

Following obtaining a Building Consent, prior to undertaking any works, anyone requiring a new private connection to the Wellington City Council public drainage network must complete this form for each connection and pay a fee of \$143 (including GST). The \$143 connection fee must be paid at and this completed form submitted to the Wellington City Council Service Centre – 12 Manners Street, Wellington

DETAILS OF PROPOSED WORK TO BE COMPLETED BY APPLICANT

Your name & Company (if not drainlayer)			
Contact details (phone & email)			
Address of the requested work			
Name of drainlayer undertaking works & their contact details		Email:	Phone:
Building Consent Service Number (SR Number)		CARR number (leave blank if in private property)	
Date and time work is required		Note: You must provide at least five full working days' notice before the intended connection work is due to start.	

More information about the requested drainage connection

Which public drainage network do you wish to connect to?		<input type="checkbox"/> Sewer / Wastewater	<input type="checkbox"/> Stormwater
How do you propose to connect to the public drainage network?		<input type="checkbox"/> Saddle connection / Y Connection	<input type="checkbox"/> Manhole entry @ Invert Level
<i>Note:</i>			
<ol style="list-style-type: none"> Stormwater – Connections 150 mm or less can be connected directly to main. Connections greater than 150 mm shall be made at a manhole or with a special factory made saddle. Wastewater – Connections 150 mm or greater shall be made at a manhole. Any connection to manholes needs to apply to Wellington Water Land Development Team prior to application, Call 04 9124467. 			
If you are planning a saddle or Y connection, what is the public main you want to connect to made from?*			
<input type="checkbox"/> Earthenware	<input type="checkbox"/> Concrete	<input type="checkbox"/> HDPE	<input type="checkbox"/> Other (please specify)
What is the diameter (mm) of the public main you want to connect to?*			
<input type="checkbox"/> 150ND/160OD	<input type="checkbox"/> 225ND/250OD	<input type="checkbox"/> 300ND/315OD	<input type="checkbox"/> 375 or > _____ (please specify)
What is the size of the proposed connection?*			
<input type="checkbox"/> 100ND/110OD	<input type="checkbox"/> 150ND/160OD	<input type="checkbox"/> 225ND/250OD	
<i>Note: If the proposed connection is the same size of public main, a manhole is required at the connection. A dispensation may be granted by Wellington Water Land Development Team.</i>			

** For existing public drainage information, please check web map on Wellington City Council's website, or email data.request@wellingtonwater.co.nz

Applicant's signature	Date
-----------------------	------

Wellington City Council Public Drainage Network Connection Requirements & Details

Please note the following conditions when connecting to Wellington City Council public drainage network.

- The connection to public drainage network must be carried out by Wellington Water.
- Once your application has been submitted and approved, Wellington Water will make contact with the applicant to arrange details to carry out the works.
- You must provide at least five full working days' notice before the intended connection work is due to start.
- The excavation exposing the public network must be completed before Wellington Water staff arrive to carry out the drainage connection work.
- The excavation must be large enough to allow the connection work to be safely done and must meet WorksafeNZ (DOL), Approved Code of Practice for Safety in Excavation and Shafts for Foundations 1995 as issued under the Health & Safety at Work Act 2015 and other relevant regulations.
- All new drainage must be recorded by the drainlayer. Measurement (from at least two fixed points, able to be located again in the future) relating to the position of the new connection are to be recorded and included with the as-built documentation/plans.
- For more installation information, call Wellington Water on 04 912 4400.
- Information on the existing Public Drainage networks is available on the WCC mapping website and/or you can email data.request@wellingtonwater.co.nz

WELLINGTON CITY COUNCIL OFFICE USE ONLY

Payment

Amount received	\$	Date payment received	
Name of Council employee			
Council drainage connection CONFIRM enquiry number			