



Information for the applicant

- This form is for an application for the individual water metering of existing multi-unit or strata developments.
- To minimise delay in receiving a decision about the application, please fill in all sections and ensure all relevant information and documents are provided.
- An assessment fee is payable on submission of this application, in accordance with QPRC Fees & Charges – Part B Section 68 Approvals.
- Once completed, this application form should be submitted to Queanbeyan-Palerang Regional Council for determination:

By Hand

257 Crawford Street
Queanbeyan NSW 2620

13 Gibraltar Street
Bungendore NSW 2621

144 Wallace Street
Braidwood NSW 2622

Post

PO Box 90
Queanbeyan, NSW 2620

Email

council@qprc.nsw.gov.au

SECTION A. Details of the applicant

Applicant Name	Company (If applicable)	Contact Person
<input type="text"/>	<input type="text"/>	<input type="text"/>
Address		
<input type="text"/>		
Locality/Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone	Email	
<input type="text"/>	<input type="text"/>	

SECTION B. Details of the site

Unit/Street no.	Street Name	
<input type="text"/>	<input type="text"/>	
Locality/Suburb	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>
Lot	Section	Deposited Plan (DP)
<input type="text"/>	<input type="text"/>	<input type="text"/>

SECTION C. Terms and conditions

I acknowledge that:

- Under this program Council is supplying water meters to applicants who meet the criteria. On approval I will be notified in writing and Council will provide the appropriate number of water meters to my licenced plumber at no cost. However, the installation is required to be undertaken by a licenced plumber at the owner's cost.
- Individually metered properties are to be billed individually, however the main water meter will remain and any residual quantity of water that is metered will be billed to the body corporate.
- Body corporate approval is required for strata complexes who are applying to be individually metered.
- I have attached a copy of the minutes of the meeting of the body corporate at which the individual metering of the units was approved.
- A licenced plumber's inspection is required to confirm that the installation is feasible and within Council's guidelines. I have attached the checklist and 'Sketch of Plumbing arrangements' completed by a licenced plumber with this application.
- It may not be possible to fit an external meter to some units due to the configuration of the plumbing. In this case the plumber must confirm that an internal installation within a publicly accessible common area is feasible in the checklist. As the cost of installation is to be borne by the owner of the unit, the owner should thoroughly consider the costs involved with this type of installation.
- Queanbeyan-Palerang Regional Council will require an inspection before and/or after installation.

Signature of Applicant

Date

SECTION D. Plumbing Checklist

Is there an individual branch or service that exclusively services the dwelling?

- No
- Yes

Is there an external location where a water meter may be fitted?

- No
- Yes

If 'Yes' is it accessible for meter reading?

