



# Donegal County Council

Form  
HLW1

Comhairle Chontae Dhun na nGall

*Local Government (Water Pollution) Act, 1977*  
*Local Government (Water Pollution) (Amendment) Act, 1990*

**APPLICATION FOR LICENCE TO DISCHARGE TRADE EFFLUENT OR  
SEWAGE EFFLUENT FROM A HOTEL, RESTAURANT OR CARAVAN  
PARK TO WATERS (OR GROUNDWATER VIA A PERCOLATION AREA)**

**TO : EXECUTIVE SCIENTIST,  
WATER POLLUTION LABORATORY,  
MAGHERANAN,  
LETTERKENNY  
Co. DONEGAL**

I hereby make application for a licence under Section 4 of the Local Government (Water Pollution) Acts, 1977 and 1990, to discharge \*trade effluent/other matter to a waters, (or groundwater via a percolation area), in accordance with the plans and other particulars attached.

**SIGNED:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

\* See guidance note for definition.

## **IMPORTANT**

A separate application form for discharges to sewers, HLS1, is available on our website.

Before completing this Application Form please read the accompanying Application Form Explanatory Notes and guidelines in the following document:

**[Advice Note No. 2](#): “Guidelines for the Discharge of effluent to Waters form industrial & Commercial Developments and Communal Housing Developments”.**

Both documents are available on the Donegal County Council website.



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**Form  
HLW1**

Comhairle Chontae Dhun na nGall

*Local Government (Water Pollution) Act, 1977*  
*Local Government (Water Pollution) (Amendment) Act, 1990*

**APPLICATION FOR LICENCE TO DISCHARGE TRADE EFFLUENT OR SEWAGE EFFLUENT FROM A HOTEL, RESTAURANT OR CARAVAN PARK TO WATERS (OR GROUNDWATER VIA A PERCOLATION AREA)**

**PART II – APPLICATION FORM**

• *Please Indicate whether this application is for a new licence or a review of an existing licence*

*New Licence Application*       *Review of Existing Licence*

1. **Name of Applicant:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
\_\_\_\_\_

Tel No.: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

2. **Name of Agent:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
\_\_\_\_\_

Tel No.: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

3. **Name and address of the premises from which the effluent is to be discharged:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4 **Is Effluent to be discharged to:**  
**Surface Waters**       **Groundwaters via percolation area**

**5. National Grid Reference (6 Digit, Easting and Northing) (Point of discharge should be shown clearly on a 1/2500 Ordnance Survey Map)**

**Treatment Plant Site:** \_\_\_\_\_

**Percolation Area:** \_\_\_\_\_ **OR**

**Discharge Point to Waters:** \_\_\_\_\_

**Details of size and type of discharge pipe:** \_\_\_\_\_

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**6. Planning Reference (If Appropriate):** \_\_\_\_\_

**7. Description of the process or activities giving rise to the discharge ( please tick ) :**

- (a) Hotel \_\_\_\_\_
- (b) Restaurant \_\_\_\_\_
- (c) Caravan park \_\_\_\_\_
- (d) Café/Delicatessen \_\_\_\_\_
- (e) Take-away \_\_\_\_\_
- (f) Bar \_\_\_\_\_
- (g) Other \_\_\_\_\_
- (h) Is there a laundry in premises \_\_\_\_\_
- (i) Is there swimming pool in premises \_\_\_\_\_
- (j) Are there food macerators in place \_\_\_\_\_

**8. Particulars of any surface water or other discharges from the premises in question (All discharge points shall be indicated on drawings):**

\_\_\_\_\_  
\_\_\_\_\_

**9. Details of any emergency / spillage control arrangements:**

\_\_\_\_\_  
\_\_\_\_\_

**10. General**

**(a) Date of commencement of discharge:** \_\_\_\_\_

**(b) Volume of trade effluent /other matter to be discharged**

Normal per Day (m<sup>3</sup>/day): \_\_\_\_\_

Maximum in any one day (m<sup>3</sup>/day): \_\_\_\_\_

Maximum rate per hour (m<sup>3</sup>/hr): \_\_\_\_\_

**(c) Period or Periods of the day in which the discharge takes place:**

\_\_\_\_\_

(d) Any seasonal, or other variations in volumes of effluent to be discharged:

