on-site sewerage facility or greywater use facility

**If uncertain whether or not your works require a Permit, please contact a licensed plumber, or call QBCC on 139 333. Refer Fact Sheet 9 [www.hwp.qld.gov.au](http://www.hwp.qld.gov.au)**

## BACKFLOW PREVENTION

### 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.

### 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.

# ON SITE SEWERAGE—UNSEWERED AREAS

## 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.

## 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 sewerred 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:

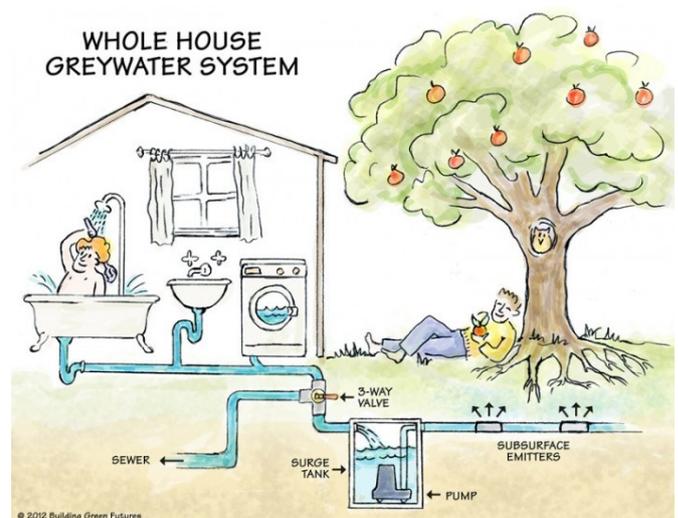
- Turn septic
- Give off offensive odours
- Provide conditions for the growth of micro-organisms
- Breed mosquitoes.

### 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.



# GENERAL INFORMATION

## Inspections Required

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 and photographic evidence, have been made and agreed to by Council.

The responsible person (plumber) is required to contact Council on telephone 1300 696 272 to arrange a suitable date and time for each inspection. To ensure work plans can progress, 48 hours notice is recommended.

At the acceptable completion of all the plumbing and drainage work on a project – as per the scope of which is outlined in the approved drawings, specification and Permit – Council will issue a **Final Inspection Certificate**. This signifies all work is compliant, operational and fit for use. A copy is forwarded to the property owner, applicant and plumber/drainer who completed the work.

Failure to call inspections may result in the Final Inspection Certificate not being issued. Under the Plumbing & Drainage Regulation 2019, a person must not use plumbing or drainage that is the result of permit work, unless an inspection certificate or final inspection certificate has been issued stating the work is operational and fit for use.

Generally, inspections are required to be made at the following stages however actual inspections required for each project are detailed on the Permit:-

- Underslab or Elevated Pipe Work
- External Drains
- Hot and cold plumbing rough in
- Final

## UNLAWFUL PLUMBING / DRAINAGE WORK

The PDA 2018 and PDR 2019 establish a strong penalty framework to provide a deterrent for breaches of the plumbing laws. There are increased penalties for unlicensed plumbing work, and for defective works.

*Approval for works may be important should you wish to sell or insure your property in the future.*



## HOW TO APPLY TO CONNECT TO THE COUNCIL'S WATER AND SEWERAGE NETWORK

If the site is located within the town's Priority Infrastructure Area, and an existing service is available to the property the applicant is responsible for the payment of all fees associated with connection of water and sewer to the site. Application can be made by completing the appropriate paperwork and submit to Council for approval, along with the relevant fees. Any damage or extension to existing infrastructure are also the responsibility of the applicant.

### Failure to obtain approval

Any connection made without written consent or prohibited substances are allowed to drain into the sewerage system will be deemed illegal and will need to be removed at the owner's expense. Failure to comply with the rules and regulations shall result in fines, infringement notices and/or possible prosecution by North Burnett Regional Council.

