

Land development guide





Published by Sydney Water

**PO Box 399
Parramatta NSW 2124
sydneywater.com.au**

Copyright © 2016 Sydney Water Corporation

Sydney Water disclaims any liability for any inaccuracy or incompleteness in this guide. Sydney Water makes no representation and does not warrant that any product, process or procedure referred to in this guide is suitable for any purpose. People using this guide are still responsible for making their own enquiries as to the suitability of any information, product, process or procedure for any purpose.

Table of contents

1	Introduction	4
2	Before developing your land	5
3	Application types	6
3.1	Feasibility	6
3.2	Section 73 Certificate	6
3.2.1	Standard application	6
3.2.2	Anticipated requirements	8
3.2.3	Complying developments	8
3.3	Building plan approval	8
3.4	Adjustment and protection	9
4	Providers	10
5	Process	11
5.1	Overview	11
5.2	Concept	11
5.3	Define	12
5.3.1	Lodging your application	12
5.3.2	Capability assessment	12
5.3.3	Types of requirements	12
5.3.4	Notice of Requirements	13
5.4	Design	14
5.4.1	Works agreement	14
5.4.2	Water Servicing Coordinator re-engagement	14
5.4.3	Engage a designer and/or constructor	14
5.4.4	Signing of deeds	14
5.4.5	Designing the works	15
5.4.6	Hydraulic modelling	16
5.4.7	Paying for the works and charges	16
5.4.8	Flow management plan	17
5.4.9	Inspection and testing plan and checklists	17
5.4.10	Job Specific Schedule letter	17
5.5	Delivery	17
5.5.1	Engage a constructor	17
5.5.2	Constructing the works	17
5.5.3	Bonding the works	17
5.5.4	Variations	18
5.5.5	System shutdowns and connections	18

5.5.6	Testing.....	18
5.5.7	Disinfection.....	18
5.5.8	Operation and maintenance.....	18
5.5.9	Easements and land transfer.....	18
5.5.10	Disusing pipe assets.....	18
5.6	Finalisation.....	19
5.6.1	Inspection and Project Completion Package.....	19
5.6.2	Building plans approved.....	19
5.6.3	Receive Section 73 Certificate.....	19
6	More information.....	20
7	Policies.....	21
8	Fees and charges.....	22
8.1	Ancillary charges.....	22
8.2	Contract administration fees.....	22
8.3	Developer charges.....	22
9	Definitions.....	24

1 Introduction

When land is subdivided or developed within Sydney Water's area of operations, you may need to carry out work on our systems to service your development or get Sydney Water's Section 73 Compliance Certificate. The certificate is issued under Section 73 of the *Sydney Water Act 1994*, and confirms that you have satisfied our requirements for servicing your subdivision or development.

The Consent Authority (usually your local council or the Department of Planning and Environment) will tell you if you need to get our Section 73 Certificate when they issue the Development Consent. If a Section 73 Certificate is required, you will need to meet all of our requirements and receive the certificate before you can occupy the building or register your subdivision at the Land and Property Information office (LPI).

This guide explains how to meet our requirements for servicing your development and receive your Section 73 Certificate through our 'Managing New Development' process. It details the process, related policies, forms, fees and charges. It also explains what our service providers do and provides links to other relevant information on our website.

2 Before developing your land

When you're considering developing your land, such as subdividing, building or extending a house, installing a pool or other structure, there are a few things to consider before starting.

- What can you develop on the land? Your local planning authority can confirm what is allowed to be developed, what standards you must follow and any constraints that exist.
- What's already on your property? Talk to [Dial Before You Dig](#) to see what utility assets, including Sydney Water's, are on or around your property.
- Are there any environmental issues that affect your development?
- Are there appropriate mains to connect to? For Sydney Water to provide services under our *Operating Licence*, each property must have a frontage to a drinking water main that is the right size and can be used to connect a metered property service, and a wastewater connection point within each property boundary.

Check [our website](#) for guides and other information that may help you answer these questions, including:

- [connecting your property to our assets](#)
- [building over or next to assets](#)
- [adjusting or protecting our assets](#).