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**11. Particulars of effluent treatment :**

(a) How many grease traps are installed \_\_\_\_\_

(b) How often are grease traps cleaned out \_\_\_\_\_

(c) Give details of waste disposal when the grease traps are cleaned out.

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(d) Are chemicals put into grease traps and if so what chemicals and how much?

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(e) When swimming pool filters are backwashed, what disposal method is used for the waste?

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(f) If swimming pool wastewater is directed to waters, is there a settlement tank before the discharge point to allow solids settle out and chlorine to dissipate?

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(g) Please provide details of sewage treatment plant, (Packaged Plants etc), including

Supplier:

- design specification in Table 1, (see Advice Note 2, Section 7, for treated effluent specs for disposal to waters or to percolation area)
- Actual performance data, (also in Table 1)
- service & maintenance contracts in place

- details of any telemetry or alarm systems in place, (eg- via mobile phone) to provide immediate warning of equipment failure, (eg- pumps)

**13. Characteristics of Effluent:**

Complete Table 1 or table 2, (depending on destination of final effluent), for all applicable characteristics giving concentration ranges, where available. Concentration to be expressed in mg/l unless otherwise stated.

**14. Details of provisions made for sampling and measurements of discharges:**

Complete Table 3 in respect of all monitoring facilities. (The location of boreholes for groundwater monitoring should be indicated in this table, in the case of discharges to percolation areas, where Regionally Important Aquifers may potentially be impacted).

15 **Name & Location of Receiving Waters** (*discharges to surface water only*)

16 **Hydrogeological Details** (*discharges to groundwater via percolation area only*)

Has a site assessment been done ?

If, please append report

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A prior investigation, as per Appendix 4 of [Advice Note No. 2](#): “**Guidelines for the Discharge of effluent to Waters form industrial & Commercial Developments and Communal Housing Developments**”, will be required only where the proposed discharge contains harmful substances listed in the First and Second Schedule of the Protection of Groundwater Regulations SI 41 of 1999 (List I & II Substances), (Appendix 6, Advice Note No.2).



**Table 1**

For DISCHARGE OF EFFLUENT TO WATERS ONLY, please record the design specifications for the treatment plant, proposed or already in operation, and the actual effluent characteristics results, (if available):

The effluent emission limit values are given as **guidance** and will be taken into consideration when deciding the suitability of a treated effluent for discharge to waters

Parameter	Guidance Emission Limit Value	Plant Design Specification	Actual Effluent Characteristics*
<b>BOD</b>	10 mg/l		
<b>Suspended Solids</b>	10 mg/l		
<b>Total Phosphorus</b>	2 mg/l P		
<b>Ortho Phosphate</b>	1.5 mg/l P (4.5 mg/l PO <sub>4</sub> )		
<b>Total Nitrogen</b>	≈15 - 20 mg/l N		
<b>Nitrate</b>	≈ 9 mg/l N (40 mg/l NO <sub>3</sub> )		
<b>Nitrite</b>	≈1 mg/l N (3.3mg/l NO <sub>2</sub> )		
<b>Ammonia (pre-polishing filter)</b>	≈ 4 mg/l NH <sub>3</sub> N, @ pH <7.5 and Temp <15 °C. (5mg/l NH <sub>4</sub> or 5 mg/l NH <sub>3</sub> )		
	More stringent values to be applied at greater pH & Temp		
<b>Temperature</b>	10 °C Nov – April, 20 °C Maximum		
	No increase in ambient temperature by more than 1.5 °C		
<b>pH</b>	6.5 - 9		
<b>Oils, Fats &amp; grease</b>	10 mg/l		
<b>Detergents</b>	1mg/l		

