

9.10 Appendix 10

Sewer Servicing Guidelines



Table of Contents

Definitions	4
Abbreviations	6
Relevant Documents, Standards, Acts and Codes	6
Introduction	7
1.1 Sewer Servicing Guide	7
1.2 Changes to this policy document	7
1.3 Legal and regulatory framework	7
1.4 Objectives	7
1.5 Sewer Application Process and Payment of Fees	7
1.6 Complaint Resolution	7
Sewer Servicing General	8
1.7 Connections	8
1.8 Illegal Connections	8
1.9 Land Servicing Advice	8
1.9.1 <i>Applying to Westernport Water</i>	8
1.9.2 <i>Timing</i>	8
1.10 Asset Protection	8
1.11 Westernport Water asset protection guidelines	8
1.12 Asset information	8
Easement Requirements	9
1.13 Easement requirements for Two (2) Lot Subdivisions	9
1.13.1 <i>Section 12(1) easements (Subdivided under the Subdivision Act 1988)</i>	9
1.13.2 <i>Section 12(2) easements</i>	9
Responsibility	10
1.14 Sewer main inside property boundary	10
1.16 Sewer main outside property boundary, building close to or on building line	12
Demolition of Residential, Commercial and Industrial Developments	14
1.17 Cut and Seal at Westernport Water's PCB – internal sanitary work(s) only	14
1.18 Cut and Seal at Westernport Water's PCB – internal sanitary work(s) and work on Westernport Water's asset(s)	14
Different Type of Developments and Servicing Requirements	15
1.19 Single Dwelling Residential Developments	15
1.21 Dual Dwelling Residential Developments Where One (1) Dwelling has Direct Access to the Sewer Main (Shared Services)	16
1.22 Dependent Living Residential Units (DPU/Granny Flat)	19
1.22.1 <i>Private – DPU/Granny Flat</i>	19
1.22.2 <i>Department of Human Services (DHHS) – DPU/Granny Flat</i>	20
1.24 Greater Than Nine (9) Units on an Owners' Corporation Schedule	21
1.25 Non-residential Development	22
Pressure Sewer System	22
1.26 Repairs and maintenance	23
1.27 Decommissioning	23
1.28 Clearances	23
1.29 Single residential developments	24
1.30 Owners' Corporation Developments	25

Extended Sanitary Works (Private Sewer Rising Mains)	27
1.31 Applications	27
1.32 Servicing	27
1.33 Maintenance	27
Combined Sanitary Drains	29
1.34 Responsibility	29
1.35 Relieve an existing combined sanitary drain (connect to the sewer main independently)	29
Encroaching Drains	32
1.36 Development	32
Trade Waste	34
1.37 Why is a Commercial Trade Waste Consent necessary from Westernport Water?	34
1.38 Servicing	34
Construction of Sewer Assets/Minor Sewerage Alterations	34
1.39 General conditions	34
1.40 Permission for access	34
1.41 Criteria	34
Other Minor Sewer Assets	35
1.42 Maintenance holes	35
1.43 Boundary Traps (BT)	36
1.44 Inspection Shafts	37
1.45 SPUR PCBs	37
1.46 Overflow Relief Gullies	38
1.46.1 Definition	38
1.46.2 How does it work?	38
1.46.3 Are overflow relief gullies covered by regulations?	38
Sewer Vents (“stand pipe”)	39
1.47 Definition	39
1.48 Development	39
How to Locate a Property Connection Point	39
Missing Property Connection Branch	40
1.49 Compensation Claims	40
Property Sewerage Plans / As Constructed Plans	40
Dial Before You Dig	41
Sewer Blockages	41
1.50 What should you do when you have a sewer blockage?	41

Definitions

12(1) Easement	A specified easement visible on the title plan in favour of a particular party.
Abut/Fronted	Direct frontage/access to Westernport Water's asset.
Combined Sanitary Drain	Privately owned and maintained sanitary drains servicing two (2) or more properties that are separately titled, not covered by an Owners' Corporation schedule, 12(1) and/or 12(2) easements, connected to one (1) legal point of discharge (PCB).
Consent to Connect (PIC) number	Issued with Westernport Water's Consent to Connect letter. Required where a new connection and/or alteration to below-ground sanitary drain is to occur.
Control Over Connections	Conditions of connection, issued by Westernport Water as part of its Consent to Connect, provided for under Section 145 of the <i>Water Act 1989</i> (VIC).
Curtilage	Area of land immediately surrounding a structure forming one (1) enclosure within it, ie title boundary.
Dependant Living Unit (DPU/Granny Flat)	Self-contained removable structure, placed within the curtilage of an existing structure, intended to be used as a temporary separate residence for a dependant relative. The structure generally contains a bedroom, a kitchen/living area and bathroom.
Easement	Area of land, or part of a lot, reserved by law for a specific purpose such as the containment of sewerage/water assets. <i>Note: Authority assets are not necessarily contained within easements.</i>
Encroaching Sanitary Drains	Privately owned and maintained sanitary drains servicing one (1) or more properties, laid outside the curtilage of the properties being serviced by that drain.
Extended Sanitary Works	Privately constructed, owned and maintained sanitary drains laid within a council reserve to provide sewer service to a property/properties, where no sewer main has been provided by Westernport Water for that property/properties.
Formal Approval	Plumbing Work: A Consent to Connect letter issued within the last 12 months, from Westernport Water, showing a PIC number and the corresponding address where work(s) are to occur. Construction works within an easement in favour of Westernport Water and/or over/within 1m of a Westernport Water asset: A Build Over Approval letter issued from Westernport Water stating the address where work(s) are to occur, detailing the proposed work(s) and having attached a set of plans (architectural/structural) showing the proposed work(s) and stamped approval from Westernport Water.
Gravity Sewer Systems	Relies on gradually-sloping pipelines allowing sewage to flow naturally downhill into a collection network. Generally installed in areas where landscape has a gradual slope, a low water table and where flooding is rare.
Illegal Plumbing	Sewerage plumbing works completed without a Consent to Connect (PIC) number.
Maintenance Hole	Underground structure with a removable cover at ground level that allows for personnel and equipment access to the sewer system.

Maintenance/Inspection Shaft(s)	Access shaft on the sewer main with a removable cover at ground level that allows for equipment access to the sewer system.
New Customer Contributions (NCCs)	Payable where a property can be, or is, separately metered or separately titled; NCCs are charged for connection to sewer, potable water and Class A recycled water (where applicable). NCCs are applied as a contribution towards servicing urban growth and redevelopment.
Non-Works Application	Application for sewer and water supply conditions generally relating to a subdivision in areas with existing infrastructure and may include NCCs fees and minor works. Non-works applications are generally made when no construction is planned to take place within the development, at the time of application.
Plumbing Application	Application to connect to Westernport Water's potable water, sewerage and/or recycled water asset(s) and/or alter internal plumbing, requiring Consent to Connect.
Pressure Sewer System (PSS)	For sewage to be moved through the network "under pressure" via means of pumps. Installed in areas where landscape does not slope in the direction required for sewage to flow naturally downhill or in areas prone to flooding.
Property Connection Branch (PCB)	Section of pipe owned and maintained by Westernport Water which connects the customer's sanitary drain to the reticulated sewerage system (sewer main).
Property Sewerage Plan (PSP)	Drawn by the plumber engaged to carry out work(s), details "as laid", new, altered and replaced below-ground sanitary drains, as well as all fixtures and fittings.
Sanitary Drain	Line of pipe including all fittings conveying, or intended to convey, sewage or trade waste from a building or structure, on a serviced property, to the sewer main of a water corporation. <i>Source: Water (Estimation, Supply and Sewerage) Regulations 2014</i>
Sewer Main	Pipe to which all serviced properties are connected by a sanitary drain for the discharge of sewage and trade waste. <i>Source: Water (Estimation, Supply and Sewerage) Regulations 2014</i>
Shared Sanitary Drains	Privately owned and maintained sanitary drains servicing multiple properties that are separately titled and covered by an Owners' Corporation schedule and/or 12(2) easements connected to one (1) legal point of discharge (PCB).
Reflux Valve	Valve located on private sanitary drains preventing sewage backflow to internal fixtures from Westernport Water's reticulated sewerage system (sewer main).
Reticulated Water/ Sewer Supply System	Network of water/sewer mains, pump stations etc owned and operated by Westernport Water to provide for the community's water and sewerage needs.
Works Application	Application for conditions to construct potable water, sewerage and/or recycled water asset(s); may include NCCs fees.

Abbreviations

Ø	Nominal Internal Pipe Diameter
AS	Australian Standard
CSMP	Customer Site Management Plan
DELWP	Department of Environment, Land, Water and Planning
DHHS	Department of Health and Human Services
DPU	Dependant Persons Unit
EPA Victoria	Environment Protection Authority Victoria
GWIP	Galvanised Wrought Iron Pipe
RW	Recycled Water (Class A)
VBA (formally the Plumbing Industry Commission)	Victorian Building Authority
VC	Vitrified Clay (pipe material)
UPVC	Un-plasticised Polyvinyl Chloride (pipe material)
Westernport Water	Westernport Region Water Corporation

Relevant Documents, Standards, Acts and Codes

- AS/NZS 3500.2:2003 Plumbing and Drainage Part 2: Sanitary plumbing and drainage
- Customer Charter (each Water Corporation has their own Customer Charter)
- Essential Services Commission – Water Industry New Customer Contributions – Guideline
- Fire System Design Standards – AS 2419, 2441, 2118.1-6
- Land Development Policies and Pricing Manual
- Plumbing Code of Australia
- Plumbing Regulations 2008 or subsequent versions
- Sewerage Code of Australia – Melbourne Retail Water Agencies Integrated Code – WSA 02- 2014-3.1 Version 2
- Water (Estimation, Supply and Sewerage) Regulations 2014
- *Water Act 1989 (VIC)*
- Westernport Water’s Customer Charter

Introduction

1.1 Sewer Servicing Guide

This document contains Westernport Water's guidelines for the connection to, and management of, all sewer installation requirements to Westernport Water's assets and applies to sewer connections and trade waste connections.

These Sewer Servicing Guidelines provide consistency across the Westernport Water service area.

These guidelines apply to all properties and outline:

- a. What is a satisfactory point of discharge?
- b. What works must be provided or funded by developers/ owners or applicants?
- c. What different sewer property connections are required for different developments?
- d. What are the relevant and respective responsibilities of owners and Westernport Water?

These guidelines have been developed to assist developers, plumbers, designers, builders, plumbing specialists, property owners and Westernport Water staff. Guidelines contained within this document aim to build understanding around sewer property connection and plumbing work(s) at the interface with Westernport Water's assets.

1.2 Changes to this policy document

Westernport Water may change or replace any part of these Sewer Servicing Guidelines at any time. The latest version of this document can be obtained from Westernport Water by downloading a copy from our website www.westernportwater.com.au.

Any changes to these Sewer Servicing Guidelines will operate prospectively and not retrospectively.

1.3 Legal and regulatory framework

Westernport Water is a statutory authority with water supply and sewerage responsibilities conferred on it by the *Water Act 1989* (VIC), including by Parts 7 - General Powers, 8 - Water Supply, and 14 - Enforcement of the Act.

Section 160 of the *Water Act 1989* (VIC) empowers Westernport Water to make by-laws in respect to the management, protection and use of all lands, waterways and works under its management and control, including penalties and enforcement procedures for non-compliances.

A person who fails to comply with or do anything required to be done under the *Water Act 1989* (VIC), Regulation or By-Law, is guilty of an offence and risks prosecution by the Authority.

1.4 Objectives

These guidelines document necessary sewer property connections and sewer servicing conditions required by Westernport Water for new developments, alterations to existing developments and existing sewer property connection arrangements. Illustrations in this document should be used as a guide only. For detailed technical information refer to the Plumbing Code of Australia incorporating AS/NZS 3500 National Plumbing and Drainage Code or Water Services Association of Australia (WSAA). Where possible, conditions have been standardised to assist industry/customers. Water metering guidelines refer to standard development projects and apply to the majority of development proposals.

Where these policies are inappropriate for a particular development, Westernport Water will determine the necessary requirements on a case-by-case basis.

These guidelines are to be read in conjunction with Westernport Water's Conditions of Connection in accordance with Section 145 of the *Water Act 1989* (VIC) and the *Water (Estimation, Supply and Sewerage) Regulations 2014*.

1.5 Sewer Application Process and Payment of Fees

Refer to Westernport Water's website for current application requirements.

1.6 Complaint Resolution

Queries or concerns about these guidelines and/or subsequently applied conditions contained within a Notice of Agreement (Plumbing or Non-Works), should be directed to the assigned Westernport Water Technical Officer.

If you continue to be unsatisfied with Financial Conditions (applied under Sections 268, 269 and 270 of the *Water Act 1989*) and resolution cannot be achieved, you may apply in writing to the Manager Engineering and Construction, for a review under Section 271 of the *Water Act 1989*.

If you are unsatisfied with Servicing Conditions and resolution cannot be achieved, you may appeal under Section 145 of the *Water Act 1989*. Appeals may be lodged with Westernport Water, the Energy and Water Ombudsman Victoria (EWOV) or the Victorian Civil and Administrative Tribunal (VCAT).

Where there is no existing Notice of Agreement, please contact the Manager Engineering and Construction.

Sewer Servicing General

1.7 Connections

It is a legal requirement to obtain formal approval for connection and discharge to a Westernport Water asset prior to work(s) commencing. Formal approval is also necessary prior to work(s) commencing to alter, remove or add a section of internal Property Service Drain(s) or fixtures.

Any work(s) carried out without prior formal approval from Westernport Water is deemed to be illegal plumbing.

1.8 Illegal Connections

Westernport Water has rights under the *Water Act 1989 (VIC)* to disconnect an illegally connected property and/or fixtures and exercise these rights at their discretion.

Illegal connections detected will result in Westernport Water taking action against the offending person(s).

This includes, but is not limited to, pursuing any cost(s) for rectification work(s) due to damage caused to asset(s) through work(s) associated with development, such as installation of footings/foundations and/or ground anchors.

1.9 Land Servicing Advice

To assist developers in determining development viability, Westernport Water offer Land Servicing Advice providing general servicing information for the provision of water, sewerage and/or recycled water facilities to subdivisions and/or developments.

Developers, plumbers, designers, builders, plumbing specialists and property owners can apply in writing to Westernport Water to obtain advice.

1.9.1 Applying to Westernport Water

Lodge your request by either:

Email: westport@westernportwater.com.au; or

Mail: Westernport Water
2 Boys Home Road
NEWHAVEN VIC 3925

To ensure accuracy of information and a timely response, the following must be submitted with all requests:

- Applicant contact details, including full name, mailing address, phone number(s) and email address;
- Street address and Melways reference of proposed subdivision and/or development - please include Lot and Plan numbers where known;
- Design, concept and/or site plan(s);
- Any additional information relating to the project which may assist, ie fixture unit count, pressure and flow advice, pump curve diagram and duty points, required flow rate L/sec, fire service design standard(s).

1.9.2 Timing

A detailed investigation is required in most cases; please allow 30 business days for a response.

1.10 Asset Protection

Legislated requirements require customers to obtain written formal approval from Westernport Water where work(s) are proposed to be constructed over an easement in favour of Westernport Water or within 1m of a Westernport Water asset.

Any work(s) carried out without prior formal approval from Westernport Water is deemed to be illegal works.

Westernport Water has rights under the *Water Act 1989 S.148* to remove an illegal structure(s) and exercise these rights at their discretion. Illegal structure(s) detected may result in Westernport Water taking action against the offending person(s).

This includes, but is not limited to, pursuing any cost(s) for rectification work(s) due to damage caused to asset(s) through work(s) associated with development, such as installation of footings/foundations and/or ground anchors.

It is important to identify assets during the design phase of development in order to establish the minimum clearances required by Westernport Water. Care should be taken as assets are not always located within an easement, especially when located in adjacent open space. In addition, assets are not always located in the centre of an easement.

1.11 Westernport Water asset protection guidelines

All structures to be built or dismantled near a Westernport Water asset require Westernport Water's approval and consent. A legally binding Build Over Agreement is entered into by Westernport Water and the property owner giving consent for the structure to be built, yet protecting Westernport Water's continuous rights of access.

Designed for customers and stakeholders, the Build Over Guidelines details the requirements for building or conducting works near Westernport Water assets and/or over easements in favour of Westernport Water. It also assists customers to maximise the use of their land while adhering to best practice procedures and maintaining access to water and sewer assets.

To download the *Build Over Guidelines*, visit the Westernport Water website at: www.westernportwater.com.au.

1.12 Asset information

It is easy to identify the location of Westernport Water assets. Asset Information location plans and size, depth and offset information can be purchased directly from Westernport Water.

Easement Requirements

1.13 Easement requirements for Two (2) Lot Subdivisions

1.13.1 Section 12(1) easements (Subdivided under the Subdivision Act 1988)

The minimum size Section 12(1) easement to be created over Westernport Water's drinking water, recycled water (where applicable), and sewerage assets is outlined in Westernport Water's Land Development Policy Manual - currently under review.

Notes:

- If access is required through the adjoining lot within the subdivision to connect to sewer and/or water then a 1.2m 12(1) easement will be required.
- Owners' Corporation subdivisions generally do not require specific 12(1) easements for internal services, however, for three (3) or more lot subdivisions with no common land the easement may be required.
- Owners' Corporation subdivisions, where all units are not being developed at the same time, may require 12(1) easements for internal services to ensure access to water/sewer services.

