



Upper Medway Internal Drainage Board

Application For Land Drainage Consent

Office Use Only	
Date Received:	
Application Fee Received:	
Application Reference:	
Internal Drainage Board:	Upper Medway / Lower Medway (Delete as applicable)

For assistance in filling in this form please refer to our website (www.medwayidb.co.uk) or call 01622 758345

1 Applicant's Details

Name:			
Address:			
Postcode:		Tel. No.:	
Email:			

2 Agent's Details

Name:			
Address:			
Postcode:		Tel. No.:	
Email:			

3 Location of Proposal *(please include a location plan with your application)*

Address:			
Postcode:			
Parish/Town:			
District/Borough:			
Other Information:			
Grid Reference	(6 figure easting):		
	(6 figure northing):		
Drawing number of location plan:			

Please Note: Unless your deeds indicate otherwise where the watercourse that is the subject of this application forms the boundary of your property you may be the joint riparian owner together with the landowner on the other side. In the case of joint riparian ownership, each party is presumed to own up to the centre line of the watercourse and therefore is responsible up to this point.

4 Description of the Proposed Works

Brief description of proposed works: <i>(Please remember to include a description of any below ground works such as services)</i>	
Are the works:	Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> <i>(please tick)</i>
If temporary, duration of consent requested:	
Planning application Number: <i>(if applicable)</i>	
Applicant's interest in the land: <i>(owner / tenant / developer)</i>	

Do the works include: <i>(tick all that apply)</i>					
(a)	Discharge of treated foul water directly within the Board's district (Byelaw 3)	<input type="checkbox"/>	→ Complete section 5 and add £100 to fee		
(b)	Discharge of surface water into Board's district (directly or indirectly) (Byelaw 3)	<input type="checkbox"/>	→ Complete section 6 and add £100 to fee*		
(c)	Alterations to a watercourse (including infilling, culverting or amending) (Byelaw 4 and Section 23, Land Drainage Act 1991)	<input type="checkbox"/>	→ Complete section 7 and add £50 to fee		
(d)	Works within 8 metres of Board's adopted watercourse or other drainage or flood risk management infrastructure (Byelaw 10)	<input type="checkbox"/>	→ Complete section 8 and add £50 to fee		
<p>* For discharges of surface water into the Board's Internal Drainage District, any consent granted will likely be conditional, pending the payment a surface water development contribution fee, calculated in line with the Board's charging policy. This fee is <u>not</u> due at the point of application.</p>			<table border="1"> <tr> <td>Total Application Fee:</td> <td>£</td> </tr> </table>	Total Application Fee:	£
Total Application Fee:	£				

Please see the following links to maps of each Board's Internal Drainage District (including adopted watercourses);
 Upper Medway IDB (<http://www.medwayidb.co.uk/about/idb/upper-medway/>)
 Lower Medway IDB (<http://www.medwayidb.co.uk/about/idb/lower-medway/>)

Also please note that outfalls to Board maintained watercourses are included in the definition of works under Byelaw 10.

5 Discharge of treated foul water within the Board's District

(a)	Is the proposed discharge making use of an existing outfall?	Yes <input type="checkbox"/> No <input type="checkbox"/>
(b)	If yes, how do you intend to connect to the existing outfall?	
(c)	If no, how do you intend to connect to the watercourse?	
(d)	Drawing number(s) showing discharge arrangement:	
(c)	What is the size (diameter) of the proposed or existing outfall:	Millimetres (mm)
(e)	What is the proposed maximum daily rate of discharge?	Cubic metres (m ³)

6 Discharge of surface water into Board's District (Directly or Indirectly)

(a)	Is the proposed discharge making use of an existing outfall?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
(b)	If yes, how do you intend to connect to the existing outfall?		
(c)	If no, how do you intend to connect to the watercourse?		
(d)	Drawing number(s) showing discharge arrangement:		
(e)	What is the size (diameter) of the proposed or existing outfall:		Millimetres (mm)
(f)	What is the proposed maximum rate of discharge?		Litres per second (l/s)
(g)	What is the area of impermeable surface positively drained to the watercourse prior to development?		Square metres (m ²)
(h)	What is the proposed area of impermeable surface to be positively drained to the watercourse post development?		Square metres (m ²)

Please Note: If you are using multiple outfalls please provide the required outfall size and location for each outfall point.

7 Works to alter a watercourse (including infilling, culverting or amending)

Do the works include:					
(a)	Culverting a watercourse (with a pipe)	<input type="checkbox"/>	Using what diameter pipe?		Millimetres (mm)
			For what length?		Metres (m)
			Is the culvert required for access?		Yes <input type="checkbox"/> No <input type="checkbox"/>
(b)	Infilling a watercourse (without a pipe)	<input type="checkbox"/>	For what length?		Metres (m)
(c)	Other alteration to a watercourse	<input type="checkbox"/>	Please explain:		
(d)	Drawing number(s) showing works:				

8 Works within 8 metres of Board's adopted watercourse or other drainage or flood risk management infrastructure

(a)	What is the drain name / code of the IDB watercourse affected?	
(b)	What is the IDB catchment code for the IDB watercourse affected?	
(c)	Drawing number(s) showing works within 9 metres:	

Please see previous note under section 4 for links to IDB maps. Also please note that outfalls to Board maintained watercourses are included in the definition of works under Byelaw 10.

9 Declaration

(a)	Is/Are the applicant(s) or agent (or if the applicant or agent is a company, is any partner or director thereof) a Member or employee of the Board, or related to someone who is?	Yes <input type="checkbox"/> No <input type="checkbox"/>
(b)	I confirm that the applicant(s) has/have read the accompanying guidance document and Board's policies and accept(s) and agree(s) to comply with them. I enclose a copy of all requested plans and drawings, together with the appropriate application fee. The applicant(s) understand(s) that if this application is granted consent there may be conditions imposed and/or fees due, which must all be complied with/paid in full prior to work commencing. By signing below you are declaring that, as far as you know, the information given in this application, including any supporting documentation, is true.	
(c)	SIGNED:	Applicant <input type="checkbox"/> Agent <input type="checkbox"/>
(d)	DATE:	

10 Data Protection Disclaimer

We will process the information you provide in line with the Data Protection Act 2018 so that we can deal with your application. We may also process or release the information to:

- offer you documents or services relating to environmental matters;
- consult the public, public organisations and other organisations (for example, the Health and Safety Executive, local authorities, the emergency services, the Department for Environment, Food and Rural Affairs) on environmental issues;
- carry out research into environmental issues and develop solutions to problems;
- provide information from the public register to anyone who asks;
- prevent anyone from breaking environmental law, investigate cases where environmental law may have been broken, and take any action that is needed;
- assess whether customers are satisfied with our service and improve it where necessary; and
- Respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows).

We may pass the information on to our agents or representatives to do these things for us.

11 Select Payment Method

(application not valid until payment received)

<input type="checkbox"/> Cheque:	Payable to "Upper Medway IDB". Include name of applicant on rear
<input type="checkbox"/> Card:	Call 01622 758345 – ask for Lorna Carey / Lisa Rowland. Please clearly reference the Applicant's Name or Site Location
<input type="checkbox"/> Bank Transfer:	Handelsbanken – 58166379 40-51-62 Reference – LDC-[Board]-[Applicants Surname]

12 How to submit

(please remember to attach your site plans)

Email:	Scan / complete and send to enquiries@medwayidb.co.uk
Post:	Clerk to the Board 17 Albion Place Maidstone Kent ME14 5EQ