

Application for the adoption of new sewers, including lateral drains and sewers, under Section 104 of the Water Industry Act 1991

Filling out this form

If you would like to complete this form online, please [click here](#) to visit our portal.

If you would like to continue to download and complete this form and email it to us, 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 (if you don't have Adobe Acrobat PDF Reader you can download it [here](#))
3. Save the completed version
4. Email it to us at technical.sewerage@yorkshirewater.co.uk

Please note: the fees listed in this form are fixed until **31 March 2024**. You can find the most up-to-date version of this form at yorkshirewater.com/developers/sewerage/sewer-adoptions

Please be aware, we may contact you to seek feedback on your experience with this service.



This application form should be used if you are proposing the adoption of sewers under Section 104 of the Water Industry Act 1991. Once the sewer is adopted, the responsibility for it is transferred to Yorkshire Water from the developer who constructed it.

A developer who is planning to construct a sewer which will be adopted by Yorkshire Water should ensure that the prospective public sewers and associated assets are designed and constructed to the Design and Construction Guidance, Local Practices and Technical Standards contained within the Codes 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 application. Please submit a completed Request Form to arrange a Pre Design Discussion on your design proposals.

Please note that any proposed works need to be overseen by one of our site inspectors. Please submit a completed Request Form to arrange a Pre Start Inspection meeting once you have received Conditional and / or Technical Acceptance of the design proposals.

No works may start on site until you have been issued Conditional and / or Technical Acceptance of your design proposals. If work does commence on site prior to this, it is done so at entirely the developer's risk and cost.

Please ensure you provide a covering letter with your application detailing any site specific information.

The fees for sewer adoption are as follows:

Technical Assessment Fees – 2.5% of the construction costs of the works or a minimum of £732.00 will be invoiced on receipt of a S104 application. The balance of the assessment fees will be invoiced at Technical Acceptance.

Preparation of S104 Agreement – minimum of £304.00 dependent on the number of parties subject to the S104 legal agreement.

Pumping station locks (if required per pumping station) – £680.00

Additional checks – £84.00 per hour

For a connection to a public sewer, a separate Section 106 application is required. There will be a separate charge for each connection, and if required, this can be invoiced with the S104 technical assessment fees.

A bond (Cash or Surety) is applicable which is equal to 10% (minimum of £5,000.00) of the total cost of construction of the prospectively adoptable network. The Surety will be released of its obligations or the cash bond will be repaid when the works are vested into Yorkshire Water.

All fees will be invoiced direct to the developer unless stated otherwise.

Please await invoice before making payment.

What happens next?

You will receive an acknowledgement letter within seven calendar days confirming receipt of your application.

The Adoptions Senior Engineer will undertake an initial assessment of the application within seven calendar days from receipt of the application. A response will be issued to the applicant to confirm if the application is complete or to request further information required to allow a full assessment to be undertaken. Please be aware that Yorkshire Water has the right to reject incomplete applications.

A full technical assessment will be made within 28 calendar days of receipt of a complete application.

All resubmissions will be responded to within 14 calendar days of receipt of additional information.



Completing your application form

This application form and supporting information must be submitted in paper copies by post, delivered by hand or can be sent electronically to technical.sewerage@yorkshirewater.co.uk

You may also apply online at developerservices.yorkshirewater.com/sign-up-sign-in

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

1. About you

Are you the Developer Designer Contractor Other

If other, please specify

Your name

Your company's name

Your home or company address

Postcode

Telephone number

E-mail address

2. Details of the site

Site Address

Postcode (nearest)

Grid reference: Easting (6 figures)

Grid reference: Northing (6 figures)

Pre Planning Enquiry submitted? Yes No

If yes, please provide reference

Pre Design Discussion held? Yes No If yes, provide date of meeting | |

Sewer Connection application submitted? Yes No

If yes, please provide reference

Number of properties

Site contact

Telephone number

E-mail address



3. Construction Design and Management Regulations 2015 (CDM 2015)

Principal Designer Name

Principal Designer Address

Postcode

Telephone number

E-mail address

If the project is notifiable you will need to provide a copy of F10 notification issued to the HSE.

4. Section 104 Agreement Details

The developer

Name

Address

Postcode

Telephone number

E-mail address

The payee (if other than the developer)

Name

Address

Postcode

Telephone number

E-mail address

The landowner

Name

Address

Postcode

Telephone number

E-mail address



The adjoining landowner (if there are more adjoining landowners please provide details)

Name

Address

Postcode

Telephone number

E-mail address

The contractor

Name

Address

Postcode

Telephone number

E-mail address

5. Bond requirements

A bond will be required to progress the adoption process

☐ Surety ☐ Cash Bond

The individual/company named in this application is the party liable for payment of the cash bond. In turn, any repayment due will be made to the original payee named on the cash bond.

