

## APPLICATION GUIDELINES – PLEASE READ CAREFULLY

#### **APPLICATION CHECKLIST**

Please review for required submittals.

Return application and attachments to the EBMUD New Business Office at 375 11th St, Oakland, CA 94607-4240.

#### PART 1 – GENERAL INFORMATION

All applicants complete PART 1. See Water Service Application Checklist, PART 8 for all submittal requirements. For water main extensions, submit completed PART 1 and PART 2 with your estimate fee and plans. Contact New Business Office at 510-287-1008 for additional information.

### PART 2 – HYDRANT / FIRE SERVICE / DUAL SERVICE REQUIREMENTS

Use PART 2 if any new and/or changes to existing hydrants and/or fire services are required as part of this project OR if project requires Dual Service (Combined domestic/fire service). Please consult your local fire agency for their requirements.

All applicants, except irrigation-only, submit this page after completion by your local fire marshal. You must also submit a signed PART 7.

- Applications for hydrants must be accompanied by an approved underground hydrant exhibit with onsite pipe size and connection point to main shown.
- Applications for private fire services must be accompanied by an approved sprinkler plan or underground plan with onsite pipe size and connection point to main shown, and/or an approved hydrant exhibit (if applicable).
- If relocation or removal of an existing hydrant or fire service is required, approved plan should show existing and proposed new locations when applicable.

### **PART 3 – WATER DEMAND & EFFICIENCY – FIXTURES**

This worksheet is intended to help gauge the indoor water demand of your project. This is necessary to determine the appropriate meter size for your service, and to ensure that Section 31 Water Efficiency Requirements are met. For large projects where this form is impractical, you may submit a fixture list with your project plans. **Complete a separate copy of PART 3 for each home model type and/or building.** 

- All applicants must submit project drawing plans for review and approval.
- Submit manufacturer cut sheets for all fixtures and equipment, highlighting the efficiency rating and specified options for your project on each sheet.

#### **PART 4 – WATER DEMAND & EFFICIENCY – IRRIGATION**

All applicants are required to complete the irrigation table in PART 4. For projects with more than 12 stations, attach separate sheets, or request a larger form from EBMUD Water Conservation. **Complete a separate copy of PART 4 for each irrigation controller specified.**A minimum irrigation demand in GPM will be assessed on new water service applications submitted without landscaping plans or diagram for the entire property. The minimum irrigation demand factors in lot size and climate region within the District's service area, and is combined with indoor demand to calculate the total System Capacity Charge. For questions regarding irrigation, please contact EBMUD Water Conservation Office at 510-287-1900.

- Applications with ≥ 500 sq ft of irrigated landscaping must submit one full-size hard copy of detailed landscaping plans including planting, irrigation, grading, and color coded hydrozones for review and approval.
- Applications with < 500 sq ft of irrigated landscaping must submit a planting and irrigation diagram for review and approval.

#### PART 5 - BACKFLOW SURVEY

All applicants must answer all questions in the Backflow Survey. Preventing backflow ensures that potable water will not become contaminated. **Your contractor may be able to assist you if you do not know all the answers.** 

### PART 6 - COMMERCIAL WASTEWATER CAPACITY FEE

All industrial, institutional, and commercial applicants within EBMUD's wastewater service area must fill out PART 6. (Applies to properties in Alameda, Albany, Berkeley, Emeryville, Oakland, Piedmont, and Stege Sanitary District which includes El Cerrito, Kensington, and Richmond Annex.)

The wastewater capacity fee, in accordance with the Wastewater Ordinance, Title III, Section 2(d), recovers the treatment costs for providing long-term wastewater treatment capacity to all new or expanded system users. Increase in demand is measured in wastewater volume and strength. The calculation is based on the estimated monthly maximum capacity and the current wastewater capacity rate schedule (Schedule G).

#### **PART 7 – ACKNOWLEDGEMENTS**

Initial each applicable section and sign and date at the bottom.



