

# Application

for a new water connection off an existing main for houses (SLP)



**This is an application for a new water connection(s) to United Utilities' existing water network. Please use this form if you're building a house, a small number of houses, or replacing your existing water supply. Please provide as much information as possible so we can process your application as quickly and as accurately as possible.**

To make things easy, you can download and save a copy of this form to your computer. You can then complete it on screen, before saving it and emailing it to us at: [selfflay@uuplc.co.uk](mailto:selfflay@uuplc.co.uk)

Alternatively you can print it and send it to us at: **United Utilities Developer Services, 2nd floor Grasmere House, Lingley Mere Business Park, Lingley Green Avenue, Great Sankey, Warrington WA5 3LP.**

There are guidance notes at the back to help you to complete the form. If you need further help, please call us on **0345 026 8989.**

A processing fee is payable if you decide work is to go ahead, this will be payable on connection and will be added to your quote.

## Section 1: Applicant (correspondence) address

|                              |  |                      |  |
|------------------------------|--|----------------------|--|
| Title                        | <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other ( <i>please state</i> ) <input type="text"/> |                      |  |
| Name                         |  | Preferred contact no |  |
| Company name (if applicable) |  | Email                |  |
| Company number               |  |                      |  |
| Address                      |  |                      |  |
|                              |  |                      |  |
|                              |  |                      |  |
| Postcode                     |  |                      |  |

How would you like us to contact you?  Email  Letter

*Please note your quote will be sent to you at the above address/email.*

If you're not the owner of the property, please confirm you are acting on behalf of the owner/occupier/developer.

Please provide below the name and address of the owner/occupier/developer, if different from above. We reserve the right to contact the owner/occupier/developer to verify you are working on their behalf.

You will need to provide a letter of authority from the developer giving you permission to act on their behalf.

|          |  |                      |  |
|----------|--|----------------------|--|
| Title    | <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other ( <i>please state</i> ) <input type="text"/> |                      |  |
| Name     |  | Preferred contact no |  |
| Email    |  |                      |  |
| Address  |  |                      |  |
|          |  |                      |  |
|          |  |                      |  |
| Postcode |  |                      |  |

Is there anyone else you might want us to speak to about your application?

Yes  No

If yes, please provide details below.

|          |  |                           |  |
|----------|--|---------------------------|--|
| Title    | <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other ( <i>please state</i> ) <input type="text"/> |                           |  |
| Name     |  | Job title (if applicable) |  |
| Address  |  |                           |  |
|          |  |                           |  |
|          |  |                           |  |
| Postcode |  | Preferred contact number  |  |
| Email    |  |                           |  |

## Section 2: Development details

If the site is the same as the applicant's details above, please tick here.

Yes  No

If no, please complete the details below.

|                                       |   |              |  |
|---------------------------------------|---|--------------|--|
| Site name                             |   |              |  |
| Address                               |   |              |  |
|                                       |   |              |  |
|                                       |   |              |  |
| Postcode                              |   |              |  |
| Has planning permission been granted? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |              |  |
| Planning reference                    |   | Council area |  |

Please attach a site location plan and a site layout plan showing the point of entry for your new water connection(s).

Is the land/property you are developing situated on: Private road/street  Council owned road/street

If it's on a private road, please complete the landowner's contact details below:

|          |  |                      |  |
|----------|--|----------------------|--|
| Title    | <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other ( <i>please state</i> ) <input type="text"/> |                      |  |
| Name     |  | Preferred contact no |  |
| Email    |  |                      |  |
| Address  |  |                      |  |
|          |  |                      |  |
|          |  |                      |  |
| Postcode |  |                      |  |

## Section 3: Site details

a) What was the site previously used for? \_\_\_\_\_

b) Please tell us where you plan to get your water used during development from.

c) I confirm that a site investigation has been undertaken. Yes  No

**If the desktop study identified a site investigation report was required, we will need to see a copy of the report.**

**A Risk Assessment for Water Pipes will also need to be completed by a suitably qualified competent person.**

d) Has any ground contamination been identified at the desktop stage? Yes  No

e) Is it intended for chemicals/fuel tanks/oil etc to be stored on site? Yes  No

f) Has mains water been supplied to the site within the last five years? Yes  No

**If yes, you may qualify for a discount on the total cost of the new water supply.**

**Have the building/s on the site been demolished or due to be demolished?** Yes  No

**If yes, when (if known) \_\_\_\_\_**

g) Is a conversion of an existing property planned? Yes  No

Please provide address of all properties that have been or due to be demolished/converted, please include the business name of any commercial properties that previously occupied the development site.