1.13.2 Section 12(2) easements

Section 12(2) easements can only be utilised for two (2) lot subdivisions that will not be further subdivided and apply where one (1) lot does not abut an asset (ie cannot achieve separate service(s)). If a 12(2) easement is detailed on a Plan of Subdivision, allotments may have a shared private service for which they are responsible.

Section 12(2) easements only apply to developments where connection(s) to Westernport Water's assets has been completed or permission for connection is not required.

Further subdivisions of two (2) lot residential developments will require work(s), ie separate property connection point(s) and/or extension of reticulation service(s).

Refer to Westernport Water's Land Development Manual for further details.

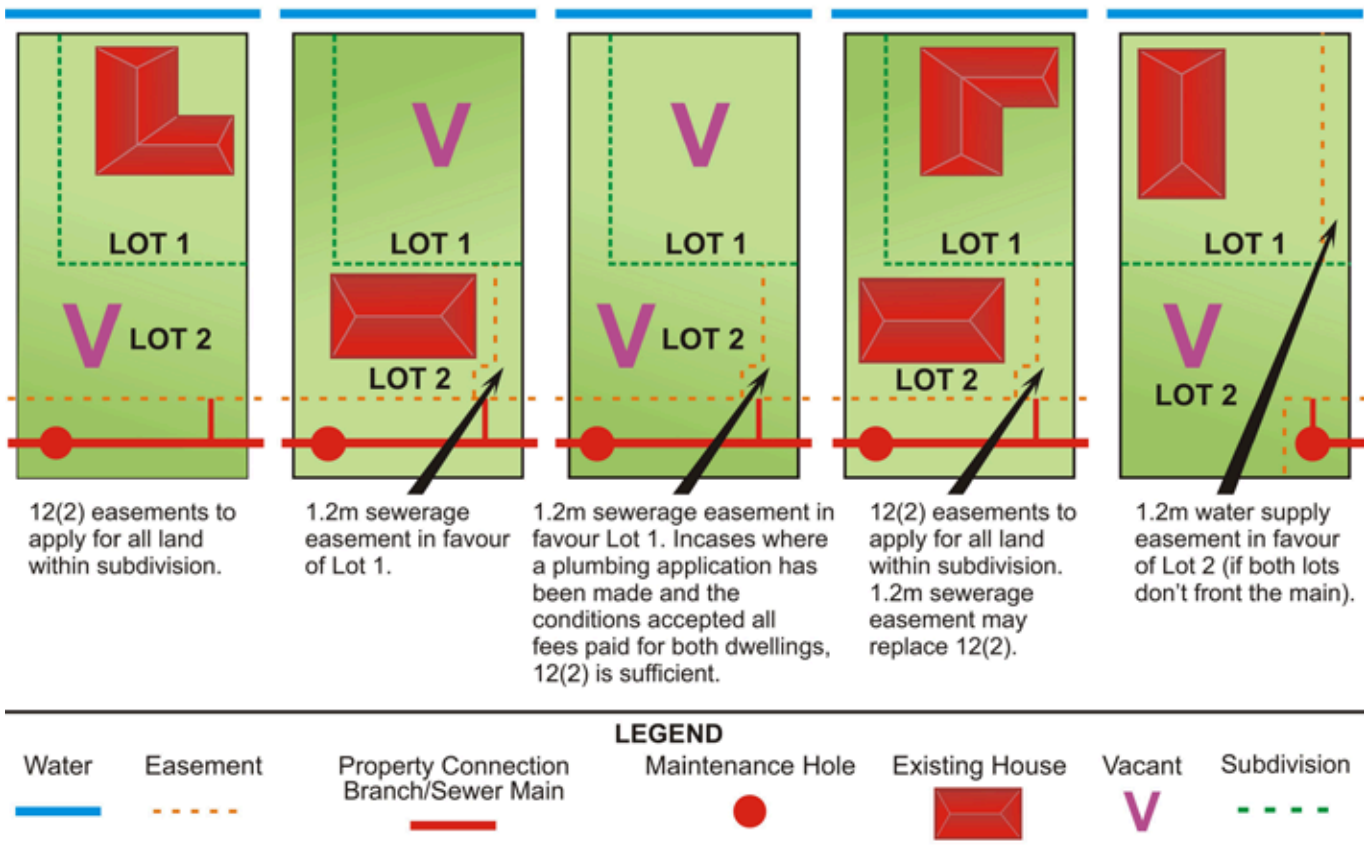


Figure 1 - Subdivisions for 2 lots

Responsibility

Property owners are responsible for maintaining all sanitary drains up to Westernport Water’s property connection branch (PCB).

In accordance with the Water (Estimation Supply and Sewerage) Regulations 2014 S.R. No. 87 - 2014 SR No 87 - 2014 on 1 July 2014, existing PCBs may be longer than the length in which Westernport Water is responsible.

Where an existing PCB is now the responsibility of the property owner, plumbers are to ensure care is taken to prevent infiltration of foreign material and/or ground water into Westernport Water’s sewerage system. Plumbers must ensure that all existing sanitary drains comply with provisions of AS/NZS 3500.2:2003.

The following definitions and drawings have been created to assist in defining the relevant responsibility of customers and Westernport Water:

1.14 Sewer main inside property boundary

Where the sewer main is located inside the property boundary, Westernport Water ownership terminates up to 1m from the sewer main or the Inspection Opening (IO)/ Inspection Shaft (IS), whichever is less. Where no IO/IS exists, Westernport Water ownership terminates 1m from the sewer main.

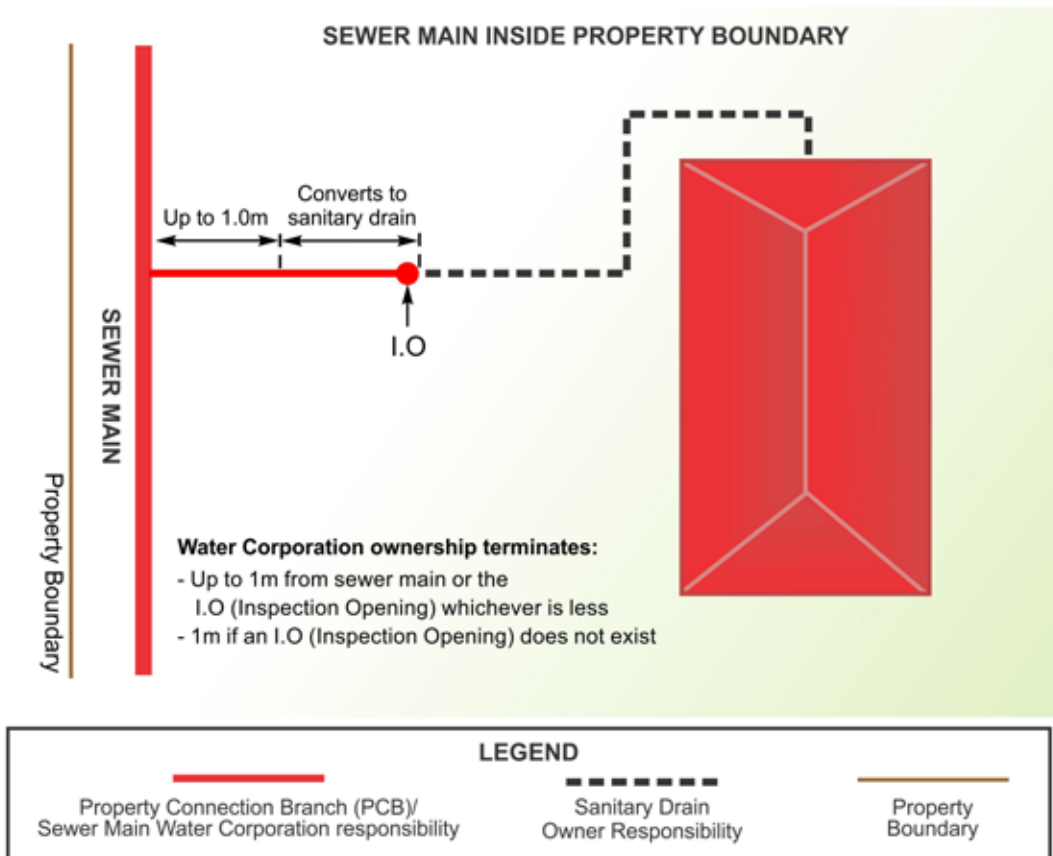
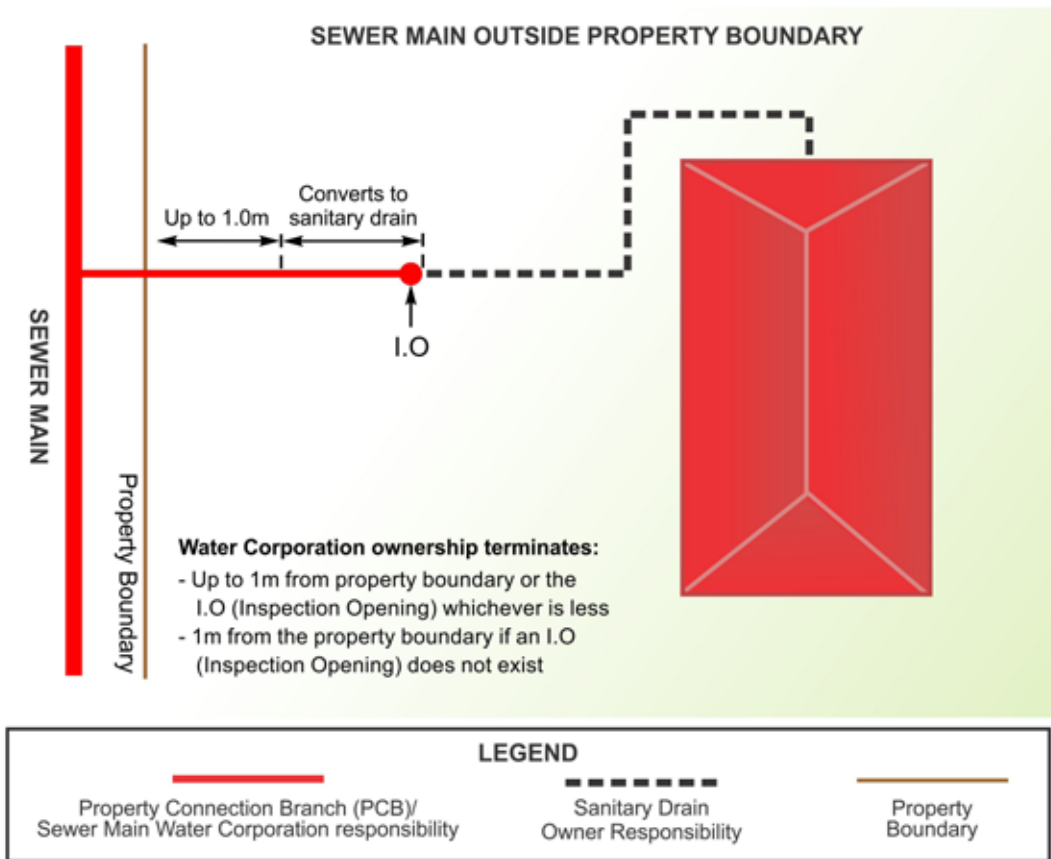


Figure 2 - Sewer Main Inside Property Boundary

1.15 Sewer main outside property boundary

Where the sewer main is located outside the property boundary, Westernport Water ownership terminates up to 1m from the property boundary or the IO/IS, whichever is less. Where no IO/IS exists Westernport Water ownership terminates 1m from property boundary.



NOTE: Build Over clearances are applicable; refer to Customer Guide for required clearances

Figure 3 - Sewer Main Outside Property Boundary

1.16 Sewer main outside property boundary, building close to or on building line

To meet Westernport Water’s Build Over requirements, where a sewer main is located outside the property boundary within government land, Westernport Water may terminate the PCB external to the property boundary of the serviced allotment.

Private sanitary drains are not permitted within an adjoining private property boundary.

Where the PCB terminates outside the property boundary, the owner(s) must obtain Westernport Water’s permission prior to work(s) commencing.

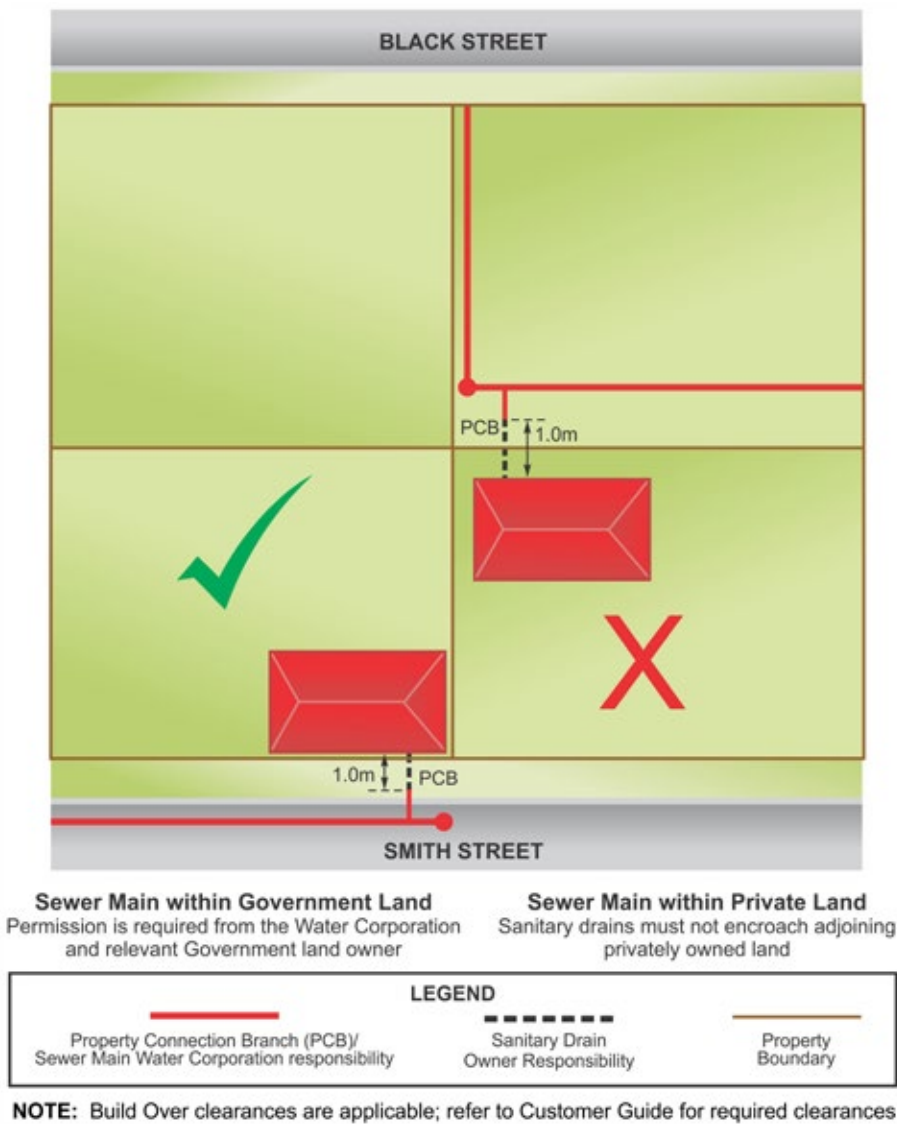
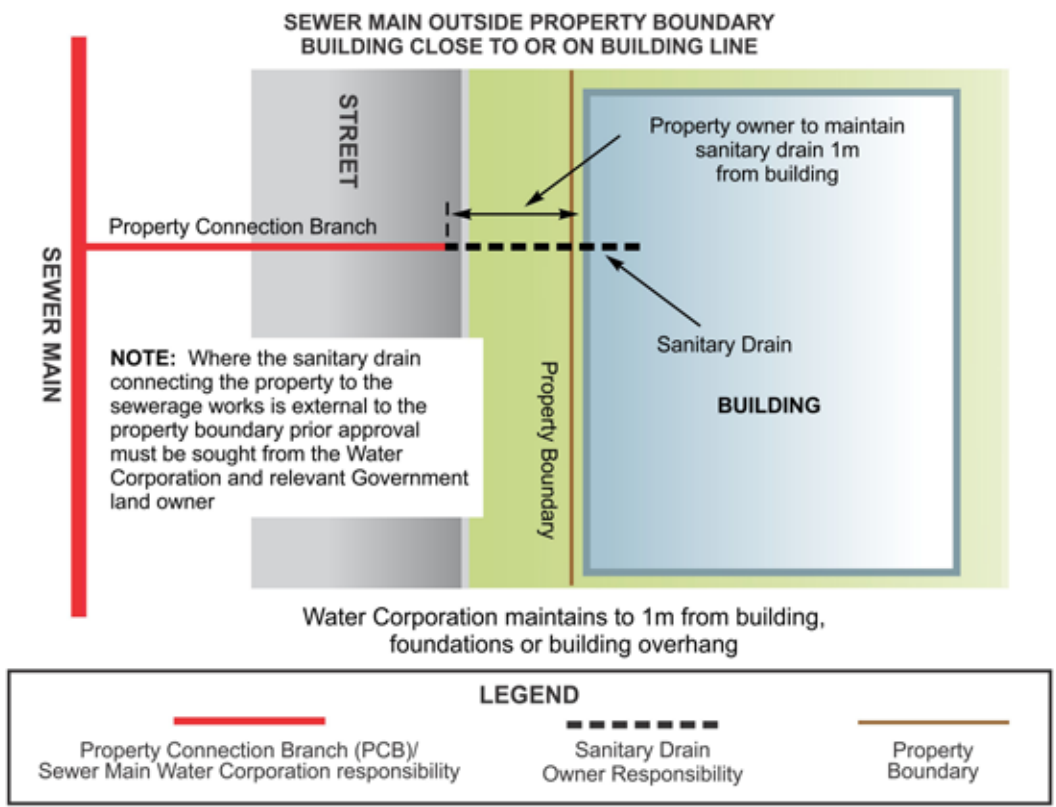


Figure 4 - Sewer Main Outside Property Boundary, Building Close to or on Building Line

Sanitary drains should be laid having regard to the applicable road owner's requirements. It is the developer's, plumber's and/or owner's responsibility to ensure that sanitary drains be laid having regard to the applicable road owner's requirements.