APPLICATION CHECKLIST

		ALL LICATION CHECKLIST	WATER OR DUAL SERVICE	PRIVATE FIRE SERVICE	PUBLIC HYDRANT
		Applicant name and/or name of owner and mailing address.	•	•	•
		Address of property to be served.	•	•	•
NO!		Assessor's parcel number and map.	•	•	•
RMAT		Building permit number and/or grading permit number.	•	•	
GENERAL INFORMATION	٥	Name, address and telephone of plumbing, fire sprinkler, and backflow contractors (as applicable).	•	•	
NER/		Number of meters required.	•	•	•
<b>G</b>		Existing site environmental data (optional).			
	٠	Private Sewer Lateral verification if you are upgrading or reducing the meter size. (Applies to EBMUD wastewater customers in Alameda, Albany, Emeryville, Oakland, Piedmont, and Stege Sanitary District which includes El Cerrito, Kensington, and Richmond Annex.)	•		
삥		Hydrant / Fire Service / Dual Service form (PART 2) executed and signed by fire marshal.	•	•	•
FIRE SERVICE		If applying for private fire service to serve any commercial occupancy or multi-family premises (as approved by local fire agency), attach Statement of Design Criteria from Fire Service Request.		•	
≡	٥	Approved Fire Plan or Underground/Utility Plan showing street, cross street, size, location of fire service and all proposed hydrants, stamped and signed by local fire marshal.		•	•
NCY		For commercial use, applicant should submit a complete plumbing fixture unit schedule (shown on the engineering improvement plans) in addition to completing the Water Demand & Efficiency - Indoor page (PART 3)	•	•	
WATER DEMAND & EFFICIENCY		If your project includes multiple services, please supply thorough information for all service installations.	•	•	•
ND & E		Complete separate Water Demand & Efficiency pages (both indoor and outdoor) for each home model type and/or building.	•		
DEMA		Plumbing Plans (1 set - full-size hard copy) with   Manufacturer cut-sheets showing efficiency rating and specified options, and   Plumbing fixture schedule.	•		
VATER		Landscape plans (1 set - full-size hard copy) with □ Planting plan, □ Irrigation plan, □ Grading plan, and □ Color-coded hydrozone plan.	•		
<b>^</b>		Site plans with proposed and existing meter locations and sizes. Contact New Business Office at 510-287-1008 for additional requirements for meters larger than 2-inch.	•		
BF		Complete Backflow Survey (PART 5)	•	•	
/GF		Complete Commercial Wastewater Capacity Fee (PART 6)	•	•	
COMM WCF	٥	Commercial wastewater customers, please provide □ 1 additional copy of the plumbing plans with fixture unit schedule, and □ 1 additional copy of the site plans with proposed and existing meter locations and sizes. For questions or help, please leave a message on the Environmental Services Hotline at 510-287-1651 and a representative will contact you.	•	•	
뱶		Pay Water Service Estimate Fee (see Schedule M at ebmud.com for fees). Contact New Business Office at 510-287-1008 for additional requirements for main extensions or flag lots.		•	•
NDIS		Initial each applicable section of the Acknowledgements page (PART 7), sign at the bottom, and date to confirm that you understand all terms and conditions.	•	•	•



# PART 1 – GENERAL INFORMATION

APPLICANT CONTACT				OWNER/BILLING CONTACT same as Applicant				
NAME				NAME				
ADDRESS			PHONE □H □W □C	ADDRESS	ADDRESS PHONE □H			
CITY	STATE	ZIP	PHONE IH IW IC	CITY	STATE	ZIP	PHONE □H □W □C	
EMAIL				EMAIL				
PROPERTY INFORMA	TION			CONTRACTOR CO	NTACTS			
SERVICE ADDRESS			LOT №	DOMESTIC PLUMBER /	/ CONTRACTOR NAME			
CITY		ZIP	TRACT/SUBDIVISION	ADDRESS			OFFICE PHONE	
ASSESSOR'S PARCEL №	BUILDING/GRA	 ADING PERMIT №	PERMIT DATE	CITY		ZIP	CELL PHONE	
LOT SQ FT	№ OF BLDGS	№ OF STORIES	№ OF DWELLING UNITS	FIRE SERVICE PLUMBE	ER / CONTRACTOR NAM	E same as do	omestic plumber / contractor	
SITE CONDITIONS  There are railroad track Water main extension r		re service will be ins	talled.	ADDRESS		ZIP	OFFICE PHONE  CELL PHONE	
☐ For the entire construct be disturbed. See <i>Water</i> sheet for more informa	r Pollution Preventio	t EBMUD's portion) ( In Requirements for C	more than 1 acre of soil will Construction Projects fact	CIT		ZIP	CELL PHONE	
☐ Meter locations are pav	ed or will be paved	prior to service inst	allation.	PRIVATE SEWER	LATERAL PROGRA	M REQUIREM	ENTS	
METERS TO BE INSTA	LLED / SERVIC	E USE		INCREASE OR DECREASE EXISTING METER  I want to increase or decrease the size of a meter on an existing service				
DESCRIPTION OF PROJECT				For Applicants a	nnlying to increase	e/decrease exi	stina meter size	
SIZE / GALLONS PER MINUT	E (IF KNOWN)	NUMBER OF ME	For Applicants applying to increase/decrease existin please reference the Private Sewer Lateral Program Fact Sheet or the Regional PSL website at www.east				am Requirements	
SERVICE TYPE							otain a private sewer sewer lateral is free	
Recycled: complete the Recycled Water Service Application instead. To find out more about Recycled Water visit ebmud.com or call 510-287-1631.			al	who have prope Piedmont and St	gional PSL Program Prty located in Alan tege Sanitary Distr I Richmond Annex.	neda, Albany, I ict which inclu	Emeryville, Oakland,	
☐ Single family		☐ Commercia	l (specify type)	Please check or	nly one box below	٧.		
☐ Multiple family				☐ I am installing a	new water meter for ne	w construction		
				☐ I am not connec	cted to the public sewer			
FIRE SERVICE		14/-4	unitarata un audat 1 de 1 de 1		g an Exemption Certificat			
☐ Fire service / hydrant☐ Domestic dual service (\	water and fire		oplications which include omestic dual service must	-	g a Compliance Certificate			
service on the same me		have local Fire N respective section	Marshal complete the on(s) on PART 2.	□ I am not an EBN	MUD wastewater custome	er		