Firefighting requirements

Determining the need for and installing a firefighting system is your responsibility and is not part of the Managing New Development process. A consultant should advise you of the firefighting flow and whether Sydney Water's system can provide that flow in an emergency.

Under our *Operating Licence*, our mains are required to provide domestic supply at a minimum pressure of 15 m head. We cannot guarantee that this will meet your Council's or Fire and Rescue Services' firefighting requirements.

3 Application types

Depending on the type of development and existing conditions there are a range of applications, listed below that may be submitted to Sydney Water. You must engage a licensed Water Servicing Coordinator (WSC) to submit an application.

To enable a fast turnaround for our advice or approvals, check the lists below for the minimum information we need with your application. Charges apply for all applications.

The WSC acts on your behalf in all dealings with Sydney Water. They will charge for this service, so make sure you discuss prices with them before you finalise their engagement. Each WSC's pricing structure is different.

To see a list of all Water Servicing Coordinators, visit the [Providers](#) page on our website under Plumbing, building & developing > Developing > Providers.

3.1 Feasibility

In your Feasibility application you can request advice about Sydney Water's charges and the potential requirements we will set for your proposed development.

Your application should include the:

- property address
- proposed land use and development description
- types of services required
- proposed development staging and timing
- demand forecast based on the Sydney Water recognised standard codes
- possible connection points for your development, based on the 'Dial before you Dig' plan.

Depending on the outcome of your Feasibility application, you may need to prepare a Service Brief with potential servicing options to submit with your Section 73 Certificate application. Hydraulic modelling may be needed to help determine these options.

3.2 Section 73 Certificate

3.2.1 Standard application

Your Consent Authority may require you to get a Section 73 Certificate as a condition of your Development Consent. This is because your development or subdivision requires a connection to or impacts on our systems.

Your application should include the:

- property address

- proposed land use and development description
- types of services required
- demand forecast based on the Sydney Water recognised standard codes
- development consent
- development plans as supplied to the Consent Authority. The plans must:
 - be in PDF format
 - show the area of each lot
 - have a scale of 1:500 or 1:1000.
- proposed connection points. If a Feasibility was completed, you should submit a Service Brief with the concept servicing options, and the assets needed to reach the proposed connection point
- Pre-allocated plan number (PPN).

Your WSC will receive either a Section 73 Certificate or a Notice of Requirements. The Notice of Requirements tells you the requirements you must meet before we can issue a Section 73 Certificate.

Pre-allocated plan numbers

If you are subdividing your land, one of the first things to do is engage a registered surveyor. This enables you to obtain a copy of the pre-allocated plan number (PPN) issued by the Land and Property Information office (LPI). Sydney Water requires a PPN for all subdivisions with Development Consent.

After the Consent Authority gives you a Development Application lodgment number and lodgment date for your subdivision, your surveyor can provide you with:

- a copy of LPI's printed 'Notice of Pre-Allocated Plan Number Issue' and
- a subdivision plan:
 - in AutoCAD format, at a scale of 1:500 or 1:1000
 - showing the area of each lot, the total gross area and total net area to be developed
 - showing the existing property information lot number(s) and Deposited Plan number(s) together with the PPN issued by LPI
 - coordinated to Map Grid of Australia (MGA)
 - showing easements and stormwater channels.

If your subdivision is located in an existing serviced area and outside of new release areas, a Water Servicing Coordinator can provide a subdivision plan using Sydney Water's HYDRA system.

3.2.2 Anticipated requirements

You can apply to see our requirements for your development while you obtain your Development Consent. You can do this by submitting an 'Anticipated requirements' application. Your WSC will receive an Anticipated Requirements letter and return it to you.

A Development Consent is required to either issue the Section 73 Certificate (if works are not required), or to start construction works (if this is a requirement in your Anticipated Requirements letter).

After we receive the consent, we will check to see that your development hasn't changed from your original application. If it has changed, you will need to re-apply as detailed in [Section 3.2.1](#). If your development hasn't changed, the process will continue as detailed in [Section 5](#).

3.2.3 Complying developments

If we consider your development 'low-risk', you may be able to submit your application to Sydney Water as a 'Complying application'. This reduces the time taken to get your Section 73 Certificate.

