

# Pre- planning enquiry

## Application form

Please complete this form and return it to us at  
[developer.services@thameswater.co.uk](mailto:developer.services@thameswater.co.uk) or  
Thames Water, Developer Services, Clearwater Court,  
Vastern Road, Reading, RG1 8DB.



# Application for a pre-planning enquiry

Please complete ALL relevant sections of this form in BLOCK CAPITALS

Use this form to find out if there's existing capacity in our network for your proposed development. Please ensure you complete the form in full and we'll respond within 21 calendar days from receipt of your completed application form. We'll let you know if sufficient capacity already exists in the network or if further modeling will be needed to determine if network adjustments or reinforcement will be required.

**Is your application for:** **Clean Water Supply** - relating to the provision of safe and clean water for consumption

(Please tick one.)

**Foul Sewage Management** - relating to the disposal and treatment of wastewater

**Surface Water Management** - relating to surface water

**Combined Foul and Surface Water Management** - relating to both foul and surface water

## Section A - About you

### (i) Details of applicant

**Company name**

Developer      Consultant      Land promoter      SLP      NAV      Other

**Title**

Mr      Mrs      Ms      Miss      Dr      Other

**First name(s)**

**Last name**

**Preferred phone no.**

**Alternative phone no.**

**Email address**

**Full postal address**

Address line 1

Address line 2

Town

County

Postcode

### (ii) Who should we contact to discuss the application?

Applicant      Nominated contact      (Please tick one.)

If nominated contact:

**Company name**

Developer      Consultant      Land promoter      SLP      NAV      Other

**Title**

Mr      Mrs      Ms      Miss      Dr      Other

**First name(s)**

Last name

Preferred phone no.

Alternative phone no.

Email address

Full postal address Address line 1

Address line 2

Town

County

Postcode

## Section B - About the site

### (i) Your site address

Same as applicant

Same as nominated contact

At another location

(Please tick one.)

If another location:

Site name

Full postal address Address line 1

Address line 2

Town

County

Postcode

Does the developer own the site? Yes No Don't know

What is the local authority?

Ordnance Survey grid ref

Type of site Greenfield Brownfield Mixed

How big is the site?

If the site was previously used as a brownfield site, what is the size in hectares?

### (ii) Your planning status (If you've already started the planning process).

Is the development identified in the local plan? Yes No Don't know If Yes, reference number

Does it have outline planning permission? Yes No Don't know If Yes, reference number

Does it have full planning permission? Yes No Don't know If Yes, reference number

Does the development have building regulations permission? Yes No Don't know

### (iii) Your development

To enable us to determine whether the capacity is sufficient or whether further modelling and reinforcement of our network will be required please provide details of the properties currently existing on the site (where applicable) and how you will phase your development. The information you provide at this stage will help improve the accuracy of our assessment. If you have more than 6 phases for your development please add details on a separate sheet.

Property type	Existing site to be demolished	Proposed site						Total
		Phase 1	Phase 2	Phase 3	Phase 4	Phase 5	Phase 6	
Start on site date								
Date of Occupation								
General housing (total units)								
Flat (total units)								
Primary school (max. pupil capacity)								
Secondary school (max. pupil capacity)								
Boarding school (max. pupil capacity)								
Assembly hall (max. capacity)								
Cinema (max. capacity)								
Theatre (max. capacity)								
Sports hall (max. capacity)								
Hotel (total bedrooms)								
Guest house (total bedrooms)								
Motel (total bedrooms)								
Holiday apartment (total capacity)								
Leisure park (max. capacity)								
Caravan park standard (total spaces)								
Caravan site standard (total spaces)								
Camping site standard (total spaces)								
Camping site serviced (total spaces)								
Student accommodation (max. capacity)								
Public house (max. capacity)								
Restaurant / Day care centre (max. capacity)								
Drive in restaurant (max. capacity)								
Hospital (total beds)								
Nursing / Care home (total beds)								
Offices (gross internal area in m <sup>2</sup> )								
Shopping centre (gross internal area in m <sup>2</sup> )								
Warehouse (gross internal area in m <sup>2</sup> )								
Commercial premises (gross internal area in m <sup>2</sup> )								
Manufacturing unit (gross internal area in m <sup>2</sup> )								
Other (please state units and description)								

## Section C - About the water supply

(Not required if only applying for sewerage connection).

### (i) Phasing water supply for your development

If you already have a plan for the phasing of your development please give details below.

