

MINOR ENGINEERING & WORKS NEAR NETWORKS

Application for Work On or Near WCC's Existing Networks

Please complete separate forms for each legal address, and works required on different days.
Processing timeframe is 20 working days. Enquiries to Waitakere City Council Call Centre on 839 0400.

OFFICE USE ONLY

Application Number: _____

EWA - _____ - _____

Lodgement Date: _____

Checklist of Information Required

Form Completed & Signed

Site Plan / Scheme Plan

Engineering Plans

Neighbour's consent to enter (if works outside property)

Do not accept the application for processing until all details, plans, reports and signatures are provided.

Special Approvals

Water Asset Engineer authorisation: _____

Backflow device required

Drainage Engineer authorisation: _____

Processing & Approval Details

Name of processing engineer: _____

Further information required

Declined decision

Approved decision

Conditions & fees applied

Quote required

QUOTN# _____

Letter and invoice sent

Invoice paid by customer

Connection date advised

Job Request Details

Service Request job created

SR#s _____

If QUOTN job: _____

SUBMR / RLAYN# _____

Fax to contractor

Job completed (Pathway)

As-Built Received

As-Built to GIS

INFORMATION REQUIRED TO BE SUBMITTED WITH THE APPLICATION:

Site Plan: Must show site contours and spot levels, services on the site and within 2 metres of all boundaries, existing and proposed service connections, building outlines (including roof perimeter), driveways and vehicle crossings.

Cross Sections and Long Sections: In addition to the site plan, cross sections and long sections are required for works over or near public services. These must show foundations, retaining walls, existing and proposed ground levels, services location and depth plotted from on-site measurements and certified by an engineer or surveyor. Council's services plans are a general guide only.

Pre-construction CCTV: video of stormwater or wastewater drains is required to be submitted with this application unless working over or near a new drain built in the last 2 years, and where Council has a recent CCTV for that drain.

PROPERTY DETAILS

Property Address: _____

Suburb: _____ Lot: _____ DP: _____

If this property has a subdivision consent in progress, which proposed Lots are included in this application?
Proposed Lot # s _____

Other current consents on this property?
PIM # _____ ABA/COM # _____
SUB # _____ LUC # _____

APPLICANT'S DETAILS

First Name: _____ Surname: _____

Company Name (if applicable): _____

Phone: _____ Mobile: _____ Email: _____

BILLING INFORMATION

LEGAL OWNER OF THE PROPERTY TO BE CONNECTED AT THE TIME OF APPLICATION (These people must sign to give Council staff permission to access the property to assess this application and do the works)

First Name: _____ Surname: _____

Signature of Owner/Agent: _____

Company Name (if applicable): _____

Postal Address: _____

What name do you want to appear on the invoice? (if different from legal owner above)

First Name: _____ Surname: _____

Signature of Debtor: _____

Company Name (if applicable): _____

Postal Address: _____

Phone: _____ Fax: _____ Email: _____

Please complete all pages

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Application for Work On or Near Waitakere City Council's Networks

WORKS NEAR PUBLIC NETWORKS	
<i>(Engineering plans and details required to WCC's Code of Practice for City Infrastructure and Land Development standards)</i>	
What type of works are proposed over or near Council's network assets?	
<input type="checkbox"/> Building (eg. dwelling, garage, carport) Specify type: _____ <input type="checkbox"/> Lightweight structure (eg. shed, deck) Where? <input type="checkbox"/> Over <input type="checkbox"/> Near <input type="checkbox"/> Removal of building Is there an existing connection under or within 2m of the building? <input type="checkbox"/> Yes <input type="checkbox"/> No	Proximity to Large Diameter Drains <i>Building over stormwater drains larger than 350mm dia or wastewater drains larger than 200mm dia may either be declined with a setback equal to the depth of the drain required from building to outside of the pipe, or may be approved subject to conditions. Building over a water main is not permitted.</i>
<input type="checkbox"/> Earthworks (cut or fill) Where? <input type="checkbox"/> Over <input type="checkbox"/> Near <input type="checkbox"/> Retaining Wall Depth of pipe cover proposed? _____ mm Retained height over/near pipes: _____ mm	<div style="text-align: center; border: 1px solid black; padding: 5px;"> OFFICE USE ONLY Conditions & Works Required </div> <ul style="list-style-type: none"> <input type="radio"/> Setback from large dia drain or connection equal to depth of drain <input type="radio"/> Setback for access (for maintenance) <input type="radio"/> Foundation bridging (<i>in zone of influence</i>) <input type="radio"/> Capping and new connection <input type="radio"/> Relay public drain or water main <input type="radio"/> Raise or lower manhole lid level <input type="radio"/> Change to heavy duty manhole lid <input type="radio"/> Pipe protection, hardfill backfill trench <input type="radio"/> Post-construction CCTV video
<input type="checkbox"/> New road intersection Depth of existing water main? _____ mm <input type="checkbox"/> New vehicle crossing or upgrade Are any cesspits located in the vehicle crossing or intersection? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Which public assets are affected by the proposed works?	
<input type="checkbox"/> Stormwater (eg. manhole, connection, drain, cesspit, culvert, easement, swale) Specify: _____	
<input type="checkbox"/> Wastewater (eg. manhole, connection, drain, rising main) Specify: _____	
<input type="checkbox"/> Water Supply (eg. pipe, connection, meter, valves, hydrants, easement) Specify: _____	
<p>Complete the following sections with the works required to the public network as a result of the proposed development. Diversion or extension of the public networks requires full engineering approval as well as this application for restricted works that must be done by the Council's contractor. Diverting or laying private drainage requires a building consent. Earthworks within floodplains or overland flowpaths requires a land use consent.</p>	

