

**Clare County Council
Comhairle Contae An Chláir**

**Transportation and Infrastructure
Department**



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**Application for Permission to Connect to
Clare County Councils Public Water Supply**

Please read the following guidance notes, conditions and policy regarding extensions before completing the attached application form. This form must be completed by consumers applying for permission to connect to Clare County Councils Public Water Supply.

Guidance Notes Regarding Application to Connect to the Public Water Supply

- ❖ *This application form should be completed by you and returned to the relevant Area Office with the appropriate connection fee. A site location map, indicating the location where connection is required should also be enclosed.*
- ❖ *If the public road or footpath surface has to be opened to make the proposed connection, **the enclosed Road Opening Licence Application Form should be completed and returned to the relevant area office with the appropriate fees.** Any queries regarding road opening fees should be referred to the relevant area office (detailed below)*
- ❖ *Please note where Planning Permission has been granted for the development, that contributions levied in the grant of planning permission, in respect of the provision of water and sewerage services must be paid to the Planning Section before permission can be granted for the connection.*
- ❖ *In order to avoid delay in obtaining permission for connection it is important to answer fully all particulars set out in the form.*
- ❖ *When your application has been considered and confirmation given by the Water Services Engineer that your connection may be granted, you will receive written notification specifying type of connection etc. When you have carried out the requirements of the permission, you should contact the local area office so that a date can be arranged to carry out the connection.*
- ❖ *Please read the attached **“Conditions Regarding Water Supply Connections to Public Watermains”**.*
- ❖ *If you are carrying out an extension to a watermain, please read the attached policy on **“Extensions of Watermains”***

Clare County Council Area Offices

Area Office	Phone	Fax	Email	Website Address
Kilrush Civic Office, Market Square, Kilrush	065 9051047	065 9052821	Kilrush@clarecoco.ie	www.kilrush.ie
Ennistymon Area Office, Ennis Rd, Ennistymon	065 7071017	065 7072246	Ennistymon@clarecoco.ie	www.clare.ie
Shannon Civic Office, Town Hall, Shannon	061 362319	061 478099	Shannon@clarecoco.ie	www.shannon.ie
Ennis Town Council, Waterpark House, Drumbiggle, Ennis	065 6828040	065 6828182	Reception@ennistowncouncil.ie	www.ennistowncouncil.ie
Scariff Area Office, Mountshannon Rd, Scariff	061 640815	061 640708	Scariff@clarecoco.ie	www.clare.ie
South East Clare Area Office, Westbury Centre, Corbally Rd, Co. Clare via Limerick	061 356160	061 356164	Southeastclare@clarecoco.ie	www.clare.ie

Conditions Regarding Water Supply Connections to Public Watermains

General

- 10-metre water pressure is guaranteed on the public road fronting the development. For pressures below 10 metres, local arrangements may be agreed with area engineers but continuity of supply is not guaranteed to the customer in such circumstances.
- Supply is provided subject to an acceptance that necessary interruption in supply will occur periodically for planned maintenance. Notification of areas affected by planned maintenance will be provided through local radio and locally circulating newspapers.
- All connections to public watermains shall be metered to both domestic and non domestic customers.
- At the time of property sale, the Local Authority shall be informed of change of ownership so that new customer details shall be recorded and updated on the Water Users Database.
- The Council reserves the right to disconnect the water supply, at stopcock or ferrule level as appropriate, to abandoned connections/houses or connections where misuse of water is proven.
- A Road Opening Licence shall be obtained from the relevant Area Office (details on page 2)
- Unless alternative arrangements are agreed in writing with the Water Services Section, all work in connecting to a public watermain shall be carried out by County Council staff.

Water Supply for Building Work

Following payment of connection charges, the County Council will provide water for building purposes, if available. Where the County Council agrees to provide water for building works, this supply shall be metered subject to a minimum flat rate annual charge which shall be fixed annually. The minimum flat rate applying shall be calculated based on the nature and intensity of development.

Water Supply Disconnection and Re-connection

In cases where the County Council is made aware of unauthorised connections, the County Council will apply a fixed charge penalty (double the normal charge) and require the customer to pay the penalty charge and the actual cost of pipework alteration to rectify the supply arrangements.

If the disconnection is temporary, the County Council will charge the customer for this temporary disconnection. The charge, which will apply, will be based on whether a pipework alteration is required and will also cover the cost of reconnection.

Customers will be charged if the County Council has to disconnect the supply to properties because of unpaid water invoices. The County Council will reconnect the supply after all outstanding invoices have been paid including the disconnection/re-connection charges applicable.

Permanent Disconnection

Where a customer requests the County Council to disconnect the water supply, the County Council will charge the actual cost of disconnection to the customer. Prior payments for this work will be requested. Where the actual cost is less than the incurred cost, the difference will be refunded to the customer. In cases where the actual cost is more than the payment made by the customer, the customer will be required to pay the difference.

Meters

Meter Accuracy Test

If a customer feels that his/her meter is not registering the flow accurately and requests the County Council to test the meter, the customer shall pay the required cost of testing the meter. Advance payment of the estimated cost of the test will be required. If the meter is operating within the operating accuracy of the meter supplier's specification, then the customer will forfeit the advanced payment. If the meter is operating outside the accuracy limit of the meter supplier's specification the advance payment shall be refunded to the customer by the County Council.

