

**SUPPORTIVE INFORMATION TO BE PROVIDED WITH AN APPLICATION FOR A WASH BAY FACILITY  
CONNECTED TO A RECYCLING OR REUSE SYSTEM**

The following information is required to be provided in addition to the septic application, for a wash bay that discharges into a recycling system or waste water reuse system. Failure to complete this form or provide the requested information will result with the application being refused or returned.

**1. Development Approval**

In most instances, a Development Approval is required before constructing a wash bay facility. Has an application for Development Approval been submit to the City for the wash bay?  Yes  No

Application Reference Number - \_\_\_\_\_

**2. Type of Approval**

New Wash Bay Facility  Existing Wash Bay Facility (retrospective approval)

**3. Business Details**

Provide a brief description of the business activity \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4. Wash Bay Facility Use**

Describe what items/equipment are required to be washed and potential contaminants produced -  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How will the items/equipment be washed?  Hand  Pressure Cleaner  Steam Cleaner

Other Specific \_\_\_\_\_

Anticipated Maximum Daily Volume of Waste (Litres) \_\_\_\_\_

Justification of how maximum (max) daily volume was calculated: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Specify the type of cleaning agents to be used (attach SDS's)?

- I. \_\_\_\_\_
- II. \_\_\_\_\_
- III. \_\_\_\_\_

## 5. Wash Pad

Dimensions: \_\_\_\_\_

**Note: It is recommended that the wash pad be two metres (m) greater in length and width than the largest item to be washed and walled to prevent overspray escaping the facility.**

- ✓ Wash pad banded, minimum 75mm in height x 100mm in width:  Yes  No
- ✓ Walled min 1.8m on three sides to contain waste water:  Yes  No
- ✓ Will a Roof be installed?  Yes  No

**Note: To prevent wind swept rain, it's recommended the roof overhang the wash pad by 1 metre for every 3 metres in height.**

The City generally will not support an application for an unroofed washbay, therefore if a roof is not proposed, provide an explanation for the reasons why -

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If a roof is not proposed, how will stormwater be dwelt with?

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**Note - Stormwater diversion: requires a stand along soakage capable of dealing with a 1:10 year storm event.**

## 6. Apparatus Details

Applications for wash down bays propose to recycle/reuse the waste water must be designed to be able to continuously monitor and maintain water quality as specified by the Guidance note for wash bays using recycled waste water. Applications for recycling systems need to be accompanied by -

- ✓ Engineer's certification or a signed report from the designer/manufacture that references the documents submitted and states the recycling system design/treatment process is capable of monitoring and maintaining water quality in accordance with the guidance note.
- ✓ If the system cannot continuously monitor the chemical parameters of the recycled water, then the report must demonstrate how by other methods (Operational and Verification Monitoring) to monitor the recycled water quality to the satisfaction of the Local Government.

Additional supportive documentation required to be provided with a recycling system -

- ✓ Certification or a signed report been provided?  Yes  No
- ✓ Process Flow or Schematic Diagram  Yes  No
- ✓ Site Plan  Yes  No
- ✓ System Plan  Yes  No
- ✓ All Component information  Yes  No

Has documentation been provided to justify how the proposed system is capable of monitoring and maintaining water quality in accordance with the guidance?  Yes  No

Has a copy of the communication plan or operational plan been provided?  Yes  No

### 7. Maintenance agreement.

Has a signed service/maintenance agreement been provided to demonstrate continual servicing of the unit in accordance with the manufactures specifications?  Yes  No

### Fees

Has the local government fee been paid?  Yes  No - a payment form is available in the appendices.

Date Payment Made \_\_\_\_\_

Receipt No \_\_\_\_\_