

Development activity and associated plumbing must be approved by Council in accordance with Section 68 of the Local Government Act 1993 before a plumber starts work on any job.

A S68 Plumbing Permit must be applied for via the NSW Planning Portal. An application fee is payable at the point of acceptance of the application by Council. The application can also be lodged concurrently with the Development Application and this is the preferred method by Council. For instructions on how to lodge your application onto the NSW Planning Portal, please contact the Council's Development Concierge.

### *Approval*

The following activities require a Section 68 approval:

- Part B1 - Carry out water supply work
- Part B4 - Sewerage work.
- Part B5 - Stormwater drainage work
- Part B6 - Connecting a private drain or sewer with a public drain or sewer under the control of a Council or with a drain or sewer which connects with such a public drain or sewer
- Part C4 - Dispose of Waste into a sewer of Council

An approval for an activity can be sought from Council under two separate assessment processes.

These two processes are either as a stand-alone application for the activity, or in conjunction with a development application (DA) which is seeking approval under the Environmental Planning and Assessment Act 1979 for a use to which the activity is related.

The following documents are minimally require to accompany your application:

### *Plans*

A Sewer Service Diagram (SSD) is to show the location of private wastewater service pipes on a property. All Sewer Service Diagrams need to be submitted meeting the following specifications:

- Sewer Diagram templates are available via the [Fair Trading website](#)
- All drawn and required text information on the diagram must be complete and legible in a fine point black pen
- SSD must be drawn to a scale
- North point must be shown on the diagram

## LINKS

▶ [NSW Planning portal](#)

▶ [Plumbing & drainage Act](#)

## CONTACT

council@richmondvalley.nsw.gov.au  
(02) 6660 0300



- Include only symbols and abbreviations as shown on the [template legend](#)
- All lettering and figures are to be drawn clear and legible
- Diagrams are only to show sanitary drainage up to the point of connection within the property boundary, property boundaries and building outlines
- Clearly show the sanitary drainage layout up to the point of connection with the property boundary indicating all internal points, external drainage, trade waste and any greywater treatment / diversion system up to the point of connection with the Council system including any existing sanitary drainage remaining in use on the property
- Street name, suburb and number (for street frontage) and/or Lot number and DP (deposited plan) number. • If there is no connection to Council sewer please label as private sewer, community title, onsite septic tank or AWTS etc.

### **Notification**

Following the issue of an approval the licensed plumber must submit to Council a Notice of Work under the Plumbing and Drainage Act at least 48 hours prior to commencing work. There are no fees for this notice. Plumbers are required to look or check for any conditions of approval that affect their work. You can apply for a Notice of Work online by visiting [NSW Fair Trading](#) where you will find the combined Notice of Work and Certificate of Compliance form to download as well as standard drawings for Sewer Service Diagrams that you can print, fill out and submit to Council.

### **Inspections**

The licensed plumber must call for inspection by contacting Council on 6660 0300. Inspections will be paid for at time of lodgment of the Section 68 application. It is the licensed plumber's responsibility to ensure the inspections are booked. The number of inspections required will depend on the type and nature of the work.

If an inspection is to fail, a re-inspection will occur to ensure work meets the standards required under the Local Government Act 1993.

Where an inspection has failed an invoice will be issued for the additional inspections required and will be charged at the standard inspection rate.

### **Compliance**

On completion of work the licensed plumber must submit a Certificate of Compliance to Council within 48 hours of completing works. If there has been any sewerage work carried out the Certificate of Compliance must be accompanied by a Sewerage Service Diagram (SDD). Additionally, if there are any fire services and/or testable backflow prevention devices installed the plumber must submit test reports for these services with the Certificate of Compliance.

If you require further information or clarification on any of the above, please phone Council on 6660 0300 and speak with our Development Concierge. For further information regarding the Plumbing and Drainage Act visit [NSW Fair Trading](#).

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Richmond  
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## Diagram D - EXAMPLE OF ASSUMED DRAINAGE