Where an existing and/or proposed structure is located on or near the property boundary, the sewer main is located outside the property boundary and within government land; Westernport Water's ownership terminates 1m from the building, foundations or building overhang.



NOTE: Build Over clearances are applicable; refer to Customer Guide for required clearances

Figure 4 - Sewer Main Outside Property Boundary, Building Close to or on Building Line correct arrangement

Private sanitary drains are not permitted within an adjoining private property boundary.

Demolition of Residential, Commercial and Industrial Developments

1.17 Cut and Seal at Westernport Water's PCB – internal sanitary work(s) only

Where demolition of an existing residential, commercial or industrial structure connected to Westernport Water's PCB is to occur, all existing sanitary drains are to be cut and sealed at the location defined as Westernport Water's PCB.

Refer to "Responsibility" section of this guide to assist in identifying the location of responsibility of Westernport Water.

For protection of the sewerage network and to minimise risk of infiltration, cut and seal work(s) are required *prior* to the structure(s) being demolished.

An application to obtain consent (PIC) to alter plumbing is required to be submitted to Westernport Water.

1.18 Cut and Seal at Westernport Water's PCB – internal sanitary work(s) and work on Westernport Water's asset(s)

Plumbers are not authorised to cut and seal PCBs.

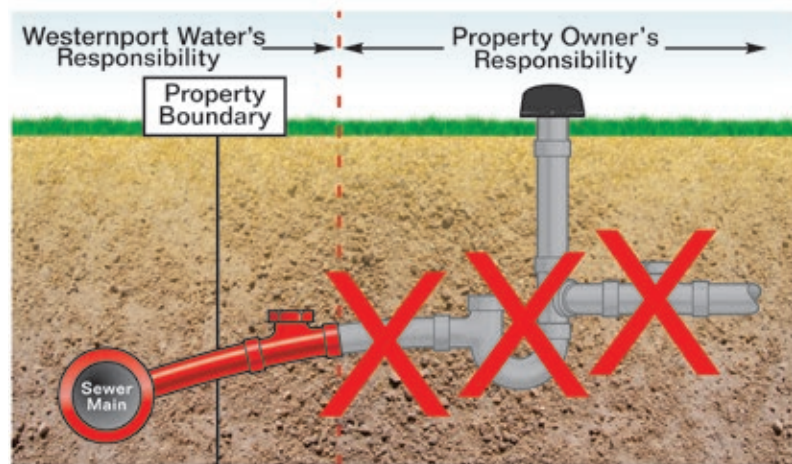
Refer to "Responsibility" section of this guide to assist in identifying the location of responsibility of Westernport Water.

In the event that the PCB is required to be sealed to meet Westernport Water's Asset Protection requirements, Minor Sewer Alteration works are required to be carried out by Westernport Water or an accredited Westernport Water contractor, at the owner's cost.

An application to obtain a Notice of Agreement detailing the cost and description of Minor Sewer Alteration works is necessary to be submitted to Westernport Water.

Westernport Water will not issue consent (PIC) for sewer related applications until all fees (sewer and water) have been paid, the agreement signed and accepted, and any related Minor Sewer Alteration work(s) carried out.

Refer to section relating to "Responsibility". Existing sewer connection branches (PCBs) may be in excess of Westernport Water's responsibility to maintain.



X Indicates sections of Property Sewerage Drains to be cut and sealed by plumber.

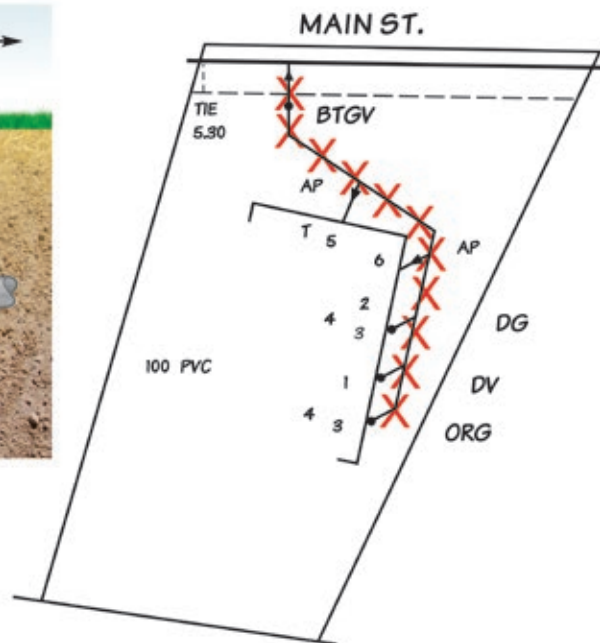


Figure 3 – Cutting and Sealing Sanitary Drains

Different Type of Developments and Servicing Requirements

1.19 Single Dwelling Residential Developments

Single residential dwellings includes houses, terrace houses, strata units - where there is no common land - and all units are to be serviced via separate PCBs and water tapplings.

Servicing Requirements:

- To be connected to the sewerage system via a single PCB.
 - In most cases PCBs are provided as part of the original subdivision and are constructed to provide control to the entire allotment.
 - In the event that a single allotment is provided with multiple PCBs only one (1) PCB may be utilised to service the allotment.
 - Additional PCBs not being utilised can remain, provided they meet Westernport Water's Asset Protection Guidelines.
- Vacant allotments with no PCB will require a PCB to be constructed via Minor Sewer Alteration works carried out by Westernport Water or an accredited Westernport Water contractor, at the owner's cost.
 - An application to obtain a Notice of Agreement detailing the cost and description of Minor Sewer Alteration works (ie PCB and/or sewer main extension) and details of any NCCs payable are both necessary and must be submitted to Westernport Water.
 - Existing developed allotments with no PCB (generally serviced by a shared/common sewerage drain(s) and/or an on site private treatment system), require PCBs to be constructed via Minor Sewer Alteration works, carried out by Westernport Water or an accredited Westernport Water contractor, at the owners' cost.
 - An application to obtain a Notice of Agreement detailing the cost and description of Minor Sewer Alteration works (ie PCB) and/or sewer main extension are both necessary and must be submitted to Westernport Water.

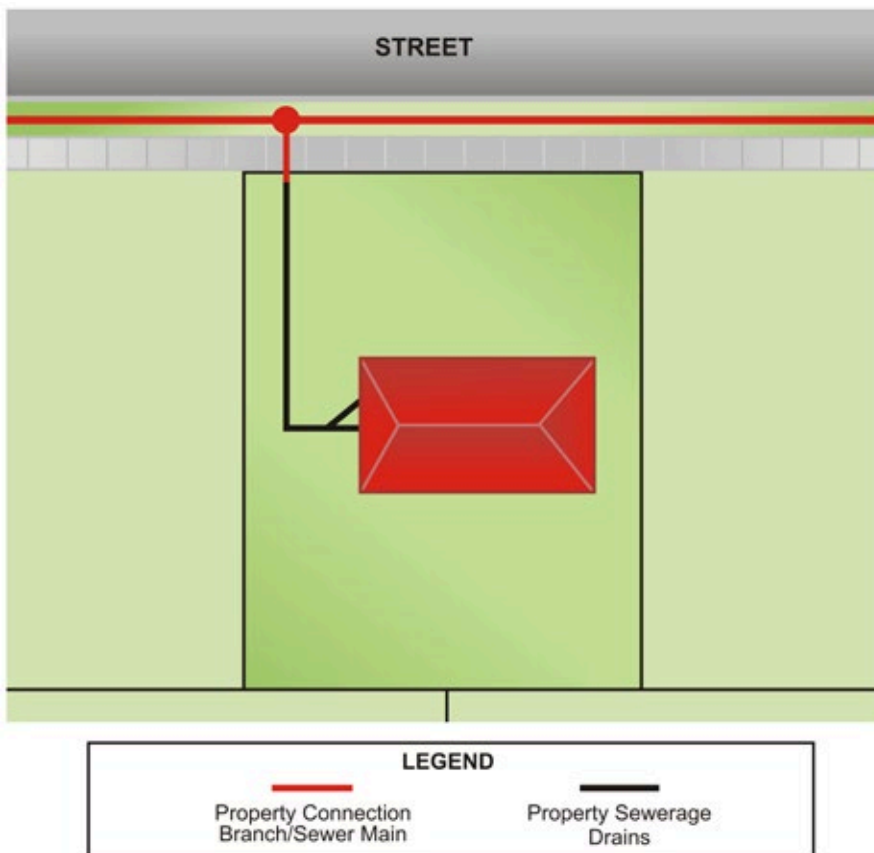


Figure 4 – Single Residential Development

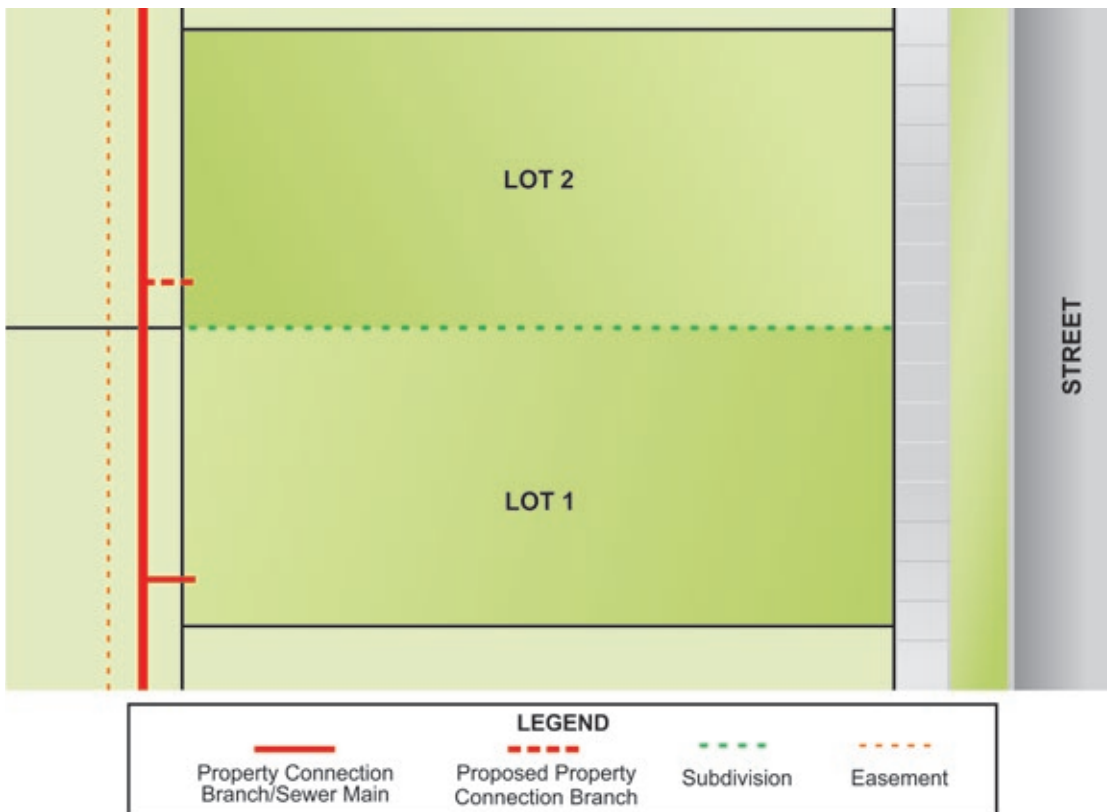


Figure 5 - Two (2) lot general subdivision requiring separate connections (PCBs) to sewer

1.20 Dual Dwelling Residential Developments Where Both Dwellings Have Direct Access to the Sewer Main (abutting)

Two (2) dwellings on a residential parcel(s) of land where both dwellings directly abut the sewer main.

General Subdivision:

Allotments must be serviced directly from Westernport Water’s reticulated sewer main via individual PCBs located within the curtilage of each allotment.

Section 12(2) of Subdivision Act 1988:

Provides for shared services, therefore, a single PCB to service both allotments is suitable and preferred by Westernport Water.

At the time of application, developers can request each residence be separately connected to the sewer main. Any cost associated with construction of additional PCBs is to be borne by the applicant.

Westernport Water will not issue a Consent Number (PIC) for sewer related applications until all fees (sewer and water) have been paid, the agreement signed and accepted, and any related Minor Sewer Alteration work(s) carried out.

Refer to below figures (ie Figures 6 - 9) for allowable servicing options under Section 12(2) of the *Subdivision Act 1988*.

1.21 Dual Dwelling Residential Developments Where One (1) Dwelling has Direct Access to the Sewer Main (Shared Services)

Two (2) dwellings on residential parcel(s) of land where one (1) dwelling has direct access to the sewer main and dwellings have common services.

Where both allotments utilise one (1) PCB, Westernport Water may require an express 12(1) easement to ensure access is maintained to both lots.

Westernport Water will not issue Consent to Statement of Compliance (SOC) until Plan of Subdivision has been submitted satisfying this requirement.

Refer to “Easement requirements for Two (2) lot subdivisions” within this document.

Servicing Requirements

Where both allotments with separate titles have access to Westernport Water sewer, separate property connection branches must be provided to service each allotment.

