



Horowhenua District Council  
 126 - 148 Oxford Street  
 Private Bag 4002, Levin  
 Phone 06 366 0999  
 Fax 06 366 0977

## APPLICATION FOR NEW CONNECTION / DISCONNECTION

Please read the terms and conditions detailed on the reverse of this application form and complete all sections. This application will incur a non-refundable administration fee of \$161.00 for up to two (2) connections applied for, and for three (3) or more a fee of \$155.00 per connection is payable on submission of this signed application. All fees include GST.

<i>Applicant's name:</i>	<i>Date:</i>	
<i>Postal address:</i>	<i>Contact phone number:</i>	
<i>Site Contact (e.g. Plumber, builder or main onsite contact required for confirmation of location)</i>	<i>Contact phone number:</i>	
<i>Site address: (where work is to be carried out)</i>	<i>Lot number:</i>	<i>DP number:</i>
<i>Nature of work to be carried out:</i>		
..... ..... .....		

<i>Is this connection required as part of a subdivision?</i>	<i>Yes / No</i>	<i>Number of connections required:</i>	
<i>If Yes, what is the Resource Consent application number:</i>		<i>Water:</i>	<i>Sewer:</i>

**A diagram of the desired position/s of the new connection/s relative to the Lot boundaries must be attached to this application.** The location of any connection into or from the Council's underground water and sewer networks shall be ultimately determined at the appropriate time by the Manager of Community Assets or their representative. Council will not accept any unsigned or incomplete application forms.

*"I hereby accept the Terms and Conditions detailed on the reverse of this application form."*

<i>Signed:</i>	<i>Print name:</i>
----------------	--------------------

### For H.D.C. use only:

<b>Requirements:</b>	
<i>GPS Required</i>	<i>Yes</i>
<i>Water:</i>	<i>Pipe Size:</i>
	<i>Restricted</i> <span style="float: right;"><i>Yes / No</i></span>
	<i>30litre/1litre</i>
	<i>Standard Meter</i> <span style="float: right;"><i>Yes / No</i></span>
	<i>Combined Meter</i> <span style="float: right;"><i>Yes / No</i></span>
<i>R.P.Z. &amp; Cage</i> <span style="float: right;"><i>Yes / No</i></span>	
<i>Sewer:</i>	<i>Pipe Size:</i>
	<i>Pressurised Line</i> <span style="float: right;"><i>Yes / No</i></span>
	<i>Reflux Valve</i> <span style="float: right;"><i>Yes / No</i></span>
	<i>Isolating Valve</i> <span style="float: right;"><i>Yes / No</i></span>

<b>Existing Infrastructure:</b>	
<i>Water:</i>	<i>Pipe Material:</i>
	<i>Pipe Size:</i>
<i>Sewer:</i>	<i>Pipe Material:</i>
	<i>Pipe Size:</i>

<i>Authorised by :</i>	<i>Development Contribution:</i>
<i>Signed:</i>	<i>Water:</i>
<i>Date authorised:</i>	<i>Sewer:</i>

**Please read all sections.**

**Terms and Conditions for applicants.**

1. All connections into or from Council's underground water and/or sewer networks must be approved in writing in the correct format by the manager of Community Assets, Horowhenua District Council of their representative.
2. All connections/disconnections into Council's underground service mains or within public property shall be undertaken by a Council Approved underground service contractor.
3. Any works carried out in existing road reserve shall be undertaken by a Council Approved contractor.
4. All works undertaken within the property boundary shall be the responsibility of the property owner/applicant and must be undertaken by a private contractor. Applicants are advised that Council's plumbing and drainage staff must be contacted to ensure the proposed work complies with regulations. Additional fees could be payable.
5. There must be no disruption to Council services or other residents as a result of any work undertaken.
6. All new connections will attract the payment of water or sewer rates in the next financial year.
7. For restricted water connections, the supply is limited to 1 litre per minute; the recommended minimum on site storage capacity is 23,000 litres. This amount should be sufficient for fire fighting purposes.
8. A quotation will be provided for all work undertaken by council's approved contractors for connections and will be posted to the address given on the face of this form (normally within fifteen (15) working days).
9. If the quote is not accepted by the applicant before the valid date, a new application will need to be submitted to Council.
10. Payment in full is required prior to commencement of any works.
11. Once approved and payment made to Council, work will normally be completed within fifteen (15) working days depending on availability of materials and other contractual requirements.

**Council's approved contractors are responsible for:**

1. The repair costs for any damage to any existing Council services or facilities.
2. Supplying lateral access chambers, meters, tobies, toby boxes and restrictors, when required. All material, equipment and service provided by Council's contractors shall be chargeable to the applicant.
3. Ensuring any required cleaning eyes must be installed at ground level within 500mm of the property boundary for any gravity sewer laterals.
4. Ensuring any water connections shall be supplied with an approved meter manifold, meter box and base. Boxes shall be installed at ground level with Tobies approx 300mm deep situated approx 300-500mm in road reserve from the property boundary. Rural water connections shall be of a restricted nature (1 litre per min) with the appropriate water meter installed.
5. Ensuring that when required, electronic as-built plans or GPS recorded readings in the specified format for all new connections including water meter numbers must be provided to Council once installation is complete. These must comply with council's "minimum as-built requirements".
6. Ensuring that all pipe work must be laid in accordance with the Horowhenua District Council Minimum Engineering Standards and connected by a suitably qualified person.
7. Providing Council with evidence, prior to the start of work, that they have insurance cover of at least \$1,000,000.00 for all risks and \$1,000,000.00 for public liability.
8. Ensuring that a traffic management plan (TMP) with a minimum compliance with level 1 is submitted and approved by Council prior to the start of work, as well as having a copy available on site at all times for inspection.
9. Ensuring that a copy of their health and safety plan is supplied to Council for acceptance prior to the start of works.
10. Meeting all of the requirements of the health and safety act when undertaking the work.
11. Reinstating all of the disturbed surfaces within the road reserve to the satisfaction of the Manager of Community Assets, Horowhenua District Council.