APPLICATION FOR WATER SUPPLY

Application Number:
(OFFICE USE ONLY)

STEP 1 – CONCEPT PLAN

1. Details of property to be serviced

Street address:

Legal description or valuation reference:

2. Related consents

Does this application for water supply relate to a building consent and/or resource consent?

- ○ Yes Building consent number: and/or
  - Resource consent number:
  - Proposed lot number (subdivision consents only):
- ○ No Provide reason for application:

3. Contact details

Customer/Property owner details

Full name:

Address:

Phone: Email:

Customer's agent (if different from property owner)

Full name:

Address:

Phone: Email:

4. Approved water service connection installer

Name:

Contact person:

5. Connection required

- ○ New water connection ○ New dedicated fire supply connection
- ○ New restricted flow supply connection – select rural water scheme below:
  - ○ Waitati ○ Seacliff ○ Warrington ○ Merton ○ Karitane ○ West Taieri ○ East Taieri
  - No. of water units required: Note: One unit is 1000L or $1m^3$ of water per day
- ○ Service separation – please supply address of original connection:

Note: If there is an existing water service that requires disconnection, please complete the *Application for Disconnection of a Water or Sewer Connection* form available on the DCC website.

6. Types of water supply (please see Definitions section of the DCC Water Supply Bylaw 2026 for definitions of supply types)

If known, please tick the supply type that you are applying for:

- Ordinary Supply
- Extraordinary Supply
- Restricted Flow Supply
- Dedicated Fire Supply

The DCC will determine which type of water supply is appropriate for you. To help with this assessment, please indicate if any of the following apply to your property or proposed use:

- Rural or Rural Residential zone
- Larger than 1ha and zoned Large Lot Residential, Low Density Residential or Township and Settlement
- Agricultural, horticultural, viticultural, & irrigation use
- Swimming pool/spa pool greater than 10m3
- Service pipe size is greater than 25mm
- Commercial use: (specify type)
- Industrial use: (specify type)
- Retail use: (specify type)
- Educational facility
- Office
- Medical (rest homes, dentist, vet, lab etc)
- Accommodation (hotel, motel, etc)
- Mixed use (e.g. ordinary supply & extraordinary supply)
- Community facility (recreation, church etc.)
- Other (please specify)

7. Connection size (ID only)

- 20mm
- 25mm
- 50mm
- 100mm
- 150mm
- Other (please specify):

8. Water Meter – if you are an extraordinary supply, please tick the following:

Size of water meter	Type of water meter	Manufacturer
20 mm and 25 mm	Manifold – Mechanical	Sensus or Elster Kent
20 mm and 25 mm	Manifold – AMR	Sensus
25 mm and above	In Line – Mechanical	Sensus or Elster Kent
25 mm and above	In Line – AMR	Sensus
25 mm and above	In Line – Mag Flow	Khrone or Endress Hauser or Yokogawa

9. Boundary Backflow Prevention Device – please use the attached Appendix to determine the following:

Type of activity / property:

Risk Hazard Category:

Type of device proposed:

Size of device:

Installing a boundary backflow device requires a building consent, or building consent exemption under the Building Act.

- Apply for exemption to building consent (Please see Building forms and guidance - Dunedin City Council to apply) OR
- Boundary backflow device details are included in the Building Consent

Who is installing the boundary backflow prevention device?

- AWSCI
- Plumber/Contractor: Name:

Plumber/Contractor: Contact phone number:

Please note: the final decision on water meter and boundary backflow requirements will be made by the Dunedin City Council. If further information is required regarding boundary backflow requirements, DCC staff will be in touch to request this.

STEP 2 – CONNECTION/ENGINEERING PLAN

10. Connection/Engineering Plan

Please provide a sketch of the proposed water supply connection that includes pipe class, material and diameter, and include the following (as applicable): roads, water main, service pipe, manifold, meter, backflow device, property boundaries (include street names and numbers where possible), and any other relevant information.