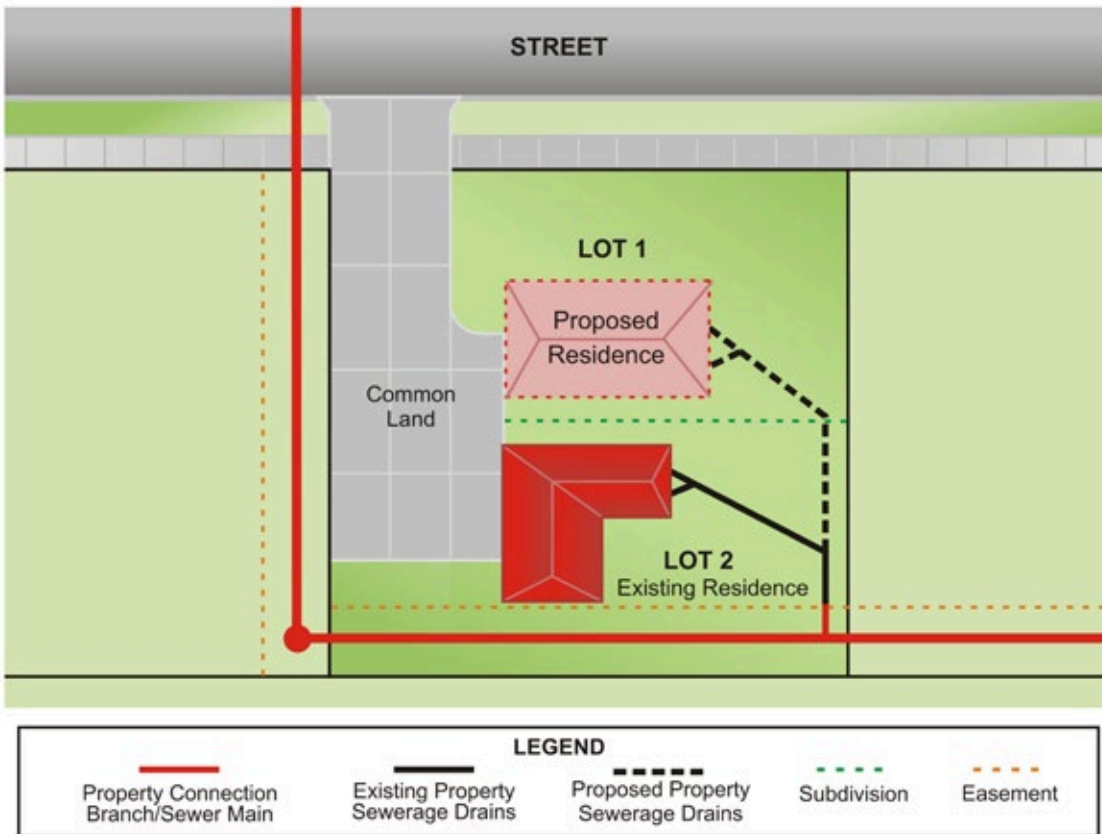


Figure 6 - Both Allotments Utilise the one (1) Property Connection Branch

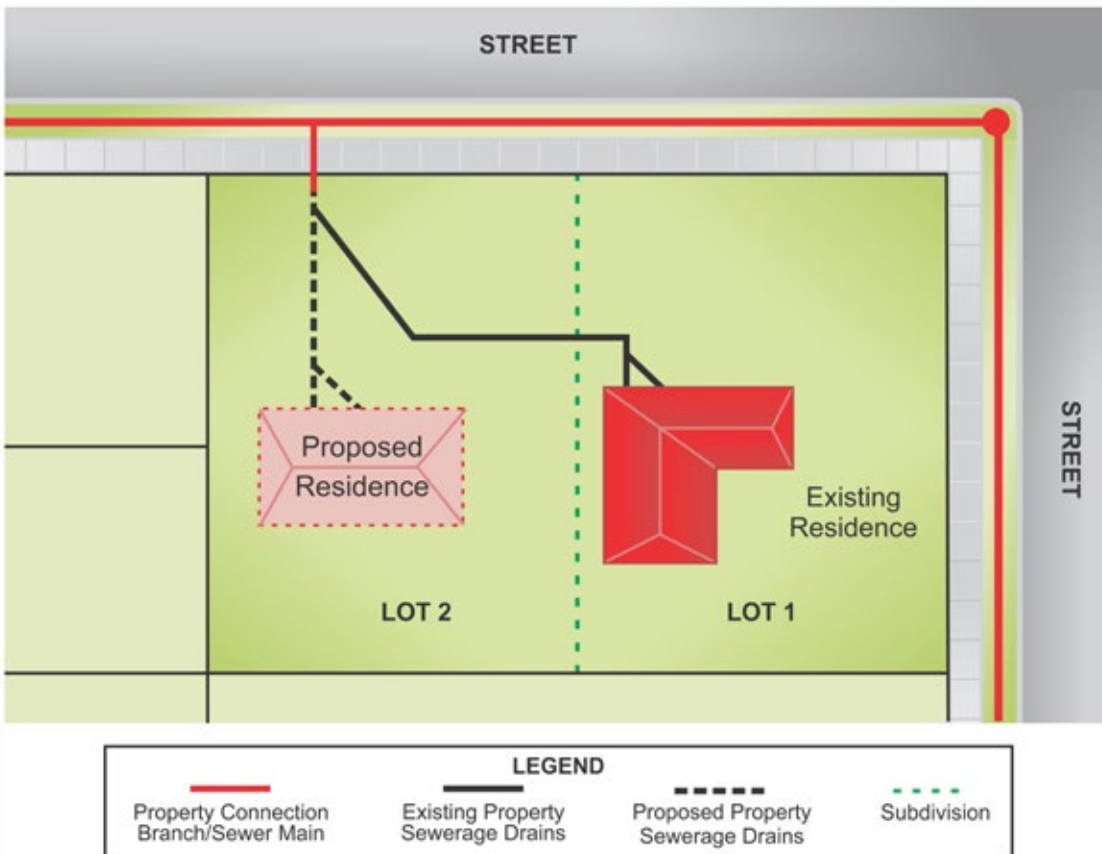


Figure 7

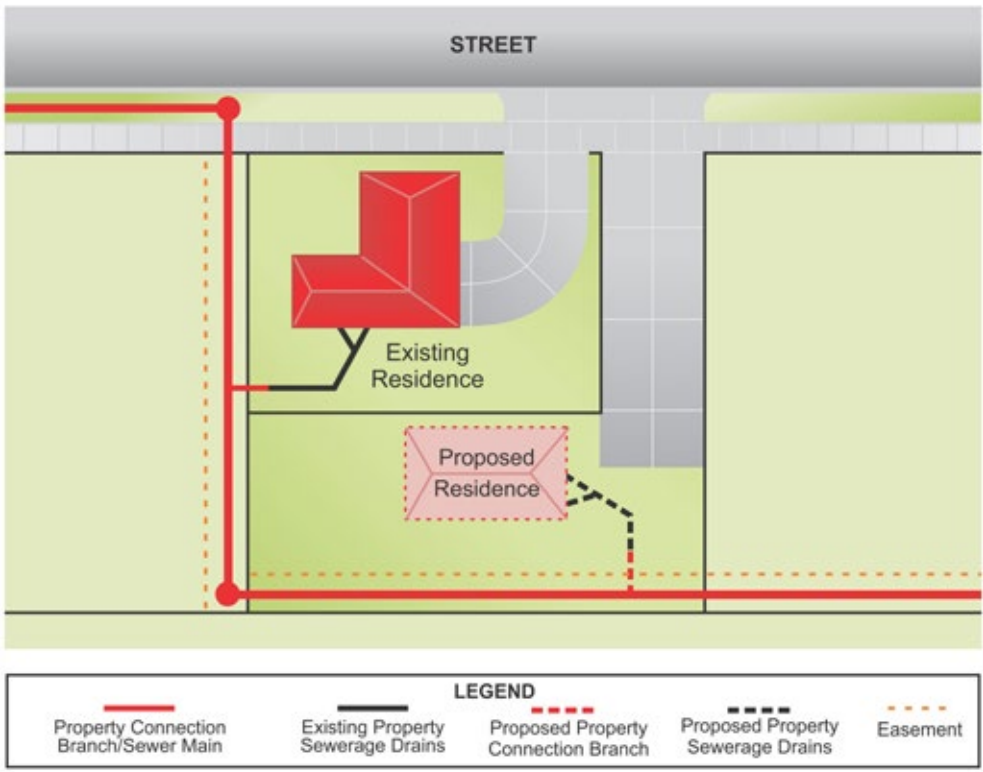


Figure 8 - Separate Property Connection Branches to Service Each Allotment

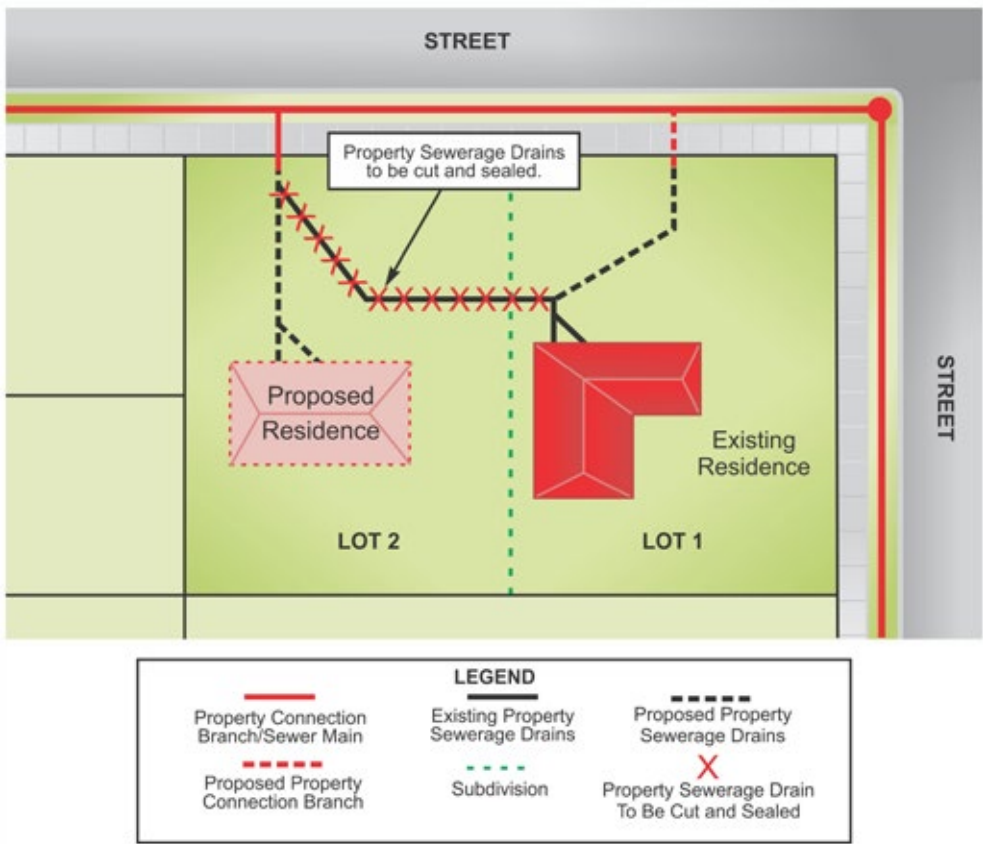


Figure 9 - Arrangement Showing Disconnected and Realigned Property Connection Branches Crossing Allotments

1.22 Dependant Living Residential Units (DPU/Granny Flat)

Dependant Living Residential Units are “a self-contained building erected within a single property already containing a permanent self-contained building, used or intended to be used as a separate residence from the main residence”. The self-contained building contains a kitchen, bathroom and sanitary facilities. The occupier of the dwelling has the right to exclusive use, but does not need to have paid or contributed to the purchase price of the dwelling. Evidence is required that the person(s) residing or intending to reside in the dwelling is/are a dependant relative for it to be classified as such.

Source: Based on the definition of “dwelling” in section 46H of the Planning and Environment Act (Vic) 1987.

Westernport Water will allow both the DPU and existing single residential building to discharge to one (1) PCB, provided that the PCB does not exceed capacity.

Where the probable water simultaneous demand for the private DPU/Granny Flat and existing single residential building exceeds 0.69 L/sec, Westernport Water will require the existing water service to be upsized. For more information regarding Westernport Water’s water servicing requirements refer to the website via www.westernportwater.com.au.

Build Over clearances must be achieved for any construction over or near Westernport Water easements or assets.

1.22.1 Private – DPU/Granny Flat

Private DPU/Granny Flats are *not* maintained/monitored by a Relevant Government Authority having potential to be retained on a permanent basis and occupied by a person(s) other than a dependant relative. Therefore, Westernport Water treat these applications as per Dual Occupancy developments, imposing NCCs fees and additional sewer and/or water connections where aligned with the dual occupancy policy.

For Westernport Water to consider deferring Dual Occupancy financial and servicing conditions, a completed Dependant Relative Accommodation - Declaration Form must be submitted with the application requesting Westernport Water’s consent to connect. An application fee is still applicable.

To obtain a copy of the Dependant Relative Accommodation - Declaration Form from Westernport Water, request a copy via email westport@westernportwater.com.au.

Example 1

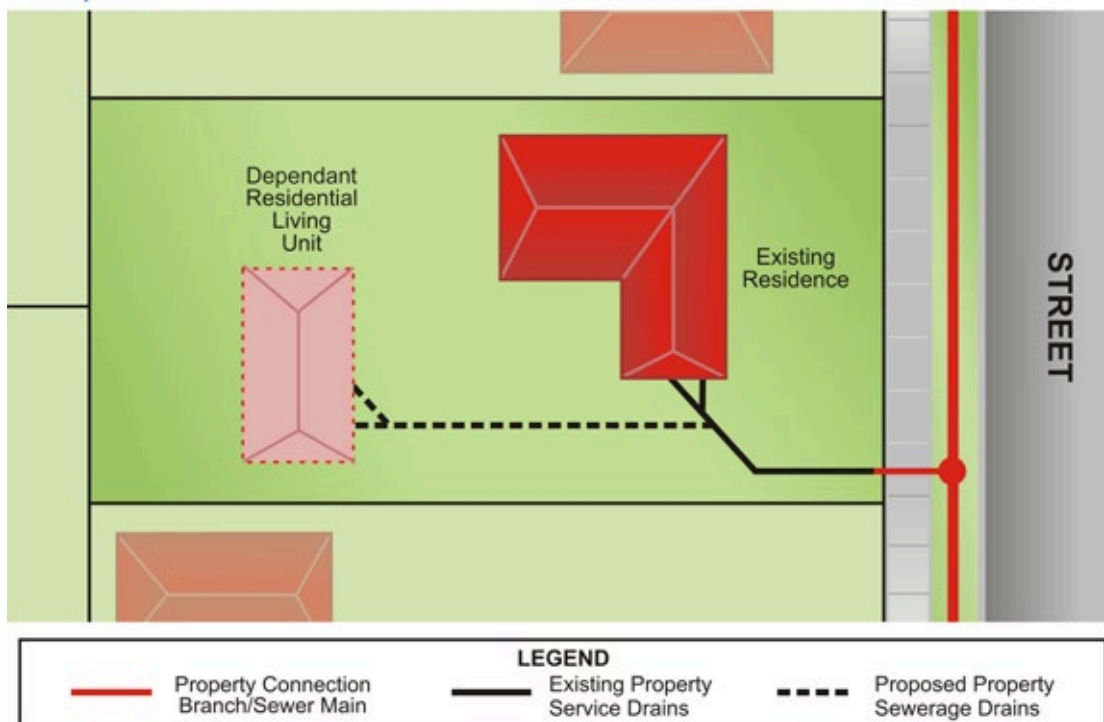


Figure 10 – Existing Residence and Private DPU/Granny Flat or DHS DPU/Granny Flat

1.22.2 Department of Human Services (DHHS)
– DPU/Granny Flat

Department of Human Services (DHHS) - DPU/Granny Flats are maintained/monitored by a Relevant Government Authority and are removed once the intended use has ceased.

Westernport Water will defer financial and servicing conditions for Department of Human Service (DHHS) - DPU/Granny Flat applications upon submission of a DHHS endorsed siting plan and approval letter.

1.23 Multi-Units – Three (3) to Nine (9) Units on an Owners' Corporation Schedule

A development of between three (3) to nine (9) lots/units covered by an Owners' Corporation Schedule.

This may include, but is not limited to, flats, apartments, units and/or mixed developments.

Servicing Requirements

Developments are to be serviced directly from Westernport Water's reticulated sewer main via a single PCB located within the curtilage of the development.

If the existing PBC does not have capacity to service the development and/or creates a Build Over, sewer alteration work(s) will be required. PCBs must be constructed by Westernport Water and all costs borne by the person(s) requesting the work(s); or where applicable, designed and constructed by a qualified consultant if the work(s) do not meet the criteria of Minor Sewer Alterations.

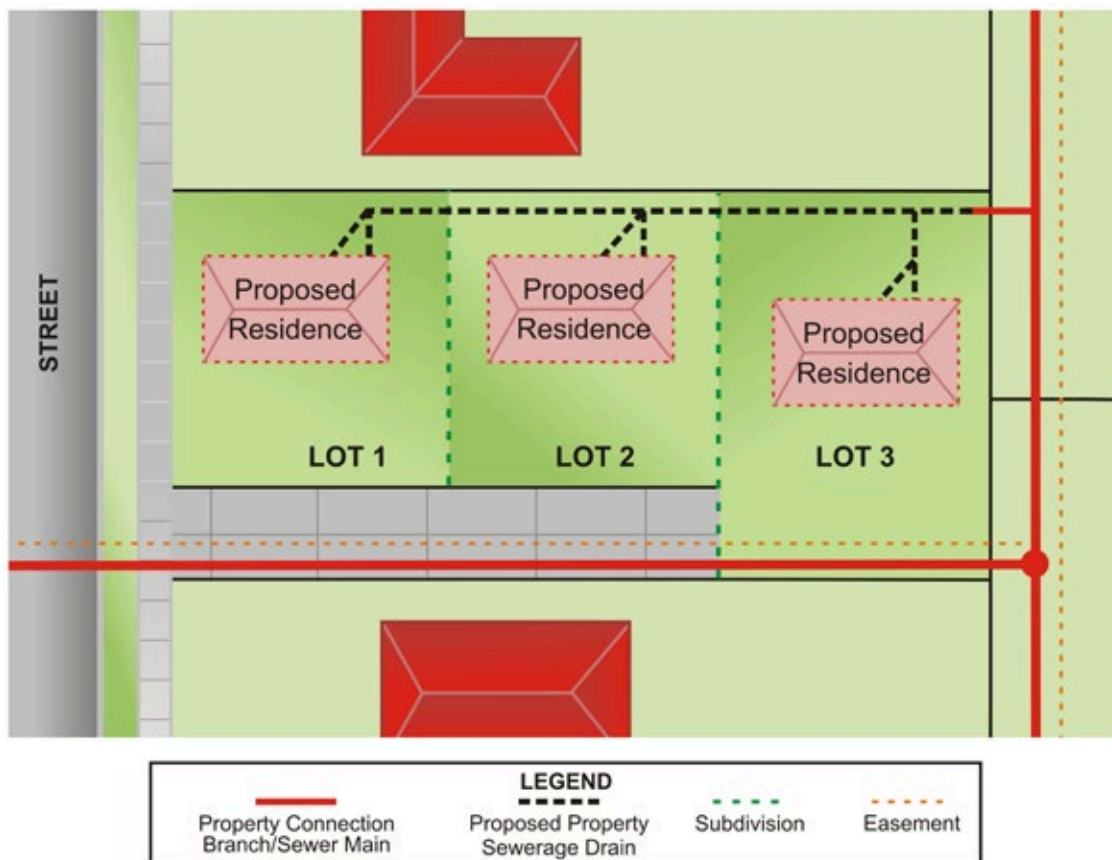


Figure 11 – Multi-units Sharing A Single

1.24 Greater Than Nine (9) Units on an Owners' Corporation Schedule

A development of nine (9) lots/units or more covered by an Owners' Corporation Schedule.

This may include, but is not limited to, flats, apartments, units and/or mixed developments.

Servicing Requirements

Due to the number of customers that can be impacted in the event of a sewer blockage, Westernport Water require new developments above nine (9) lots/units, to discharge through a maintenance hole via a suitably-sized PCB.

This provides Westernport Water the ability to clear a blockage within the PCB with minimal impact to customers and is supported by Sewerage Code of Australia – Melbourne Retail Water Agencies Integrated Code –WSA 02- 2002 Version 1.

