

Adoption of sewers

Application for the adoption of a sewer under Section 104 of the Water Industry Act 1991

NOTE: Please ensure all relevant sections of the application are completed and refer to the attached support notes.

Office use only
SAA

Section 1A: Applicant's details

Name of Applicant:	Note. 1.1	Contact name:
<input type="text"/>		<input type="text"/>
Address of Applicant:	Note. 1.2	Telephone number:
<input type="text"/>		<input type="text"/>
Postcode:		Mobile number:
<input type="text"/>		<input type="text"/>
Registered company number:	Note. 1.3	Email address:
<input type="text"/>		<input type="text"/>

Section 1B: Agent/Consultant details (only to be completed if an agent/consultant is being used)

Name of Agent/Consultant:	Note. 1.4	Contact name:
<input type="text"/>		<input type="text"/>
Address:	Note. 1.2	Telephone number:
<input type="text"/>		<input type="text"/>
Postcode:		Mobile number:
<input type="text"/>		<input type="text"/>
Registered company number:	Note. 1.3	Email address:
<input type="text"/>		<input type="text"/>

Section 1C: Site details

Site name and address:	Note. 1.5
<input type="text"/>	
Postcode:	
<input type="text"/>	

Ordnance survey reference:	Note. 1.6
x:	Y:
<input type="text"/>	
To whom should we send the correspondence?	
Applicant <input type="checkbox"/>	Agent/Consultant <input type="checkbox"/>
Related application reference:	Note. 1.7
<input type="text"/>	

Section 2: Contractor details

Name of Contractor:	Note 2.1
<input type="text"/>	
Address of Contractor:	Note 1.2
<input type="text"/>	
Postcode:	
<input type="text"/>	
Registered company number:	Note. 1.3
<input type="text"/>	

Contact name:
<input type="text"/>
Telephone number:
<input type="text"/>
Mobile number:
<input type="text"/>
Email address:
<input type="text"/>

Section 3: Construction and Design Management (CDM) Regulations 2007

NOTE: For information on the CDM Regulations 2007 please visit www.hse.gov.uk

1. Is your project notifiable? **Note 3.1** Yes No
If no, please move to the next section.

NOTE: Your project is notifiable if construction work lasts more than 30 working days or involves more than 500 person days

2. Has the Health and Safety Executive been notified that your project is notifiable? **Note. 3.2** Yes No

NOTE: If No, you need to contact the HSE at www.hse.gov.uk to advise that your project is notifiable before you submit this application form.

3. If yes to 2, have you appointed a CDM co-ordinator? **Note 3.3** Yes No

Name of CDM Co-ordinator:

Address:

Postcode:

Contact name:

Telephone number:

Email address:

Name of Principal Contractor:

Address:

Postcode:

Contact name:

Telephone number:

Email address:

Section 4: Local Council details

Name of local Council: Note. 4.1

Local Council planning consent ref: Note. 4.2

Outline consent date: Note. 4.3

Full consent date: Note. 4.4

NOTE: Please provide a copy of any conditions attached to the consent.

Section 5: Drainage

1. Are you applying for the adoption of foul sewers? **Note 5.1** Yes No
2. Peak foul discharge (litre/second)
3. Are you applying for the adoption of surface water sewers? **Note 5.2** Yes No
4. Peak surface water discharge (litres/second)
5. Does the site include a pumping station? Yes No
6. Does the site include a Sustainable Drainage System? Yes No
7. Do you intend to divert any existing public sewers as a result of the proposed development? Yes No
8. Has the consent of any adjoining landowner/s been obtained to construct
sewers within their land if appropriate? Yes No N/A
9. Types of proposed sewers to be diverted? FW SW Combined PS Vacuum Sewers

NOTE: Please see Section 5 - Sustainable drainage systems details, in the guidance notes for developers - adoption of sewers.

Section 6: Development profile

Total number of properties:

Anticipated start date:

NOTE: Please provide a copy of your proposed build programme

Anticipated end date:

Section 7: Checklist / Information and drawings required to progress with your application

Please insert a ✓ in each appropriate box in the first column to indicate that the information has been included and return this list with your application. Incomplete applications will be returned in full.

