# Plumbing Inspections

## A simple guide to requesting a plumbing inspection.

**How do I book an inspection?**
Phone council's Plumbing Department on (07) 4961 9090 from Monday to Friday, between the hours of 8:00am and 4:00pm.

The compliance permit number is required for all inspection bookings. This number is located at the top of the first page of the compliance permit.

Under Section 20 Standard Plumbing and Drainage Regulation 2003, council requires 48 hours notice when booking an inspection.

**Is this the first plumbing inspection being booked for the works?**
YES – ensure notification of the responsible person (i.e. plumber) has been provided to council and that such notification has been signed by the responsible person.

**Am I booking a final inspection?**
YES – the following must be provided to council's Plumbing Department before a final plumbing inspection can be booked:

- Accurate "as constructed" plans – under Section 23 Standard Plumbing and Drainage Regulation 2003, you must supply a plan for the assessed work. The plan must contain enough information about the work to enable the council to keep an accurate record of the plumbing or drainage or the relevant on-site sewerage facility, including underslab drainage installation.
- Notification of pressure test for hot and cold water installation.
- Backflow certificates - if applicable.
- Installation of sub surface irrigation or absorption trench (Form 8) – if applicable.
- Installation and commissioning report for on-site waste water system – if applicable.
- Commissioning certificate for the operation of thermostatic mixing valves – if applicable.

The compliance permit number is to be included on all information supplied.

**A final plumbing inspection cannot be booked until all of the required information has been received by council's plumbing department.**

**How do I provide the information to council?**
F: (07) 4944 2444
E: plumbing@mackay.qld.gov.au
In person at any of council's Client Service Centres located at:
Gordon Street, Mackay
65 Broad Street, Sarina
20 Victoria Street, Mirani

**For more information: Phone council's Plumbing Department on (07) 4961 9090 from Monday to Friday, between the hours of 8:00am and 4:00pm or visit mackay.qld.gov.au**

mackay.qld.gov.au

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# Important Notice

## Please read prior to booking a final plumbing & drainage inspection.

Due to a recent incident where a Mackay Regional Council Plumbing Inspector was exposed to a potentially dangerous situation while carrying out a final plumbing inspection, Mackay Regional Council would like to remind all stakeholders that before requesting a final plumbing and drainage inspection, they are to ensure the plumbing and drainage and all associated works are complete and fully operational.

As a general rule the following is a list of requirements which must be satisfied prior to requesting a final plumbing and drainage inspection:

- As constructed plumbing and drainage plans have been lodged
- Required forms supplied (if required) e.g.
  - Notification of pressure test
  - Form 7
  - Form 3
  - Form 8
  - Commissioning certificate for on-site sewerage treatment plant
  - Backflow certificate
  - Thermostatic mixing valve test certificate
- Overflow relief gully height and position compliant
- Inspection shaft and inspection openings to surface if required
- Sewerage manhole not covered or surrounds altered
- Vent through roof and location compliant
- Pipe work identification
- On-site sewerage treatment plant disposal area completed, compliant and correctly signed
- Rainwater outlets identified
- Hot and cold terminals (hot – left; cold – right; hot – top; cold – bottom)
- Hot water unit lagging compliant
- Hot water unit isolating valve location (split system) and tempering valve location (close coupled)
- Energy source to hot water unit is permanently connected to the service provided (e.g. reticulated gas supply
- Hot water reticulation to be fully operational and set to correct temperatures as specified in AS/NZS 3500.4.2003 clause 1.9.2

Should the Plumbing Inspector be unable to issue a compliance certificate for any reason, including but not limited to the above, a re-inspection may be required which will attract a re-inspection fee (currently $260.00 for 2012/2013 financial year).