Applications able to be lodged as 'complying' include developments where you:

- have already met our servicing requirements
- only need to build minor works
- only need your building plans approved
- only need to complete other 'low-risk' requirements
- are more than 10 m from our stormwater channels.

Your Water Servicing Coordinator will determine if your development can be lodged as a 'Complying application' and what requirements you need to meet. They will then help you complete these requirements and submit the application.

We will issue the Section 73 Certificate within five business days of receiving the application (it may take longer than five days if your application is incomplete or incorrect).

3.3 Building plan approval

If your development includes building work, you must submit your building plans through our online [Sydney Water Tap in™ portal](#) to check if it will impact on our water, wastewater, recycled water or stormwater networks and easements. If it appears that there will be an impact, we may also make it a requirement in your Notice of Requirements to get your building plans approved. Your WSC can advise on possible additional requirements and associated costs and timeframes.

To find out more about this process, including technical specifications, visit the [Building plan approvals](#) page on our website under Plumbing, building & developing > Building > Building plan approvals.

On this page you'll also find Sydney Water guides for:

- Building over and adjacent to pipe assets

- Building over/ adjacent to stormwater assets
- Building a bridge over stormwater assets
- Reticulation sewers in basements.

3.4 Adjustment and protection

You may need to adjust or protect our assets to accommodate your proposed development. For more information about the process and possible requirements, check our *Asset Adjustment and Protection Manual* on our website under Plumbing, building & developing > Building > Building over or next to assets.

4 Providers

We use a range of service providers to manage and carry out work within our Managing New Developments process. These providers are listed throughout this guide, indicating when they are involved in the process. To see all the instructions, forms, standards and specifications used by the providers, visit the [Providers](#) page on our website, under Plumbing, building & developing > Developing > Providers.

Provider type	Their role
Water Servicing Coordinator (WSC/coordinator)	Provides advice on the application process, information required for applications and the timeframes for delivering works. Manages: <ul style="list-style-type: none"> • applications for Section 73 Certificates • applications for approval to move or extend our pipes • the design and construction of new pipes • applications for approval to build over or next to assets.
Designer	Designs new assets.
Constructor (major works)	Constructs new water, wastewater, recycled water and stormwater pipes.
Constructor (minor works)	Constructs new wastewater pipes up to 12 m.
Constructor (complex works)	Constructs facility assets including water, recycled and wastewater pumping stations.
Field tester	Tests new assets.
Service protection reporter	Reports on the location of our existing pipes.
Water service connection driller	Drills into our water pipes so a water service connection can be installed.
Sydney Tap-in™ online portal	Manages applications for minor wastewater extensions up to 12 m, and requests for connections, building plan approvals, service plans and diagrams. This portal can be accessed on your mobile, tablet, laptop or desktop. To find out more, visit the Sydney Water Tap in™ page of our website under Plumbing, building & developing > Building > Sydney Water Tap in™.

5 Process

5.1 Overview

The 'Managing New Development' process is a group of tasks that are completed when our systems need to be extended, adjusted, amplified or protected due to development or other construction activity. The following table lists the tasks which may be required depending on your development activities.

Phase	Description
5.2 Concept	High level review of project, potential impacted assets identified, see Section 2.
5.3 Define	A Water Servicing Coordinator is appointed, the formal application is made, system capability assessment undertaken and either a Section 73 Certificate or a Requirements Letter issued
5.4 Design	A listed designer prepares plans for our review based on approved standards and the conditions in the Requirements Letter
5.5 Delivery	Procurement, construction, shutdowns, connections and inspections for new assets is completed
5.6 Finalisation	Explains what is required to complete the works, including fees, documents and quality control reviews

5.2 Concept

During the concept planning phase of your development, and to help you assess whether you should continue with the development or land rezoning, we can provide information about:

- possible servicing offerings
- potential constraints in our systems to service your development (high level review)
- any charges applicable.

Large development proposals

If you are planning a large-scale land rezoning, new development or redevelopment, call us for advice on 13 20 92 (Monday – Friday, 8.30 am – 5.30 pm). Ask for the Urban Growth - Growth Strategy team.