Where there are multiple existing PCBs on an allotment to be developed, consideration will be given to retain and utilise the existing PCBs subject to

- fixture/unit loading must be evenly split over the PCBs;
- no more than nine (9) units/apartments discharging to one (1) PCB;
- PCBs having adequate capacity.

Where existing PCBs do not have adequate capacity to service the development and/or creates a Build Over, sewer alteration work(s) will be required.

In the event sewer alteration work(s) are required, construction of a suitably-sized PCB, discharging to the reticulated sewer system via a maintenance hole will be necessary.

PCBs/Maintenance holes must be constructed by Westernport Water and all costs borne by the person(s) requesting the work(s); or where applicable, designed and constructed by a qualified consultant if the work(s) do not meet the criteria of Minor Sewer Alterations.

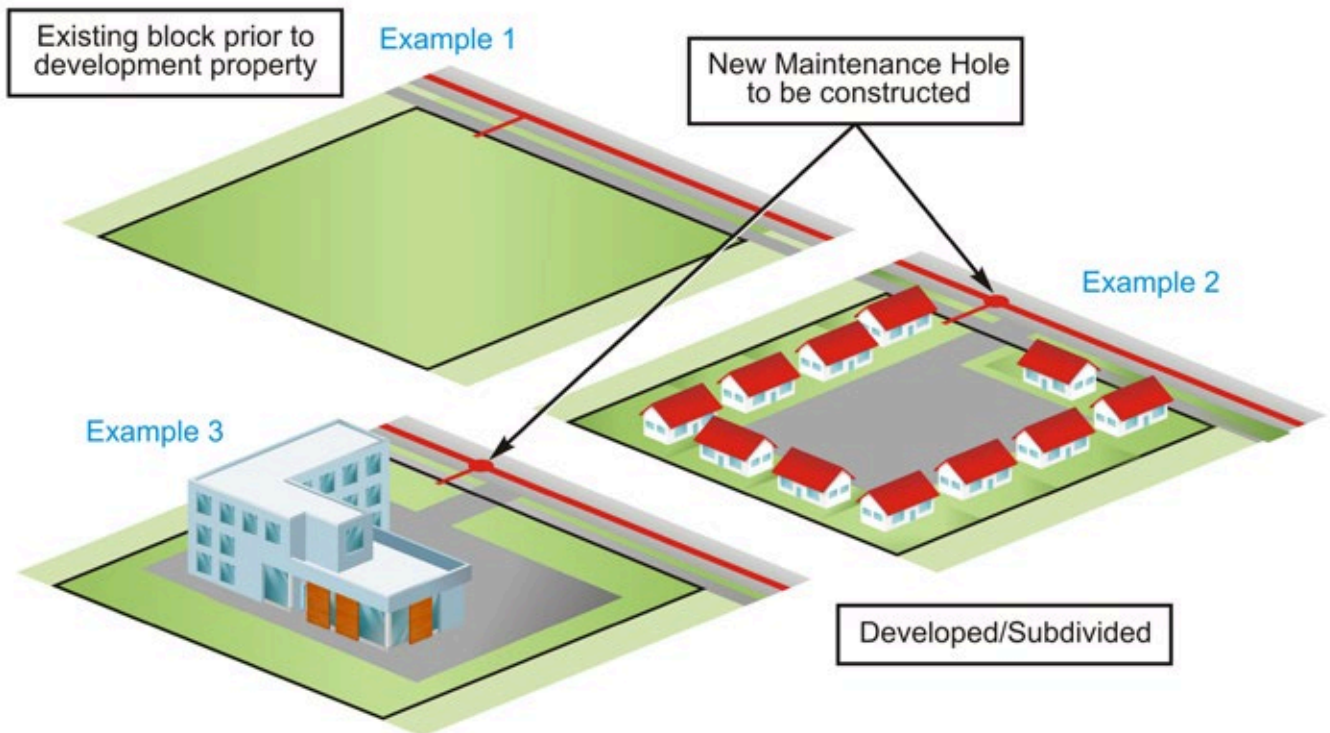


Figure 12 – Owners' Corporation Developments (greater than nine (9) units)

Example 1: Vacant allotment with single (1) PCB

Example 2: Unit development > nine (9) allotments connected via a PCB from a maintenance hole

Example 3: Apartment complex < nine (9) allotments connected via a PCB from a maintenance hole

1.25 Non-residential Development

A development where all occupancies are for non-residential purposes.

This may include, but is not limited to, factories, warehouses, shops, offices, schools, hospitals, sporting facilities, childcare centres, nursing homes and council buildings.

Servicing Requirements

- Connection via a single PCB no less than 150mm.
- Depending on the quality and quantity of discharge, Westernport Water may require a maintenance hole.
- An Owners' Corporation schedule is required where the development proceeds to subdivision.

Where there is an existing 100mm PCB and/or multiple existing PCBs on an allotment to be developed, consideration will be given to retain and utilise the existing PCB(s) subject to:

- PBC(s) having adequate capacity;
- fixture/unit loading being split evenly over the PCBs;
- no more than nine (9) occupancies discharging to one (1) PCB.

Where existing PCBs do not have adequate capacity to service the development and/or create a Build Over, sewer alteration work(s) will be required.

In the event sewer alteration work(s) are required, construction of a suitably-sized PCB discharging to the reticulated sewer system via a maintenance hole will be necessary.

PCBs/Maintenance holes, must be constructed by Westernport Water and all costs borne by the person(s) requesting the work(s). Or where applicable, designed and constructed by a qualified consultant if the work(s) do not meet the criteria of Minor Sewer Alterations.

Pressure Sewer System

A sewer system designed to transport sewage by means of pressure derived from individual pressure sewer systems located at each parcel of land being serviced by the sewer.

Generally pressure sewer systems are installed where it is impractical or uneconomical to use a gravity sewer system.

All applications will be assessed on a case by case basis.

Servicing Requirements

Properties located within a reticulated pressure sewer area require individual pressure sewer systems contained within the curtilage of the allotment connected to the sewer main in the street.

Individual pressure sewerage systems comprise of four (4) main elements:

- Property boundary kit
- Pump and tank unit
- Pump control box
- Property service line

Property boundary kit

A small rectangular pit of about 600mm x 400mm containing a non-return valve, to prevent the sewer main coming back into the pump, and an isolation valve allowing the pump system to be isolated from the street main for maintenance. Westernport Water employees are the only people allowed to operate the valves within the boundary kit.

Pump and tank unit

The pumping unit is housed within a tank. The tank contains an array of mechanical and electrical systems that co-ordinate the operation of the pump system.

The majority of the tank is buried, however, the top needs to protrude from the ground to allow repairs and service.



Figure 13 – Tank Unit prior to Installation



Figure 13A – Tank Unit after Installation

Pump control box

This is an on-site pump control box supplying power to the pump and tank unit.

The control box is linked by telemetry to Westernport Water's sewer monitoring system, providing an audible and visual alarm to ensure adequate warning if the pump needs to be serviced.



Figure 14 – Pump Control Box

Property service line

This connects the boundary kit to the pumping unit.

This line is used to discharge sewage off the property and is maintained by Westernport Water.

1.26 Repairs and maintenance

The pump, tank unit and connecting pipe to the sewer main in the street, is owned, operated and maintained by Westernport Water.

Property owners are responsible for the gravity service pipe line connecting the building outlets to the tank unit.

Property owners/Owners' Corporations are responsible for maintaining the power supply, the independent circuit breaker and the power cable to the pump control panel for the pumping system on the property. The owners/Owners' Corporations are also responsible for the payment of power usage charges associated with this pumping system.

Where change to site conditions, including surface levels, requires the pump and tank unit and/or property service line maintained by Westernport Water to be relocated/altered, all alteration works are to be undertaken by Westernport Water and costs borne by the owner(s). This includes any alterations to the power cable from the pump and tank unit to the main electrical switchboard for the house and pump control panel.

Where a driveway(s)/paving is constructed over easements for water supply/sewerage purposes, or within 1m of a Westernport Water asset, the owner will be responsible for all costs associated with any demolition and/or reinstatement works necessary to allow maintenance and/or repair of the asset(s) affected.

1.27 Decommissioning

Where a property serviced by pressure sewer is to be redeveloped and/or demolished, the pressure sewer system is to be decommissioned if the sewer is to be inoperative for longer than three (3) months. Fees will apply.

Contact the Engineering and Construction Team via westport@westernportwater.com.au for details.

1.28 Clearances

In addition to normal asset protection requirements, and to ensure safe operation and maintenance, minimum clearances must be maintained at all times as follows:

- Minimum horizontal clearance of 3m from the edge of the pump and tank unit to any window, door or opening;
- Minimum horizontal clearance of 2m from the edge of the pump and tank unit to any footing/foundation and/or structure;
- Minimum horizontal clearance of 1m from the outside diameter of the property service line maintained by Westernport Water (from the street to the tank).

Landscaping over the service line is permitted, however, the pump and tank unit lid is not to be covered. If repairs are required to the line, Westernport Water staff will need access to the pipe. This may mean that landscaping will need to be removed. In this case Westernport Water will endeavour to minimise disruption to the garden. Property owner(s) will be responsible for all cost(s) associated with any landscaping rectification works.

1.29 Single residential developments

Location of pump units

Pump unit locations will be selected in consultation with the property owner taking into account any existing pipe work, house location, and future planned extensions or development of the property.

Power supply

The owner is responsible for maintaining the power supply, the independent circuit breaker and the power cable to the pump control panel for the pumping system on the property. The owner is also responsible for the payment of power usage charges associated with this pumping system.

Discharge rate

Approval is granted at a discharge rate of one (1) litre per second. Prior consent is required to vary approved discharge quality and or increase discharge rates. In the event that the tank and/or pumps are required to be upsized, all associated costs will be borne by the property owner.

Substances that should not be discharged

Certain substances are not permitted to discharge into household sewerage systems as they may result in a blockage of the pump unit and/or discharge pipeline. Substances not permitted include:

- Cooking oils and fats
- Glass
- Metal
- Wipes (baby wipes, hand wipes, antiseptic wipes etc)
- Seafood shells
- Rocks
- Nappies, socks, rags or clothes
- Chemicals*
- Plastic objects
- Paints (water soluble and/or oil based)
- Sanitary napkins or tampons
- Kitty litter
- Flammable materials
- Lubricating oil and/or grease
- Petrol/Diesel

**Other than those used in normal domestic products such as dishwashing powder, detergents and hair dyes*

Any damage caused to the pressure sewer system as a result of substances, not approved or permitted by Westernport Water, entering in to the sewer system, will result in the property owner(s) being responsible for all cost(s) associated with rectification works.

Questions regarding substances entering the sewerage system should be directed to Westernport Water on **132 812**.

Swimming pools, external showers and wash down areas

Due to high discharge rates associated with the backwash from swimming pools and spas, direct connection to the pressure sewer system is not permitted.

Connection of backwash from swimming pools and spas must comply with the Melbourne Retail Water Agencies (MRWA) Supplementary Manual to the WSAA Pressure Sewer Code.

You must notify Westernport Water if you intend to connect backwash for a swimming pool or spa. Additional servicing and financial conditions may apply.

Any damage caused to the Pressure Sewer System as a result of connecting fixtures not approved or permitted by Westernport Water will result in the property owner(s) being responsible for all cost(s) associated with any rectification works.

Notification of clause to be added upon connection

Upon connection to the Pressure Sewerage Network a notice will be placed on Westernport Water's encumbrance database advising potential purchasers of the sewerage servicing conditions as detailed below:

"The discharge of sewage from the property is via a pressure sewer pump and tank unit, located within the property, connected to sewer. Westernport Water is responsible for the ongoing maintenance of the pump and tank unit and associated pipe work connecting it to sewer. The property owner(s) is responsible for the ongoing maintenance of pipe work from the pressure sewer pump and tank unit to the building and all electrical costs."

1.30 Owners' Corporation Developments

Location and number of pump units

The number and size of pressure sewer tanks is dependent on siting conditions, power supply, and land availability, and assessed on a case by case basis by Westernport Water upon application for connection.

Westernport Water's preferred method for servicing Owners' Corporation developments is via the installation of individual pressure sewer pump and tank units, installed within the curtilage of each allotment, connected to a common property service line, discharging to the sewer main in the street.

Westernport Water may consider a single suitably-sized pump and tank unit to service the entire development dependent on the following:

- The number of units/factoriettes to be serviced;
- Adequate land is available within common land, at the front of the property, clear of driveways and other trafficable areas to house the pump and tank unit;
- The pump and tank unit is sited to ensure 24-hour access is available (ie cannot be located behind a fence or gates);
- There is an independent Owners' Corporation three-phase power supply available.

Power supply

Where individual pressure sewer systems are installed to each allotment, individual power supply is required from the relevant allotment connected to the pressure sewer system.

Where a single pressure sewer system is installed to service the entire development an independent Owners' Corporation three-phase power supply is required.

Property owners/Owners' Corporations are responsible for maintaining the power supply, the independent circuit breaker and the power cable to the pump control panel for the pumping system on the property. The owners/Owners' Corporations are also responsible for the payment of power usage charges associated with this pumping system.

Notification of clause to be added upon connection

Upon connection to the Pressure Sewerage Network a notice will be placed on Westernport Water's encumbrance database advising potential purchasers of the required sewerage servicing conditions as detailed below:

"The discharge of sewage from the property is via a pressure sewer pump and tank unit located within the property connected to sewer. Westernport Water is responsible for the ongoing maintenance of the pump and tank unit and associated pipe work connecting it to sewer. The property owner(s) is responsible for the ongoing maintenance of pipe work from the pressure sewer pump and tank unit to the building and all electrical costs."

Where a single tank is installed to service a development, a notice will be placed on Westernport Water's encumbrance database advising potential purchasers of the required sewerage servicing conditions as detailed below:

"This property is serviced by a Westernport Water supplied and maintained pressure sewer tank which services all units/factoriettes within the Owners' Corporation. The tank is located within a common access area and is to remain clear of driveways and other trafficable areas. 24-hour access is to be maintained and tank must not be located behind a fence or gates."

Discharge Rate

Where individual pressure sewer systems are installed to each allotment, approval is granted at a discharge rate of one (1) litre per second.

Where a single pressure sewer system is installed to service the entire development, the allowable litres per second discharge rate is assessed on a case by case basis.

In the event that existing onsite tanks and/or pumps are required to be upsized, the property owner will be liable for all associated costs. Prior consent is required to vary approved discharge quality and/or increase discharge rates.

Trade Waste

Discharge is conditional upon the business owner(s)/waste generator entering into a Trade Waste Agreement, which may specify the upgrade and/or installation of a pre-treatment device(s), eg Petrol and Oil Interceptor/Food and Oil Interceptor/other specific treatment apparatus etc to ensure the resultant effluent discharge complies with Trade Waste Acceptance Criteria.