| Name of business (if applicable) | Address | Postcode |
|----------------------------------|---------|----------|
|                                  |         |          |
|                                  |         |          |

## Section 4: Proposed development

| Type of development                        | How many   | No of storeys |
|--|--|---------------|
| New house/bungalow                         |  |               |
| Temporary connection for building purposes |  |               |
| Replacement of existing water supply       |  |               |
| Enlarge/re-route existing connection       |  |               |
| Listed building                            |  |               |
| Domestic sprinkler                         | Yes <input type="checkbox"/> No <input type="checkbox"/> |               |

What date do you intend to connect the water supply? \_\_\_\_\_

Are you proposing to install a water reclaim or re-use systems eg rainwater harvesting?  
If yes, please provide copies of the specifications.

Yes  No

## Section 5: Who will be carrying out the work?

| Type of work                                    | SLP                      | United Utilities         |
|---|--------------------------|--------------------------|
| Installing new meters (15 and 20mm meters only) | <input type="checkbox"/> | <input type="checkbox"/> |
| Make service connection to existing UU main     | <input type="checkbox"/> | <input type="checkbox"/> |

If you would like us to fit your water meters, please tick where the water meter should be fitted

**Internal** – fitted inside the property, this will be read externally without the need to enter the property.

**Wall mounted box** – fitted externally onto the property outer wall.

## Section 6: Sewer Arrangements

Please provide details of the wastewater and surface water drainage for your development. This should be shown on your site layout plan (see section 2).

**Where will the wastewater drain to?**

United Utilities Sewer

Septic tank

**Where will the surface water drain to?**

United Utilities Sewer

Soakaway/watercourse/other

If you plan for your wastewater to drain to a United Utilities' sewer, and you've already applied for a connection, please provide our reference number \_\_\_\_\_

If you haven't already applied for a connection, let us know and we'll contact you to discuss it.

Please contact me

## Section 7: Environmental Incentives

United Utilities offer environmental incentives for homes built to meet certain criteria.

Details of our environmental incentives and how to apply can be found on our website at [unitedutilities.com/builders-developers/guidance/our-charges/new-connections-and-developer-services](https://www.unitedutilities.com/builders-developers/guidance/our-charges/new-connections-and-developer-services)

Applications for environmental incentives must be made alongside this application.

Please tick the below box to confirm you want the development to participate in UU's environmental incentive scheme and that all relevant application information has been provided alongside this application form.

**By not ticking this box you accept that the development does not want to be eligible for any environmental incentives.**

## Section 8: Check list

**These are required for all applications:**

I have read the guidance notes and fully completed all relevant sections of this form.

I have enclosed both a site location plan and a site layout plan.

I have enclosed my site drainage plan

I have enclosed my desktop study

I will pay by cheque.

OR – I would like to make payment by BACS, debit or credit card and would like you to contact me about payment.

**These may be required depending on your development:**

I have enclosed a schematic drawings for the sprinkler system.

I have enclosed reclaim or re-use water specifications.

I have enclosed a letter of authority from my client.

I have enclosed a site investigation report and risk assessment for water pipes.



# Guidance notes

## for a new water supply for houses

These notes relate to each of the numbered sections on the application form.

### 1: Applicant details

This section should be completed with the details of the person or company responsible for payment for the new connection(s). We will issue all correspondence to this address. If the applicant is not the owner, we will require the property owner's details to be completed.

If there is anyone else you might want us to speak to about your application, please include their name and contact details. This could be your partner, plumber, builder etc.

### 2: Development details

Please provide the address of your development.

#### Location map and site plan

Please provide a location map (including at least two road names for reference if possible) and a site layout plan – this should clearly identify the property, or properties, and surrounding area. It should also show the route of the pipework for water, wastewater and surface water within your boundary, and your preferred point of entry into the water main and public sewer (your plumber and drainage designer should be able to assist with this). If you need any help please give us a call on **0345 072 6067**.

Please advise if the land bordering your development where the proposed connection(s) will be made is owned by the council or is private land. If the land is private, you will need authorisation from the owner to carry out your works.

