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These guidance notes are designed to help you complete  
**Form B – Application for a waste water / sewerage connection.**

## 1 Developer details

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Please provide your full details to make it easy for us to contact you.

## 2 Details of main contact

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Please provide contact details of any person appointed to coordinate the development (usually an agent or adviser). If you do not have an agent, leave this section blank. We will then contact the developer with all communications.

## 3 Billing details

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Please tell us which of the above contacts should receive our final invoice or supply details for an alternative billing contact if appropriate. Where there are no details given in section 2, we will send our invoice to the developer contact in section 1.

## 4 Premises to be connected

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### 4.1 Reference

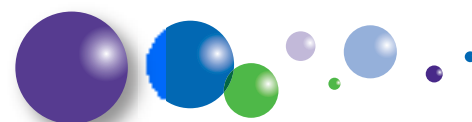
Your site may already have a Business Stream or Scottish Water reference number – for instance, relating to a Development Impact Assessment or an application for building water supply. Please provide these to help us speed your application.

### 4.2 Postal address

You must supply the full postal address and postcode of your site. The Land Registry can provide your postcode. If you don't supply this, your application may be delayed.

### 4.3 Type of premises

If your development includes domestic premises, you must apply separately to Scottish Water (not Business Stream) for the domestic elements of the property.



## 4 Premises to be connected (continued)

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### 4.4 SIC code

SIC (Standard Industrial Classification) is a nationally-recognised coding system for classifying use of business premises. It is used to determine whether VAT is applicable. If you don't know the site's SIC code, you may leave this section blank. Further information on SIC is at [www.statistics.gov.uk/methods\\_quality/sic](http://www.statistics.gov.uk/methods_quality/sic)

### 4.5 Planning reference

Business Stream needs to be sure each development has full planning approval. For this reason we need to know the planning reference allocated to your development, plus details of the approving local authority. Failure to supply these will delay your application.

### 4.6 Contaminated land

We require a copy of the soil investigation report, including a soil analysis table, if the site has potential land contamination issues (eg any industrial site, former garage site). Provide details on separate sheet if necessary.

## 5 Connection details

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### 5.3 Type of connection

Total waste water produced is calculated at 95% of anticipated water consumption on site.

You may require the help of a consultant to calculate your anticipated water consumption. As a guide, typical annual consumption estimates are:

- domestic use: 180 litres per head for 24-hour residents
- office/workplace use: 55 litres per occupant

### 5.5 Peak discharge rate

Sewers for Scotland 2 and the British Standard document EN752 specify discharge unit calculation methods and rates.

## 6 Contactor

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You (or your agent) are responsible for appointing a firm to carry out the work. Scottish Water's role is to assess if the proposed design will fit within the existing sewer system infrastructure.

## 7 Special requirements

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Please provide any information about your development that might be relevant to providing a timely connection.

## 8 Declaration

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The form is designed for electronic signature. If you prefer, you may print it off and sign it by hand and post a hard copy.

Guidance on electronic signatures is available at [www.berr.gov.uk](http://www.berr.gov.uk).

If you don't have the means to provide an electronic signature, please note that by submitting the form via email you are instructing Business Stream to progress your application.

## 9 Supporting data

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A site location plan, sewer layout design proposals, longitudinal sections, calculations, soil / ground investigation report and approvals are needed with your application.

### Site location plan

This enables Scottish Water to quickly locate your site in relation to their existing sewer infrastructure.

Your plan should set out precisely where the site is. Show street names, existing buildings and other landmarks. A 12-digit OS grid reference or GIS coordinates would also help.

### Sewer layout design proposals

The sewer layout design proposals should comply with Sewers for Scotland 2. They must include a technical drawing that sets out:

- boundary of premises
- location of the existing sewer main
- size of the existing sewer main
- material specification of the existing sewer main
- location of your proposed connection on the existing sewer main
- route of your pipe from connection on the existing main to your property
- size of the proposed connection pipe
- material specification of the proposed connection pipe
- level of the disconnection chamber at your property, in metres above ordnance datum
- invert level of the connection point at the existing sewer, in metres above ordnance datum
- all measures for sustainable drainage systems (SUDS)
- all pumping stations

To get details of the existing sewer infrastructure, contact Scottish Water's Property Search team on 01382 563666. They can give you a drawing of your site area. Alternatively, you can visit your local Scottish Water office.

### Calculations

If the proposed connection includes any of the following you may be required to provide supporting drawings and calculations:

- foul water sewers
- surface water sewers
- sustainable drainage systems (SUDS) measures
- pumping stations
- rising mains

### Local authority planning approval

This should be submitted with all designs.

### Details of initial consultations with Scottish Water's Development Planning section

Submit this to confirm that there are no difficulties in serving the proposed development.

### Written confirmation of SEPA and Flood Authority comments

All submissions with new surface water discharge to a watercourse must include this.

**We may need to ask for further drawings and / or calculations after reviewing your initial application and supporting information.**