Replacing a Damaged Meter

If a water meter is damaged within the customer's boundary, by anyone other than a representative of Clare County Council then the customer shall pay for the replacement meter.

Water Conservation.

In the case of domestic water customers, water is supplied for purely domestic purposes and related uses. In the case of non-domestic customers water is supplied to the user for the purpose of his/her business e.g. commercial, industrial, farming, services etc. Water Conservation best practice shall apply to both non-domestic and domestic water supply supplied by Clare County Council to its customers.

Please refer to Clare County Council's website, which provides pointers as to best use of water, and savings, which may be achieved.

The County Council reserves its right to issue advice both through radio and newspapers which could result in bans on water uses for certain activities in periods of dry weather or for other reasons.

Good Practice requires:

- Ban on direct connection of showers to mains water supply
- Limitation on use of power showers
- Provision by customer of adequate storage capacity
- Use of dual flush WCs, especially in commercial developments
- Use of controls on urinals in commercial developments

Other examples of actions, which may arise from time to time, are

- Ban on use of public water for car washing
- Ban on use of public water in gardens

Policy on Extensions of Watermains (Applicable to Individual Householders only)

- All extensions of public watermains must be at least 100mm in diameter.
- The mains extension shall be carried out to the specification and standards of Clare County Council.
- A road opening licence will be required by the applicant.
- If the proposed connection site is less than 200 metres from the main, the applicant shall pay all costs involved in making the extension.
- If the proposed connection is more than 200 metres from the mains:
 1. The connection fee will be waived.
 2. The applicant will pay all costs associated with the proposed extension.
 3. The proposed mains extension will have to be dedicated to Clare County Council.
 4. Upon dedication of the mains extension to Clare County Council, the applicant will be entitled to a refund of 50% of any future connections to the extended portion of the mains within a 10 year period.
 5. The total refund will not exceed 50% of the extension cost paid by original applicant.
 6. Receipts for mains extension will be required for refund purposes.

Application for Permission to Connect to Clare County Councils Public Water Supply

Office application reference_____

Name of Applicant(s)_____

Phone number(s) Work_____ Home/Mobile_____

Correspondence address of applicant(s) _____

Address at which connection is required:_____

(NB. Ordnance Survey Ireland – Record Place Map must be enclosed and marked where connection is required)

Tick category of premises to be connected:

Domestic Industrial Farm Business Fire Hydrant

Watermains Extension Re-connection How many houses in scheme?_____

Category of area of premises	(tick)	Connection fee enclosed (tick)
• All premises	<input type="checkbox"/>	Required fee €1135 <input type="checkbox"/>
• Scheme of 7 or more houses – individually assessed, subject to minimum fee	<input type="checkbox"/>	Minimum fee €7940 <input type="checkbox"/>
• Fire Hydrant	<input type="checkbox"/>	Minimum fee €1135 <input type="checkbox"/>
• Road Opening Fee (<i>please consult with relevant area office</i>)	<input type="checkbox"/>	
• Extension of watermain (<i>please refer to attached policy</i>)	<input type="checkbox"/>	

Is this a new premises? _____ If so, give planning reference no._____

Planning contribution receipt no._____ Amount:_____ Date:_____

Road opening costs depend on the location of the mains and the category of road to be opened and restored. Any queries relating to road opening should be directed to the relevant area office (see page 2 for details).

Insurance Options:

A Contractor will be making the connection and has public liability insurance, which indemnifies the Clare County Council for up to €6.35m, and a copy of this is attached with the Road Opening Licence Application Form. Yes No

Name of Contractor:_____

Signature(s) of applicants(s)_____

Date_____

For Official Use Only

Amount of planning contribution paid _____ Receipt No _____ Date _____

Amount of connection fee paid _____ Receipt No _____ Date _____

Amount of road opening fee paid _____ Receipt No _____ Date _____

Road Opening Licence Granted Yes/No Licence No: _____

All above payments checked by: _____ Date: _____
 Administrative Staff

Connection to _____ Water Supply

Class	Description	Class	Description
A	Domestic supply	E	Schools, Creameries, Factories, Hospitals, Nursing Homes, Hotels, Guesthouses & Caravan Parks.
B	Domestic supply from a GWS not taken over by the council and charged for 5 years or less	F	Metered agricultural supply
C	Licensed premises, Bakeries, Hairdressers, Restaurants & Cinema	G	Premises contains a shop or business other than (C) or (E)
D	Abattoirs, Garages, Dairies, Halls & Golf Clubs	H	Other. specify:-

Type of connection

- (i) 0.5" tapping plus 0.5" service
- (ii) 0.5" tapping plus 0.75" service
- (iii) 0.5" tapping plus 1" service
- (iv) Supply to be metered
- (v) Mains extension to be dedicated to Clare County Council
- (vi) Special conditions if any

Does cost of extension merit waiving connection fee? Yes No

Permission can be granted to this applicant to connect to the public water supply:

Executive Engineer: _____ Date: _____