

# Request for a Pre Design Discussion for All Sites

## Filling out this form

**This form can't be filled out online, so before you start to complete it, please make sure you follow these steps:**

1. Download the PDF to your PC (Save it locally, for example on your desktop)
2. Open it using [Adobe Acrobat Reader](#), and fill it out
3. Save the completed version
4. Email it to us at [technical.sewerage@yorkshirewater.co.uk](mailto:technical.sewerage@yorkshirewater.co.uk)

**This request form should only be used if you have completed a Pre Planning Sewerage Enquiry and are now proposing adoption of sewers and associated assets under Section 104 of the Water Industry Act 1991.**

A developer who is planning to construct a sewer and associated assets which will be adopted by Yorkshire Water should ensure that the prospective public sewers are designed and constructed in accordance with the Design and Construction Guidance, Local Practices and Technical Standards contained within the Code for Adoption.

We are happy to offer you technical advice on any prospective sites that you would like to put forward for adoption, prior to submission of your S104 application form.

To arrange a pre design discussion with one of the team, please complete this request form and email it to [technical.sewerage@yorkshirewater.co.uk](mailto:technical.sewerage@yorkshirewater.co.uk), along with the requested supporting information.

## What happens next?

On receipt of your request form and supporting information, an Adoptions Technician will contact you to confirm a date and time of your meeting where we can discuss your design proposals. You will receive a meeting date within 14 calendar days of us receiving your request form.

Once the meeting has been held, the Adoptions Technician will provide a summary of the discussions to all attendees within five calendar days.

## Completing your request form

This request form and supporting information can be submitted in paper copies by post, delivered by hand or sent electronically.

Please complete in **BLOCK CAPITALS** using blue or black ink or enter your details below electronically.

### 1. About you

Are you the    Developer    Designer    Other (please specify)

Your name

Your company's name

Your company's address

Postcode

Telephone number

E-mail address

## 2. Details of the site

Site Name

Site Address

Postcode (nearest)

Do you have Planning approval in place?      Yes      No

Pre Planning Sewerage Enquiry Submitted?      Yes      No      If yes provide reference

What is your agreed Rate of Discharge for the site?

Number of Properties / Units

Will the construction of the site be phased?      Yes      No

Who is the developer for the site?

Who is the designer for the site?

## 3. Construction Details

**Please tick to confirm you have provided the following drawings:**

Site Location Plan provided?      Yes      No

Site Layout Plan provided? (showing drainage outfall routes)      Yes      No

**Please tick which maintainable assets are proposed as part of the design:**

Gravity Network

Headwall / Inlet Structures

Pumping Station – foul

Headwall / Outlet Structures

Pumping Station – surface water

Storage Tank

Pumping Station – dual

Sustainable Drainage assets

Flow control devices

Site specific access requirements

Outlet flow control devices

Private storage facilities

Has a topographical survey been completed?      Yes      No

Has a Flood Risk Assessment been undertaken?      Yes      No

Has a Ground Investigation Report been undertaken?      Yes      No

Are there any site specific operational requirements for the proposed assets?      Yes      No

Are the any site specific legal requirements?      Yes      No

4. Declaration

I request that Yorkshire Water process my request based on the information I have provided and confirm all information is correct to the best of my knowledge.

I agree that Yorkshire Water may use the supporting information provided for any purpose connected with this request and with the company’s statutory Sewerage and Water undertakings.

I can confirm that this request form has been checked by ourselves as the Developer, is complete and complies with the Design and Construction Guidance, Local Practices and Technical Standards contained within the Code for Adoption.

I confirm that I would like Yorkshire Water to arrange a pre design discussion meeting for this site.

By ticking this box I agree to the above declaration

Print name

Date

Form fields for date (two vertical lines)

Position in company

**Please email this completed form to:**  
[technical.sewerage@yorkshirewater.co.uk](mailto:technical.sewerage@yorkshirewater.co.uk)

**Or you can post it to:**  
Developer Services  
Yorkshire Water Services Ltd  
PO Box 52  
Bradford BD3 7YD

## If you need to get in touch



**Call the Developer Services team on 0345 1 20 84 82**

Our Developer Services office is open Monday to Friday 8am-5pm.



**Visit our website [yorkshirewater.com/developers/](http://yorkshirewater.com/developers/)**



**Tweet us [@YWHelp](https://twitter.com/YWHelp)**



**Write to us**

Yorkshire Water Services Ltd, PO Box 52, Bradford, BD3 7YD

## Other useful numbers

**Contact centre**

**0345 1 24 24 24**

(billing enquiries)

**Asian language**

**0345 1 24 24 21**

**Text telephone/minicom**

**0345 1 24 24 23**

**24 hour automated services**

**0345 1 24 72 47**

(meter readings and payments)

**Fax number**

**01274 372 800**

## How much could you save?



**Use our online calculator**

See how you could save water and energy around the home.



**Buy discounted water saving gadgets**

Water butts, shower heads and more – on our website.

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