

Note this application form is for commercial properties only. A separate application form is required for residential properties.

Who can connect?

Council has potable water supplies in all or parts of the following communities: Kaikohe/Ngawha, Okaihau, Kerikeri/Waipapa, Kaitaia, Opononi/Omapere, Kawakawa/Moerewa, Rawene and Paihia/Waitangi/Opua.

Council has reticulated wastewater networks in all or parts of Ahipara, Mangonui/Coopers Beach/Taipa, Hihi, Kaeo, Kaikohe, Kaitaia, Kawakawa, Kerikeri, Opononi/Omapere, Paihia/Waitangi/Opua, Rawene, Rangiputa, Russell, Whangaroa and Whatuwhiwhi/ Tokerau Beach.

Properties that can connect are those identified as being within the "Area of Benefit"- that is, those properties that the scheme has been designed to cater for. Plans showing the "Areas of Benefit" are available from Council.

Council does not service properties outside the "Areas of Benefit" with either reticulated water or reticulated wastewater services. Confirmation of whether your property is within an "Area of Benefit" can be determined by contacting Council.

Supply Limitations

Councils networks have limited capacity. Applications for large water takes or large wastewater discharges require specific approval. Applicants must state their expected water demands and waste discharge rates.

Trade Waste

Wastewater discharges from commercial premises are classified as trade waste. Depending on what is going to be discharged, special trade waste requirements may be imposed. Applicants must state the volume of their proposed discharge and what the discharge will contain within the application for a connection.

Service connection application details

It is important that all required details are supplied on the application form, even if 'No Services Required' has been ticked. Once the application and site plan have been reviewed by Council it will be easier to contact the applicant or property owner if all the correct information has been supplied.

Who can install new service connections?

For health and safety reasons, all water and wastewater service connections to Council mains must be installed by a Council approved contractor. Currently the only approved contractor is Broadpectrum Ltd.

How long will a new connection take?

If a quote is required this will normally be processed within 10 working days and provided in writing to the applicant (if you qualify for a standard connection).

Physical works for a standard connection are usually carried out by our contractors within 10 working days of council receiving full payment of the invoice (for standard connections)

Site Plans

As well as the application form, an A4 copy of a detailed site and services plan/s showing all relevant information is required for Council to process the application. The plans shall clearly show: property boundaries, location of existing services, location of proposed connection, location of obstructions and size and type of materials. FNDC can provide plans upon request. Contact us on 09 401 5200 or 0800 920 029 if you require any help.

Backflow

All water connections to properties are required to have boundary backflow protection installed. The standard of backflow protection is determined on a case by case basis and reflects the potential risk to the Council water supply from activities within the property.

Fees and Charges

All fees will be invoiced to the person selected on section 5 of the application form. All fees must be paid prior to our contractors carrying out the works. Fees and Charges information can be viewed on Page 5.

For a full list of Council's Schedule of fees and charges please visit www.fndc.govt.nz/services/fees-and-charges-index

Commercial Water and Wastewater Connection Application Form



1. Please complete all the details required on this page and sign the services declaration below.
2. Provide a copy of the site and drainage plan (as-built)
3. Read information on the following pages in order to establish if you are required to make an application for water and wastewater. Then:
 - If an application for connection is required:
 - Tick the box(es) below indicating the services you require and complete the service connection page

Are you applying for services as part of a:

Building consent BC# _____ Resource consent RC# _____ Other _____

1. Services applied for

Water Wastewater (Sewerage)

2. Location of work / building

Physical Address

Town Valuation Number

Lot No. DP No. CT No.

3. Property owners details

Name

Postal Address Post Code

Phone & Mobile Email

4. Applicant's details (if different from the property owner)

Company Name Contact Person

Postal Address Post Code

Phone & Mobile Email

5. Application fees to be paid By: (tick one) Owner Applicant

Office Use Only

Date Lodged / /

Lodged By

Application # WTRRET /

Quote RFS

PID #

Connect RFS



Commercial Water and Wastewater Connection

If you tick yes to any of the requirements on the following pages:

1. Complete all of the information required in each section
2. Tick the **services applied for** box(es) on the front page of this application and ensure that all the relevant information is completed.