5.3 Define

5.3.1 Lodging your application

Applications must be submitted to Sydney Water electronically through the e-Developer system. You must engage a licensed Water Servicing Coordinator (WSC) to do this for you. They will assess the development against our criteria and determine the type of application your development needs and the information that needs to be submitted with it. They can also help prepare this information.

The WSC will act on your behalf in all dealings with Sydney Water. They will charge for this service, so make sure you discuss prices before you engage them. Each coordinator's pricing structure is different.

To see a list of coordinators, visit the [Providers](#) page on our website, under Plumbing, building & developing > Developing > Providers.

5.3.2 Capability assessment

After you apply, Sydney Water will review the supplied information to determine if the existing water, wastewater, recycled water or stormwater systems can service the development. We will then either issue a Section 73 Certificate (see [Section 5.6.3](#)) or let you know what requirements need to be met before we can issue your certificate.

5.3.3 Types of requirements

Requirement	When and where this applies
Build minor works	Your development needs a point of connection to our wastewater system. To provide this point, you only need to construct works that we describe as 'minor works'. Minor works are generally short in length and not laid too deep.
Build major works	Your development needs a point of connection to our water, wastewater and, sometimes, stormwater systems. To provide this point, you need to construct works that we describe as 'major works'. Major works are generally longer or laid deeper than minor works.
Build complex works	Your development needs these works as part of the amplification / extension of a system to service your development. These works are complex and require engineering professionals to be engaged.
Upsize or amplify existing assets	Sometimes we will require you to build works that increase the size of our water or wastewater pipes so that we can adequately service your development (this is known as 'upsizing' or 'amplifying'). Our requirement will be based on the size and/or demand of your development and the size and demand of the existing pipes.
Sign a deed	You need to build minor, major or complex works so you must enter into an agreement with us.
Install or adjust a water meter and connection	Your development does not have an existing water connection and meter, or the existing connection and meter does not meet our standards.

Get building plan approval	Your development may affect our water, wastewater, recycled water or stormwater networks and or easements. (Note: You must get your building plans approved regardless of whether it is a requirement in the notice). We may require you to engage a coordinator to check whether the building and engineering plans accurately show where Sydney Water's assets are located in relation to your proposed building work.
Pay recycled water Developer Charges	The lots in your development will connect to the recycled water system shown in the <i>Development Servicing Plan for Rouse Hill Recycled Water System</i> . See the <i>Developer Charges Policy and Guidelines</i> for details.
Meet stormwater requirements	Your development may affect the hydraulic conditions of our stormwater system. You may need to undertake a flood assessment, asset impact assessment, water quality analysis or even create easements.
Lodge a bond	You may be required to lodge a monetary bond. This is to make sure funds are available to install the services you are required to deliver, if you are unable to complete them.
Funding	Funding may apply for works you are required to deliver. See our <i>Funding Infrastructure to Service Growth Policy</i> for details. If funding is applicable, you must follow Sydney Water's Procurement guidelines for developer works. Your coordinator can help you understand these requirements.

You MUST have our approval to work on our systems

- You must not move, remove or replace any Sydney Water pipes (or replace our pipes with temporary pipework) without our approval.
- You must get our written approval before you do any work on our systems.
- You must engage a coordinator to lodge an application.
- The application must include a design of the proposed works and any temporary pipework.

We will review the design and tell you what is needed to get our approval. You may need to lodge a construction bond.

Sydney Water may take action under Section 44 of the *Sydney Water Act 1994* to have work stopped on the site if you do not have approval.

5.3.4 Notice of Requirements

After you make an application, we will review the information and determine if any works are required to service your development. We will issue a Notice of Requirements letter (NOR) that tells you if you need to construct works and other requirements you must meet to service your development. You need to complete all of these requirements before we can issue a Section 73 Certificate.

We will generally issue the Notice of Requirements within 30 days of receiving your application. For more complex cases, it may take up to 60 days. The notice is sent electronically to your Water Servicing Coordinator, who then discusses the requirements with you.