Contact Westernport Water's Engineering and Construction Team on telephone 1300 720 711 or email Developments@westernportwater.com.au

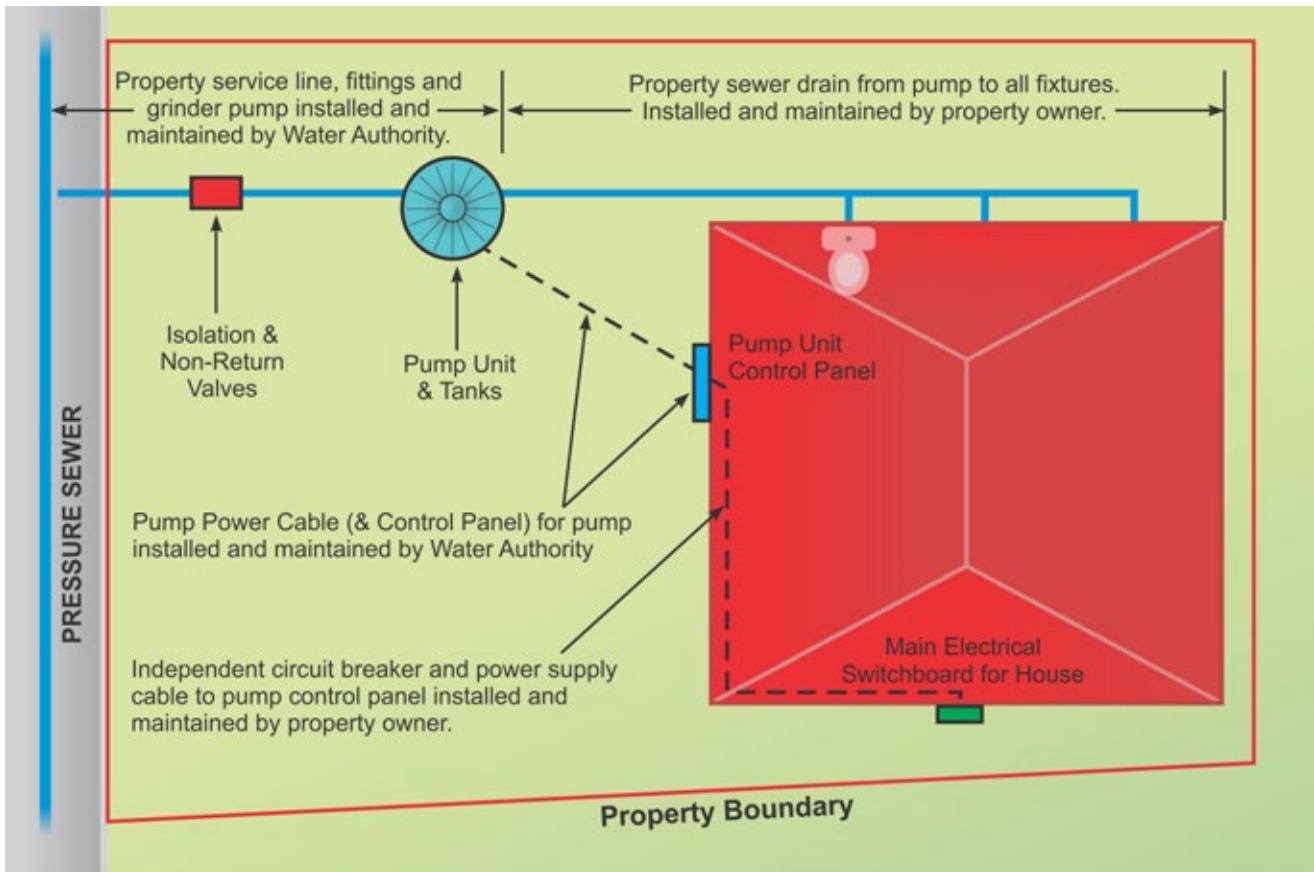


Figure 15 – Typical Schematic Pressure Sewerage System

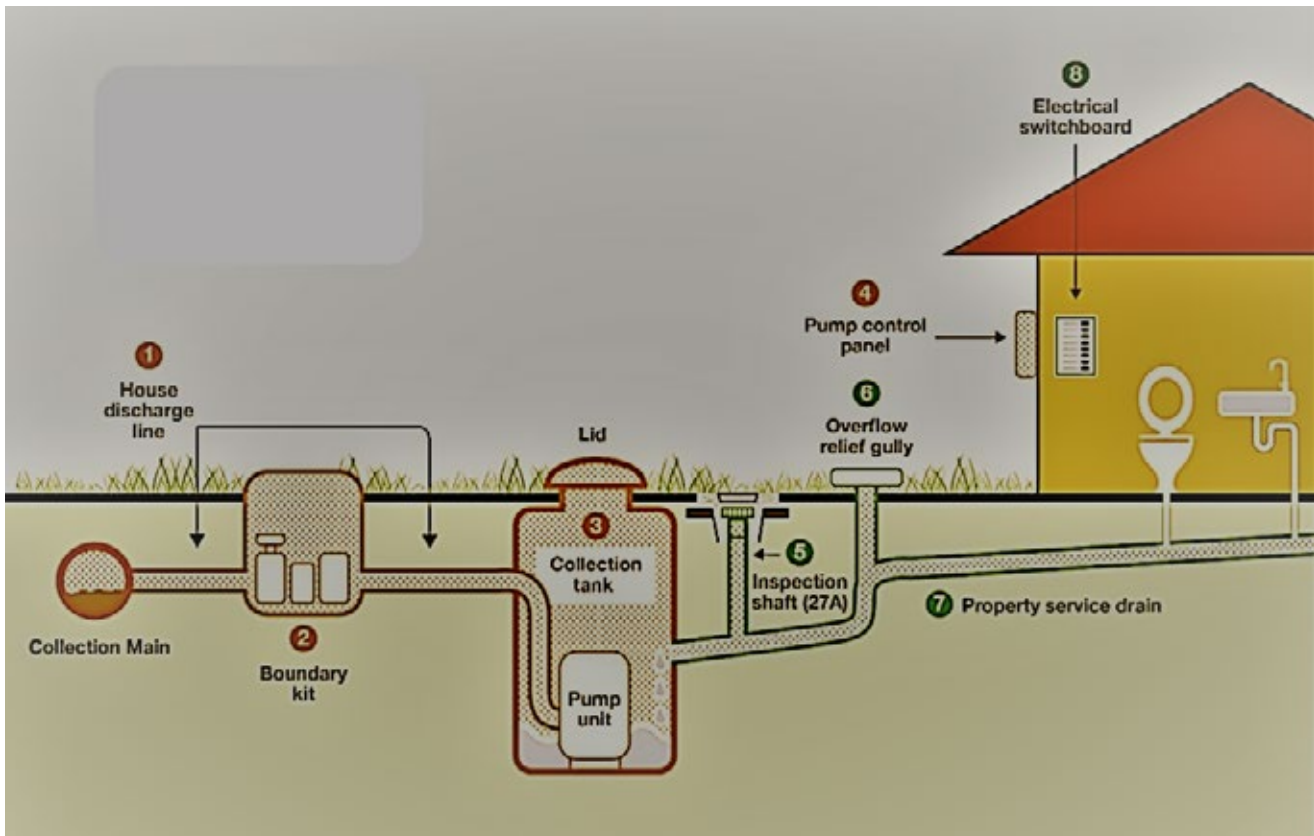


Figure 16 – Typical Cross-section

Extended Sanitary Works (Private Sewer Rising Mains)

Privately constructed, owned and maintained sanitary drains laid within a council reserve to provide sewer service to a property, where no sewer main has been provided by Westernport Water for that property.

1.31 Applications

Applications to connect to Westernport Water's sewer main via extended sanitary works are treated on a case by case basis and are to be accompanied by the following:

- Design plan

A design plan and computations of the proposed extended sanitary works are to be submitted for consideration. The plan must indicate material, depths, offsets of the extended sanitary works and an isolating valve between the extended sanitary works and Westernport Water's sewer main.

Note: To ensure people do not mistake the pipe for a water supply pipe, blue lined Polyethylene pipe must not be used.

- Council and other authorities approval

Council and other relevant authority approval letters are to be submitted consenting to the extended sanitary works within their land and/or adjacent to their assets.

Extended sanitary works should be laid having regard to the applicable road owner's requirements.

- Land capability assessment

Environmental/Cultural Assessment is to be submitted.

Westernport Water may at their discretion require the customer to construct a reticulated sewer service for means of providing sewerage services to the property.

Refer to Westernport Water's Land Development Manual.

1.32 Servicing

Private sewerage mains are to be contained within road reserves; they are not allowed to traverse privately owned land.

All work is to be in accordance with Melbourne Retail Water Agencies Edition – Sewerage Code of Australia (WSA02-2002).

Detectable marker tape in accordance with Water Services Association of Australia WSA07-2007 and WSAPS-318 marking tape detectable specifications stating "CAUTION SEWER BURIED BELOW" is to be laid above the extended sanitary works (Product Specification - WSAPS - 318 Marking Tape, Detectable).

All rights, title(s), interest and liabilities with respect to extended sanitary works will transfer to the purchaser on sale of the property pursuant to Section 145 of the *Water Act 1989 (VIC)*. It is the owner(s) responsibility to advise future purchasers of the terms and conditions in relation to the sewerage supply.

In the event Westernport Water constructs permanent sewer mains past the property, owners are required to disconnect the private extended sanitary works and reconnect the property to Westernport Water's permanent sewer supply works at their cost.

1.33 Maintenance

Extended sanitary works belong to the owner(s) of the property supplied with sewerage facilities. Owners are responsible for the maintenance, repairs, replacement and associated costs of the extended sanitary works.

Failure to adequately maintain, repair or replace the extended sanitary works may result in disconnection from Westernport Water's sewer main.

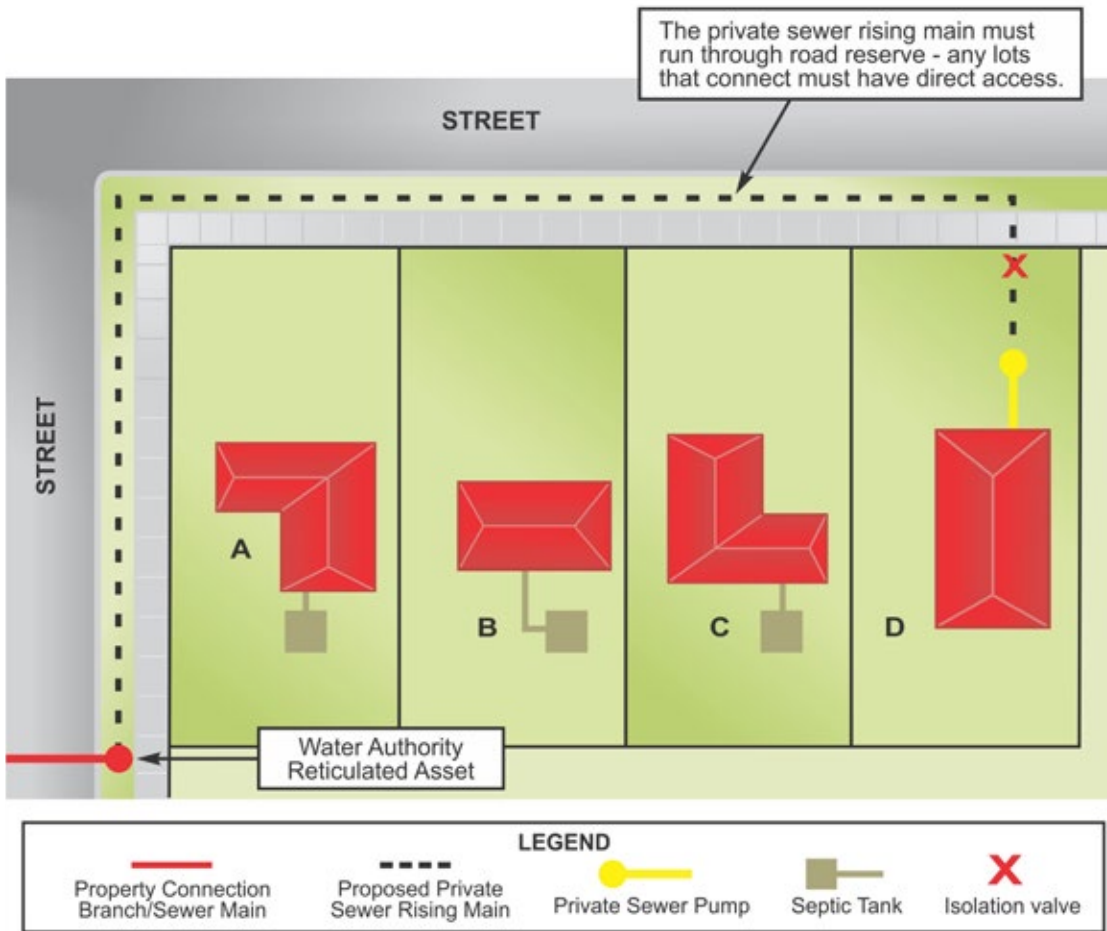


Figure 17 – Single Residence Connected Via Extended Sanitary Works (Private Sewer Rising Main)

Combined Sanitary Drains

Two (2) or more existing residences serviced by one (1) PCB on separate titles where there is no Owners' Corporation Schedule, 12(1) and/or 12(2) easements.

1.34 Responsibility

Property owners are responsible for maintaining all sanitary drains up to Westernport Water's proper PCB.

In accordance with the Water (Estimation Supply and Sewerage) Regulations 2014 SR No 87 - 2014 on 1 July 2014, the location of an allotment in relation to the PCB determines the responsibility for maintenance and repair.

Under Regulation 19(2) of the Water (Estimation, Supply and Sewerage) Regulations 2014, the owners of properties serviced by a combined drain must each maintain and keep the drain in good working order.

Failing to maintain the drain is an offence and carries penalties under the regulations linked to the value of a penalty unit.

Failure to maintain a combined drain when there are blockages or other maintenance issues associated with it may result in the abovementioned penalty being imposed.

1.35 Relieve an existing combined sanitary drain (connect to the sewer main independently)

Development of an allotment

Where development of an allotment on an existing combined sanitary drain is to occur, other than demolishing a single self-contained residence and replacing it with a single self-contained residence, Westernport Water will require the developer to relieve the combined sanitary drain at their cost.

Existing single residence

Customers can request Westernport Water's permission to relieve a combined sanitary drain servicing their existing residence. Where possible, Westernport Water would encourage and support customer requests to relieve combined sanitary drains.

Customers considering relieving a combined sanitary drain should consider the following prior to making application to Westernport Water:

- For allotments to be relieved they must have direct access to a reticulated sewer main. Where no direct access is available, a sewer main extension will be necessary.

It is the responsibility of the person(s) instigating the work(s) to fund and/or negotiate with the adjoining property owner(s) benefiting from the work(s) any cost(s) for the construction of a reticulated sewer main.

Sewer main extensions must be constructed by Westernport Water or, where applicable, designed and constructed by a qualified Westernport Water accredited consultant if the work(s) do not meet the criteria of Minor Sewer Alteration.

- Allotments upstream of the property being relieved must also be relieved. It is the responsibility of the person(s) instigating the work(s) to negotiate with upstream property owner(s).
- Allotments downstream of the property being relieved can remain on the existing combined sanitary drain if there is adequate fall to achieve a gravity connection to any allotment to be relieved.
- PCBs must be constructed by Westernport Water and all costs borne by the person(s) requesting the work(s), or where applicable, designed and constructed by a qualified Westernport Water accredited consultant if the work(s) do not meet the criteria of Minor Sewer Alteration.
- Properties being relieved of a combined sanitary drain must contain all sanitary drains within the curtilage of their allotment.

Sanitary drains are to be cut and sealed at the relevant title boundary/boundaries and re-directed to the new PCB, contained within the curtilage of the property, by a licensed plumber, engaged by the person(s) instigating the work(s).

Any cost associated with altering sanitary drains is to be borne by person(s) instigating the work(s) and/or they may negotiate with adjoining property owners benefiting from the work(s) to assist with costs.

- Any alteration to sanitary drains must be carried out by a licensed plumber and comply with provisions of AS/NZS 3500.2:2003.
- Where an application is received to relieve an existing allotment(s) from a combined sanitary drain, Westernport Water will investigate the existing water servicing of the allotment(s).

Where it is found that the allotment(s) is also jointly connected to Westernport Water's reticulated water system, separate water connections will be required in addition to the construction of any additional PCBs.

Any cost associated with altering existing water service(s) to allotments is to be borne by person(s) instigating the work(s) and/or they may negotiate with adjoining property owners benefiting from the work(s) to assist with costs.