- No
- Yes

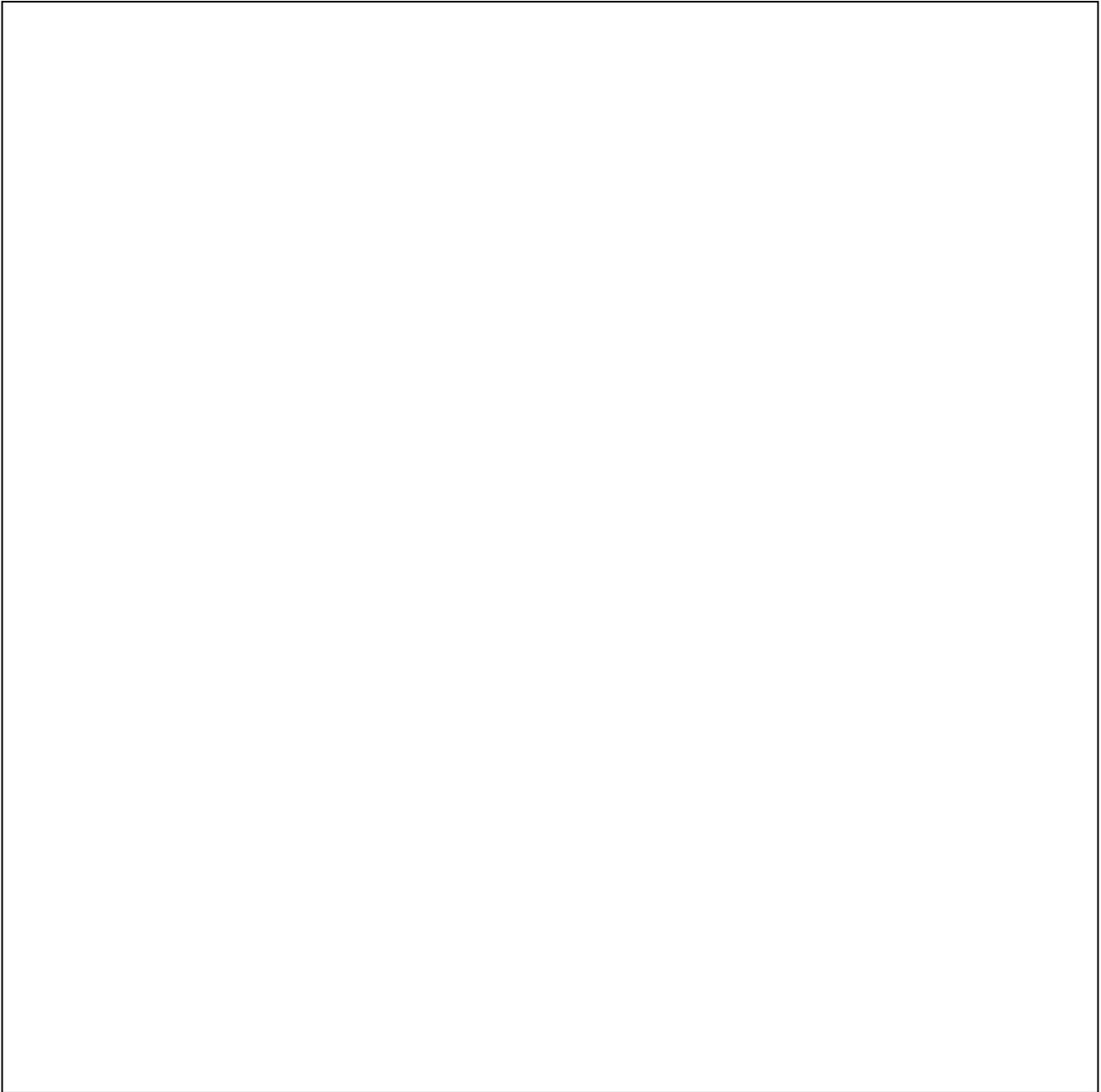
If there is no suitable location for a water meter externally, is there a suitable location internally?

- No
- Yes
- N/A

What is the diameter of the individual service?

SECTION E. Site plan of plumbing arrangement

Sketch or attach site plan of plumbing arrangement



SECTION F. Requirements in the sketch of plumbing arrangements

Please tick to confirm that the sketch of the plumbing arrangement includes the following:

- Position of all new meters relative to the master meter.
- The water tie location relative to the lot boundaries.
- Nearest roads.
- Building outlines.
- Dimensions or scale.
- North Point.

SECTION G. Approval Requirements

Queanbeyan-Palerang Regional Council requires that the following information is provided for application approval (please tick to confirm that the information has been provided):

- Exactly where to find the meters.
- That the meters will be in an **accessible**, safe and ergonomic position for water meter reading.
- That the water meters **are not** in a trafficable area (e.g. Driveway or footpath) – unless fitted with a trafficable cover.
- That the meter will be in a protected location not subject to damage (e.g. vehicle load / frost).
- The combination of meters proposed will cover all water consumption.

Note: approval will not be given if requirements and conditions are not met.

SECTION H. Plumber's declaration

I (*print name*)

recommend that the property

is suitable for the installation of an individual water meter(s).

Signed

Date

Phone

Licence no.

SECTION I. Date of receipt of application (Office use only)

To be completed by the Council **immediately** after receiving this Application.

This Application was accepted by

and was received on

Receipt No.: _____

Date: _____

Amount: \$