Once the Notice of Requirements is issued you have 12 months to meet the requirements, otherwise you must submit a new application and pay another application fee.

5.4 Design

5.4.1 Works agreement

What happens next depends on whether we have told you in the Notice of Requirements to build minor, major or complex works.

- For minor works, you will need to engage a Water Servicing Coordinator and a constructor to design and build the works.
- For major works, you will need to engage a Water Servicing Coordinator, designer and constructor to design and build the works.
- For complex works, talk to the Water Servicing Coordinator about how the works are designed, constructed and commissioned.

You and your providers must enter into an agreement with Sydney Water before you start designing and constructing the works. This agreement is known as the 'Developer Works Deed' – see [Section 5.4.4](#) for more information.

5.4.2 Water Servicing Coordinator re-engagement

You will need to decide if you want to retain your WSC for the rest of the project. If you don't, you must select another coordinator from the list on our website to manage the design, construction and transfer of the assets to Sydney Water. For details of what they do, visit the [Providers](#) page on our website, under Plumbing, building & developing > Developing > Providers.

5.4.3 Engage a designer and/or constructor

You then need to engage a designer and/or a constructor, depending on the type of works. Again, you must select them from our listed providers on our website. Your WSC can help with this.

To see details of what the designer and constructor do for you, visit the [Providers](#) page on our website, under Plumbing, building & developing > Developing > Providers.

5.4.4 Signing of deeds

You are responsible for all aspects of the define, design, delivery and finalisation phases of the work. Depending on the type of work, your responsibility is detailed in Schedule 1 of either the:

- Developer Works Deed – for minor and major works – visit the [Developer deeds and standard terms](#) page on our website, under Plumbing, building & developing > Developing > Developer deeds & standard terms.
- Developer Complex Works Deed – for complex works – talk to your coordinator.

These documents also set out the responsibilities of both Sydney Water and your listed providers. Your listed providers must also sign the deed.

Make sure you read and understand both the appropriate deed and the standard terms before you sign the deed. Your Water Servicing Coordinator can help you get all the signatures.

For major works, if you haven't yet engaged a constructor, the constructor can sign later. We will send a Deed Poll document to your WSC before you start construction. Your WSC will arrange for the constructor to sign the Deed Poll.

5.4.5 Designing the works

If minor works are required, the WSC will produce a 'Documented design servicing solution'. You do not need to submit this to us for review before construction starts.

If major works are required, your WSC must lodge a design package with us for review before construction starts. The designer prepares this package for the WSC to submit, along with supporting documents and forms. These may include:

- asset location confirmation
- geotechnical information
- structural assessments
- survey data
- loading impacts
- asset clearance
- asset protection option assessment
- onsite constraints.

We usually review the design within 21 days. Once we complete the review, we will send your WSC a Job Specific Schedule letter. This letter will explain our costs and any specific construction requirements.

Talk to your coordinator about other things you may need to do.

If complex works are required, you must follow Sydney Water's Complex Works process. You need to produce a Needs Specification that contains technical details of the work to be carried out. Sydney Water must approve this document. Your WSC will then submit a design package (prepared by appropriately skilled designers), along with supporting information such as:

- property acquisition confirmation
- geotechnical information

- structural assessments
- survey data
- loading impacts
- asset protection option assessment
- onsite constraints.

The time we need to review the design may vary depending on how complex the works are and the quality of the submitted Design Package.

Entering onto third party property

Before you or your providers enter a third party's property (someone else's property other than your own) to design or construct works, you must first have the written permission of the property owner or tenant.

This permission is granted when the third party signs our 'Permission to Enter' form. You need to give this to us before you start work on the property.

Our [policy](#) and guidelines tell you more about your responsibilities. Your WSC can give you the form and explain more about this.

5.4.6 Hydraulic modelling

On some projects, due to the size and complexity of the works to be adjusted, hydraulic modelling may be required to help the designer determine where fittings are, such as stop valves for water systems and/or emergency storage sizing for wastewater systems.

The Water Servicing Coordinator may also need hydraulic modelling services to determine the requirements for developing the flow management plan (see [Section 5.4.8](#)).

The designer will consult with us to confirm when this is required and who can complete the work.

