

# SEALING OFF OF SERVICES FOR DEMOLITION OR RELOCATION OF A BUILDING

To be completed by applicants for building or resource consents for demolition or relocation of a building

**Sealing off of services must be carried out PRIOR to the removal of the building.**

Sewer and stormwater drains are usually sealed off to a property when the building is either demolished or relocated – Refer below to situations in points 1-4 when drains may be left on site.

**Sealing off of drains (both sewer and stormwater) is the responsibility of the owner, and the work must be undertaken by a Certifying Drainlayer. It is the owner's responsibility to engage this tradesperson. The Drainlayer shall complete a "Drainage Information Sheet" form once the drains are sealed and a copy of this shall be returned to Council. An inspection must be conducted for all building consents.**

**Please Note:** Water service can only be disconnected by Council.

Property Address: \_\_\_\_\_ Consent Number: \_\_\_\_\_

**Please tick the appropriate boxes.**

**1. Stormwater** may be left onto the site for:

- (a) other buildings on site connected to the stormwater system, or
- (b) stormwater sumps.

Stormwater left onto the site  Yes

or stormwater to be capped  Yes

**2. Sewer** may be left onto the site for:

- (a) other building on site connected to the system i.e. toilet and wash hand basin in garage.

Sewer left onsite  Yes

or sewer drains to be capped  Yes

**3. Foundations**

Foundations left onsite  Yes

Foundations to be removed and site left clear  Yes

Reason foundations left onsite: \_\_\_\_\_

**4. Water**

The water connection may be left onto your property. Please note that the **water rates will not be reduced** as a result of the building being removed.

Please disconnect water  Yes  No The premises will be vacant on \_\_\_\_\_

**Please Note:** Council will attend to this request after vacancy is notified above. Should the premises still be occupied on their arrival, no action will be taken to attend to this request.

Further visits to complete the work will be charged to the owner at actual cost plus GST. Should the premises be demolished before this request is made, services become difficult to locate, and in this case also, actual costs will be charged.

Name _____ as / for the Owner	Signature _____
Date _____	Contact Phone Number _____

**Failure to have services sealed may cause blockage of street mains for which you may be held accountable.**

**For Office Use Only:**

**Copy this form to Rates if water service is to remain.**

**Building / Resource Consent number** \_\_\_\_\_