11. Authorisation

- ○ I am the property owner or have been authorised by the owner to make this application for water supply
- ○ I have read and understood the notes (below) and Appendix (attached) and accept the terms and conditions of supply as outlined in the Dunedin City Council Water Supply Bylaw (2026) (available at *www.dunedin.govt.nz*)

Name:

Signed: Date:

Please email the completed form to water.businesssupport@dcc.govt.nz, or post to: PO Box 5045, Dunedin 9054: Attention Subdivision Support Officer, 3 Waters. For any queries regarding the application, please contact the Subdivision Support Officer, 3 Waters on 03 477 4000.

Notes

3-Step Approval Process

1. By completing this application form ie filling in both Steps 1 and Step 2, these steps will be assessed at the same time and if approved an approval will be sent to the applicant.

2. Applicants may fill in just Step 1 – Concept Information and if approved, an approval letter will be sent for this step. In these cases, a second application will be required to be completed by filling in Step 2, and if approved, a second approval letter for that step will be sent.

3. Step 3 of the approval process occurs after the water connection has been installed and includes an inspection by DCC and the approval of as-builts. Final approval will be sent once all components of this step are completed.

General

4. The Dunedin City Council terms and conditions of supply are outlined in the Dunedin City Council Water Supply Bylaw (2026) available at www.dunedin.govt.nz.

5. An approved application is valid for 12 months from the date the application is granted. If the works are not completed within this period, a new *Application for Water Supply* form may be required.

6. Please contact the water.businesssupport@dcc.govt.nz, when you require a booking for the Council to make the physical connection to the Council water supply network (tap off the watermain) so we can arrange our Contractor to meet you onsite. At least three working days' notice must be given. For more complex connections (i.e. connections requiring a shutdown of water service), five working days' notice is required.

7. The AWSCI must supply the required technical information (as-builts) for each connection within ten working days of the physical connection being made to the Council water network.

Backflow device

8. Boundary backflow prevention devices must be installed before the water main is tapped, unless otherwise agreed in writing with the Council.

Restricted Flow Supply Connections

9. For restricted flow supply connections, one unit is 1000L or $1m^3$ of water per day.

10. A water restrictor must be installed at all times, unless otherwise authorised by DCC 3 Waters. Where possible a water restrictor is fitted in the manifold box at the property boundary.

11. The customer is responsible for ensuring there is sufficient storage provided to cater for intended water use. Consideration must be given to both water usage and fire-fighting requirements.

Development Contributions

12. Your connection may require payment of a development contribution under the Council's Development Contributions Policy. For more information on Development Contributions, phone the Development Contributions Officer on 477 4000 or email development.contributions@dcc.govt.nz. If Development Contributions apply to your development, connection will not be installed until the Development Contributions are paid.

APPENDIX 1 – BOUNDARY BACKFLOW HAZARD RISK CATEGORIES

This form helps applicants identify the appropriate backflow hazard risk category for their property or activity, based on recognized backflow risk definitions. Please use this form to help identify your activity, risk category and the appropriate boundary backflow prevention device – this will assist Council to assess your application and confirm the required boundary backflow prevention device.

The final determination of risk category and required device is made by Council. Where there is uncertainty, the highest identified risk applies.

Guidance Note: the lists below are not exhaustive. If any part of your property includes a higher-risk activity, the entire property is treated as that higher category. If unsure, select the higher risk category, or seek Council guidance before submitting.

VERY LOW RISK

Your property is a:

Residential household unit that contains standard domestic sanitary fixtures. Household units (i.e. residences) with ordinary use of water.

ACCEPTABLE DEVICES FOR VERY LOW RISK:

- **NON-TESTABLE DUAL CHECK VALVE**
- **AIR GAP**

LOW RISK

Your business is a:

Commercial premises (domestic sanitary fixtures only) not covered by medium and high category (below), with potential for change of use

Cafe, restaurant or other facility used for the storage or preparation of food and beverages.

