

Palmerston North City Council

# Building Services

## Service Connection Information



## What is a Service Connection?

A service connection is a connection to:

- The sewer (waste water) network
- The water network
- The stormwater network: either a direct connection to the pipeline or an outlet to the kerb.

## Engaging a Contractor

It is the property owner's responsibility to engage an Approved Services Contractor to do the work. The Council has a list of these Contractors – only Approved Services Contractor can be engaged. You choose which contractor you wish to engage.

Work cannot begin until you receive approval from the Council and you have notified the Council as to who your Approved Services Contractor is. All services being connected at the same time are to be done by the one Contractor. All listed Approved Services Contractors have agreed to provide connections to Council standards.

## Arranging a Connection

- You (the property owner) make an application to the Council with your application fee. This is to be done when you apply for your building consent.
- The Council gives approval to connect to Council's networks and provides network information for the use of the contractor.
- You engage an Approved Services Contractor and notify the Council who you have engaged.
- The Council inspects the work and issues a certificate of completion.

# Application Fees

You will need to pay the full service connection fee of a processing fee and inspection fee when you apply. The Council inspects the work and issues a certificate of completion.

Council Charges cover:

- Processing of application
- Provide details of networks
- Approval issued
- Consultation (if required) and
- Inspections

Services Required	Processing Application	Inspection	Total Fees
One connection to the network (sewer, water, or stormwater)	15.00	75.00	90.00
Two connections to the networks	25.00	110.00	135.00
Three connections to the networks	35.00	145.00	180.00
Stormwater to kerb only	–	22.50	22.50
One connection to network (water or sewer) and stormwater to kerb	15.00	97.50	112.50
Two connections to networks (water and sewer) plus stormwater to kerb	25.00	132.50	157.50

Note: The above fees include GST

## The Service Connection Process

1. Application for service connection submitted to the Council by property owner as part of the Building Consent or PIM process.
2. Approval to connect and associated documents obtained from the Council.
3. Applicant engages Approved Services Contractor of choice and notifies the Council.
4. Contractor arranges road opening notice and permits.
5. Site meeting with Street Opening Inspector before work begins.
6. Inspection of completed pipe work before backfilling.
7. Contractor informs the Council of completed work – reinstatement inspected.
8. Certificate of completion issued to applicant.

## Further Information

If you have any questions or require further information please contact the Road Asset Inspector at the Palmerston North City Council.

Phone: 06 356 8199

Web: [www.pncc.govt.nz](http://www.pncc.govt.nz)