1. Sewers	For applicant to complete	STC to check for completeness and correctness
Location plan: (min scale 1/2500)	<input type="checkbox"/>	<input type="checkbox"/>
Layout plan showing: (min scale 1/500)	<input type="checkbox"/>	<input type="checkbox"/>
Watercourses	<input type="checkbox"/>	<input type="checkbox"/>
Public open space	<input type="checkbox"/>	<input type="checkbox"/>
Road layout inc. gullies	<input type="checkbox"/>	<input type="checkbox"/>
Buildings layout	<input type="checkbox"/>	<input type="checkbox"/>
Finished floor levels to existing and proposed buildings	<input type="checkbox"/>	<input type="checkbox"/>
Contours	<input type="checkbox"/>	<input type="checkbox"/>
Private drainage and connections inc. road gullies	<input type="checkbox"/>	<input type="checkbox"/>
Manhole references	<input type="checkbox"/>	<input type="checkbox"/>
Manhole cover and invert levels*	<input type="checkbox"/>	<input type="checkbox"/>
Pipe sizes	<input type="checkbox"/>	<input type="checkbox"/>
Existing public sewers (not coloured)	<input type="checkbox"/>	<input type="checkbox"/>
Sewers layout (coloured: brown/foul; blue/surface water)	<input type="checkbox"/>	<input type="checkbox"/>
Easements (coloured yellow)	<input type="checkbox"/>	<input type="checkbox"/>
Site boundary (edged green)	<input type="checkbox"/>	<input type="checkbox"/>
Drainage area plan (coloured and referenced)		
Hydraulic calculation pipe references	<input type="checkbox"/>	<input type="checkbox"/>
Longitudinal sections showing: (horiz 1/500. vert 1/100)	<input type="checkbox"/>	<input type="checkbox"/>
Existing ground levels	<input type="checkbox"/>	<input type="checkbox"/>
Finished levels	<input type="checkbox"/>	<input type="checkbox"/>
Chainage (including at manholes)	<input type="checkbox"/>	<input type="checkbox"/>
Manhole references	<input type="checkbox"/>	<input type="checkbox"/>
Manhole cover and invert levels*	<input type="checkbox"/>	<input type="checkbox"/>
Manhole type A, B, C (non-preferred) or special*	<input type="checkbox"/>	<input type="checkbox"/>
Manhole diameters*	<input type="checkbox"/>	<input type="checkbox"/>
Pipe size*	<input type="checkbox"/>	<input type="checkbox"/>
Pipe strength and material*	<input type="checkbox"/>	<input type="checkbox"/>
Bedding class	<input type="checkbox"/>	<input type="checkbox"/>
Pipe gradient	<input type="checkbox"/>	<input type="checkbox"/>
Pipe crossings	<input type="checkbox"/>	<input type="checkbox"/>
Backdrops (non preferred)	<input type="checkbox"/>	<input type="checkbox"/>
Pipes designed with soffits level	<input type="checkbox"/>	<input type="checkbox"/>
Details showing: (scale 1/20)		
Manhole construction – details of special manholes only*	<input type="checkbox"/>	<input type="checkbox"/>
Outfall construction – bed level and normal water level inc date taken	<input type="checkbox"/>	<input type="checkbox"/>

*These items can be included in a schedule

For applicant
to complete

STC to check for
completeness
and correctness

Flood route details – on plan or digital elevation model to demonstrate flow paths contained in highway/POS showing: (min scale 1/500)

Watercourses	<input type="checkbox"/>	<input type="checkbox"/>
Public open space	<input type="checkbox"/>	<input type="checkbox"/>
Road layout inc. gullies	<input type="checkbox"/>	<input type="checkbox"/>
Buildings and structures layout	<input type="checkbox"/>	<input type="checkbox"/>
Finished floor levels to existing and proposed buildings	<input type="checkbox"/>	<input type="checkbox"/>
Contours/spot levels	<input type="checkbox"/>	<input type="checkbox"/>
Private drainage and connections inc. road gullies	<input type="checkbox"/>	<input type="checkbox"/>
Manhole references	<input type="checkbox"/>	<input type="checkbox"/>
Manhole cover levels	<input type="checkbox"/>	<input type="checkbox"/>
Flood paths from sewerage system for 40yr, 50yr, and 100yr critical summer/ winter storm	<input type="checkbox"/>	<input type="checkbox"/>
Overland flood paths	<input type="checkbox"/>	<input type="checkbox"/>
Design calculations including:		
Foul hydraulics		
Surface water hydraulics (pipe full – 1 in 1yr or 2yr or 3yr)	<input type="checkbox"/>	<input type="checkbox"/>
Surface water hydraulics (no flood – 1 in 30yr)	<input type="checkbox"/>	<input type="checkbox"/>
Pipe strength(s) or deformation	<input type="checkbox"/>	<input type="checkbox"/>