5.4.7 Paying for the works and charges

Generally, you pay for the full cost of the works, but we may pay for some. We will tell you if we will contribute, either in our notice or in our Job Specific Schedule letter to the Water Servicing Coordinator.

We will base our decision on our [Funding infrastructure to service growth policy](#). If we are paying for any of the work you must follow our *Procurement Guidelines*, which set out how to apply the key principles of value for money, efficient and effective delivery, probity and equity, as well as effective competition. Your coordinator will explain the process and what is required.

You may also need to pay contract administration fees and developer charges. These are explained in [Section 8](#).

5.4.8 Flow management plan

Your WSC will need to prepare a flow management plan before new works are constructed. This manages the risk of flooding or engulfment by specifying minimum requirements for safe isolation and/or flow management of our hydraulic assets. The plan must meet our requirements and be submitted for approval when applicable.

5.4.9 Inspection and testing plan and checklists

Your WSC, with the designer and constructor, will prepare a project specific Inspection and Testing Plan and checklists for use during the delivery phase, which we must review. These let the project manager and constructor know what is required for quality control during the delivery of the works.

5.4.10 Job Specific Schedule letter

Following the design process, we will issue you a Job Specific Schedule letter that updates and lists the remaining requirements to be completed before the delivery phase of the project.

5.5 Delivery

5.5.1 Engage a constructor

You will need to engage a listed constructor to carry out the work. A list of constructors is available on the [Providers](#) page of our website, under Plumbing, building & developing > Developing > Providers.

Your Water Servicing Coordinator can help prepare a scope of works and tender brief documents so you can get quotes for the works.

If we are paying for any of the works, you must follow our *Procurement Guidelines*. Ask your WSC for more details about these guidelines.

5.5.2 Constructing the works

The WSC manages all aspects of construction. They will ensure that all quality assurance documents and procedures are complete and that the work meets our requirements.

For more information about what each provider does, visit the [Providers](#) page on our website under Plumbing, building & developing > Developing > Providers.

5.5.3 Bonding the works

In limited situations, you can receive your Section 73 Certificate before construction works are complete if you provide us with a monetary bond. We return this to you when you have completed all of the requirements.

You must also lodge a bond when you adjust or deviate one of our existing pipes.

You must give the bond and the signed original bond letter to your WSC, who then forwards these to us.

Read our [Bonding of Works Policy and Guidelines](#) for details.

5.5.4 Variations

During construction, issues may arise that require the constructor to vary the design plan. Your WSC must submit all variation requests to us for approval before they are undertaken.

5.5.5 System shutdowns and connections

System shutdowns must be arranged to connect to our live systems. We are required to notify affected customers in advance of shutdowns to their water supply. The flow management plan detailed in [Section 5.4.8](#) helps determine the affected customers. The constructor and your WSC will need to program for these shutdowns to occur. For timeframes, see the provider instructions on the [Providers](#) page on our website under Plumbing, building & developing > Developing > Providers.

If there are multiple shutdowns in an area, we need to review a program of the shutdowns, so that we can advise on the best ways to minimise the impact on our customers and reduce project completion time.

5.5.6 Testing

All major works must be tested before we take ownership of the mains. For requirements, see the provider instructions on our website under Plumbing, building & developing > Developing > Providers.

5.5.7 Disinfection

When working on water or recycled water mains, the constructor will need to employ a listed Field Tester before the charging of any asset. The WSC will notify us which main will supply the water for charging and the date and time it is to be used. For requirements, see the provider instructions on our website under Plumbing, building & developing > Developing > Providers.

After the main is charged, Sydney Water will carry out disinfection and chemical analysis. The tests will be repeated until the results meet our standards. You are responsible for the costs of disinfecting and testing. For more information on timings and method, see the provider instructions on our website under Plumbing, building & developing > Developing > Providers.

5.5.8 Operation and maintenance

While you are working on our assets, we must be able to access them in case of an emergency or for operational reasons. This may mean coming onto your construction site at any time.

5.5.9 Easements and land transfer

You must use our instructions and forms if you need to create an easement over one of our water or wastewater pipes, or transfer land to us.