The Surety (in lieu of cash bond)

Name

Address

Postcode

Telephone number

E-mail address

The Solicitor

Name

Address

Postcode

Telephone number

E-mail address



6. Submission Requirements

Please refer to our Developers Guide to the Adoption and Vesting of New Sewers (S104) for more detail on the submission requirements.

Please tick if provided.

Type of development:

- Residential
- Commercial
- Mixed Use

Number of plots/units

What will your proposed adoptable network contain?

- Foul only
- Surface Water Only
- Both – Foul and Surface Water

Proposed Discharge Points:

- Outfall proposed to existing foul sewer
- Outfall proposed to existing combined sewer
- Outfall proposed to watercourse
- Outfall proposed to existing surface water sewer
- Outfall proposed to S104 or S102 sewer
- Outfall proposed to highway drain

Developer programme of works:

- Estimated start date | |
- Estimated construction costs of adoptable sewer works
- Pumping Station
- Adoptable Storage Tanks

Sustainable Drainage Assets:

- Basins – infiltration and detention
- Swales
- Rills
- Bioretention Systems
- Soakaways
- Filter Drains
- Ponds / Wetlands

Location plan showing:

- Site boundary edged in green
- The OS benchmark details used for level data
- GPS details where levels established by this method

Health and Safety:

- F10 Notice
- Risk Assessment for adoptable surface water components
- Design checklist for each adoptable surface water component
- Health and Safety document

Site plan showing:

- Site boundary edged in green
- Roads
- Sewers including lateral drains (coloured)
- Pipe material, size, length, gradient and direction of flow
- Sustainable drainage assets (coloured)
- Pumping station including compound (if required)
- Rising mains (if required)
- Existing sewers (not coloured)
- Road gullies/highway drains (not coloured)
- Watercourses
- Site contours
- Private drainage (not coloured)
- Flood routing
- Storage/attenuation (if required)
- Outfalls/headwalls (if required)
- North point
- Actual OS grid references
- Proposed buildings
- Ground floor levels
- Borehole locations
- Existing trees and proposed landscaping

Hydraulic design calculations:

- Foul water (where required)
- Model in electronic format
- Surface water
- 1 in 1 or 1 in 2 showing no surcharge
- 1 in 30 showing no flooding
- Impermeable area plan (including key)
- Design parameters used



**Longitudinal sections
(sewer and rising mains) showing:**

- Existing levels
- Proposed cover and invert levels
- Pipe diameters
- Pipe length
- Pipe gradients
- Pipe material
- Pipe strength
- Bedding classification and details
- Air valves and washouts (if required)
- Existing utilities
- Borehole information
(required if plastic pipes proposed)

Manhole schedules showing:

- Cover and invert level
- Manhole type
- Cover type and size
- Chamber size and depth

**Pump station information and
drawings showing:**

- General arrangement details
- Wet well capacity/storage/time to spillage
- Rising main capacity
- Surge calculations
- Storage calculations
(must provide 4hrs emergency for foul)
- Flotation check
- Pump manufacturers design
- Pump head discharge curve

**Statutory Consents, Permissions and
Additional Information:**

- Contaminated land reports
(required if plastic pipes proposed)
- Discharges consents / licenses to
watercourses, coastal outfalls, canals etc.
- Rights to lay pipes on third party land
- Permission of riparian owner for discharge
- Copy of planning consent
- Evidence of planning conditions
been discharged
- Land drainage consent (outfall structure)

Land transfers and ownership:

Details of ownership, including the necessary rights of access, of all land conveyed to undertaker

Construction details:

- Manholes
- Demarcation chambers
- Pumping stations (if required)
- Flow control chambers (if required)
- Outfall structures (if required)
- Special manholes (if required)
- Attenuation tanks
- Sustainable drainage assets

Adoptable Surface Water Assets:

- Scheme design statement
- Site layout and asset drawings
- Design checklists for each proposed sustainable drainage asset
- Detailed infiltration assessment
(where proposed)
- CDM risk assessment
(operation and maintenance)
- Construction method statement
- Scheme maintenance plan
- Land ownership details
- Body responsible for amenity maintenance
- Body responsible for flood risk management

7. Declaration

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

I understand that any abortive time spent by Yorkshire Water in checking an incomplete and / or incorrect submission will be recharged to the developer as set out in our Charging Arrangements for 2023/2024.

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

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

If the site is progressed through to a legal agreement, the developer will be liable for the assessment costs incurred up to this point.

I understand that the minimum fee of £732.00 will be charged if I decide not to progress the application.

By ticking this box I agree to the above declaration

Print name

Date

Position in company



Please email this completed form to:
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



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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