2. Consent

Copy of planning permission for site	<input type="checkbox"/>	<input type="checkbox"/>
Letter of approval for the discharge of surface water to a watercourse from either Environment Agency (EA), Land Drainage Authority or Internal Drainage Board	<input type="checkbox"/>	<input type="checkbox"/>
Consent for construction of headwall structure from either EA, Land Drainage Authority or Internal Drainage Board	<input type="checkbox"/>	<input type="checkbox"/>
A copy of any conditions attached to the planning consent	<input type="checkbox"/>	<input type="checkbox"/>

3: Underground balancing tanks

Detail plan and section	<input type="checkbox"/>	<input type="checkbox"/>
Emergency draindown bypass-remote operated	<input type="checkbox"/>	<input type="checkbox"/>
Flow control device including design details	<input type="checkbox"/>	<input type="checkbox"/>
Drain down penstock	<input type="checkbox"/>	<input type="checkbox"/>
Emergency high level overflow	<input type="checkbox"/>	<input type="checkbox"/>
Low flow channel	<input type="checkbox"/>	<input type="checkbox"/>
Access: vehicular and man entry	<input type="checkbox"/>	<input type="checkbox"/>
Structural calculations	<input type="checkbox"/>	<input type="checkbox"/>

4: SUDS

Detail plan	<input type="checkbox"/>	<input type="checkbox"/>
Access	<input type="checkbox"/>	<input type="checkbox"/>
Inlet and outlet structures	<input type="checkbox"/>	<input type="checkbox"/>

5: Pumping stations

For applicant
to complete

STC to check for
completeness
and correctness

Location plan: (min scale 1/2500)

Layout plan showing: (min scale 1/500)

General arrangement

Access

Emergency storage

Levels of compound/covers

Vents

Davit socket

Kiosk (size/colour/type/location)

Fencing/boundary

Inlet chamber

Flow meter chamber

Compound floor and access construction

Sections and details showing:

Wet well and pump layout

Emergency storage

Pipe layout (including valve chamber)

Inlet chamber

Flow meter chamber

Levels including provisional ultrasonic sensor levels

Ultra high level float switch on separate relay

Chambers on rising main

Thrust blocks

Tracer and maker posts along rising main route

Electronics (including star delta starting where required)

Longitudinal sections (Rising main) showing: (horiz 1/500. vert 1/100)

Existing ground levels

Finished levels

Chainage (including at manholes)

Ancillaries references

Ancillaries cover levels

Pipe size/material/bedding

Hydraulic calculations including:

Inflow

Pump rate

Emergency storage

Volume between duty start and stop

Numbers starts per hour

Rising main volume

Rising main velocity

Septicity check

Surge analysis report on rising main

Pump curves

Total head

Section 8: Declaration (To be signed by Applicant)

Please advise me of the estimated cost and programme for adopting sewers for the above named development. In this respect, I will provide any relevant information required by Severn Trent Connect.

I understand that the submission of this form is to be treated as a preliminary enquiry and does not commit me or Severn Trent Connect, save as set out below. In particular, I understand that Severn Trent Connect does not authorise or hold itself responsible for the reimbursement of any expenses incurred in any design work undertaken by me without the express approval of Severn Trent Connect.

I confirm that if following the provision by Severn Trent Connect of the estimated cost and programme, I require further or revised estimates and programmes for the adoption of the sewers for the above named development, I will pay Severn Trent Connect’s costs and will provide such advance payment as they may reasonably require. Upon my acceptance of the estimated cost and programme, I will enter into a formal written agreement with Severn Trent Connect for the adoption of the sewers.

I also confirm that if the adoption does not proceed I will reimburse Severn Trent Connect’s reasonable abortive costs in preparing the estimated cost and programme.

