

Guidance notes: This form outlines the minimum submission requirements for a Major Works design package for drinking water (potable water), non-drinking water (recycled water) and wastewater (sewerage) infrastructure and must accompany the Water Approval design package lodged with Urban Utilities. Correctly completed applications must be uploaded to the Urban Utilities Developer Applications Portal with proposed accurate and detailed design drawings, reports and other documents required by the Water Approval.

Your application may be refused if any of the following apply:

- any of the critical Section 3 Preliminary Review **bold** criteria (indicated by *), or five or more other non-bold criteria are not identified, and/or the responses to them are found to be incorrect or incomplete, in the absence of a *South East Queensland Water Supply and Sewerage Design and Construction Code* (SEQ Code) Variation Request in Table 4.2.
- Section 5 Declaration is not signed by a Registered Professional Engineer of Queensland (RPEQ).

Resubmission of applications that have been refused previously will incur a new lodgement fee.

If the application is otherwise incorrect or incomplete (with fewer than 5 non-bold criteria not being met), Urban Utilities will carry out a preliminary review; issue an Information Request if required; and may advise the applicant to lodge a request for Service Advice Notice (SAN). A fee will be charged for the SAN and assessment of responses to any Information Request. All fees must be paid in advance.

1 Water Approval Details

Application number (Format: xx-PNT-xxxx)

Address of works

2 Design Consultant Details

Company name

Company postal address and street address

Contact name

Contact email

Contact phone

3 Preliminary Review of Details

The following criteria outline the Major Works Design Package submission requirements that may determine whether your application will be accepted, refused, a request for further information issued, and/or a SAN suggested. They do not replace the need to conform to all applicable Water Approval, SEQ Code, statutory (legal) and policy provisions.

No.	Criteria	Conforms (Yes/No/NA)	Urban Utilities Review
3.1	General (*indicates critical criteria)	Applicant responses: Yes/No/NA	LEAVE BLANK
3.1.1	All drawings show the infrastructure requirements as approved/conditioned in the Water Approval Decision Notice. (An amendment to the Water Approval Decision Notice may be required where a fundamental change is made to the network layout, size, or the point of connection to the existing network is amended after the Water Approval Decision Notice has been issued. Note: Design details are not assessed at the time of assessment of a Water Approval.)*		
3.1.2	All drawings are signed and dated by a RPEQ, including full name and RPEQ number.*		
3.1.3	All products and materials are in accordance with Urban Utilities requirements as per the SEQ Code Infrastructure Product and Material (IPAM) lists.*		
3.1.4	Written evidence is provided demonstrating access permission from landowner/s for any works within private property (if not previously provided, or, if landowner/s have changed since previously provided).*		
3.1.5	All SEQ Code non-conformances are identified with reasons why they are required and acceptable alternatives provided (in Section 4 Details of SEQ Code Non-Conformance, tables 4.1 and 4.2).*		
3.1.6	NATA-certified geotechnical data are provided for: (a) soil allowable bearing capacity, Dispersion Index and grading from soil at the proposed depth of a pipe trench; (b) design of thrust restraints, chambers, and all proposed BOA works; and (c) to justify the adopted Native Soil Modulus required for deep trenches per SEQ Sewerage Code Appendix I. (If allowable soil bearing capacity is less than 50kPa, a RPEQ-certified detailed geotechnical interpretive report with recommendations for design parameters is provided.)* NOTE: (1) Dispersion Index testing is not required if Type 4/D trench design is justified, or if the trench bed is rock, other than extremely weathered rock. (2) Provision of geotechnical data for trench bed bearing capacity may, at the applicant's risk and expense, be delayed to trench excavation stage to verify the proposed design. The applicant is advised that this may result in significant construction delays including the requirement for an amended design submission, if any changes to the design are required.		
3.1.7	Evidence is provided that all buried services have been located and deepened by potholing or another method acceptable to Urban Utilities; and that the RPEQ certifying the design has certified that the location and depth of existing services critical to the design and so obtained have informed the design; and all proposed clearances are shown on the drawings.* NOTE: The applicant is advised that failure to identify any existing services may result in significant construction delays including the requirement for an amended design submission, if any changes to the design are necessary.		
3.1.8	Complete structural details for proposed Urban Utilities assets and for protection of existing and proposed assets have been provided and certified by a structural RPEQ.		
3.1.9	Proposed drinking water, non-drinking water and wastewater (sewerage) infrastructure terminates at a location and in a way that facilitates future connection to the network, without disruption to the community, damage to infrastructure and/or the need to obtain any private landowner's consent.		
3.1.10	Drawing presentation matches example drawings in the SEQ Code, including but not limited to Locality Plans for both the water and sewerage designs, allotment numbering, north point/s, dimensioned alignments, symbols, and Urban Utilities asset/service table details, environmental and occupational health and safety notes, live works tables, labelled existing/proposed design contours, etc. and show details of all existing and proposed services, including pipe type, size, class of water mains and sewers and type and location of fittings and offsets of water and sewerage mains and services from property boundaries.		
3.1.11	Drawings are clear, uncluttered without conflicting or illegible or red text or line work; at a scale that achieves these objectives; and conforming to SEQ Code Asset Information Specification requirements.		
3.1.12	Written evidence of approval is provided from the relevant council for any Urban Utilities infrastructure proposed to be located outside of the allocated Urban Utilities corridor in the road verge and for attachment of such infrastructure to council assets.		
3.1.13	Written evidence of due diligence is provided demonstrating engagement with the Queensland Government for any Urban Utilities infrastructure proposed to be located within Queensland Government land, such as, and including within, State-controlled road reserves and waterway corridors. Any work within Queensland Government land requires evidence of approval from any necessary Government agency be provided to Urban Utilities before construction commences.		

