

Office use only:
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Application for CONSENT TO CONNECT TO COUNCIL'S WATER SERVICE

This form shall be used for all connections, disconnections and reuse of Napier City Services.

Please complete boxes 1 - 7 as fully as possible and email this completed form and any supporting documentation to: serviceengineer@napier.govt.nz OR submit application at Napier City Council Customer Service Centre.

Our department will respond within 10 working days with applicable fees and charges.

Fees approved for 1 July 2024 until 30 June 2025.

1: APPLICANT DETAILS (must be completed for all applications and all details must be the Owner/Developer)			
Name:			
Email:			
Postal address:			Postcode:
Phone:		Mobile:	
2: ACCOUNT INFORMATION (Actual cost will be invoiced for deposit items)			
Name:			
Email:		Mobile:	
Postal address:			Postcode:
<input type="radio"/> I have read and accept the conditions of consent included with this application (must be person named above or authorised agent to receive the invoice.)			
3: PROJECT LOCATION			
Project address:			
Description of Development:			
Contact name:		Phone:	
4: PURPOSE OF CONNECTION (Council to supply)			
<input type="radio"/> Residential Single	<input type="radio"/> Residential multi-dwelling or Subdivision	<input type="radio"/> Commercial/Industrial, Non Residential	
<input type="radio"/> Other, please provide details:			

5: OTHER SUPPLIES

Does the property have any existing supply? Yes No

If yes, please describe:

6: TYPE OF CONNECTION(S)

- | | |
|---|---|
| <input type="radio"/> New (Fill in section 8) | <input type="radio"/> Renewal of existing/Subdivision (Fill in section 8) |
| <input type="radio"/> Upgrade of existing (Fill in section 8) | <input type="radio"/> Disconnection/reuse (Fill in section 7) |
| <input type="radio"/> Other, please provide details: | |

**The following section is to be filled in by applicant, contractor, or project manager.
If assistance is required please email serviceengineer@napier.govt.nz**

7. SERVICES REQUIRED Size & quantity to be supplied by applicant, contractor, or project manager If assistance is required please email serviceengineer@napier.govt.nz					FOR OFFICE USE ONLY All fees and charges are inclusive of GST	
WATER CONNECTIONS Tick all that apply	Size (Specify)	QTY	Fee / Deposit (each)	Charge Type	Amount	
Domestic Supply Napier 15mm Diameter						
<input type="radio"/> Connection(s)	15mm		\$3059.00*	Fee		
Bay View Urban Area (Domestic)						
<input type="radio"/> Connection(s) (15mm diameter) between kerb to boundary only	15mm		\$3059.00*	Fee		
<input type="radio"/> Meter(s) and Meter Box(es)	15mm		\$994.00	Fee		
<input type="radio"/> Backflow Preventer(s)	15mm		\$1491.00	Fee		
<input type="radio"/> Bay View Capital Contribution	15mm		\$4030.00	Fee		
Commercial/Industrial Supply 15mm Diameter						
<input type="radio"/> Connection(s)	15mm		\$3059.00*	Fee		
<input type="radio"/> Meter(s) and Meter Box(es)	15mm		\$994.00	Fee		
<input type="radio"/> Backflow Preventer(s)	15mm		\$1257.00	Fee		
<input type="radio"/> Meter(s) and Meter Box(es) to existing 15mm diameter connection	15mm		\$1162.00	Fee		
Residential/Commercial/Industrial Supply Over 15mm Diameter						
<input type="radio"/> Connection(s) - actual cost - Minimum Charge due on application			\$3059.00*	Deposit		
<input type="radio"/> Meter(s) and Meter Box(es) - actual cost - Minimum Charge due on application			\$994.00	Deposit		
<input type="radio"/> Backflow Preventer(s)			\$1257.00	Deposit		
<input type="radio"/> Fire Connection			\$3059.00	Deposit		
<input type="radio"/> New Network Connection(s) Deposit (i.e network connections for subdivision)			\$3059.00	Deposit		
<input type="radio"/> Well Sealing Fee For shared wells only			\$227.00	Fee		