If there is more than one applicant, please photocopy this declaration page and ensure that each applicant returns a signed copy.

By signing this form I confirm:

- That the Applicant is the owner / occupier of the land or existing premises in which the sewers are being adopted.
- That all statutory requirements, including without limitation the Water Industry Act 1991 and the CDM Regulations 2007 (as amended), shall be met
- That I have read the Developer Charges Summary and understand the charges that are applicable to sewer adoption
- (if signing on behalf of a Company) I am a duly authorised representative of the Company and can bind the Company accordingly.

Signed:	Position: (If signing on behalf of a Company)
<input type="text"/>	<input type="text"/>
Full name in capitals:	Address:
<input type="text"/>	<input type="text"/>
Company name: (If signing on behalf of a Company)	
<input type="text"/>	
Date:	
<input type="text"/>	Postcode:
	<input type="text"/>

Please note that we will only discuss this application with those parties identified on the application.

Please return this form with supporting documents to:

Severn Trent Connect

Developer Services

Severn Trent Centre

2 St.Johns Street

Coventry, CV1 2LZ

Email:developerservices@st-connect.co.uk

Support notes

IMPORTANT NOTE: Insufficient or inaccurate information may result in delays in the processing of your application.

Note 1: Applicants details

- 1.1 The Applicant is the owner/occupier of the site that requires the connection. It is this individual/company that is responsible for the content of the application form and accepting the conditions laid out in the application declaration.
- 1.2 Please ensure that the complete address and contact details are provided. These address details may be used for future contact and correspondence.
- 1.3 Registered Company Number: The registration number of the business as issued by Companies House www.companieshouse.gov.uk.
- 1.4 We will accept an application form that has been completed by an Agent/Consultant, however, the Applicant remains responsible for the content of the application and must sign the application form.
- 1.5 Please provide as much of the site address as is available at the time of the applications submission. This address **MUST** contain: Road name, Town/city, County.
- 1.6 The Ordnance Survey reference is a 12 digit grid reference split into two 6 digit numbers (X and Y). This can be obtained from www.ordnancesurvey.co.uk
- 1.7 If you have made a development enquiry or submitted any applications that are linked to this site please provide the reference numbers. This will help us process your application.

Note 2: Contractor details

- 2.1 The contractor will be the company that will be constructing the sewers.

Note 3: Construction, Design and Management (CDM) Regulations 2007

- 3.1 Your project is notifiable if construction work lasts more than 30 working days or involves more than 500 person days.
IMPORTANT NOTE:
If your project is notifiable you will have to appoint a CDM co-ordinator, if you have not Severn Trent Connect cannot process your application form.
- 3.2 More information regarding the Health and Safety Executive (HSE) and how to contact them can be found at www.hse.gov.uk
- 3.3 CDM Co-ordinator (Definition): The person appointed to advise and assist the client on how to comply with the CDM Regulations during the project, and to ensure that suitable arrangements are made and implemented for the co-ordination of health and safety measures during planning and preparation for the construction phase.
Only appointed on notifiable contracts.¹
- 3.4 Principal Contractor (Definition): The duty holder who is required to ensure effective management of health and safety throughout the construction phase of the project. Their main duty is to properly plan, manage and co-ordinate work during the construction phase in order to ensure that hazards are identified and risks are properly controlled.²

¹ Definition taken from The HSE Industry guidance for CDM Co-ordinators

² Definition taken from The HSE Industry guidance for Principal Contractors

Note 4: Local Council details

- 4.1 Please provide the name of the Council authority that has provided planning permission construction on the site.
- 4.2 Please provide the unique reference number for the planning permission issued by the Council authority.
- 4.3 **Outline consent:** A form of planning consent designed to test the principle of whether or not a development is acceptable. The planning authority can request any level of detail they think is necessary to reach a decision, although usually, only a minimal amount of information is supplied. Outline consent does not authorise construction, only that the site is suitable for development.
- 4.4 **Full consent:** A detailed planning assessment that will provide consent for construction to start, as well as confirming the future use of the site.

Note 5: Drainage

- 5.1 **Foul water** is the waste water from your toilet, bidet, bath, basins, sinks, washing machines, dishwashers and showers etc.
- 5.2 **Surface water** is rainfall as it collects around your property.