MINOR ENGINEERING WORKS TO STORMWATER / WASTEWATER NETWORK	
<i>(Engineering plans and details required to WCC's Code of Practice for City Infrastructure and Land Development standards)</i>	
Change lid level of existing public manhole: <input type="checkbox"/> Stormwater manhole lid level: <input type="checkbox"/> Wastewater manhole lid level:	<input type="checkbox"/> Raise SW by: _____ mm <input type="checkbox"/> Lower SW by: _____ mm <input type="checkbox"/> Raise WW by: _____ mm <input type="checkbox"/> Lower WW by: _____ mm
New manhole over existing public drain: <input type="checkbox"/> Stormwater new manhole: <input type="checkbox"/> Wastewater new manhole:	Depth of manhole: _____ mm Depth of manhole: _____ mm
New chamber on existing connection: <i>(serves maximum 2 dwellings/units)</i> <input type="checkbox"/> Stormwater Wet Chamber (600mm dia) <input type="checkbox"/> Wastewater Dry Chamber (600mm dia)	Depth (max. 1000mm): _____ mm Depth (max. 750mm): _____ mm
Relay existing public drain: <input type="checkbox"/> Stormwater relay length: _____ m Is a connection required at the lowest end? <input type="checkbox"/> Wastewater relay length: _____ m Is a connection required at the lowest end?	Size _____ mm dia Depth _____ mm <input type="checkbox"/> No <input type="checkbox"/> Yes, 100mm <input type="checkbox"/> Yes, 150mm Size _____ mm dia Depth _____ mm <input type="checkbox"/> No <input type="checkbox"/> Yes, 100mm
Miscellaneous works: Please specify: _____	

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STANDARD WORKS TO STORMWATER / WASTEWATER NETWORK <i>(engineering plans not required)</i>		
Large size new connections:	<input type="checkbox"/> Stormwater <i>(225mm and larger)</i>	Specify connection size: _____ mm dia
	What part of the system is connection requested to?	<input type="checkbox"/> Manhole <input type="checkbox"/> Line
	Depth of public drain at the connection point?	Specify: _____ mm
	<input type="checkbox"/> Wastewater <i>(150mm and larger)</i>	Specify connection size: _____ mm dia
	What part of the system is connection requested to?	<input type="checkbox"/> Manhole <input type="checkbox"/> Line
	Depth of public drain at the connection point?	Specify: _____ mm
Capping (seal off existing connection):	<input type="checkbox"/> Stormwater Capping	Size of connection: _____ mm dia
	<input type="checkbox"/> Wastewater Capping	Size of connection: _____ mm dia
CCTV Video inspection of public drain:	<input type="checkbox"/> Stormwater:	Size of drain to be videoed: _____ mm dia
	CCTV from downstream MH _____	to upstream MH _____
	<input type="checkbox"/> Wastewater:	Size of drain to be videoed: _____ mm dia
	CCTV from downstream MH _____	to upstream MH _____