WATER DISCONNECTIONS Tick all that apply	Size (Specify)	QTY	Fee / Deposit (each)	Charge Type	Amount
<input type="radio"/> Disconnection	Size	QTY (specify)	Deposit		
<input type="radio"/> Connection Reuse					
<input type="radio"/> Water	Up to 50mm		\$751.00	Fee	
<input type="radio"/> Water	Over 50mm		\$751.00 [†]	Deposit	
ADDITIONAL FEES (to be charged by Council)					
Utility service location if required (corridor access request/road crossing)			\$839.00	Fee	
Development contribution (fee will be determined by Council)			To be confirmed	Fee	
Connection application fee (Mandatory charge)			\$108.30 (charged per hour, non refundable)	Fee	
Applicant will be sent the fees and deposits due within 5 working days of our department receiving this form. Final invoice will be supplied after work has been completed.				Invoice total: \$	

City Services require a minimum of **20 working days** notification prior to connection installation. Please phone: **06 833 7744**. Heritage sites may ALSO experience time delays and INCUR additional costs

* Up to 3 metres is included in the connection fee, additional requirements are charged at the metre rate. Road crossings and connections greater than 15mm will be charged at cost.

† Actual overall job cost for water disconnections over 50 mm will be charged by the City Services Department. (minimum charge \$751.00).

Please note:

- All minimum charges are per disconnection and are non refundable. Please advise the City Services Department **06 833 7744** when connection, disconnection or reuse inspection is required.
- All minimum charges are per connection/disconnection and are non refundable.
- Construction costs are charged at competition of job
- Refer to pages 6&7 for conditions of connections/disconnections.

LOCATION OF CONNECTIONS

9: PLEASE ATTACH PLAN OR PROVIDE MEASUREMENTS FOR PREFERRED CONNECTION LOCATION AS APPROPRIATE Refer Conditions 4 to 7 in Section 17

MEASUREMENTS FOR NEW CONNECTIONS A: _____(M) B: _____(M) C: N/A D: N/A	MEASUREMENTS FOR EXISTING CONNECTIONS A: _____(M) B: _____(M) C: N/A D: N/A	
NOTE: If new connection is for a infill subdivision, please indicate location of existing connection.		

WATER SUPPLY CANNOT PASS THROUGH ONE LOT TO ANOTHER

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10: SIGNATURE OF APPLICANT

I have read and accepted the attached Conditions of Applications and Consent (Section 17)

Signature:	Date:
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APPROVAL OF SERVICE ENGINEER

Name of Service Engineer:

Signature:	HERITAGE SITE (TICK YES OR NO)
Date:	YES <input type="radio"/> NO <input type="radio"/>

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	AS BUILT INFORMATION	
	ADDRESS	
	DISTANCE BOUNDARY:	
	Left	
	Right	
	+	
	-	
	Length of Lateral (metres):	
	WATER MAIN DETAILS	
	Main offset	
	Main outside diameter	
	Main depth	
	TYPE: (AC = Asbestos Cement, PVC = Polyvinyl Chloride, PE = Polyethylene)	
Work Carried Out By	<input type="radio"/> Cast Iron	
	<input type="radio"/> AC Normal	
Name:	<input type="radio"/> AC Black	
	<input type="radio"/> PVC	
	<input type="radio"/> Steel	
	<input type="radio"/> PE	
Date:	CONDITION:	Comments:
	<input type="radio"/> Excellent	
	<input type="radio"/> Good	
	<input type="radio"/> Moderate	
	<input type="radio"/> Poor	
	MANIFOLD TYPE:	
	GPS SURVEY COMPLETE: <input type="radio"/> YES	
AS BUILT SKETCH		
Notes:		