Water connection

I propose to:

Install a new water meter connection

Connection size mm Eg: 20, 25, 50, 100, 150 or 200mm

Meter size mm Eg: 20, 25, 50, 100, 150 or 200mm

Please supply commercial / industrial water consumption estimation:

Typical consumption (litres/sec) Peak flow (litres/sec)

I propose to:

Connect to an existing water meter Water Meter Serial No: _____

Relocate an existing water meter Water Meter Serial No: _____

Upgrade an existing water meter _____ mm Water Meter Serial No: _____

Q Have you attached a site plan showing the required location of water meter? This is required for Council to process the application? If you need copies of As-Builts, call us on 0800 920 029 and our staff will assist you

Backflow prevention information

Do you require a quote for a backflow prevention device to be installed? Yes No

If you have ticked **NO**, please supply supporting information of backflow prevention device being installed with your application

Type / model of device

Q All water connections to properties are required to have boundary backflow protection installed. Have you arranged for the required backflow prevention to be installed? Any questions, call us on 0800 920 029 to discuss with our IAM Development Engineer



Commercial Water and Wastewater Connection

1. Complete all of the information required in each section.
2. Tick the **Services applied for** box(es) on the front page of this application and ensure that all the relevant information is completed.

Will your land use include any of the following?

- | | |
|---|---|
| <input type="checkbox"/> Commercial drink dispensers | <input type="checkbox"/> Fire sprinkler system - (this will require a fire flow test completed by an approved fire protection agent) |
| <input type="checkbox"/> Swimming pool / fountain | |
| <input type="checkbox"/> Secondary water supply | <input type="checkbox"/> Any other hazard classified in G12/As1 of the NZ Building Code (Please specify) |
| <input type="checkbox"/> Veterinary / animal water use | |
| <input type="checkbox"/> Sluice sink / bed pan washers | |
| <input type="checkbox"/> Storage tanks | |
| <input type="checkbox"/> Chemical use | |
| <input type="checkbox"/> Mortuary activities | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Dental equipment | |
| <input type="checkbox"/> Beauty salon or hairdressing sinks | |
| <input type="checkbox"/> Irrigation system | |
| <input type="checkbox"/> Car / factory washing | |
| <input type="checkbox"/> Pesticides / pest control | |
| <input type="checkbox"/> Laboratory | |

Wastewater connection

I Propose to:

- Install a new wastewater connection to main required
- Install a new wastewater connection to manhole required
- Connect to an already installed wastewater connection



Have you lodged a building consent for sewerage drainage work? We cannot process your application without one. Give our building consent department a call on 0800 920 029 to discuss.

Trade waste information

Please supply trade waste and non-domestic constituents concentrations:

Expected discharge m³/day

Peak Flow litres/sec

Subdivisions, Pressure Testing, Inspections and Approvals

- Plans and specifications of all works must be approved by Council before any physical works are undertaken.
- All pipes associated with subdivisions must undergo pressure testing and be inspected by FNDC, and all water mains must be sterilised prior to being connected to Council's network.
- Connection works can only be undertaken by contractors who are approved by Council. To be approved, contractors must have the appropriate experience, the necessary health and safety systems, the appropriate insurances and all connection works must work in conjunction with Council's network maintenance contractors.

Commercial Water and Wastewater Connection



Registered drain layer's details

Company Name	<input type="text"/>	Contact Person	<input type="text"/>
Postal Address	<input type="text"/>		Post Code <input type="text"/>
Phone & Mobile	<input type="text"/>	Email	<input type="text"/>
Registration No	<input type="text"/>	Expiry Date	<input type="text"/>

If your property has an existing sewerage connection and you know its location, your drainlayer can lay the pipe from the dwelling/ building to that sewerage connection. You must have a building consent to do this work and an inspection from a building inspector must be undertaken prior to the trench being backfilled. If the location of the sewerage connection is unknown, please contact us and request a copy of the as-built plans.