ZIP

# PART 2 – HYDRANT / FIRE SERVICE / DUAL SERVICE REQUIREMENTS

### **FIRE MARSHAL:**

**PROJECT ADDRESS** 

Please complete and sign below. If dual service is indicated and approved, please complete the Domestic Dual Services section below. If any change to an existing hydrant and/or fire service is required, please indicate required changes (i.e. upgrade hydrant body, relocate, or remove) in Remarks Section. For questions about this form, contact EBMUD New Business Office at 510-287-1008.

CITY

E.							
PROPERT	ASSESSOR'S PARCEL №		TRAC	T/SUBDIVISION		LOT №	
<u> </u>							
-							
		TO BE COMPLETED BY	FIRE	MARSHAL			
	☐ NEW HYDRANTS NOT REQUIRED	For HYDRANTS please complete the	e follov	ving OR check th	ne box below:		
S	☐ REQUIRED:	A total of gallon:	per m	inute supplied b	y hydrant(s) f	flowing simultaneously for a duration	
ANI	Number of NEW PUBLIC hydrants	of minutes. Each individua	ıl hydra	nt shall provide	a minimum flow of _	gallons per minute.	
YDR	AND/OR	Unless otherwise indicated, fire flo	w is cal	lculated down t	o at a minimum residu	ıal pressure of 20 psi in the water	
FIRE HYDRANTS	Number of NEW PRIVATE hydrants	main under normal operating desi	gn flow	conditions. Fire	e flow is a design facto	or and is not guaranteed.	
=	RELOCATE: Number of EXISTING PUBLIC	☐ EXISTING FLOW IS ADEQUATE					
	hydrants to be relocated	Remarks					
Œ	Commercial, multi-family premises (as approved						
SERVICES	by local fire agency).	Remarks					
	□ NOT REQUIRED						
PRIVATE FIRE	☐ REQUIRED: Number of NEW PRIVATE fire services						
M	☐ EXISTING PRIVATE FIRE SERVICE adequate						
E E	CALISTING PRIVATE TIME SERVICE adequate						
ES	Single family premises, multi-family premises, condos, and townhomes	For DOMESTIC DUAL SERVICES plea	se com	plete the follow	ing:		
I WI	(as approved by local fire agency)						
IL SE	☐ NOT REQUIRED	 Sprinkler heads	X	Domand n	er head, GPM	Sprinkler Demand, GPM	
	REQUIRED:	Maximum number of sprinkler heads			each sprinkler head	Sprinkler Demand, dr M	
DOMESTIC DUAL SERVICES	Number of NEW DUAL SERVICES	required to operate simultaneously in the largest area to be sprinklered.			allons per minute).		
<u>8</u>		Remarks					
	FIRE AGENCY NAME				PHONE		
VAL							
PPRO	PREPARED BY				TITLE		
FIRE MARSHAL APPROVAL	EMAIL			,			
E MAR	SIGNATURE (By signing below, I agree I have reviewed and appr	oved the fire service plan for above address locat	ion.)		DATE		
E							
	<del></del>					VALID FOR ONE YEAR	



# PART 3 – WATER DEMAND & EFFICIENCY – FIXTURES

#### **Abbreviations**

GPF - gallons per flush GPM - gallons per minute GPC - gallons per cycle WF - water factor GP100 - gallons per 100 lbs of ice GPH - gallons per hour GPR - gallons per rack
COC - cycles of concentration
% - percent recycled