General

1. These conditions shall be read in conjunction with the Napier City Council Water Supply Bylaw 2022 (current) and the Napier City Council Code of Practice for Subdivision and Land Development.
2. All information required on this application form shall be provided prior to consent being given.
3. This application is subject to the approval of the Service Engineer. Non-approval shall be advised in writing.
4. The preferred location of the connection(s) should be indicated on a plan drawn by the applicant in the space provided in Section 10 of this form, or on a separate plan submitted with this application. The sketch must show site boundaries, road frontages, outline of existing buildings, address or lot number and dimensions to preferred connection position.
5. Every reasonable effort will be made by Council to place connections at the point requested but circumstances may not allow this. If the location and level of the connection are critical to the development of the site the Applicant/Owner/Developer shall confirm that supply is available at that location and the position and level requested are possible without conflict with other services. The Service Engineer shall make the final decision on the position of the connection.
6. If no preferred location is provided, the Council may proceed at its discretion.
7. The termination of service connections shall normally be outside the road frontage boundary of the property as close as practical to the boundary. For rear lots served by rights-of-way, each connection must be located outside the roadward end of the right-of-way.
8. Connections will be installed after the consent has been granted and within 20 working days of receipt of the request to connect from the applicant.

Metered Connections

9. Connections to all residential and non-residential properties outside the Napier Urban Water Supply Area, shall be metered for the purpose of charging for water used in excess of the Uniform Annual Charge(s) levied for water against the property.
10. Where an application is made for a water connection to a property and the property has one or more existing unmetered connections, and where connections to the property should be metered in accordance with 9 above, water meters shall be fitted to those unmetered connections by the Council at the applicant's expense.
11. Charges shall be in accordance with the Water by Meter charges set by Council, in accordance with Section 19 of the Local Government (Rating) Act 2002 (entitled "Target rates for water supply")
12. A 'Water by Meter' account shall be established for the property (if none already exist) with the account in the name of the Ratepayer of that property. All charges invoiced for metered consumption shall be the responsibility of the Ratepayer.
13. Scheduled meter readings are conducted either quarterly during September, December, March and June or annually in June by Council each financial year and invoiced accordingly.
14. Where Council believes that the annual consumption at a property is unlikely to be in excess of the Uniform Annual Charge(s) levied against the property, or the excess is likely to be negligible, the meter(s) may be read and invoiced annually.
15. Payment for Water by Meter charges is due by the 20th (twentieth) of the month following the date of invoice.
16. Claims in respect of Water by Meter Charges shall be lodged within seven days of receipt of invoice.
17. Council reserves the right to recover all costs whether commissions, fees, legal costs or otherwise incurred by the Council or its duly authorised agents relating to the recovery of any monies that may be outstanding for Water by Meter charges.
18. Supply to the property may be disconnected if payment for Water by Meter charges is not received by the Council within one month of the due date of the invoice. Supply will not be reconnected until all outstanding monies have been paid, including debt collection costs and a reconnection fee.
19. The Owner of the property shall advise the Works Asset Department of the Napier City Council of the sale of property for the purpose of doing a final meter reading and invoice for water consumed to that date.

Backflow Prevention

20. Backflow prevention devices shall be fitted to all connections in accordance with the hazard rating of the property at the property owner's expense.
21. Each backflow prevention device shall comply with AS/NZS 2845, and be tested annually.

Fire Sprinkler Supply

22. Unmetered connections shall only be provided for fire sprinkler systems being installed, maintained and operated in accordance with NZS 4541 and any amendments.
23. Water supply connection details to sprinkler systems shall be in accordance with Class C NZS 4541.
24. No domestic or other supply shall be taken off from connections provided for fire sprinkler systems.
25. Where a connection has been provided for a fire sprinkler system which is no longer required or operated and maintained in accordance with the standard to which it was applied for, the property owner shall arrange for the Council to have the supply disconnected, at his or her cost. The connection shall not be used for any other purpose without the written consent of the Water Supply Authority.

Taradale Well Supply

26. The well sealing fee only applies to existing Taradale residential dwellings currently supplied by a well that supplies or previously supplied two or more properties.
27. Where the applicant has applied for the well sealing option, the owner agrees to allow the Council to seal that well once all other parties are disconnected from it.
28. Where the applicant has applied for the well sealing option, the owner agrees to physically disconnect from that well at the time the Council supply is connected to the dwelling.