Property type	Phase 1	Phase 2	Phase 3	Phase 4	Phase 5	Phase 6
Date water connection required						
Estimated peak clean water flow rate (litre/sec)						
Break tank capacity, if any (m <sup>3</sup> )						

If you're using a break tank please advise what measures you plan to take to avoid high peak flow over a short period of time.

## Section D - About your sewerage connections

(Not required if only applying for water connection).

### (i) Your existing sewerage connections (brownfield site only).

Please give us details of your existing connections.

	Foul water	Surface water
Does the site have the following sewerage connections?		
What is the type of discharge method?	Gravity	Gravity
	Pumped	Pumped
If sewage is pumped, what is the pump rate?	litres/sec	litres/sec
What is the existing impermeable area per connection?		m <sup>2</sup>
What are the existing connection points? (For example, 'X' properties to TW manhole ref 'Y')		

## (ii) Your proposed sewerage connections

Please give us details of your proposed connections.

	Foul water	Surface water
Does the site have the following sewerage connections?		
What is the type of discharge method?	Gravity	Gravity
	Pumped	Pumped
If sewage is pumped, what is the pump rate?	litres/sec	litres/sec
What is your proposed approach to surface water drainage?		Sustainable drainage system (SuDS)
		Traditional piped system
Do you propose using separate highway surface water drainage systems?		Yes      No
If the surface water rate is attenuated, to what rate is it attenuated?		litres/sec
What is the proposed impermeable area per connection?		m <sup>2</sup>
What are the proposed connection points? (For example, 'X' properties to TW manhole ref 'Y')		

**Please note:** The developer is expected to follow the local authority's drainage strategy and be able to demonstrate how the proposed (attenuated) discharge rate of any surface water flows have been calculated. For developments in Greater London, please refer to the London Plan Drainage Hierarchy (Policy 5.13). We will challenge the rates provided if they are not in line with those based on the local drainage strategies.

## Section E - What next?

### (i) What we need to process your application:

**Completed application** (ensure all relevant sections of this form are completed in full)

**Site location plan** (showing the site with nearby buildings, road and any sewers)

**Scaled site layout** (showing existing and proposed layouts including Point of Connection to our water network)

**Site drainage strategy plan** (if available at this stage showing all proposed sewers, pipe sizes and gradients)

**CCTV and topographical surveys** (if available for existing brownfield sites)

**Connectivity survey** (to our network rather than to our water network.)

Please make sure any attachments are in PDF format and don't exceed a total of 20MB in size per email. All drawings must be of suitable detail and have a drawing reference number on them.

**Please note:** without this information we may need to make assumptions about your requirements when calculating your budget estimate (if requested).

### (ii) How we'll use this information

We'll use the information you give on this application form, and potentially share it with our delivery partners, to provide the service you've requested. This could include contacting you to discuss your application and/or provide more details, visiting the site where work needs to be carried out and invoicing you when appropriate. Your feedback is important to us, so we may also use the information to ask for your feedback on how we can improve our performance.

We won't use this information for marketing purposes without contacting you to seek your consent.

You can find Thames Water's privacy policy at [thameswater.co.uk/Legal/Privacy](https://thameswater.co.uk/Legal/Privacy).

### (iii) Declaration

**Print name**

**Job title**

**Company**

**Date**

**Signature**

### (iv) Submitting your application

Please send your completed form to receive your capacity check in 21 calendar days:

**Via email:**

developer.services@thameswater.co.uk

**Or send to:**

Thames Water Developer Services, Clearwater Court, Vastern Road, Reading RG1 8DB

## 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:



[thameswater.co.uk/developerservices](https://thameswater.co.uk/developerservices)



[developer.services@thameswater.co.uk](mailto:developer.services@thameswater.co.uk)



**0800 009 3921**

Monday – Friday, 8am – 5pm



Thames Water, Developer Services, Clearwater Court,  
Vastern Road, Reading, Berkshire RG1 8DB

## If you have any other questions for Thames Water



[thameswater.co.uk](https://thameswater.co.uk)



**0800 980 8800**

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

Minicom service if you are deaf or hard of hearing 0800 316 6899

**0800 316 9800**

- For emergencies
- Other non-billing enquiries
- Literature

Minicom service if you are deaf or hard of hearing 0800 316 9898

To contact us from abroad +44 1793 366011



Thames Water, PO Box 286, Swindon SN38 2RA



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

