

REMOVING OR DOWNSIZING OF WATER SERVICES

Why would I want to remove or downsize a water connection?

Property owners are charged annually in their water rates for each water connection that they have to their property and the cost depends on the size of the connection. While most properties have only one connection, some have multiple connections. Sometimes properties have connections that they no longer need, perhaps because the use of the building has changed or maybe the building regulations have changed and the owner wishes to have the connection removed.

What do I need to do to remove or downsize a water connection?

There are two separate components to the process. One involves having an assessment of the building under the Building Code of Australia to determine what level of fire protection is required and the other is an application to physically carry out the works. These are separate processes.

So tell me about the Building Permit?


Certain types of buildings are required to have their own fire hydrants, hose reels, fire sprinklers and portable fire extinguishers. Requirements for the Fire Fighting Services and Equipment are set out in the **Building Code of Australia: Volume 1, Section E**. It is necessary to have a Building Services Designer to determine what level of protection is required for the building. This assessment is made under the Building Code of Australia. If it is possible to downsize or remove the connection the owner of the building will need to get a building permit for the works.

To get the building permit the owner must first get a **Certificate of Likely Compliance** from a Building Surveyor. This might be Council's Building Surveyor or alternatively from a private building surveying firm. Once a Certificate of Likely Compliance is issued then Council will issue the Building Permit which provides consent for Ben Lomond Water to move into the second part of the process.

So what's the second part?


The second part is a **Water Application**. This is where the owner makes an application to Ben Lomond Water for the works to be done.

The application can be downloaded from the Ben Lomond Water website or obtained from the Charles Street Customer Service Centre. It is important that the owner/applicant reads this form.



Version: 31/05/2010
Approved By: _____

(Office Use Only)
BLW WA No. _____



APPLICATION FOR:

- WATER SERVICE CONNECTION AND METER (Includes upgrading or downgrading the existing service)
- **DISCONNECTION OF AN EXISTING SERVICE**
- WATER METER ONLY

Note: Please note that a separate application is required for sewer connections. Applications must be lodged one month prior to connection date.

Note: If you are unsure of what connections you need then please consult your plumber.

Date of application: ____/____/____

SECTION 1 - PROPERTY DETAILS

Property Owner: _____
Address where "Connection" is required: _____
**A copy of the Certificate of Title must be lodged with this application*

Is this application required to meet a Council Planning Permit condition? YES / NO

If YES provide DA / BA No. _____ OR
Description of proposed Land/Building Use: _____

Any existing connections? YES / NO No of _____ Size _____
(Note: One service only per property permitted)

Applicant's Signature: _____
Company Name (if applicable): _____
Applicants Name: _____ Daytime Phone: _____
Postal Address: _____

SECTION 2 - APPLICATION SCOPE (Please tick relevant box below)

Water Meter	<input type="checkbox"/>	GO TO SECTION 3
Water Service Connection (includes upgrading existing service) (does not include Water Meters - also complete 'Water Meter' above)	<input type="checkbox"/>	GO TO SECTION 4 - Complete Parts A, B, C, D, F and G
Disconnection	<input type="checkbox"/>	GO TO SECTION 4 - Complete Parts B, E and G

Ben Lomond Water's Operations Section will undertake the actual disconnection or downsizing of the water service where it connects onto the public water main but it is the owner's responsibility to dig the trench to expose the water main and to reinstate the trench once the disconnection/downsizing is completed.

The owner/applicant is required to engage a plumber and a "B" Registered Road Reserve Contractor to carry out the work. These people **MUST** complete section 4 of the Water Application Form along with signing of the declaration.

The figure below shows the inside of the Water Application Form. It looks complicated but if you read through it carefully it all makes sense. It is important to note that the owner/applicant **cannot sign** on behalf of the plumber or the Registered Road Reserve Contractor.

SECTION 3 - WATER METER. (Owner, plumber or builder to complete).