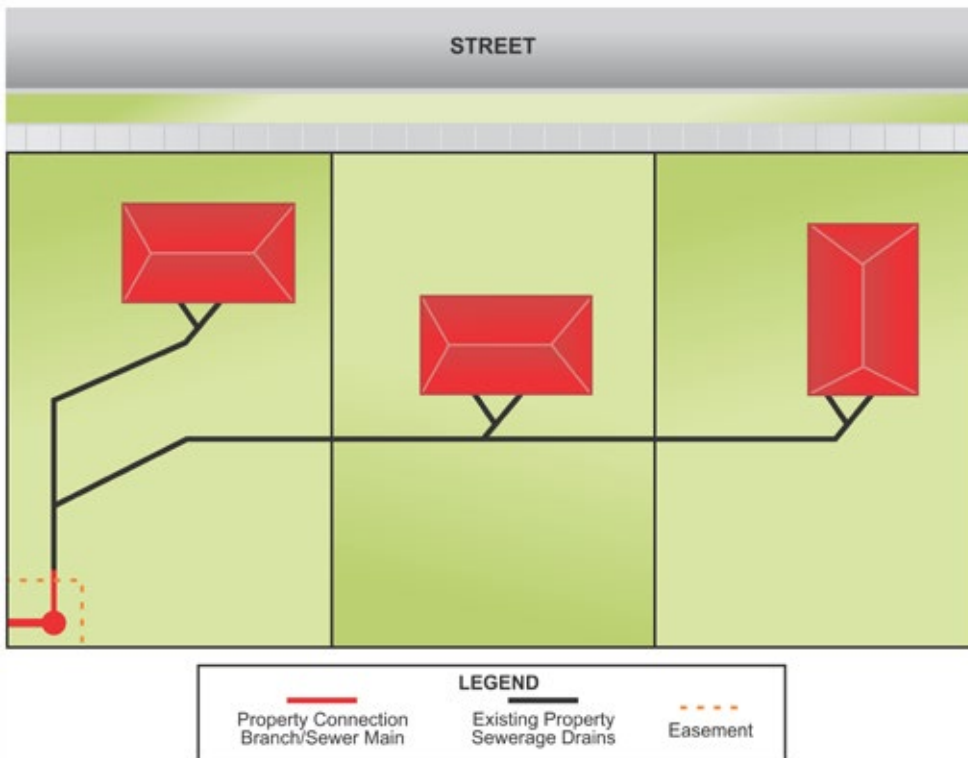


Figure 19 – Example of a Combined Drain

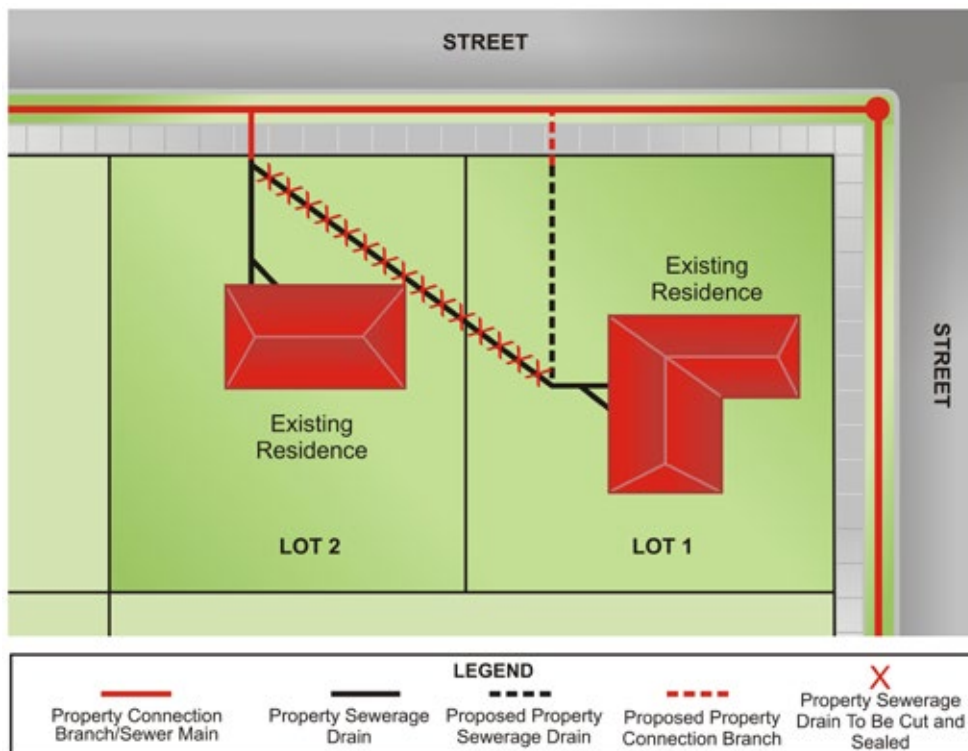
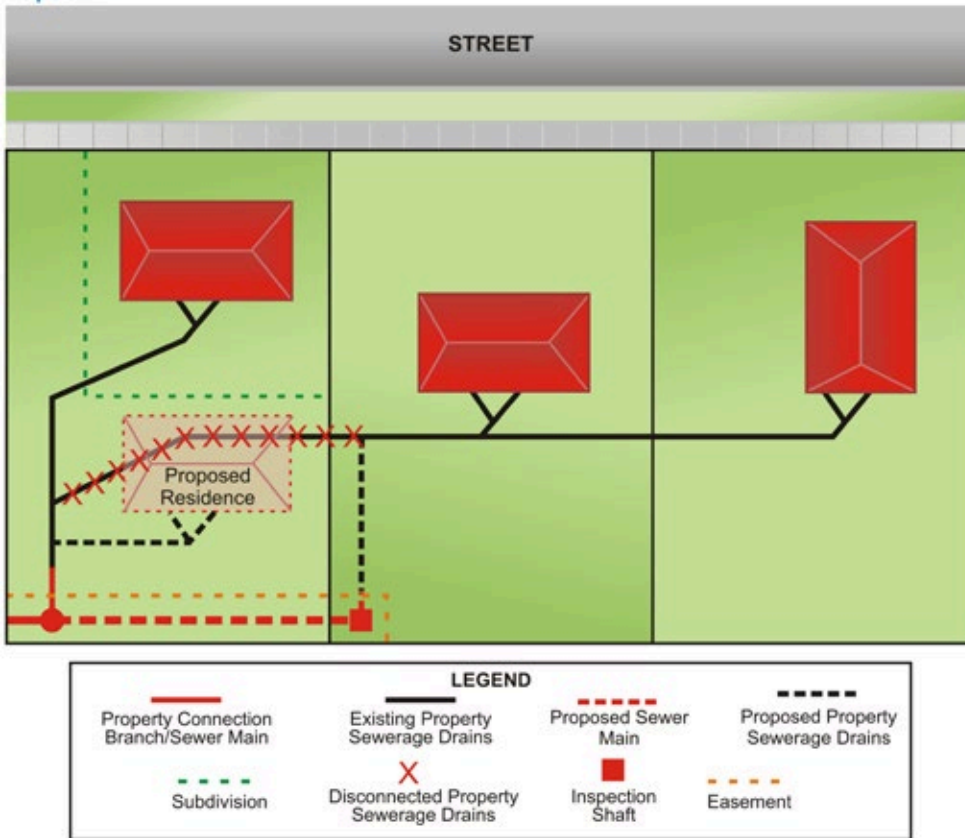


Figure 20 – Two Residences Relieving a Combined Drain

Option 1



Option 2

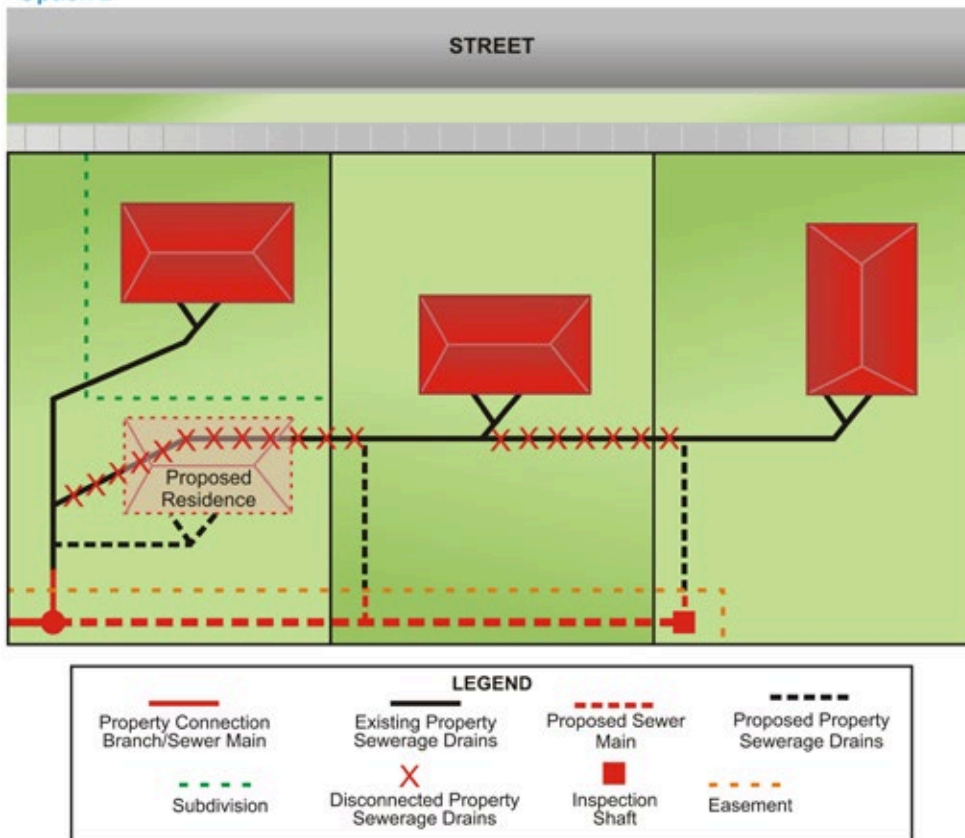


Figure 21 & 22 – Properties on a Combined Drain Redevelopment (Options 1 & 2)

Encroaching Drains

Privately owned and maintained sanitary drains servicing one (1) or more properties, laid outside the curtilage of the properties being serviced by that sanitary drain.

1.36 Development

Where development of an allotment serviced by an existing encroaching drain and/or an allotment containing an existing encroaching drain is to occur, Westernport Water will require the developer to relieve the encroaching drain at their cost.

Customers can request Westernport Water's permission to relieve an encroaching drain servicing their existing residence and/or encroaching their land. Where possible Westernport Water will encourage and support customer requests to rectify encroaching sanitary drains.

Customers considering rectifying an encroaching sanitary drain should consider the following prior to making application to Westernport Water:

- For allotments to be relieved they must have direct access to a reticulated sewer main. Where no direct access is available, a sewer main extension will be necessary.

It is the responsibility of the person(s) instigating the work(s) to fund and/or negotiate with adjoining property owners benefiting from the work(s), any cost(s) for the construction of a reticulated sewer main.

Sewer main extensions must be constructed by Westernport Water or where applicable, designed and constructed by a qualified Westernport Water accredited consultant if the work(s) do not meet the criteria of Minor Sewer Alteration.

Allotments upstream of the property being relieved must also be relieved. It is the responsibility of the person(s) instigating the work(s) to negotiate with upstream property owner(s).

- Allotments downstream of the property being relieved can remain on the existing sanitary drain if there is adequate fall to achieve a gravity connection to any allotment to be relieved.

- PCBs must be constructed by Westernport Water and all costs borne by the person(s) requesting the work(s) or where applicable, designed and constructed by a qualified Westernport Water accredited consultant if the work(s) do not meet the criteria of Minor Sewer Alteration.
- Properties being relieved of an encroaching sanitary drain must contain all sanitary drains within the curtilage of their allotment.

Sanitary drains are to be cut and sealed at the relevant title boundary/boundaries and re-directed to the new PBC, contained within the curtilage of the property, by a licensed plumber, engaged by the person(s) instigating the work(s).

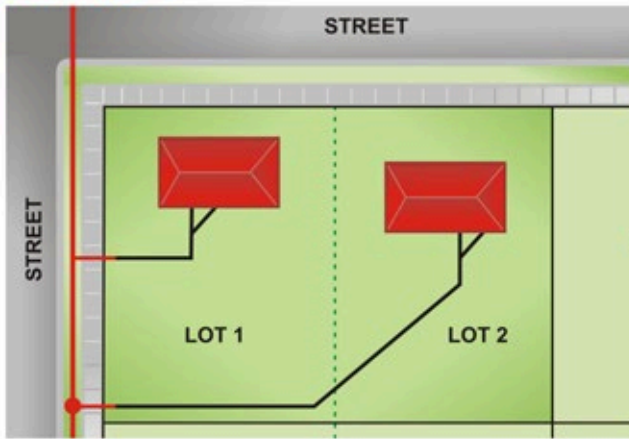
Any cost associated with altering sanitary drains is to be borne by person(s) instigating the work(s) and/or they may negotiate with adjoining property owners benefiting from the work(s) to assist with costs.

- Any alteration to sanitary drains must be carried out by a licensed plumber and comply with provisions of AS/NZS 3500.2:2003.
- Where an application is received to relieve an existing allotment(s) from an encroaching drain Westernport Water will investigate the existing water servicing of the allotment(s).

Where it is found that the allotment(s) is also jointly connected to Westernport Water's reticulated water system, separate water connections will be required in addition to the construction of any additional PCBs.

Any cost associated with altering existing water service(s) to allotments is to be borne by person(s) instigating the work(s) and/or they may negotiate with adjoining property owners benefiting from the work(s) to assist with costs.

Example 1



Example 2

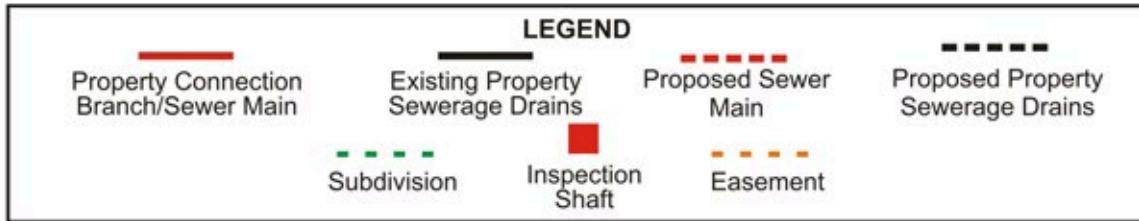
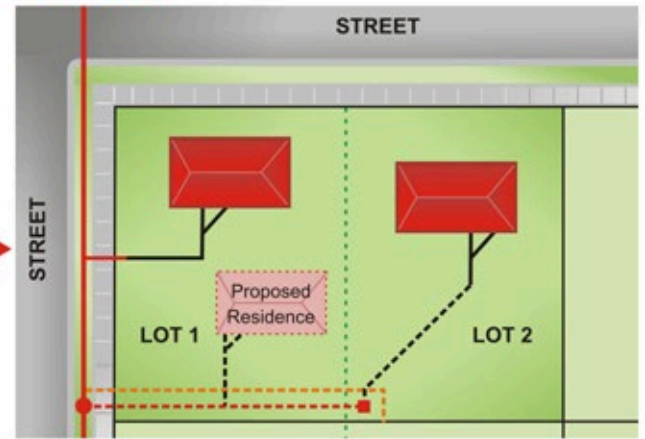


Figure 23 Example 1 – Encroaching Drains

Each property is serviced by their own PCB, however, the sanitary drains servicing Lot 2 need to enter Lot 1 to connect to Westernport Water’s PCB, thus creating an encroaching drain.

Figure 24 Example 2 - Development of an Existing Allotment On An Existing Encroaching Drain

Lot 1 is being developed into a Dual Occupancy; the existing encroaching drain must be relieved to satisfy the requirements of Westernport Water. A sewer main extension, at the developer’s cost, is required to provide a PCB within the curtilage of Lot 2. Sanitary drains servicing Lot 2 are required to be reconnected to the new PCB within Lot 2.

Trade Waste

Trade Waste means any waterborne waste (other than sewage) which is suitable for discharge, according to the acceptance criteria, into the Westernport Water sewerage system or any other matter which is declared by a by law or regulation under water law to be trade waste. Also included is commercial trade waste that is primarily treated liquid waste discharged to sewer from industrial developments.

A customer must apply to discharge trade waste by completing a General Trade Waste Application Form and seek permission, consent, permit, agreement or other process to accept trade waste discharge.

Lodge your request by either:

Email westport@westernportwater.com.au

Mail Westernport Water
2 Boys Home Road
NEWHAVEN VIC 3925

1.37 Why is a Commercial Trade Waste Consent necessary from Westernport Water?

Westernport Water is responsible for managing waste discharging to the sewer system, particularly the treatment of waste once it has entered the system. Therefore it is necessary to know what is going into the system to prevent

- sewer blockages and spills of sewage to the environment (commercial trade waste contains large amounts of oil and grease, which can solidify in sewers and cause blockages);
- damage to sewerage infrastructure;
- life threatening health hazards to sewer workers;
- disruption of sewage treatment processes;
- threats to the environment.

Any business located in Westernport Water's area and discharging commercial trade waste needs Commercial Trade Waste Consent.

1.38 Servicing

Obtain and complete a Trade Waste Application Form (*attach a site plan showing the location of the grease interceptor(s)*).

If alterations and/or additions to plumbing (sewerage sanitary drains) are necessary to accommodate the installation of a trade waste interceptor, a Plumbing Application, in addition to a Trade Waste Application, will be necessary.

Construction of Sewer Assets/Minor Sewerage Alterations

All costs incurred for sewerage alteration(s) and/or construction work(s) coordinated, project managed and carried out by a Westernport Water recognised contractor on behalf of Westernport Water are borne by the developer and/or person(s) instigating the work. Minor sewerage alteration charges do not include the cost of alteration and/or re-connection of internal sanitary drains.

New Customer Contributions (NCCs) and connection fees are to be paid separately.

1.39 General conditions

Westernport Water will not issue a Consent to Connect (PIC) number for sewer related applications until any related work(s) are carried out and the contractor has returned an As Constructed Plan to Westernport Water.

1.40 Permission for access

Where Westernport Water's contractors need access to private land externally to the development, written permission for access, and where necessary for the construction of the minor sewer works, from the owner(s) of the private land, is required to be submitted to Westernport Water.

It is the responsibility of the developer and/or person(s) instigating the work(s) to arrange and provide a copy of the permission for access and/or work(s) letter from the owner of the private land to Westernport Water.

1.41 Criteria

Where Minor Sewerage Work cannot be undertaken as Westernport Water does not consider work(s) to be "minor" the developer and/or person(s) instigating the work(s) will be notified by Westernport Water.

Occasions where Westernport Water deems work(s) to be outside the scope of "minor" may be, but are not limited to,

- traffic management;
- depth and/or location of assets;
- other authorities' assets in conflict; or
- a development having commenced work prior to Minor Sewerage Work(s) being carried out.

In the event that work cannot be completed under Minor Sewerage Work(s), the developer and/or person(s) instigating the work is required to engage an appropriately-qualified Westernport Water accredited consultant to design, project manage and construct sewerage works under a Development Agreement (see Development Agreement Application form by visiting Westernport Water's website via www.westernportwater.com).

In order to meet asset protection requirements, PCBs may be required to be cut back (shortened). The following provides a guide to lengths in which PCBs can be cut back:

- 100mm UPVC or VC PCBs - Minimum length 600mm*
- 150mm UPVC PCB - Minimum length 800mm*
- 150mm VC PCB - Minimum length 1000mm*
- 225mm PCB's - Minimum length 1200mm*

**Where the PCB includes a jump up (JU) the option of cutting back the PCB may be limited.*

Other Minor Sewer Assets

1.42 Maintenance holes

Maintenance holes are required where a development consists of 10 or more allotments. Maintenance holes provide easy access to sewer mains and PCBs. This assists with minimising disruption to customers in the event of a sewer blockage.

The construction of maintenance holes under Minor Sewerage Work(s) outside of these criteria is assessed on a case by case basis.



Figure 25 - Maintenance Holes

Maintenance structures provide Westernport Water with a point of access for sewerage maintenance and operational activities. The sewerage system is a hazardous environment; maintenance structure access covers must only be opened by authorised personnel with the appropriate training and certification, ie confined space training.

1.43 Boundary Traps (BT)

A plumbing fixture installed on the sanitary drain, consisting of a “U” bend permanently full of water creating a water seal to prevent noxious or odorous gases within the sewer system back venting into sanitary drains.

