

# Application for a pre- development enquiry

Guidance notes



# Guidance notes - Pre development enquiry

Pre development enquiries are designed to aid developers and their consultants in understanding the impact of their proposed development on Thames Water sewerage network.

You may also use this application form to enable early discussion/meeting on planning issues such as Flood Risk Assessments, capacity checks, drainage strategies and pre S104 application layouts.

Once we have received your application Thames Water will undertake a simple desktop study to determine your sites impact on our network and identify if any detailed further analysis or modelling is required.

Please note, that all relevant sections of the application must be fully completed, as insufficient information will result in your application being returned to you, which will result in your response being delayed.

## Section A - Applicant Details

Please provide the full name, address and contact details of the person or company making the Pre-development enquiry.

All applications must be paid for prior to any response being answered. Please send your cheque, with the amount (including VAT), to Thames Water Limited with the accompanying fully completed application to:

Thames Water  
Developer Services  
Rose Kiln Court  
Rose Kiln Lane  
Reading  
Berkshire RG2 0BY

## Section B - Development site details

The site must hold a comprehensive address, scaled location plan and site layout (if available) which will assist in determining the location of proposed connection points. A 12 figure grid reference highlighting the centre point of the site will also be helpful to us if an address is difficult to determine.

The type, number of units and size of the development will assist us.

## Section C - Site history details

We require information on the history of the site, therefore, if the site is Brownfield ie. land identified for redevelopment, then please let us know if the site has sewerage connections and what was previously occupying the site.

## Section D – Proposed development and flows

Please indicate the proposed discharge rates for surface water and foul discharge in litres per second (l/s).

## Section E – Checklist and declaration

Ensure that you have fully completed all relevant sections of the application. Please print your name, sign and date the application form and enclose:

- a scaled location plan
- a scaled site layout
- payment of the required fee of £398 + VAT

## What happens next?

Once we have received your fully completed application form we will provide you with the following response to your application:

- A preliminary assessment of any restrictions and potential connection points to the existing sewerage network.
- A preliminary assessment of any reinforcement works that will be required to service the development.
- Details of any protective measures for sewerage assets which may require diversion or easements.

We will endeavor to respond to you within 15 working days of receipt of your application providing it is not necessary to carry out further investigation works.

If further analysis is required, involving detailed modelling and site investigation (depth loggers, rain gauges or flow monitors) we are able to provide you with a scope, estimated cost and timeframe for undertaking a formal impact study for the price of £400 + VAT. Once completed this study would include a full report detailing the impact and recommendations/network improvements required to alleviate any increased flood risk.

# Application for a pre-development enquiry



Please read the Guidance Notes and complete all sections of this form. Please write clearly in BLOCK CAPITALS.

**For office use only**

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## Section A

### Applicant details

Title \_\_\_\_\_

Forname \_\_\_\_\_

Surname \_\_\_\_\_

Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Post code \_\_\_\_\_

Phone \_\_\_\_\_

Mobile \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

## Section B

### Development site details

Site name \_\_\_\_\_

Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Post code \_\_\_\_\_

12 figure OS site grid reference

■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■

What was the site previously used for?

- Greenfield/Agricultural       Industry  
 Housing                               Landfill

Other, please specify

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Section C

### Planning status of site

	Y/N	Date	Reference
Is the site identified on the local plan?			
Does the site have Outline Planning Permission?			
Does the site have Full Planning Permission?			
Does the site have Building Regulation Permission?			

## Section D

### Proposed development and flows

Please provide your connection point

Foul water                      MH ref: \_\_\_\_\_

Surface water                MH ref: \_\_\_\_\_

Size of proposed development (No of units/hectares) \_\_\_\_\_

Proposed Fw discharge rate                      \_\_\_\_\_ L/S

Proposed Sw discharge rate                      \_\_\_\_\_ L/S

Does the site have existing sewerage connections?

Foul water    Yes  No

Surface water                                        Yes  No

Existing f/w discharge rate                      \_\_\_\_\_ L/S

Existing s/w rate                                    \_\_\_\_\_ L/S

## Section E

### Checklist and declaration

I have completed the application form and attach the following information:

Application fee of £398 + VAT

A scaled location plan ie. site plans showing existing and proposed layouts.

### Declaration

I agree, that for the purposes of the Water Industry Act 2003 and the Data Protection Act 1998, the information provided in this form and in any accompanying documents, may be held on a computer and processed by Thames Water Ltd and its servants and agents for all purposes conneted with the Company's statutory water and sewerage undertakings.

Print Name

Position within Company

Company

Date

Signature

# Getting in touch with us

For enquiries regarding this application or any other questions relating to your building or development work please contact us on:

**0845 850 2777**

Monday - Friday 8.00am-5.00pm

You can write to us at

Thames Water, Developer Services, Rose Kiln Court, Rose Kiln Lane,  
Reading, Berkshire RG2 0BY

Alternatively you can email us on [developer.services@thameswater.co.uk](mailto:developer.services@thameswater.co.uk)  
or visit our website address at [www.thameswater.co.uk/developerservices](http://www.thameswater.co.uk/developerservices)

**You can contact Thames Water 24 hours a day, 365 days a year.  
We record all our calls to ensure that we always give you a quality service.**

**0845 9200 888**

- Queries relating to your bill
- Change of address
- Meter readings

Minicom service if you are deaf or hard  
of hearing  
0845 7200 899

To contact us from abroad:  
+44 1793 366011

If you prefer you can write to us at:  
Thames Water PO Box 286  
Swindon SN38 2RA

Visit the Thames Water website at  
[www.thameswater.co.uk](http://www.thameswater.co.uk)

**0845 9200 800**

- For emergencies
- Other non-billing enquiries
- Literature

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of hearing  
0845 7200 898

Have you any comments about this  
leaflet?

We will be happy to hear from you re-  
garding this or any other matter where  
you feel our service to you could be  
improved.

This leaflet can be supplied in braille  
or audio-tape upon request.