*\*Note: These results must also be supplied on a Cert of Analysis from an accredited laboratory*

**Table 2 - DISCHARGES TO GROUND VIA A PERCOLATION AREA**

The following table sets out performance requirements which are considered to be the minimum acceptable levels that should be achieved by treatment systems, such as packaged and/or site assembled or prefabricated treatment units, prior to the discharge of effluent to ground via a percolation area, (given as **guidance only**, Note 1)

Parameter	Minimum % Removal of raw effluent for secondary treatment systems	Standard #	Comments	Plant Design Specification	Actual Effluent Characteristics (Note 2)
<b>BOD</b>	85%	20 mg/l			
<b>COD</b>	70%	-			
<b>Suspended Solids</b>	60%	30 mg/l			
<b>NH3 -N</b>	-	10 mg/l	Unless otherwise specified		
<b>Total Nitrogen</b>	20%	5 mg/l \$	Only for nutrient sensitive sites		
<b>Total Phosphorus</b>	-	2 mg/l	Only for nutrient sensitive sites		
<b>Total Coliform</b>	99.9%				

# 95%ile compliance is required, \$ 24-hour composite samples

Note 1 - Extracted from the EPA's **Code of Practice: Treatment Systems for Single Houses (P.E. <10)**

Note 2: These results must also be supplied on a Cert of Analysis from an accredited laboratory

**Table 3 - MONITORING**

Discharge Point Ref No.	Location	Equipment in Place	Parameters Monitored	Frequency of Monitoring	Impacts

***APPLICATION FOR LICENCE TO DISCHARGE Treated Trade or Sewage  
Effluent from a Hotel or Restaurant TO WATERS,  
(or Groundwater via a Percolation area)***

**EXPLANATORY NOTES**

**(These notes are for guidance only and do not purport to be a legal interpretation of legislation).**

**1. Fee:** A fee of **€380** must be submitted with each licence application.

**2. (A) Newspaper Notice- New Application**

The public notice must be inserted in a newspaper circulating in the area in which the discharge is to occur. Local papers should where possible be used.

The published notice must contain a heading **“Discharge of Effluents to Water”** and must:

- State the name of the applicant and the name of the local authority to which the application is being made (i.e. Donegal County Council).
- Give a general description of the effluent.
- In the case of a trade effluent, state the nature of the trade or industry.
- State the name and location of the premises from which the effluent is to be discharged and,
- Indicate the waters to which the effluent is to be discharged.

**(B) Newspaper notice- Review of Existing licence**

The public notice must be inserted in a newspaper circulating in the area in which the discharge is to occur. Local papers should where possible be used.

The published notice must contain a heading **“Discharge of Effluents to Water - Notice of Intention to review discharge licences under Local Government (Water Pollution) Acts 1977 & 1990 and Local Government (Water Pollution) Regulations 1978”** and must:

- State the name of the applicant and the name of the local authority to which the application is being made (i.e. Donegal County Council).
- Reference number relating to the Licence
- Reason for the review if less than three years has elapsed since the date of the licence or the last review of the licence
- Notify the public that representations can be made in writing to the Local Authority within one month of date of notice

The application should be submitted **within two weeks** of the date of publication of newspaper notice.

Where a period of more than two weeks has elapsed between the publication in a newspaper of such notice and the making of the relevant application, or it appears to the Local Authority that such notice does not comply with the requirements because of its content or for any other reason, is misleading or inadequate for the information of the public, the Local Authority may require the applicant to publish such further notice in such terms as it may specify and to submit to it such evidence as it may specify in relation to compliance with any such requirement.