3 Preliminary Review of Details (continued)

No.	Criteria	Complies (Yes/No/NA)	Urban Utilities Review
3.1.13	Written evidence of due diligence is provided demonstrating engagement with the Queensland Government for any Urban Utilities infrastructure proposed to be located within Queensland Government land, such as, and including within, State-controlled road reserves and waterway corridors. <i>Any work within Queensland Government land requires evidence of approval from any necessary Government agency be provided to Urban Utilities before construction commences.</i>		
3.1.14	Written evidence of due diligence is provided demonstrating engagement with Queensland Rail (QR) for any Urban Utilities infrastructure located within a QR corridor. Any work within a QR corridor requires a tri-party Way-leave Agreement between QR, the developer and Urban Utilities before construction commences. Developer/Applicant is responsible for obtaining this approval.		
3.1.15	Details are provided for all necessary relocation and/or substitution of existing water and sewer infrastructure (including services) resulting from the development earthworks/roadworks, stormwater or other services, showing dimensioned clearances from obstructions and design cover to Finished Surface Level (FSL).		
3.1.16	Build over asset requirements are co-ordinated, including: 1. Providing structural bridging details or noted as a separate approval. 2. Showing clear areas around maintenance structure covers. 3. Showing clear areas around property connections. Refer to urbanutilities.com.au/development/our-services/build-over-or-near-pipes		
3.1.17	All drawings conform to at least standard scale requirements as per the SEQ Code Asset Information Specification including a minimum scale of 1 on 1, 250 at A1 for longitudinal sections and plans.		
3.2	Water Reticulation Infrastructure (*indicates critical criteria)	Applicant responses: Yes/No/NA	LEAVE BLANK
3.2.1	Fire hydrant locations meet Class 1 building coverage requirements and the requirements of the SEQ Code. Fire hydrant coverage is shown on the drawings and demonstrated to the worst possible location of any existing, proposed or future Class 1 building with 90m hydrant reach shown on drawings.*		
3.2.2	Valves, fire hydrants and other fittings are located as required by the SEQ Code, size, locations and access.*		
3.2.3	All large service meter arrangements are accurate, detailed and complete, specifying all fittings, thrust blocks/restraints and sequencing, size, locations and access.*		
3.2.4	Permanent Urban Utilities water main infrastructure is not located within private property. Any infrastructure that is temporarily installed within private property is shown within an easement registered in favour of Urban Utilities.		
3.2.5	Details of small services and conduits are consistent and SEQ Code-compliant on all plans and tables.		
3.2.6	End of line arrangements and all pipework restraint details are provided, including arrangements for any future extensions.		
3.2.7	All drawings show existing and proposed electrical pillar locations.		
3.2.8	Labelled contours are shown within the road reserve, sufficient for locating fire hydrants at high and low points.		
3.3	Wastewater (Sewerage) Infrastructure (*indicates critical criteria)		
3.3.1	Maintenance structures (maintenance holes ‘manholes’ (MH), maintenance shafts (MS) and terminal entry points (TEP)) conform to SEQ Code location requirements, including spacing and end of line requirements.*		
3.3.2	Maintenance structure type and cover class are specified correctly including PE lining where necessary.*		
3.3.3	Wastewater mains (sewer) grades are greater than or equal to the minimum listed in SEQ Code Design Criteria item D8.*		
3.3.4	All property connections greater than three metres deep are connected to a wastewater main (sewer) via a maintenance structure (not a TEP).*		
3.3.5	Wastewater (sewerage) network infrastructure and property connections are shown on the longitudinal section per SEQ Code example drawings.*		
3.3.6	A catchment plan is provided, differentiating existing and proposed areas and lots (if required by Urban Utilities and not previously provided; or if the catchment plan/lot layout has changed since previously provided).		
3.3.7	Dedicated wastewater (sewerage) easements are shown for all maintenance structures in private and Crown land (including where the local council is trustee), and over sewers where required. Refer to urbanutilities.com.au/development/help-and-advice/standards-and-guidelines for detailed requirements. Where an easement coincides with an existing easement of another type (overlay easement), contact development.easements@urbanutilities.com.au		
3.3.8	Property connections to trunk wastewater mains (sewers >DN300) are provided via an appropriate wastewater (sewerage) maintenance structure (or non-trunk main where required).		
3.3.9	Allotment control levels are shown.		

