

## SCHEDULE 1 APPLICATION AND CONSENT FORMS

### Part 1: Form of Application under the Trade Wastes Bylaw

#### APPLICATION FOR CONSENT TO DISCHARGE TO THE SEWER

##### Permitted Trade Waste Registration (No 1-14)

is for premises with discharges complying with Schedule 3A of the Waitaki District Council Trade Waste Bylaw 2009 and which have a discharge of less than or equal to 5m<sup>3</sup> (5,000 litres) per working day or have a minimum instantaneous flow less than or equal to 2.0 litres per second per working day. To register your discharge please complete items 1-14 of this application form.

##### Conditional Trade Waste Consent (No 1-25)

is for premises with discharges not complying with Schedule 3A of the Waitaki District Council Trade Waste Bylaw 2009 or having a discharge of greater than 5m<sup>3</sup> (5,000 litres) or having an instantaneous flow greater than 2.0 litres per second per working day. To apply for consent to discharge please complete items 1-25 of this application form. Applications for Conditional consent are to be lodged with the Waitaki District Council and must be accompanied by a Management Plan.

**\* These fields must be completed. Please print clearly.**

<p><b>1. *I/We</b> ..... <i>Full Legal name of company/Partnership etc./names of applicants</i></p>
<p><b>2. *Trading as:</b> ..... <i>Being the Owner/Occupier(s) of the Premises Located at:</i></p> <p>Request consent from the Waitaki District Council to discharge trade waste to the Council's foul sewer in accordance with the terms of the Waitaki District Council Trade Waste Bylaw 2009.</p>

<b>3. Postal</b>	<b>* 4. Contact Details</b>	<b>* 5. Site Contact Details</b>
Name:	Name:	Name:
Address:	Designation:	Designation:
	Phone:	Phone:
	Cellphone:	Cellphone:
	Fax:	Fax:
	Email:	Email:
<b>6. Name and details of owner of premises if different from above:</b>		

<b>7. Property Valuation Number:</b>	
<b>8. Legal Description:</b> THIS APPLICATION RELATES TO: (Please tick the appropriate box)	
<input type="checkbox"/> Proposed change of wastes discharged	Proposed new discharge
<input type="checkbox"/> An existing discharge (Consent No.            ) )	Proposed change in volume
	Renewal of a consent
<b>9. Is Pre-treatment provided? Identify type(s)</b>	
<b>10. What is the frequency of maintenance?</b>	
<b>11. Name of the Liquid Waste Contractor removing liquid or solid trade waste from your site?</b>	
<b>12. The new discharge or change will commence from:(date)</b>	
<b>13. Principal Business Activity</b>	

**14. A Site plan / Sketch is to be provided detailing:**

- (a) Street name and number
- (b) North point of site
- (c) Buildings and their use including processing areas
- (d) Location of any existing or proposed pre-treatment facilities (i.e. grease traps) and existing or proposed sampling point(s)
- (e) Location of any flow recording equipment for trade waste discharge
- (f) Location of water meter(s), additional supplies (e.g. wells) and existing or proposed backflow prevention devices.
- (g) Location of drains and any emergency spill containment devices.

**TRADE WASTE CONDITIONAL CONSENT**

**NOTE:**

1. Please complete Questions 1 to 23 for all **CONDITIONAL TRADE WASTE DISCHARGES**
2. A separate “PROCESS” sheet is required for each individual process that discharges to the Council’s sewers from the premises identified. (A copy of the “PROCESS” sheet is attached to this application form)

<b>15. Number of PROCESS sheets attached:</b>						
<b>16. Waste Tract Customer Number? (If applicable)</b>						
<b>17. Number of Staff working on site?</b>						
<b>18. Number of discharge days per annum?</b>						
<b>19. Total volume of trade waste processes (from PROCESS Sheets)</b>						
Total volume per annum:						ō ō ō ō ō ō ō ō m <sup>3</sup>
Average Daily Flow:						ō ō ō ō ō ō ō ō m <sup>3</sup>
Average 8am to 4pm flow:						ō ō ō ō ō ō ō ō m <sup>3</sup>
Average 4pm to 8am flow:						ō ō ō ō ō ō ō ō m <sup>3</sup>
Maximum Daily volume:						ō ō ō ō ō ō ō ō m <sup>3</sup>
Maximum flow:						ō ō ō ō ō ō ō ō l/sec
<b>20. Seasonal fluctuation:</b>						
From (month)	ō ō ō ō ō ō	To (month)	ō ō ō ō ō ō	Max flow	ō ō m <sup>3</sup> perō ..	
From (month)	ō ō ō ō ō ō	To (month)	ō ō ō ō ō ō	Max flow	..... m <sup>3</sup> perō ..	

**21. Do you have Batch processes?** YES NO

**If NO please go to Question 22**

**Total Batch discharges:**

Maximum Quantity:	ō ō ō ō ō ō ō .m <sup>3</sup>
Maximum Frequency: (specify e.g. 2 per day, 3 per week)	ō ō ō ō ō ō ō .
Maximum Rate of discharge:	.ō ō ō ō ō ō ō litres/sec

**22. Do the wastes being discharges contain condensing water or stormwater?**

YES NO

**23. Do the drains on the premises exclude the possibility of condensing water or stormwater from becoming mixed with trade waste?**

YES NO

**24. Is a mixture of domestic waste and trade waste discharges prior to any sampling point?**

YES NO

**25. Are backflow devices fitted at the point of the water supply to the site**

YES NO

I am duly authorized to make this application and confirm to the best of my knowledge and belief that all the information in this application is true and correct.

**\*Signature**

.....

If a person is signing for the applicant or signing as an authorized agent please ensure all contact details are provided,

(Please tick box if the signature is by an agent acting on behalf of Owner)

**\*Date**

.....