- Drink dispensers (without carbonators)
- Commercial and/or plumbed in coffee machines
- Auto vegetable peelers
- Commercial dishwashers
- Drinking fountains and bottle fillers
- Hose taps – other than those associated with medium or high hazard category, used for fixed domestic irrigation systems

ACCEPTABLE DEVICES FOR LOW RISK:

- **DOUBLE CHECK VALVE**
- **REGISTERED AIR GAP**

MEDIUM RISK

Activities at a property may include:

Caravan park with no soil waste dump points

Food and beverage processing plants

Premises with fire-fighting water services

Premises with an alternative water supply

Public swimming pools (including at commercial venues such as camp grounds, motels, etc)

Commercial car washes, appliance/equipment or vehicle wash down (no chemicals added)

Horticultural or commercial gardens (where chemicals are not added irrigation systems)

Public toilets and/or urinals (connected to sewerage network)

Auxiliary water supplies such as pumped and non-pumped fire sprinkler secondary water

Water connections for appliances, vehicles or equipment

Water treatment systems

Deionised water, reverse osmosis units and equipment cooling without chemicals
Fire sprinkler systems and building hydrant systems

Hose taps and fire hose reels associated with medium hazard category

Irrigation without chemicals, including irrigation systems with underground controllers or pop-up system if chemicals are not added to water or applied to ground.

Livestock water supply without added chemicals

Milking sheds

Rainwater collection - untreated water storage tanks

Reticulated water systems - Water for steam cleaning, water for equipment cooling
Swimming pools, spas and fountains, other than those filled by a hose tap in conjunction with a household unit

Treated grey water

Air handling unit humidifiers, air conditioning units, heat exchangers and other water cooled equipment, without chemicals

Beauty salon and hairdresser's sinks

Auxiliary sources without chemicals added, including, but not limited to, storage reservoir

Grease traps (where washdown areas and hose taps are close to grease trap)

ACCEPTABLE DEVICES FOR MEDIUM RISK:

- REDUCED PRESSURE ZONE (RPZ) DEVICE,
- DOUBLE CHECK VALUE DEVICE,
- DOUBLE CHECK DETECTOR VALVE DEVICE (FIRE SYSTEMS WITHOUT CHEMICALS)
- REGISTERED AIR GAP

HIGH RISK

Activities at a property may include:

Abattoir

Vehicle and plant washing facilities (where chemicals are added)

Chemical laboratory

Chemical plant;/

Commercial and industrial premises using, processing or manufacturing toxic chemicals

Medical facility, including hospitals, pharmacies, medical centres, dental surgeries

Laboratory

Mortuary

Veterinary clinic

Petroleum processing plants, storage plants and service stations

Piers, docks, marinas and other waterfront facilities

Premises containing soil waste dump points, including stock truck effluent disposal sites and caravan parks

Sewage treatment plants and sewage lift stations

Tertiary and secondary education facilities with laboratories

Water filling stations

Farms, agriculture, horticulture and commercial gardens (with irrigation systems with chemicals added)

Autoclaves and sterilisers

Systems containing chemicals such as anti-freeze, anti-corrosion, biocides, or fungicides

Boiler, chiller and cooling tower make-up and recycled water

Chemical dispensers or chemical injectors

Chlorinators

Dental equipment

Fire sprinkler systems and fire hydrant systems that use toxic or hazardous water or chemicals added

Hose taps associated with high hazard situations like mixing of pesticides and soil waste dump points

Irrigation systems with chemicals, including, but not limited to, below ground or pop-up system if chemicals are added to water or applied to ground, or in commercial settings such as golf courses even without chemicals where water may sit on the ground

Pest control equipment

Photography and X-ray machines

Piers and docks

Sewage pumps and sump ejectors

Sluice sinks and bed pan washers

Agriculture, including, but not limited to, livestock water supply with added chemicals, chemigation (i.e. antibiotic injectors and bloat control), farm irrigation with fertigation system, cow shed washdown

Veterinary equipment

Bidets and douche seats

Handheld bidet hoses and water closet trigger sprays

Water connections for portable and mobile tankers

Water connections for mobile dental clinics and/or home birthing pools

Healthcare waste disposal equipment

Air conditioning units, heat exchangers and other water-cooled equipment, if connected to the sewage system or treated with chemicals.

Auxiliary sources with chemicals added, including, but not limited to, storage reservoir.

ACCEPTABLE DEVICES FOR HIGH RISK:

- **REDUCED PRESSURE ZONE (RPZ) DEVICE,**
- **REDUCED PRESSURE ZONE DETECTOR (FIRE SYSTEMS)**
- **REGISTERED AIR GAP**