4 Details of Non-Conformance

Note: The purpose of these tables is to itemise each proposed non-conformance. It is NOT a drawing transmittal list. Please provide only the drawing number and title that references each particular, proposed non-conformance.

The Consultant must identify all proposed variations to water and/or wastewater infrastructure conditions issued by Urban Utilities in the Water Approval; and to the *South East Water Supply and Sewerage Design and Construction Code* (SEQ Code), as follows:

- identify and attach the proposed design
- identify the affected documents at Table 4.1
- provide details of proposed variations at Table 4.2
- complete Section 3 *Preliminary Review of Details*
- complete Section 5 Declaration (requires certification by an appropriate Registered Professional Engineer of (RPEQ) for the proposed alternative solution/s).

For further information regarding drinking water, non-drinking water (recycled) and/or wastewater (sewerage) infrastructure design conditions, please refer to the Urban Utilities standards and guidelines available at urbanutilities.com.au/development/help-and-advice/standards-and-guidelines

4.1 Reference/Design Document Details

No.	Drawing No. and Title	Revision	Author	Service
1				Drinking Water/Recycled Water/Wastewater (sewerage)
2				Drinking Water/Recycled Water/Wastewater (sewerage)
3				Drinking Water/Recycled Water/Wastewater (sewerage)
4				Drinking Water/Recycled Water/Wastewater (sewerage)
5				Drinking Water/Recycled Water/Wastewater (sewerage)

4.2 Details of Proposed SEQ Code Variations

No.	SEQ Code Clause	Details for Proposed Variation	Reasons of Proposed Variation
1			
2			
3			
4			
5			

5 Declaration¹

- Supporting information detailing any proposed SEQ Code variations are documented in Section 4.
- I certify that the information included in the Design Package satisfies the requirements of the conditions of the Water Approval and the SEQ Code. Where aspects of the design do not conform to the SEQ Code it is my professional opinion the proposed alternative solution/s will achieve the purpose of the conditions of the Water Approval and the SEQ Code².

RPEQ Name

RPEQ Contact email

RPEQ Contact phone

BPE Registration Class (Civil/Structural/Other)

RPEQ #

Signature

Date

¹ Note: The Declaration shall be signed by the RPEQ certifying the design.

² Note: Urban Utilities will review the non-conformances itemised in Section 4.1 and the proposed Code variations in 4.2. The Consultant acknowledges that Urban Utilities reserves the right to refuse any non-conformance, and that an approval by Urban Utilities of a Code Variation is not an amendment to the Water Approval, which must be separately obtained in accordance with the requirements of the *South-East Water (Distribution and Retail Restructuring) Act 2009*, and does not relieve the Design Consultant of the performance of the services, or any indemnity in respect of the performance of the services.

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