



CUSTOMER GUIDE TO EFFLUENT DISPOSAL



Your guide to submitting a hassle-free application for an Effluent Disposal system.

Includes information about:

- drainage of effluent disposal systems;
- alterations to existing effluent disposal systems; and
- content and quality of documentation required.

For further information please contact:

Westland District Council
Building Department
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Hokitika
Phone: 03 756 9010
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Effluent disposal: the basic information

Effluent Disposal Systems/Drainage and Alteration Work

The ground-based systems require regular inspection and maintenance to ensure they continue to operate effectively.

Older septic tanks should be checked at least annually to ensure sludge is not building up and effluent drainage fields should be maintained to ensure effluent is contained on the property and does not pose a hazard to people or animals.

It is most important that, as a property owner, you have a back-up drainage field that you can access quickly should your existing field become overloaded or ineffective because of changed conditions or failed maintenance.

When doing alteration work to an existing dwelling by adding additional bedrooms, consideration must be given to the size and capacity of the existing effluent disposal system or septic tank.

Confirmation of the capacity of the existing septic tank must be provided with your Building Consent application. This can be done by measuring the width/length and depth to give the cubic metre or litre capacity or checking Council records of as-built drainage plans on your property file. Further information of litre capacity in regard to numbers of bedrooms can be checked out with your drainlayer or in AS/NZS 1547:2000 On-Site Domestic Wastewater Management.

Building over existing drainage work may be another consideration when doing alteration work. An as-built drainage plan should be available when a PIM is requested to enable location of drains. Professional advice should be obtained if building over existing drainage.

District plan requirements

Many areas require a resource consent for effluent drainage fields particularly when they are close to boundaries. Please check with the Council's planning staff if you are proposing to install or change on-site effluent or stormwater disposal.

Some key requirements to be aware of:

- Completed Building Consent Application Form
- All information identified on the cover sheet
- A current copy of the Certificate of Title or current Sale and Purchase Agreement for the property.
- Copies of drawings as specified in the cover sheet
- Site Plan, showing buildings, ground and floor levels and dimensions.
- Project Information Memorandum (if already issued)
- Specifications
- Ground Conditions report
- Engineer's Details and Producer Statement

Useful websites

Certified Builders Association of NZ Inc (CBANZ)
www.certified.co.nz

Registered Master Builders Federation Inc (RMBF)
www.masterbuilder.org.nz

New Zealand Institute of Architects (NZIA)
www.nzia.co.nz

Architectural Designers NZ Inc (ADNZ)
www.adnz.org.nz

Association of Consulting Engineers (ACENZ)
www.acenz.org.nz

BRANZ Ltd
www.branz.co.nz

NZ Institute of Quantity Surveyors Inc (NZIQS)
www.nziqs.co.nz

NZ Institute of Surveyors (NZIS)
www.surveyors.org.nz

Department of Building and Housing (DBH)
www.dbh.govt.nz
Downloads of Building Act and Building Code information

Institution of Professional Engineers (IPENZ)
www.ipenz.org.nz

NZ Institute of Building Surveyors Inc (NZIBS)
www.buildingsurveyors.co.nz

Consumers' Institute of New Zealand
www.consumerbuild.org.nz