# LODGEMENT AND APPROVAL

Your plumbing and drainage application is not deemed as being received until all of the following information is lodged -

- Application Form 1 – Permit work  
Current version available: [www.qbcc.qld.gov.au](http://www.qbcc.qld.gov.au)
- Application for water / sewer / stormwater connection.
- Fees - lodgement, assessment & inspections
- Site Plan, Floor Plan and Elevations
- Proposed Drainage Plan
- Soils test results

## Non Sewered Area:

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; prepared by a licensed hydraulic engineer or other appropriate person to achieve requirements of the Percolation Test Report.

## HOW TO LODGE:

### Mail to:

North Burnett Regional Council  
PO Box 390 GAYNDAH Q 4625

### Email to:

[development.services@northburnett.qld.gov.au](mailto:development.services@northburnett.qld.gov.au)

### Deliver to: Customer Service Centres –

Mundubbera, Gayndah, Biggenden, Eidsvold,  
Monto, Mt Perry

Payment of fees can be made at any Customer Service Centre, or using credit card over the phone via Council's Contact Centre on 1300 696 272.

Your plumbing and drainage application is assessed under the DA system and regulated within the requirements of the *Plumbing and Drainage Act 2018*, *Plumbing and Drainage Regulations 2019* and *Codes and Guidelines*.

Your application will be approved based on a number of matters, such as -

- The quality of information provided as part of the application; and
- The relevant forms completed correctly; and
- Payment of all relevant statutory and local government fees; and
- The time lines included in the provisions of the Development Assessment process.

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

## VALIDITY

A permit is valid for a period of two (2) years from date of issue, unless otherwise determined. Extensions of time can be applied for. If however substantial changes are to be made to the work originally applied for, the applicant must apply to amend the existing permit approvals.

Plans submitted to Council must be of a good drafting standard. It is highly recommended that a licensed Designer/Consultant be engaged. Refer the attached list of Consultants/Engineers.

# ADDITIONAL INFORMATION

## Contaminated 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.

## 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.

## 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.

## Hot Water Systems

### Systems for new dwellings and replacement of systems

The mandatory requirements to install energy efficient (gas, solar or heat pump) hot water systems in all new houses and in an existing house located in a gas reticulated area at time of replacement were repealed on 1 February 2013.

**Homeowners are now able to choose a hot water system that best suits their circumstances, including an electric system.**

The Queensland Plumbing and Wastewater Code was amended to remove the requirement to install an energy efficient hot water system. The Queensland Development Code Mandatory Part 4.1 – Sustainable Buildings was also amended to

reflect greater choice to homeowners for their hot water system.

The replacement of hot water systems in an existing building is classed as NOTIFIABLE WORKS.

### Solar hot water systems

#### a) Installation information

Before installing the system you should:

- Research which system best suits your needs
- Choose a Licenced Plumber familiar with State Legislative requirements to install your system. Ask the Licenced Plumber if they are Solar and Heat Pump Hot Water System Endorsed Plumbers.

Use the QBCC's [online licence search](#) to confirm they are appropriately licenced to carry out the installation.

#### b) Organising the installation

Ask your licenced plumber to complete the following:

1. Plumbers and Drainage application forms
2. Make payment of fees
3. Submit the required Form 4 to QBCC

#### 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 who will inspect the new system to ensure it complies with the PDA 2018.
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.

# CONSULTANTS

The following is a list of consultants who have worked or are currently doing work in the North Burnett Region. Other consultants may be found online or in yellow pages business directory.

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

## HYDRAULICS CONSULTANTS

1. Water Wise Design  
TORQUAY QLD 4655  
Ph: 4125 3510  
M: 0416062487
2. Engineers Plus  
PIALBA QLD 4655  
Ph: 4128 3955
3. Coast Wide Plan and Design Service  
BURRUM HEADS QLD 4610  
Ph: 4129 0203
4. Engage Engineers  
MARYBOROUGH QLD 4650  
Ph: 4121 4344
5. Enviro Water Design  
HERVEY BAY QLD 4655  
Ph: 4128 8336
6. Trevor Endres  
MARYBOROUGH QLD 4650  
Ph: 4123 5973

## SOIL TESTERS

1. Wide Bay Geotechnical Services P/L  
PIALBA QLD 4655  
Ph: 4124 3677
2. DIRTS (QLD.) P/L  
PIALBA QLD 4655  
Ph: 4124 5533  
M: 0419 754 598
3. CM Testing Service  
WEST BUNDABERG 4670  
Ph: 4152 7644
4. CQ Soil Testing  
ROCKHAMPTON QLD 4701  
Ph: 4936 1163

## Still need help?

This information sheet summarises the key matters to consider for people considering carrying out development. The process and legal aspects relating to property and development can be complex and confusing. Council's development services staff may be able to help.

