

RESPONSIBILITIES & RESOURCES:

Suppliers/Installers

The Supplier/Installer's role in terms of onsite wastewater management is to supply and install onsite treatment systems in accordance with the manufacturer's design specifications and Water Authority, Planning and Building Control requirements.

Programme Element	Responsibilities	Resources
Planning/Design	Ensure designers consider site elevation, layout and installation options to ensure design is well suited and efficient.	Guidelines for Onsite Wastewater Treatment
	Submit a complete proposal for a wastewater treatment system that meets requirements, per Wastewater Treatment System Proposal Form attached to Water Authority Memo to Planning.	Water Authority Memo to Planning <u>Department stipulating site-specific</u> <u>Requirements</u>
Installation	 Ensure installation is carried out per manufacturer's and Water Authority requirements. The effluent disposal well shall be constructed prior to the installation of the treatment system, in order to establish the flow line from the building sewer stub-out, through all system components, to a discharge invert level of at least two feet above the high water level in the well. Ensure that all treatment system access covers are: Maintained at or above grade and not built, paved or planted over. Designed to be opened by one person with standard tools. Designed to achieve a watertight seal with recessed covers in a frame or covers fitted with a gasket and tightened with screws or clamps. Do not seal with cement, silicone, caulk, etc. Provide a duplicate key to the Water Authority if covers are to be locked for safety or security. 	Manufacturer's Installation Manual Water Authority Memo to Planning Department with site-specific Wastewater Treatment Proposal Form
	 Required Notifications: The developer shall notify the Water Authority at least two business days prior to: 1. Excavation to accommodate the treatment system. 2. Placement of pre-built tank(s) / construction of site-built tank(s). 3. Covering the piping to and from the system. 4. Placing the tank cover slab (this applies to systems installed in site-built or precast concrete tanks). 5. Request for Final Inspection for Approval of Occupancy shall be submitted via the Planning Department's Online Planning System (OPS). Ensure that the wastewater system has been filled with water (do not use saline groundwater which will cause operational problems) and that adequate power is available to facilitate testing of complete system operations and alarms. 	Development Control staff Requests shall be made through Planning's Online Planning System
Public Education and Participation	 Stay informed, request additional information when needed. Utilise references and resources provided by OWMP. Provide feedback on OWMP. 	OWMP link on Water Authority website Development Control staff