Privacy

The information supplied in this application form will be held and used by the staff of Far North District Council. The information will not be disclosed by Far North District Council unless legally required under the Local Government Official Information and Meetings Act 1987 or for one of the purposes in connection with its collection. The information supplied will be used for: assessing and processing this application and for administration purposes, updating Far North District Council records to ensure all records are accurate, providing Far North District Council with statistical information to assist policy development. You have the right to request access to an correction of information collected.

Declaration

1. I am the owner of the property OR I am authorised to make this declaration by the owner (attach written authority from property owner)
2. I acknowledge that this application is subject to, and I agree to comply with, the conditions of the Far North District Council's Water Supply and Wastewater Drainage Bylaws 2009 ("the Bylaw")
3. I shall notify the Far North District Council in writing of any change of use of the premises and I understand that failure to comply with this requirement is an offence under Section 114 of the Building Act 2004 and is subject to a fine of up to \$5,000.
4. All information provided on this form is true and correct.

Name	<input type="text"/>		
Signature	<input type="text"/>	Date	<input type="text"/>

Fees and Charges



Note: A non-refundable administration application fee of \$47.00 for each service is payable upon lodgment of an application. All service connection fees and any applicable water and / or wastewater development contributions must be paid in full prior to any connections being made.

Activity / Service	Fee / Charge
	GST Incl
Administration fee for a water connection	\$47.00
Administration fee for a wastewater connection	\$47.00
Standard 20mm water meter connection in footpath within 5mtrs of main	Quote to be provided
Standard 20mm water meter connection in berm within 5mtrs of main	Quote to be provided
All new connections including meter and meter box	Quote to be provided
Water meter installation with backflow	Quote to be provided
New wastewater connection provided by Council's contractor up to 150mm main (includes connection to main and 1m of pipe from	Quote to be provided
New wastewater connection provided by Council's contractor to mains greater than 150mm, or connection lengths greater than 1	Quote to be provided
New connection to a pressure wastewater network provided by Council's Contractor	Quote to be provided
Upgrade or modify existing connection	Quote to be provided
Relocation of existing water meter	Quote to be provided
Building consent for connection to wastewater reticulation	See Fees & Charges

Wastewater connected rate for all new connections

Where a property connects to sewerage after 1 July in any year, the connection fee will include a sum in lieu of a rate.

- * The amount of the fee will be calculated on the basis of one twelfth (1/12) of the relevant capital, operating and additional pan rates for the scheme concerned for every complete month until 30 June in the following year. Service availability charge where a new wastewater connection is provided but the property does not connect
- Where sewerage is made available to a property after 1 July in any year but the property does not connect, the connection fee will include a sum in lieu of a rate. The amount of the fee will be calculated on the basis of one twelfth (1/12) of the relevant availability rate for the scheme concerned for every complete month until 30 June in the following year.

For a full list of Council's Schedule of fees and charges please visit www.fndc.govt.nz/services/fees-and-charges-index

How to submit your application

Post your completed application to:

Far North District Council
Attention: Infrastructure & Asset Management Support Team
Memorial Avenue
Private Bag 752
KAIKOHE 0440

Email to: ask.us@fndc.govt.nz

Drop your application into one of our centres:

Kaikohe Service Centre, 5 Memorial Ave, Kaikohe
Kerikeri Service Centre, John Bulter Centre, 60 Kerikeri Rd, Kerikeri
Kawakawa Service Centre, Gillies Ave, Kawakawa
Kaitaia Service Centre, Te Ahu, South Rd, Kaitaia
Kaeo Service Centre, Leigh St, Kaeo
Hokianga i-Site, 29-31 SH12, Opononi
Paihia i-Site, The Wharf, Marsden Road, Paihia
Rawene Service Centre, Parnell St, Rawene