

# Building and Connection Process Guide

Steps	Information & Requirements
Welcome to Solo Water	<p>Solo Water is the Local Water Utility for the Beaches Catherine Hill Bay development and provides the drinking water, recycled water and sewerage services to the local community.</p> <p>If you own a lot in the Beaches Catherine Hill Bay development you are a Solo Water Customer.</p> <p>For information about Solo Water and the services we provide including the customer contract, pricing schedule, homeowner manual and other important information please visit our website <a href="http://www.solowater.com.au/downloads">www.solowater.com.au/downloads</a>.</p> <p>The following information provides an outline of how to connect to the drinking water, sewerage and recycled water system during house construction.</p>
Property Service Diagram	<p>Prior to preparing your building plans you (or your builder) should apply for a Property Service Diagram (PSD) from Solo Water. The PSD shows the location of the drinking water, recycled water and sewerage connection points, infrastructure and easements on your lot and adjacent lots. Your building plans need to be drawn up such that there will be no construction inside Solo Water easements. Any works inside the 2:1 Zone of Influence of an underground asset must be engineer designed with footings founded below the Zone of Influence.</p> <p>The PSD application form is available from our website at <a href="http://www.solowater.com.au/downloads/">www.solowater.com.au/downloads/</a>. Please complete the application form and email it to <a href="mailto:info@solowater.com.au">info@solowater.com.au</a> for processing. A fee is payable for all PSDs, the current fee can be viewed in the Fees and Charges Schedule available on our website.</p> <p>You (or your builder) should also arrange for a survey of the site to verify the locations of the assets on the ground prior to drawing up the house plans. A copy of the Builders Information Pack Drawings for Solo Water assets is available on our website.</p>
Building Plans Assessment	<p>Once your building plans have been prepared, taking into account the locations of any Solo Water assets, the plans need to be submitted to Solo Water for assessment and approval before works can commence.</p> <p>The building plans application form is available from our website at <a href="http://www.solowater.com.au/downloads/">www.solowater.com.au/downloads/</a>. Please complete the application form and email it with a pdf copy of you building plans to <a href="mailto:info@solowater.com.au">info@solowater.com.au</a> for processing. A fee is payable for all building plan applications, the current fee can be viewed in the Fees and Charges Schedule available on our website.</p> <p>Before submitting your plans for assessment, please check them against our building plans assessment checklist so that you know you have incorporated all requirements prior to submission and include the completed checklist with the application. This will ensure an efficient assessment process so that you have your approved plans as soon as possible and to minimise costs. The building plans checklist, along with the Builders Information Pack Drawings for Solo Water assets are available from our website at <a href="http://www.solowater.com.au/downloads/">www.solowater.com.au/downloads/</a>.</p> <p>Once you plans have been approved the plans will receive the Solo Water approval stamp and will be subject to Solo Water's Standard Conditions for Approval of Building Plans.</p> <p>All building plans applications <b>must</b> be submitted with the following or additional fees may apply:</p> <ul style="list-style-type: none"> <li>• A completed current Building Plans Assessment Application Form.</li> <li>• A completed current Building Plans Assessment Checklist</li> <li>• Final building plans that comply with Solo Water requirements.</li> </ul> <p><b>Please Note:</b> Non-compliant applications that do not comply with Solo Water requirements of the building plans checklist will be returned to the applicant along with an RFI and the applicant will be required to restart a new application by submitting a new application and paying a new fee.</p>
Standard Conditions	<p>All houses constructed at Catherine Hill Bay are subject to Solo Water's Standard Conditions for Approval of Building Plans. The standard conditions are provided with your approved building plans, however we may update the standard conditions from time to time so please check with us immediately prior to starting construction to ensure you have the latest version of the standard conditions.</p>

