

SERVICE CONNECTION APPLICATION FORM (SC1)



CN: _____

Use this application form to get connected to Palmerston North city's water supply, wastewater and stormwater systems. Refer to the application notes at the end of the form for guidance if required.
(Approval of this Service Connection maybe subject to payment of Development Contributions)

APPLICANT DETAILS

Name:

Mailing Address:.....
.....
.....

Phone:.....

Email:

CONTACT DETAILS (If different)

Name:.....

Mailing Address.....
.....
.....

Phone:.....

Email:

Would you prefer your approved application sent by email or posted?

Email Posted

PROJECT LOCATION

Site Address:

Legal Description (From certificate of title or rates):

Does this water/sewer/stormwater service application relate to a Resource or Building Consent for the development of the property?

Yes No

If yes, please provide the Resource/Building Consent Number:.....

Also, if known, the Consent type and

Description:.....

TYPE OF PROJECT

(Tick as Required)

Subdivision Existing Building New Building Residential Commercial

CONNECTIONS REQUIRED AND SIZE OF CONNECTIONS

(Tick as Required)

Gravity Sewer Pressure Sewer Stormwater to Kerb Stormwater to Main Water

Sewer diameter:_____ Stormwater diameter:_____ Water diameter:_____

Special Requirements:

.....

If you are applying for a water connection please fill out the backflow assessment.

Backflow Assessment

You may need a backflow preventer device to protect the city's water supply. This assessment will help Council determine what type of backflow prevention device you will need. Please tick all boxes that apply. Residential applicants, start at section 2.

1. *High Hazard*

Medical/Dentist/Vet Clinic	<input type="checkbox"/>	Commercial laundry	<input type="checkbox"/>
Sewage Pump Station/Sump ejectors	<input type="checkbox"/>	Vehicle Wash Station	<input type="checkbox"/>
Food preparation facilities	<input type="checkbox"/>	Airport, pier or dock	<input type="checkbox"/>
Photography labs/x-ray facilities	<input type="checkbox"/>	Mortuary	<input type="checkbox"/>
Agriculture	<input type="checkbox"/>	Pest Control	<input type="checkbox"/>
School/University with laboratories	<input type="checkbox"/>	Beauty/Hair salon	<input type="checkbox"/>
Horticultural or commercial garden			<input type="checkbox"/>
Commercial building (e.g. direct heat exchanger, fire sprinkler systems, separate building hydrant systems)			<input type="checkbox"/>
Fire/cooling systems with chemicals (e.g. antifreeze, biocides)			<input type="checkbox"/>
Water treatment facilities (e.g. chlorinators, auxiliary supplies, demineralising equipment etc)			<input type="checkbox"/>
Industrial and Trade Waste (e.g. boiler, chiller, make up tower, stripping tanks)			<input type="checkbox"/>
Use of hydrants for purging of flammable/explosive gases			<input type="checkbox"/>
Rural water supply (e.g. livestock water supply without added chemicals)			<input type="checkbox"/>

2. *Medium Hazard*

Recirculated water system	<input type="checkbox"/>	Rain water collection	<input type="checkbox"/>
Pools or spas	<input type="checkbox"/>		
Water treatment system (e.g. deionised water, reverse osmosis units, equipment cooling without chemicals)			<input type="checkbox"/>

3. *Low Hazard*

Childcare facility	<input type="checkbox"/>	Residential premises with hose tap	<input type="checkbox"/>
Drinking fountains			<input type="checkbox"/>
Cafe/Restaurant (Drink dispensers with carbonators, coffee machines, dishwashers, ice maker, etc.)			<input type="checkbox"/>
Commercial premises with potential change of use (Domestic sanitary fixtures only)			<input type="checkbox"/>

APPROVED CONTRACTOR

Only fill out this if you have already entered into an agreement with an Approved Contractor.

Name of Approved Services Contractor (water, stormwater, gravity sewer):

.....

Name of Approved Services Contractor (on-site installation of pressure sewer):

.....

A list of approved contractors and their contact details can be found on the PNCC website.

Do not begin work until you receive approval from the Council with any conditions and specifications and you have notified the Council who your approved contractor(s) is/are.

The approved contractor(s) must carry out all associated work. The contractor(s) will need a copy of the permit with any conditions and the approved site plan with them on site.

Please attach the site drainage plans

Site drainage plans should indicate:

- Layout and details of stormwater drains, subsoil drains, sumps and ancillary work.
- Layout and details of wastewater drains and ancillary work.
- Layout and details of water mains and ancillary work.
- Floor level heights to official Council datum (not assumed datum).
- Diameters of pipe connections (stormwater, water and sewer).
- Trees
- The position of the proposed connections together with marked distances to the nearest boundaries.

Note:

A detailed site plan showing property boundaries, existing services, and the proposed works must be attached to this application. The application cannot be approved without a plan.

The plan must show the preferred position of the connection, or the location of the connection to be removed, together with marked distances/measurements to the nearest boundaries (if a corner site, nominate street from which connection is to be taken).

Name:

Position:.....

Signature:.....

Date:/...../.....

Palmerston North City Council

Service Connection Application Notes

Legal Description: This will be completed by the Council Officer receiving the application or can be obtained from the rates demand for the property to be serviced by the customer.

Wastewater - Special Requirements: This will usually relate to commercial or industrial property. Some businesses may need a trade waste consent. Some may require grease traps or oil interceptors on their wastewater connection or require a manhole. For more information please refer to the Engineering Standards for Land Development sections 4.12 (wastewater drainage), 6.13 (stormwater drainage) and the Trade Waste Bylaw on the PNCC website.

If you are applying by post: Send the completed form and accompanying information with the application fee to: Development Services, Palmerston North City Council, Private Bag 11034, Palmerston North.

Backflow Prevention Device: All properties connecting to the water supply will require an appropriate backflow prevention device. The type of device will depend on the level of risk. Properties are classified into three degrees of risk and this will determine the type of backflow device required. High risks will require a reduced pressure backflow device, medium risks will require a testable double check valve backflow device and low risks will require either a registered air gap, a hose connection vacuum breaker or an approved manifold with backflow prevention function. Examples of high, medium and low risks are given on the PNCC website.

Site Drainage Plans:

- The builder/contractor will be able to complete the floor level heights to official Council datum. Alternatively, a suitable reference point may be able to be obtained from Council on enquiry.
- Trees must be indicated on site drainage plans according to the Vegetation Framework for Palmerston North:
The removal of trees on Council land is discouraged, where removal is simply to provide for new accesses for infill subdivision or house removal. All alternative options should be explored before removal is considered. Council's preference is to retain trees, especially healthy specimens. Removal will be at the discretion of Council.

Please be aware:

- Council may require aged connections to be removed which will be at the developer's/applicant's expense.
- Some commercial and residential properties may require a stormwater backflow prevention device. The Council is not liable for any backflow associated costs.
- Any backflow prevention device and/or water meter installed will be at the developer's/applicant's expense.
- Position of the approved service connections must not be altered on site without specific written approval.

Further Information:

If you have any questions or require further information please contact Palmerston North City Council.

Phone: 06 356 8199

Web: www.pncc.govt.nz