Sometimes however it may be advisable for you to obtain your own professional help from a qualified practitioner such as a Lawyer, Surveyor, Town Planner, Architect, Building Designer, or Engineer.

## Contact Us

Give us a call for more information about making an application.

1300 696 272 (1300 MY NBRC)

Email your enquiry to:  
[admin@northburnett.qld.gov.au](mailto:admin@northburnett.qld.gov.au)

Or, visit us at:  
[www.northburnett.qld.gov.au](http://www.northburnett.qld.gov.au)

**North Burnett—Naturally beautiful**

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Disclaimer The onus is fully on the owner and/or builder to design, construct and maintain the building work in accordance with Manufacturer's specifications, *Building Code 2019* of Australia and referenced Australian Standards, and Council's Policy Statements as issued from time to time. 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.

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# APPLICATION LODGEMENT CHECKLIST

## PLUMBING AND DRAINAGE

This form, completed by the Applicant, may be lodged with the Plumbing and Drainage Application. It is the responsibility of the Applicant to ensure that all lodged details are correct and provided to Council in order to ensure timely approval of the application.

APPLICANT'S NAME: .....

SITE ADDRESS: .....

<input type="checkbox"/>	<p><b>Form 1</b> - Permit work application for plumbing, drainage and on-site sewerage work must be completed in full and signed in all places. All correspondence relating to the plumbing application will be sent to the applicant.</p>
<input type="checkbox"/>	<p><b>Application for water, sewer, stormwater connection—IF APPLICABLE</b></p>
<input type="checkbox"/>	<p><b>FEES</b>—to be paid in full upon lodgement of this application.</p>
<input type="checkbox"/>	<p><b>DRAWINGS:</b></p> <ul style="list-style-type: none"> <li>• Site Plan showing boundary dimensions, all existing structures, service locations—sewer, water, septic tanks and soakages trenches as applicable, method of stormwater disposal and any existing drainage.</li> <li>• Elevations of proposed building</li> <li>• Floor plans showing location of all proposed plumbing fixtures,</li> <li>• Proposed Drainage plan inclusive of vents, orgs, fwgs, ICs etc</li> </ul>
<input type="checkbox"/>	<p><b>REPORTS:</b></p> <ul style="list-style-type: none"> <li>• Soil report to show requirements for swivel and expansion joints, must include soil classification</li> <li>• Site &amp; Soil classification report if installing sanitary drainage.</li> </ul> <p><i>Non sewered area: to comply with AS/NZS 1547:2012</i></p> <ul style="list-style-type: none"> <li>• Effluent Disposal Report from suitably qualified on-site designer or geotechnical consultant detailing type, size and location of onsite sewage treatment plant, location and levels of connection points to plan, proposed layout of any land application areas including minimum setback distances prescribed in the QPWC.</li> </ul> <p>All plumbing and drainage designs within the property boundaries are to be in accordance with the Plumbing and Drainage Act 2018, the Plumbing and Drainage Regulations 2019.</p> <p>All plans must :     Be legible and clear                                      Be drawn to scale preferably 1:200 to 1:500                                      Show fixtures marked clearly and include a legend                                      Include name and licence number of plan designer and contact details                                      Display the owner/s name and site address                                      Display the lot and registered plan number</p>

**RESOURCES—Forms & Factsheets**

<https://www.hpw.qld.gov.au/construction/BuildingPlumbing/Pages/default.aspx>  
<http://qbcc.qld.gov.au>

**Dial Before You Dig**  
<https://www.1100.com.au/>



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