STANDARD WORKS TO WATER SUPPLY NETWORK <i>(engineering plans not required)</i>	
Relocate existing water meter:	<input type="checkbox"/> Re-use existing connection to watermain <i>(relocate to within 2 metres of existing meter location)</i>
	<input type="checkbox"/> Requires dig-down for new connection to watermain and to cap old connection
Upgrade existing water meter:	<input type="checkbox"/> Upgrade to 20mm standard connection <i>(low pressure with existing 15mm connection)</i>
	Special Connections <i>(not available in Hobsonville or Whenuapai)</i>
	<input type="checkbox"/> Upgrade to 25mm <i>(very long or steep uphill driveways, domestic sprinkler system, etc)</i>
	<input type="checkbox"/> Upgrade to 50mm <i>(resthome, high water use industrial, etc)</i>
What is your reason for requesting to upgrade your meter? Please specify: _____	
Special connections require a Water Engineer's Report to verify the size, pressure and flow rates are appropriate.	
What is the flow rate required at the meter? Please specify: _____ (l/s)	
Location of Connection	
<ul style="list-style-type: none"> Clearly draw WM at your requested meter location on the site plan, and attach a copy to this application. Meters must be clear of driveways, footpaths or fences, and should be located near the power and phone connections where possible. Meters will be installed approximately 300mm inside the property's road frontage boundary, and must be accessible by Council at all times. 	

MINOR ENGINEERING WORKS TO WATER SUPPLY NETWORK	
<i>(Engineering plans and details required to WCC's Code of Practice for City Infrastructure and Land Development standards)</i>	
Large size new connections:	<input type="checkbox"/> 100mm dia connection and magflo meter
	<input type="checkbox"/> Connection to main with manifold Specify connection size: _____ mm OD
	<input type="checkbox"/> Fire fighting water supply connection Specify connection size: _____ mm OD
Large sized connections require a Water Engineer's Report to verify the size, pressure and flow rates are appropriate.	
What is the flow rate required at the connection point? Please specify: _____ (l/s)	
Relay existing public watermain:	Diameter of existing watermain: _____ mm OD Watermain relay length: _____ m
New fire hydrant on existing main:	Diameter of existing watermain: _____ mm OD
	Where will the hydrant be installed? <input type="checkbox"/> In the berm <input type="checkbox"/> In the carriageway
Miscellaneous works: Please specify: _____	

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WATER USAGE DETAILS

- Is the property already supplied with water? Yes No
- Were any buildings demolished to which water was supplied? Yes No
- Please tick the boxes below for any applicable water systems or water uses that will occur on the property. If any apply, a report needs to be provided.
- Fire Sprinkler Fire Hose Reel Irrigation Rain tank top-up Industrial Process
- Other (please specify): _____

LOCATION DETAILS FOR WORKS TO PUBLIC NETWORK

- Are the proposed works to the public network on your property? Yes No If no, where are the works through?
- Parks Reserve - provide a copy of the Consent for Works on Parkland from WCC Parks Department.
- Road Reserve - provide a copy of the Road Opening Notice and Traffic Management Plan (only required if the applicant will dig and reinstate).
- Neighbouring Private Property - provide a copy of the legally binding agreement with all owners and occupiers to work in the private property.
- Written consent to enter is required from all private property owners and occupiers prior to assessment of your application.*

WHO WILL DO THE WORK

- Who will do the work?
- A - Applicant excavates, Council works on the network, applicant reinstates
- B - Council does all works - excavates, works on the network, and reinstates
- C - Applicant's registered drainlayer does work under Council supervision (*see restrictions below*)

Restricted works Only Council's contractor is authorised to work on the water supply network, do stormwater or wastewater line connections, and construct a new wastewater manhole over an existing public drain.

Supervised works Council can supervise the applicant's registered drainlayer working to engineering plans, standard details and specifications approved by Council for stormwater or wastewater manhole connections, to construct a new stormwater manhole over an existing public drain, and for stormwater or wastewater chambers at the end of the existing public connection. A maintenance bond will be required in accordance with the Code of Practice.

TIMING OF WORKS and CONTACT DETAILS

When would you like us to do the works?

Failure to be prepared for the works on the date requested will result in additional charges.

- Directly after payment and advice to Call Centre
(within 20 working days)
- Mutually agreed date: _____
(if outside standard timeframe)
Discuss with EcoWater Customer Services

Contact details for problems on site during works?

First Name: _____ Surname: _____

Company Name (if applicable): _____

Phone: _____ Mobile: _____

APPLICANT'S DECLARATION

I, the undersigned, hereby declare that the information given on this application is true and correct, that access to the property to undertake the requested works is authorised by all owners and occupiers, that all fees incurred will be paid in full, and that I will abide by Council's Code of Practice for City Infrastructure and Land Development, Bylaws and Regulations.

Name (please print): _____

Signature: _____ Date: _____