Steps	Information & Requirements
Application to Connect	<p>You can apply for a drinking water meter at any time. At least 1 week prior to starting construction of your house you are required to apply to connect to the services to ensure you have water available for the builders to use during construction.</p> <p>The connections application form is available from our website at <a href="http://www.solowater.com.au/downloads/">www.solowater.com.au/downloads/</a>. Please complete the application form and email it to <a href="mailto:info@solowater.com.au">info@solowater.com.au</a> for processing. There are fees applicable for connection to each service, the current fees can be viewed in the Fees and Charges Schedule available on our website. The entire connection fee does not have to be paid up front and payment of the fees can be staged with payment made prior to each service being connected.</p> <p>Please note that illegal connections and cut-ins to the water system will not be tolerated as this can compromise water quality in the network and is a public health issue. Should we become aware of an illegal connection a we will rectify and remove the connection and issue a follow up rectification notice.</p> <p>At the appropriate times during construction of your house, you (or your builder) will need to contact Solo Water to arrange for site induction, provision of water meters (for both drinking and recycled water) and to undertake the final inspections.</p>
Builder Induction	<p>Prior to starting construction the builder responsible for the building site is required to go through the Solo Water induction. Generally the drinking water meter is issued at the induction.</p> <p>To arrange an induction please contact us by email to <a href="mailto:info@solowater.com.au">info@solowater.com.au</a> at least 1 week prior to starting any works on the site.</p>
Plumbing compliance	<p>Lake Macquarie City Council are responsible for all plumbing inspections under the Plumbing and Drainage Act to ensure all private plumbing installation are compliant with AS3500.</p> <p>Please contact Council directly for information on regulations, plumbing inspections and compliance requirements for all onsite plumbing works.</p>
Solo Water inspections during house construction	<p>Solo Water as the water utility must also undertake inspections to ensure that connections to our infrastructure are compliant and not likely to result in damage. We also undertake a final check of plumbing compliance documentation, including compliance certificates issued by your licensed plumber, to ensure all domestic plumbing installations have been installed correctly by a licensed plumber.</p> <p>The main inspections and interactions with Solo Water during house construction are:</p> <ul style="list-style-type: none"> <li>• Builder induction at the start of house construction.</li> <li>• Issue of drinking water meter and check connection to drinking water network.</li> <li>• Witness connection to sewer connection point.</li> <li>• Checking of plumbing compliance documentation at the end of house construction.</li> <li>• If Council have not witnessed the cross connection test required under plumbing regulations and AS3500, Solo Water is obligated to witness this test on behalf of the home owner to ensure there are no cross connections before we issue the recycled water meter.</li> <li>• Issue of the recycled water meter (only after all plumbing compliance has been demonstrated) and check connection to recycled water network.</li> <li>• Review of your engineers Zone of Influence design and construction certification to ensure all building works are outside the 2:1 Zone of Influence or footings founded 300 mm below the Zone of Influence.</li> <li>• Pool inspections.</li> <li>• Check off compliance with all standard conditions.</li> </ul> <p>Failure to undertake any of the required quality assurance and inspection processes will result in delays in receiving the final connection certificate.</p> <p>To arrange an inspection please contact us by email to <a href="mailto:info@solowater.com.au">info@solowater.com.au</a> one week prior.</p>

Steps	Information & Requirements
Connection Certificate	<p>Once all compliance checks have been undertaken and verified we will issue the final Connection Certificate for the lot. This Connection Certificate is a final written sign off from Solo Water that the connections to our networks are compliant. This connection certificate is required to be able to occupy your house.</p> <p>In order to receive the Connection Certificate from Solo Water the following is required as a minimum:</p> <ul style="list-style-type: none"> <li>• Completion of Builder induction</li> <li>• Solo Water witness of the compliant drinking water connection</li> <li>• Solo Water witness of the compliant sewer connection</li> <li>• Solo Water witness of the compliant recycled water connection and cross connection test.</li> <li>• Demonstrate the stormwater runoff and subsoil drainage systems are compliant and not resulting in excessive infiltration to sewer and or ponding around Solo water assets.</li> <li>• Provision of copy of Certificates of Compliance for all plumbing work to Solo Water</li> <li>• Provision of copy of Sewer Drainage Diagram to Solo Water</li> <li>• Provision of copy of LMCC Plumbing and Drainage Works Satisfactory Completion letter to Solo Water</li> <li>• Provision of Engineer certification in relation to the zone of influence to Solo Water assets.</li> <li>• Any other site specific RFI made by Solo Water for the site.</li> </ul> <p>Compliance with the above conditions will be verified by Solo Water staff prior to issue of the connection certificate required for occupancy.</p> <p>Failure to comply with the above conditions or failure to provide the required information will result in a delay in receiving the Connection Certificate.</p>