To see the easement/land forms and guidelines, visit the [Providers](#) page on our website under Plumbing, building & developing > Developing > Providers.

5.5.10 Disusing pipe assets

You will need to execute a Deed of Transfer and indemnity for any disused pipe remaining in private property, resulting from adjustment or deviation works where the pipe is not removed.

5.6 Finalisation

5.6.1 Inspection and Project Completion Package

After the work has been constructed, your WSC will arrange a final inspection of the works and prepare and submit a Project Completion Package (PCP) to us for review. For requirements, see the provider instructions on our website under Plumbing, building & developing > Developing > Providers.

5.6.2 Building plans approved

If it is a requirement in your Notice of Requirements, you must have your building plans approved before the certificate is issued. This confirms that your structure does not impact on our systems.

5.6.3 Receive Section 73 Certificate

We will check you have met all requirements in the Notice of Requirements before we issue the Section 73 Certificate. If you were required to build works, we will confirm everything is complete before taking ownership of the works. Where required, you may need to submit certification that property service works comply with our requirements.

We will then tell you about any costs to be paid (see [Section 8.2](#)) or if anything else is outstanding.

After the costs have been paid, we will issue the Section 73 Certificate and refund any outstanding bonds.

6 More information

If we don't have any specific requirements for you to complete for your Section 73 Certificate application, we will issue an Advice Letter with your Section 73 Certificate that contains other relevant information. While these will not be requirements to be met before the Section 73 Certificate is issued, they may need to be completed after it is issued.

More information about connections and other plumbing activities is available on our website under Plumbing, building & developing. Topics include:

- service connections
- backflow prevention
- water supply connections
- property service – main to meter
- metering
- trade waste requirements
- disuse of services.

7 Policies

The basis for all of Sydney Water's Section 73 Certificate requirements is our policies. These are listed below.

Where needed, we have added guidelines to a policy to help explain how we apply the policies to the Managing New Development process.

To look at the policy and guideline documents, visit the [Land development](#) page on our website under Plumbing, building & developing > Developing > Land development.

- [Property Development Connection Requirements Policy and Guidelines](#) - details how your development must connect to our water and wastewater systems
- [Funding infrastructure to service growth policy](#) - explains how works required for your development are funded
- [Bonding of Works Policy and Guidelines](#) - explains when Sydney Water allows and requires bonding
- [Entry onto Third Party Property Policy and Guidelines](#) - explains what Sydney Water requires you to do to gain entry to someone else's land, if you need to build minor, major or complex works.
- [Developer Charges Policy and Guidelines](#) - explains how Sydney Water calculates developer charges (see your coordinator for more details).

8 Fees and charges

8.1 Ancillary charges

The following charges may directly relate to your application:

- Subdivider/Developer (Section 73) Compliance Certificate
- Feasibility application
- Developer investigation fee
- Water main adjustment application
- Sewer main adjustment application
- Disuse of sewer application
- Building plan approval.

For details about these and other charges, visit the [Land development](#) page on our website under Plumbing, building & developing > Developing > Land development.

8.2 Contract administration fees

We will calculate the contract administration fees to be paid once the project completion package for the new works has been submitted. These fees cover (but are not limited to):

- water main shutdown and disinfection
- connecting new water mains to our system(s)
- design and construction audit fees
- contract administration
- operations area charge
- customer redress before project finalisation
- creating or altering easements / land acquisition
- water usage charges for water supplied for building activity purposes before disinfection of a newly constructed water main.

8.3 Developer charges

Developer charges only apply to developments in recycled water areas.

You may need to pay a capital contribution in some areas. This is calculated in the same way as a developer charge.

Developer charges and capital contributions fund our treatment facilities, pumping stations, reservoirs and network of pipes that service the area of your development.

The Independent Pricing and Regulatory Tribunal (IPART) sets out how we determine recycled water developer charges. This includes a Consumer Price Index adjustment on 1 July each year (latest charges apply at time of payment).

Each water recycling system has a charge, which is documented in the Development Servicing Plan for that system. Development charges can be substantial, depending on the size and location of the project. Your Notice of Requirements will detail any recycled water developer charges or capital contributions you must pay. Your Water Servicing Coordinator will discuss this with you.

