
These guidance notes are designed to help you complete **Form D – Application for a new sewerage mains / trunk sewer / waste water system connection.**

Important! Form D is used to obtain approval for your proposed design. To obtain a permit to connect, please submit Form B after gaining technical approval.

1 Developer details

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

2 Details of main contact

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

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

4.1 Reference

Your site may already have a Business Stream 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 Premises to be connected (continued)

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.

4.4 Anticipated water consumption

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

4.6 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.

4.7 Contaminated land

If the site has potential land contamination issues (eg if it is an industrial site, former garage site, etc.), you must state how the site has been cleared of contamination. Alternatively provide third party assessment that confirms the choice of pipe material and / or measures taken to establish if anything in the soil is likely to attack the material of the sewers and potentially cause them to degrade or leak.

5 Contractor details

If you have not yet appointed contractors for the project, you may leave these sections blank.

5.1 Principal contractor

All installations must be carried out by a contractor registered with SNIPEF (Scottish and Northern Ireland Plumbing Employers' Federation).

If you appoint a non-registered plumber, you are liable for any damages to a third party property resulting from faulty components or incorrect installation. If such damages occur where a registered plumber has been used, the plumber is liable for third party damages.

5.2 Health and safety details

Please provide the details of your health and safety officer and a copy of the health and safety plan for your development.

6 Special requirements

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

7 Declaration

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.

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.

8 Supporting data

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 allows 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.

Design proposals 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 sustainable drainage system (SUDS) measures
- 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.

Longitudinal sections

This information is required for more complex designs. Please include the full length of the sewer, from where the site starts to the point of connection of the existing Scottish Water infrastructure, including manholes.

8 Supporting data (continued)

Calculations

Drawings and calculations in support of your design are required to ensure adequate drainage. You may need to supply calculations for foul water sewers, surface water sewers, SUDS measures, pumping stations and rising mains.

Soil / ground investigation report

This is required on sites where there is a risk of contamination – eg a former industrial or garage site. This is needed to identify the type of pipe material required.

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.