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# Supporting Documentation

## What is required when submitting an application for plumbing and drainage installation?

**The following documentation must be submitted when making an application for approval for plumbing and drainage installations.**

**To avoid any delay in processing your application, please ensure the required information is submitted. If you have any queries contact Council's plumbing department between 8:00am and 4:00pm, Monday to Friday on (07) 4961 9090 or via Council's website www.mackay.qld.gov.au**

### USEFUL INTERNET LINKS

**Mackay Regional Council Website**
www.mackay.qld.gov.au
**MiMAPS (Mapping System)**
http://www.mimapsmackay.com.au/website/mimaps/welcome.htm
**Council's Regulatory Fees and Charges**
http://www.mackay.qld.gov.au/a-z_guide_to_council_services_and_facilities
**Forms under Plumbing and Drainage Act 2002 (Department of Infrastructure and Planning website)**
http:www.dip.qld.gov.au/index.php?option=com_content&task=view&id=110&Itemid=187

### SITE PLAN REQUIREMENTS

**Sewered area**

**A. New structure (e.g. dwelling, unit or commercial building)**

- Show location of:
  - existing and proposed buildings
  - water service from water supply to entry into building
  - sewer reticulation system
  - property connection in sewer
  - rainwater tank
- Three (3) copies required at a scale of 1:100



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### B. Extension to existing dwelling, unit or commercial building

- Show location of:
  - existing buildings and proposed extension
  - sewer reticulation system
  - property connection in sewer
- Three (3) copies required at scale of 1:100

### C. Plumbing fixtures in shed

- Show location of:
  - existing buildings and proposed shed
  - sewer reticulation system
  - property connection in sewer
- Three (3) copies required at a scale of 1:200

### D. Swimming pool backwash

- Show location of:
  - existing buildings
  - swimming pool
  - sewer reticulation system
  - property connection in sewer
  - existing house drain
  - proposed connection of backwash drainage to existing house drain
- Three (3) copies required at a scale of 1:200

### E. Redirection of house drain

- Show location of:
  - existing buildings
  - existing house drain
  - proposed redirection of house drain
- Three (3) copies required at a scale of 1:200

## Unsewered area

### A. New structures, e.g. dwellings, units or commercial buildings

- Show location of:
  - existing and proposed buildings
  - water service from water supply to entry into building
  - on-site treatment system e.g. septic tank or treatment plant and effluent disposal area
- Three (3) copies required at a scale of 1:100

### B. Extension to existing dwelling, unit or commercial building

- Show location of:
  - existing buildings and proposed extension
  - on-site treatment system e.g. septic tank or treatment plant and effluent disposal area
- Three (3) copies required at scale of 1:100



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### C. Plumbing fixtures in shed

- Showing location of:
  - existing buildings and proposed shed
  - on-site treatment system e.g. septic tank or treatment plant and effluent disposal area
- Three (3) copies required at a scale of 1:200

## FLOOR PLAN REQUIREMENTS (SEWERED AND UNSEWERED AREAS)

- Required for new dwellings, units, commercial buildings and extensions or additions to existing buildings and sheds with plumbing fixtures
- Show location of proposed plumbing fixtures
- Three (3) copies required:
  - sheds required at a scale of 1:200
  - commercial buildings required at a scale of 1:100
  - all other structures required at a scale of :100

## ELEVATION PLANS (SEWERED AND UNSEWERED AREAS)

- Required for new dwellings, units, commercial buildings and extensions
- Show a view of each side of the building
- Three (3) copies required at scale of 1:100

## PROPOSED DRAINAGE PLANS (ALL BUILDINGS)

- Show proposed underslab and external drainage connecting to the sewer, existing drainage or on-site treatment system
- Proposed drainage plan must have the licence number and signature of the plumber proposed to perform the work or alternatively, may be hydraulic drawings prepared by a hydraulic consultant
- Three (3) copies required at scale of 1:100

## SITE INVESTIGATION REPORT (SOIL TEST)

Required for new buildings e.g. dwellings, units, commercial buildings and large extensions to existing buildings.



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# Checklist

## Application for plumbing and drainage installation.

**PROPERTY ADDRESS:** .....

**PROPERTY DESCRIPTION: Lot** ..... **/ Plan** .....

- ☐ Property owner details correct
- ☐ Completed form 1 (Compliance assessment application for plumbing, drainage and on-site sewerage work) signed as required
- ☐ Site plan
- ☐ Floor plan
- ☐ Elevation plan
- ☐ Proposed drainage plan
- ☐ Site Investigation Report (soil test)
- ☐ Waste Water Management Report (non-sewered area only)
- ☐ Copy of registered survey plan (new buildings only)
- ☐ Copy of sewerage reticulation plan (new buildings only)
- ☐ Fees paid
- ☐ Other

**RECEIVED:** ...…..... /..... / ….....

**CSC Officer name:** ……...……..

**CSC Officer signature:** ……..

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