3. **Application Form:** Four copies of the application form must be submitted, one of which must be the original application, which will include the full page newspaper notice. The original application form must be fully completed and signed
4. **Site Map:** Four plans of the site to a scale of 1/2500 showing the premises, the waters to which discharge will be made, the point of discharge to waters, the name of the townland(s) where the premises, treatment works and point of discharge are located, the boundaries of the land in applicant's ownership, North Point and Ordnance Sheet No. For percolation areas, please indicate the location of permanent boreholes for monitoring of groundwater.
5. **Drainage System:** Four drawings of the site to scale 1/500 showing drainage system, sampling points and any works, apparatus or plant from which effluent will be discharged.
6. **Treatment Works:** Four drawings to scale of at least 1/500 showing any treatment works, pumping stations, sampling points, structures, fencing, hardstandings, access roads, sludge handling facilities, plant wash facilities, sanitary facilities. Detailed description of type, model, capacity of the treatment works and standards achieved for BOD etc, in Tables 1 or 2, as per *Advice Note No. 2 - Guidelines for the Discharge of Effluent to Waters from Industrial & Commercial Developments, and from Communal Housing Developments*", as issued by Environment Section, Donegal County Council and available from website..
7. **Effluent characteristics:** Describe all characteristics in the application form, Table 1 or 2.
8. **Receiving Waters Flow Calculations:** Four copies of detailed calculations indicating the anticipated 95%ile and Dry Weather flow in the receiving waters. See "*Advice Note No. 2*"
9. **Receiving Waters Chemical and Microbial Analyses:**  
See "*Advice Note No. 2* "
10. **Assessment of impact on Receiving Waters:**  
See "*Advice Note No. 2* "
11. **Groundwater Assessment**  
See "*Advice Note No. 2* "
12. **Registered Companies:** Where an application is made in the name of a company, a copy of the Certificate of Incorporation, along with the list of directors, must be furnished with the application
13. **Additional Information:** An applicant for a licence, other than a licence for an existing discharge, shall also furnish such other particulars as the Local Authority may reasonably require for consideration of the application, including particulars of the quality, volume and flow rate of receiving waters, the effects of the discharge on such waters and the results of any investigation made, or required by the Local Authority to be made, in relation to such matters.
14. **Review of Licences**  
Licences are subject to review at intervals of not less than three years. A licence may however, be reviewed at any time: -
  - a. With the consent of the person making the discharge.
  - b. Where the Local Authority has reasonable grounds for believing that the discharge is a significant threat to public health.

- c. Where an unforeseen material change has taken place in the condition of the receiving waters.

## **15. Penalties**

The following penalties are prescribed under the Act for a person who contravenes the licensing provisions: -

- a. On summary conviction, to a fine not exceeding €1,269.74 (together with, in the case of a continuing offence, a fine not exceeding €126.97 for every day on which the contravention is continued) or to imprisonment for a term not exceeding six months or, at the discretion of the court, to both such fine or fines and such imprisonment, or
- b. On conviction on indictment, to a fine not exceeding €6348.69 (together with, in the case of a continuing offence, a fine not exceeding €634.87 for every day on which the contravention is continued) or to imprisonment for a term not exceeding two years or, at the discretion of the court, to both such fine or fines and such imprisonment.

## **16. Definitions**

“TRADE EFFLUENT” means effluent from any works, apparatus, plant or drainage pipe used for the disposal to waters or to a sewer of any liquid (whether treated or untreated) either with or without particles of matter in suspension there in, which is discharged from premises used for carrying on any trade or industry (Including mining), but does not include domestic sewage or storm water.

“SEWAGE EFFLUENT” means effluent from any works, apparatus, plant or drainage pipe used for the disposal to waters of sewage, whether treated or untreated.

“EXISTING DISCHARGE” means a discharge which is similar in nature, composition and temperature to, and is of similar volume and is made at a similar rate to, a discharge made during any corresponding period in the period of twelve months ending on the 1<sup>st</sup> October, 1978, in the case of discharges to waters and the period of twelve months ending on 1<sup>st</sup> January, 1978 in the case of discharges to sewers.

*End of Document*