For more details on these charges, visit the [Land development](#) page on our website under Plumbing, building & developing > Developing > Land development.

9 Definitions

Term	Meaning
Advice letter	A letter that Sydney Water issues about Feasibility applications, adjustments/deviations and building plan approval applications.
Application	Section 73 Compliance Certificate application, Minor works sewer application, Sewer main adjustment application, Water main adjustment application, Feasibility application, Road closure application, or water and sewer extension application.
Application fee	The IPART determined fees that apply to Section 73 Certificate Application, Building plan approval applications, related application/s and Minor works applications.
Bond	Money given to Sydney Water before the developer meets Sydney Water's conditions. The money covers the cost of constructing the works and related fees and charges. It is usually either a bank guarantee or cash.
Building plan approval	Application for approval of building/development plans to check if the proposed construction affects Sydney Water's pipes, structures or assets.
Constructor	The listed provider who will build the developer works.
Coordinator	See Water Servicing Coordinator.
Deed poll	A deed executed by only one listed provider party, who is engaged after the Developer Works Deed is executed.
Design	For minor works, the documented design servicing solution as described in the <i>Instructions to Water Servicing Coordinators – minor works</i> . For major works, the design prepared by the designer and included as part of the design package.
Designer	The listed provider who will design, and specify classes of infrastructure for the developer works.
Developer	Someone who has been given an approval under Part 6, Division 9 of the <i>Sydney Water Act 1994</i> and is seeking a Section 73 Compliance Certificate or someone who has hired a Water Servicing Coordinator to make an e-Developer application to adjust, deviate or extend an existing Sydney Water asset.
Developer charges	Charges determined using the IPART methodology as detailed in the Notice of Requirements.
Developer Complex Works Deed	The deed for performing the developer complex works, including the standard terms, any other documents it refers to and any attachments.

Developer infrastructure providers	See Providers.
Developer Works Deed	The deed for performing the developer works, including the standard terms, any other documents it refers to and any attachments.
Development Consent	A consent issued by a planning authority or equivalent giving conditional development approval.
e-Developer	Sydney Water's web-based software that coordinators use to manage and distribute applications and related documents about developer activity.
HYDRA	Sydney Water's computerised geographic information system.
Job Specific Schedule letter	A letter issued by Sydney Water releasing the design package and detailing any conditions for construction.
Major works	Works in the construction categories W1, W2 W3, S1, S2 and RW, as described on Sydney Water's website. These are longer, laid deeper and/or more difficult than minor works.
Minor works	Works in the construction category MS, as described on Sydney Water's website. These are generally shorter and not laid as deep as major works.
National codes	The codes and documents published by the Water Services Association of Australia and entitled respectively Water Reticulation Code of Australia and Sewerage Code of Australia and other codes and documents as applied to providing water infrastructure and published from time to time by the Standards Association of Australia.
Notice of Requirements (NoR)	A notice issued by Sydney Water stating requirements that must be met before Sydney Water will issue a Section 73 Compliance Certificate. Requirements may include paying charges and constructing or protecting works.
Providers	Companies or people listed by Sydney Water to design, construct or project manage applications and any works required. Also referred to as 'Developer infrastructure providers'.
Section 73 Compliance Certificate	A certificate issued under Section 73 of the <i>Sydney Water Act 1994</i> .
Standards	The Building Code of Australia, Australian Standards and National Codes by the Water Services Association of Australia. Also includes any other documents published or adopted by Sydney Water that set out requirements for designing, constructing, manufacturing and supplying works or products.

Sydney Water Tap
in™

Sydney Water's online service where customers can apply for connections, disconnections, building plan approvals and related connection and development services.

Water Servicing
Coordinator

The listed provider who will manage the design and construction of any water, wastewater or stormwater works and asset protection.

Works

As defined in Section 3(1) of the *Sydney Water Act 1994*.

Contact us

Visit sydneywater.com.au

Call 13 20 92

Send mail to:

Sydney Water
PO Box 399
Parramatta NSW 2124