Single Residential (20mm connection)

Multiple Dwellings - number of residential units
(Note: Each unit must have a separate meter located at the front boundary for developments of 10 units or less & separate service lines to each residential unit)
Number of meters required

Commercial/Industrial - size required
Submit details or instantaneous demand calculations and justification for size request

Fire Fighting Provision - size required Attach Tas Fire Service requirements

BEN LOMOND WATER will only install a domestic 20mm meter (provided pipe work available) within 2 weeks of lodging this form. All other meters are installed by the owner's Plumbing contractor.

IF WATER METER ONLY THEN GO TO SECTION 5

SECTION 4 - WATER SERVICE CONNECTION (OR DISCONNECTION)

This section must be completed and signed by a Registered Plumber and a Registered Sub-Contractor (For Work in Public Road Reserve) engaged to complete the works.
This form must be lodged 4 weeks before the proposed works are scheduled.

A Plumbing Contractor Details

Plumber Plumber Registration Number:

Business: Mobile:

Address for Correspondence

B Registered (Road Reserve) Sub-Contractor Details

Contractor Licence No:

Business: Mobile:

Address for Correspondence

New Service - Sketch location plan attached
 Plumber to nominate connection location onsite

Single Residential (20mm connection)

Multiple Dwellings- number of residential units
Connection Size Required (Refer to Section 5 for size)

Commercial/Industrial - number of fixture units
Size required..... Submit details or instantaneous demand calculations and justification for size requested

Fire Fighting Provisions - Attach Tas Fire Service requirements Size required

IMPORTANT NOTES FOR SECTIONS 4C, 4D OR 4E
The PLUMBER must provide 2 days notice to BEN LOMOND WATER'S Operations Department prior to a joint site meeting to approve the meter location.

The PLUMBER must arrange with BEN LOMOND WATER an agreed time and date for BLW to provide the "connection" 2 weeks in advance.

BLW Operations department:
Ph: (03) 6336 5454
Fax: (03) 6336 5292

Please do not ring until you have received a letter in the post

D Upgraded or Downgraded' Service (also complete 'C' New Service' section above)

Connection size change Existing size New Size

E Disconnect' Service Only

Disconnect Service

Note: * Owner must obtain a Building Approval prior to disconnecting or disconnecting any service that provides specialist fire protection. If applicable a copy of the Building Permit must be included with this application. (BA No.)

F Plumber's Certification

DECLARATION BY "THE PLUMBER" - "Water Service Connection" Works

I acknowledge that materials and workmanship provided by me will comply with BEN LOMOND WATER standards.

I understand BEN LOMOND WATER will perform the "tapping" of the main and provide the necessary meter, "stop cock" and related fittings.

I will lay the connection between the main "tapping" and the meter location, install and connect to the meter. The defects liability period is 12 months from the date the connection is completed by me and my responsibilities are limited to the associated plumbing works and any consequential effects.

Plumber's Signature:

G Registered Contractor's Certification

DECLARATION BY "THE CONTRACTOR" TO WORK IN THE ROAD RESERVE - "Water Service Connection" Works

I acknowledge that materials and workmanship provided by me will comply with Ben Lomond Water and or the relevant Council standards.

I understand BEN LOMOND WATER will perform the "tapping" of the main and provide the necessary meter, "stop cock" and related fittings.

Disconnection of a "Water Service" from a Ben Lomond Water main
BEN LOMOND WATER will disconnect the service and repair the main. I will excavate around the main and reinstate all excavations. The defects liability period is 12 months and my responsibilities are limited to the excavation/reinstatement work and any consequential effects.

Contractor's Signature:

GO TO SECTION 5

Plumber's details →

Registered Road Reserve Contractor's details →

Plumber's Signature →

Registered Road Reserve Contractor's Signature →

If these details are not completed correctly (including the plumber and registered road reserve contractor details signatures) the application cannot be processed and will be returned.

MORE QUESTIONS?

About the Building Permit:
Contact the relevant council

About the Certificate of Likely Compliance:
Contact the relevant Council
Or alternatively
Check out the listings in the Yellow Pages under Building Surveyors

About the Water Application
Contact Ben Lomond Water on 13 6992 or development@blwater.com.au

Water Applications & Checklists can be downloaded from
<http://www.benlomondwater.com.au/NorthWater/Our+Customers/Building+and+Plumbing>