### 3: Site details

a) to c) Where sites have been previously developed or have been used for landfill it is possible that contaminants could be present which could permeate plastic pipe affecting water quality.

These contaminants are generally associated with oil based products such as petrol or diesel. In these instances, it is a water regulation requirement that all pipes laid within the vicinity of the contamination both by the company and the developer shall be impervious to contamination. There are various pipes available often called barrier pipe. If the site is contaminated you will need to complete a **'Risk assessment for water pipes'** form and include with your application, the form together with guidance is available on [unitedutilities.com/builders-developers/guidance/application-forms/application-forms-guidance/](https://www.unitedutilities.com/builders-developers/guidance/application-forms/application-forms-guidance/) under **'Water services'**. Please also provide a copy of your geological report, this should have been provided as part of your planning application.

If the land isn't contaminated please provide a copy of your desktop survey with your application, the survey is part of your planning application.

d) If you intend to store any chemicals on site this may also have implications on the type of pipework that needs to be installed. We recommend that you do not install any pipework until we've verified what material is suitable for your site.

e) Please provide details of whether the buildings previously on the site have been demolished or whether they are to be converted.

Details of what the site was previously used for are also required to ensure you are charged the correct infrastructure charges or given the correct level of infrastructure credit, if applicable. These charges help pay towards the cost of meeting future demand for water, specifically created by new developments. An allowance against water infrastructure charges will be made where there were properties supplied on the site within the last five years.

### 4: Proposed development

Please let us know the type of development you are planning, we need this information to ensure we use the correct sized supply pipe. Please also let us know the indicative date you need your water supply connecting so your project runs to plan.

The VAT you will pay on the cost of your water and wastewater services will be dependent on the type or use of the buildings in your development.

### Water reclaim or re-use

Please indicate if a water reclaim or re-use (eg rainwater harvesting) system is to be installed. This is where non-drinking water or rainwater is to be stored and used for flushing toilets and other uses. Water reclaim systems must be inspected and signed off as compliant before a connection to the water main can be made, failure to advise us of installation may result in delays to your connection being made. To ensure that your water reclaim system complies with the Water Supply (Water Fittings) Regulations 1999, an inspection must be carried out by a Water Regulations Officer from United Utilities' Water Regulations team.

## 5: Who will be carrying out the work

Details of who will be carrying out the different elements of water connections work on your development.

## 6: Sewer Arrangements

We require accurate information about the drainage of your wastewater and surface water. We may contact you to request a drainage plan for your development.

## 7: Environmental incentives

United Utilities offer environmental incentives for homes built to meet certain criteria.

Details of our environmental incentives and how to apply can be found on our website at [unitedutilities.com/builders-developers/guidance/our-charges/new-connections-and-developer-services](https://unitedutilities.com/builders-developers/guidance/our-charges/new-connections-and-developer-services)

## 8: Check list

Please use the checklist to make sure you have included all of the information required as the quote will be based on the information you provide in your application.

There is a fee for providing a quote which must be paid at the time of submitting the application form. You can pay by:

- **Cheque:** please make payable to United Utilities and enclose with your application. If you're emailing your form, write the site address including the postcode on the back of the cheque (so we can match it to your application), and post it to the address below.
- **Credit or debit card:** payment will need to be taken over the phone, we'll call you within three working days on the number provided in section 1.
- **BACS:** when we receive your application we will contact you within three working days with our BACS details and a reference number. If you already have our BACS details, it's important that you don't pay before you've received the reference number for this application. Please make sure you use this number as the reference for the transaction when making your transfer, otherwise we may not be able to match your payment to your form and this will slow down your application.

If, upon further investigation it is found that your development will need new main(s) to be installed to service your site, additional application fees and design fees will be required. If this is the case, we will advise you and request payment for the additional fees.

When you've completed your application form, please save it and email it to us at:

**[selfflay@uuplc.co.uk](mailto:selfflay@uuplc.co.uk)**

Alternatively you can print it and send it to us at: **United Utilities Developer Services, 2nd floor Grasmere House, Lingley Mere Business Park, Lingley Green Avenue, Great Sankey, Warrington WA5 3LP.**



### About us

United Utilities is the North West's water company. We keep the taps flowing and toilets flushing for seven million customers every day. From Crewe to Carlisle, we work hard behind the scenes to help your life flow smoothly.