To be installed on sanitary drains where a connection is being made directly to

- sewer mains greater than 375mm diameter;
- sewer mains 375mm diameter or less that are carrying industrial flows;
- sewer mains 375mm diameter or less connecting to a 450mm diameter sewer or larger that are not protected by a gas check maintenance hole (or water seal);
- sewer mains 375mm diameter or less accepting discharge from a sewerage pumping station that are not protected by a gas check maintenance hole (or water seal);
- sewer mains that are known to have existing gas/odour issues.

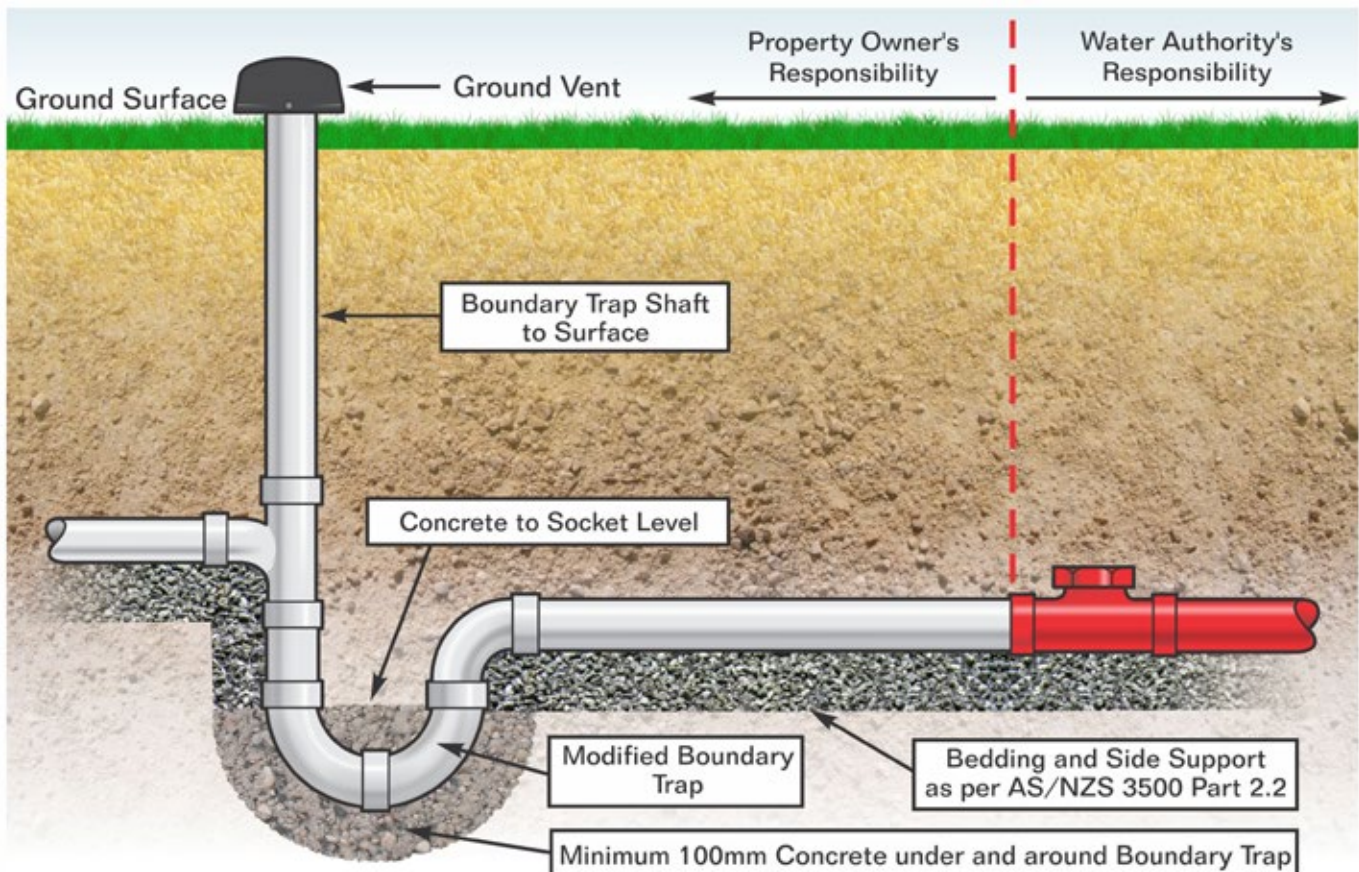


Figure 26 – Boundary Trap

Shows the reticulated sewer main and the property PCB.

Refer the section relating to “Responsibility” as existing sewer connection branches may be in excess of Westernport Water’s responsibility to maintain.

1.44 Inspection Shafts

A shaft constructed in line of a sanitary drain for the purpose of inspection and future access for locating and clearing the drain as defined by AS/NZS 3500.

1.45 SPUR PCBs

Spur PCBs will be accepted under minor sewerage alteration work where:

- the cost to construct an independent PCB from the sewer main is considered not feasible for the developer by Westernport Water;
- the construction of a PCB directly off the sewer main would result in the developer and/or person(s) instigating the work(s) having to engage a Westernport Water accredited consultant to design, project manage and construct sewerage works under a Development Agreement (Development Agreement Application Form).

Sewage fixture unit loading will be taken into consideration when considering the construction of a spur PCB.

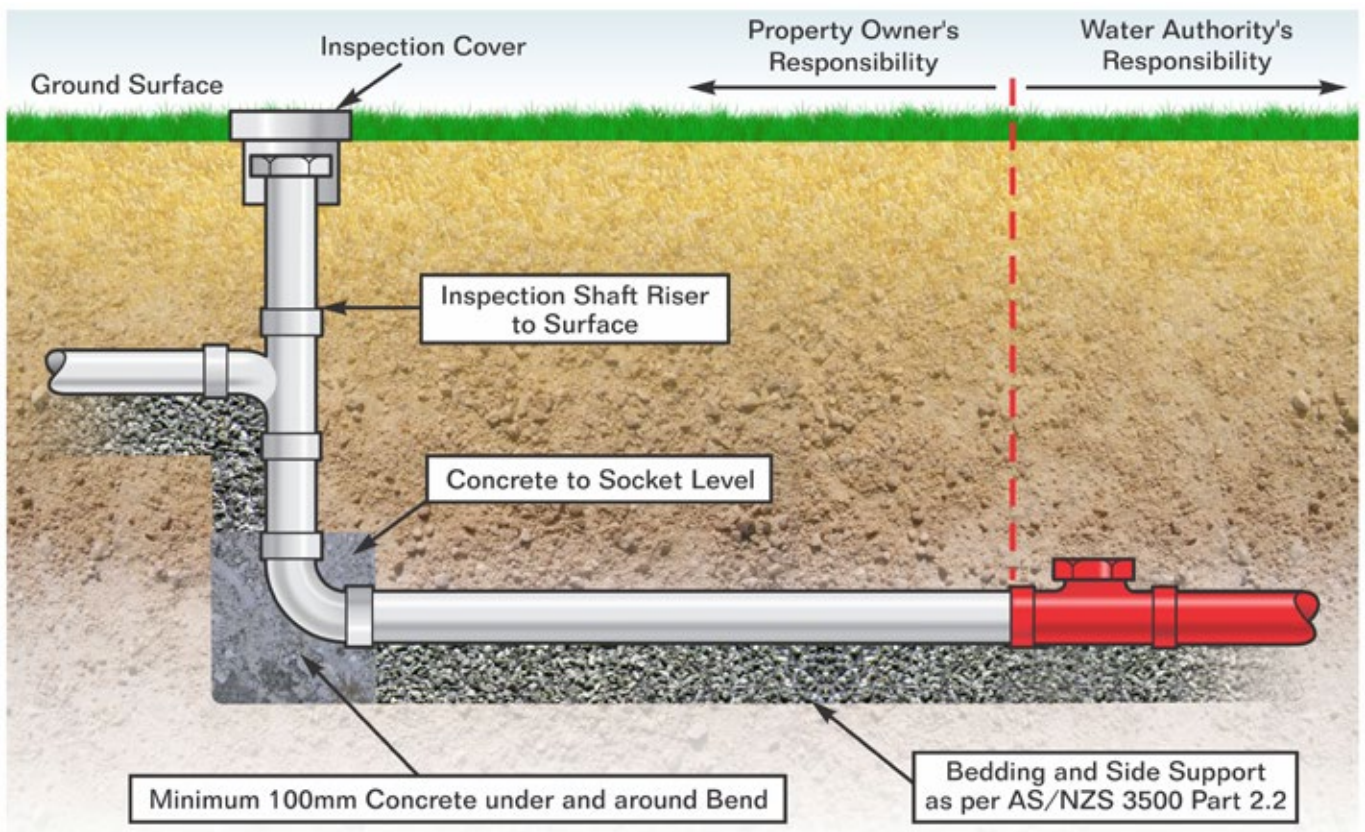


Figure 27 – Inspection Shaft

Shows the reticulated sewer main and the property PCB.

Refer the section relating to “Responsibility” as existing sewer connection branches may be in excess of Westernport Water’s responsibility to maintain.

1.46 Overflow Relief Gullies

1.46.1 Definition

A surface fitting located externally to the structure, designed to assist in the release of sewage overflow in the event of a sewer blockage.

It is the owner's responsibility to ensure their overflow relief gully, where fitted, remains operational.

Where it is not possible to add an overflow relief gully, a reflux valve or other surcharge protection device will be required.

Refer to AS/NZS 3500.2:2003

1.46.2 How does it work?

Installed correctly, an overflow relief gully is fitted at a height to prevent the entry of surface water and at a depth lower than any other waste outlet in the home particularly shower bases and/or toilets where an internal sewer spill is most likely to occur.

In the event of a sewer blockage, the overflow relief gully grate pops off to release pressure and direct sewage away from the property. As it is located externally, generally the interior of the property is likely to be protected from the spill.

It is important that you consider the drainage path of the overflow relief gully. Any spill from an overflow relief gully should be able to drain away quickly without causing damage and/or build up around the overflow relief gully itself.

Ensure your overflow relief gullies are

- finished at a height that does not allow the infiltration of surface water;
- not covered by landscaping and/or garden beds;
- not covered by any object, such as a pot plant;
- able to pop-off and not corroded, filled with silt, or concreted in;
- not a model which needs to be manually twisted in order to pop-off.

1.46.3 Are overflow relief gullies covered by regulations?

There are plumbing regulations that apply to the installation of overflow relief gullies.

Refer to the AS/NZS 3500.2:2003.



Figure 31 – Overflow Relief Gullies

Sewer Vents (“stand pipe”)

1.47 Definition

A “stand pipe” is located on the reticulated sewer; it introduces fresh air and releases gases from the sewerage system, assisting in odour reduction.

1.48 Development

Sewer vents are required to vent into a clear area, at least 3m above the eaves of any adjacent building; unless there is an attic in the roof, in which case the vent must then be at least 3m above the attic window.

When developing an allotment within proximity of a sewer vent pipe, the location and height of windows should be considered in addition to any open air roof top entertainment areas, patios and balconies.

In the event that an existing vent needs to be raised or relocated, all costs associated with the alteration work(s) are to be borne by the property owner(s) and/or developer in case of development.



Figure 32 – Stand Pipe

How to Locate a Property Connection Point

Purchase an Asset Information Plan - Sewer or Property Sewerage Plan from Westernport Water.

Lodge your request by either:

Email westport@westernportwater.com.au

Mail Westernport Water
2 Boys Home Road
NEWHAVEN VIC 3925

Online [www.westernportwater.com.au/Custom er Forms](http://www.westernportwater.com.au/Custom%20er%20Forms)

To ensure accuracy of information and a timely response, the following must be submitted with all requests:

- Applicant contact details, including full name, mailing address, phone number(s) and email address; and
- Street address property, subdivision and/or development details.

These plans show the reticulated sewer main and the property PCB.

The following information may be shown on the plan(s):

TIE	Offset(s) from the title boundaries to the property connection point: <ul style="list-style-type: none"> – T1 - Tie from side boundary – T2 - Tie from the main to the service connection – T3 - Tie from boundary to main
OFFSET	Distance from the title boundary to the centre of the sewer main
BCH (Branch Chainage/ PCB Chainage)	Distance from the downstream maintenance hole to the connection; this is useful if no tie is shown
EP (End of Pipe)	Length of the property connection point from the reticulated sewer main to the end of the property connection point
Depth	
Type of Property Service	

Missing Property Connection Branch

Plumbers should excavate minimum 1m either side of the measurement given and should not spend more than two (2) hours searching for a PCB. Contact Westernport Water on 1300 720 711.

1.49 Compensation Claims

Westernport Water will consider reasonable compensation claims relating to out of pocket expenses for plumbing works associated with connection of sewerage sanitary drains to our assets.

Claims are required to be submitted in writing and must include all relevant information such as “search” timeframe, hourly rates, plant/machinery costs and the number and type of personnel.

It is critical when undertaking excavation work to locate a PCB within the maximum “search” timeframe of two (2) hours being applied and allowing an excavation distance of a minimum 1m either side of the measurements in the Asset Information Plan.

Property Sewerage Plans / As Constructed Plans

It is a requirement of the *Building Act 1993* and *Water (Estimation Supply and Sewerage) Regulations 2014 S.R No.87 - 2014* on 1 July 2014 that within five (5) business days after installing or altering sanitary work(s), the plumber who installed or alerted the work(s), submits a sanitary drainage plan to Westernport Water in a form approved by Westernport Water, showing the sanitary work(s) as they appear after they have been installed.

Westernport Water requires sanitary drainage plans to be neatly drawn on the plan issued at the time of consent. Plans returned to Westernport Water should

- be drawn at a 1:500 scale;
- show new, altered and replaced below ground sanitary drains;
- show new, altered and replaced fixtures;
- use relevant abbreviations and symbols;
- show drainage vents;
- show applicable overflow relief point(s) (reflux valve, ground vent, gully, or 3m separation).

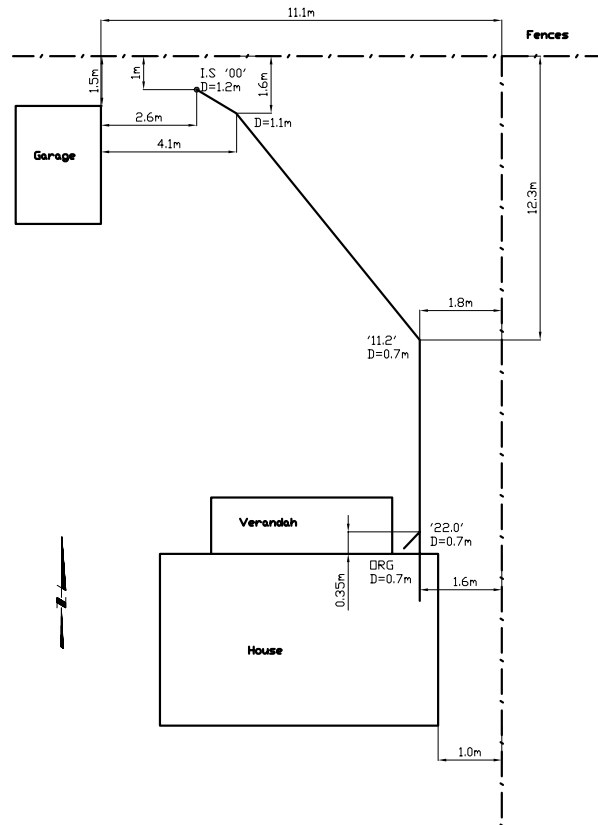


Figure 33 – Typical Plans

These plans show the reticulated sewer main and the property's PCB.

Note: Failure to lodge plans within five (5) business days after installing or altering sanitary works will result in action being taken by the VBA against the plumber who installed or altered the works.

Dial Before You Dig

An information service provided by utilities to assist in reducing accidental damage to infrastructure and injury to people working near infrastructure.

Dial Before You Dig (DBYD) is a predominantly free service.

You may find that you need to make changes to your plans or have services moved in order to prevent cable or pipe damage.

To obtain information regarding the location of Westernport Water's sewer and water assets along with other services such as gas, telecommunications and electricity, call 1100.

Note: Westernport Water asset information obtained under DBYD does not include internal sewer drains, or water service pipe locations.

If further information is required please contact Westernport Water.

Sewer Blockages

1.50 What should you do when you have a sewer blockage?

- Property owner must engage a licenced plumber to investigate the location of the sewer blockage.
- If the blockage is within Westernport Water's side of the PCB, the plumber must contact Westernport Water's Faults and Emergencies on **1300 720 711**.
- If the blockage is within the customer's sanitary drain, the licensed plumber is required to clear the blockage and/or rectify/repair the sanitary drain(s) at the owner's cost.
- If repair work is required on below-ground sanitary drain(s), an "Urgent Repair" application is required to be lodged to obtain consent to alter internal plumbing (ie PIC number).

Note: Property connection point(s) and reticulated sewers are the responsibility of Westernport Water.

- Plumbers must contact Westernport Water in the event of a problem arising such as tree roots or a blockage downstream of the PCB.
- A copy of the Property Sewerage Plan (if required) can be obtained either by telephone or purchasing a hard copy. Property Sewerage Plans provide details of the property's property connection point, internal sewer drains and information such as BT (Boundary Trap) location, IS (Inspection Shaft), and IO (Inspection Opening) if applicable.