FUD - fixture unit demand TD - total demand QTY - quantity

**Total indoor FUD** 

					EB	MUD USE
	FIXTURE / EQUIPMENT	QTY	EFFICIENCY RATING	MAKE / MODEL/ OPTIONS PAGE ON PLANS	FUD	TD
	Toilet (tank)		GPF		2.5	
	Toilet (flushometer valve)		GPF		5	
	Urinal (flushometer valve)		GPF		3	
	Shower head		GPM		2	
	Tub/shower combo		GPM		4	
	Whirlpool tub faucet		GPM		4	
.IAL	Bathroom faucet		GPM		1	
RESIDENTIAL	Bidet faucet		GPM		1	
RESI	Kitchen faucet		GPM		1.5	
	Vegetable prep faucet		GPM		1	
	Dishwasher		GPC		1.5	
	Laundry faucet		GPM		1.5	
	Clothes washer		WF		4	
	Bar sink faucet		GPM		1	
	Hose Bibs				2.5 / 1	
	Pre-rinse spray valve		GPM			
	Food steamer		GPH			
	Ice machine		GP100			
	Refrig. (air cooled / closed loop)		TYPE			
	Vehicle wash facilities		% 🛟			
RCIAL	Cooling towers		сос			
COMMERCI	Dishwasher		GPR		1.5	
l	Drinking fountain		GPM		1	
	Dental unit / cuspidor		GPM		1	
	Mop sink		GPM		3	
	Clinic flushometer sink		GPM		8	
	Other Commercial					

**Abbreviations** 

TD - total demand

FUD - fixture unit demand

GPM - gallons per minute

QTY - quantity

# WATER SERVICE APPLICATION

## PART 4 – WATER DEMAND & EFFICIENCY – IRRIGATION

## **Irrigation codes**

S Fixed spray sprinkler

R Rotary sprinkler, single nozzle

RM Rotary sprinkler, multiple nozzle MT Multi-trajectory, multi stream

W Water feature

DP Drip, point source

DI Drip, inline

B Bubblers ≤ 0.25 GPM

MS Micro-spray, gals per hour

### Sun codes

FS Full sun, all day

SH Shade, filtered sun ≤ 6 hrs/day

### **Zone codes**

C Cool season turf

TCR Cool turf used for recreation

TW Warm season turf

TWR Warm turf used for recreation

H Peak<sup>†</sup> supplemental irrigation requirement ≥ 3 days/week

M Peak<sup>†</sup> supplemental irrigation

requirement 2 days/week
L Peak† supplemental irrigation

requirement ≤ 1 day/week
VL Peak† supplemental irrigation

VL Peak<sup>†</sup> supplemental irrigation requirement ≤ 1 day/month

No supplemental irrigation after establishment - no permanent irrigation system

E Edible - vegetable or orchardO Open - no plants, no irrigation

A Annuals in ground

AT Artificial turf

CS Small planted containers or baskets

CL Large planted containers

P Pool or spa, uncovered

PC Pool or spa, covered

Water feature - ornamental

	STATION (ZONE)	FLOW RATE	IRRIG. CODE	ZONE SQ FT	SUN CODE	ZONE CODE	BOTANICAL NAME OF HIGHEST WATER DEMAND PLANT (LIST FOR EACH ZONE)
	1	1 GPM					
	2	GPM					
	3	GPM					
	4	GPM					
	5	GPM					
MION	6	GPM					
IRRIGATION	7	GPM					
	8	GPM					
	9	GPM					
	10	GPM					
	11	GPM					
	12	GPM					
		TYPE		SQ FT			
SE	Swimmin	ig Pool					
OTHER USE	Spa / Hot	Spa / Hot Tub					
6	Water Fe	ature					
		То	tal sq ft				



<sup>&</sup>lt;sup>†</sup>Supplemental irrigation for July



# PART 5 – BACKFLOW SURVEY

## **BACKFLOW SURVEY**

	DACKI LOW JORVE I							
YES	NO	1. Do you have a well, either working or abandoned?						
YES	NO	2. Is this a waterfront property?						
YES	NO	3. Will there be a single meter servicing multiple users?						
YES	NO	4. Will this service also serve irrigation?						
YES	NO	5. Will the HVAC be operated with water?						
YES	NO	6. Will you have sewage ejectors?						
YES	NO	7. Will you have submerged inlets: any water-using fixtures or outlets that might be underwater?						
YES	NO	8. Will you use non-potable liquids or chemicals on the property?						
YES	NO	9. Will you have any equipment, other than residential, connected to the potable water system? Examples include but are not limited to: recirculating pumps, booster pumps, boilers, hydronic systems, solar systems, steam generators, or cooling towers?						
YES	NO	10. Will you inject chemicals into the fire line?						
YES	NO	11. Will the fire service be on or available to an auxiliary water supply? Examples include a nearby lake, bay, waterfront, well, cistern, or estuary.						

YES	NO	12. Will there be more than one fire service at this property?
YES	NO	13. Will you need internal protection that requires a backflow device?
YES	NO	14. Are you going to install a proper backflow assembly? Have you verified the appropriate device and location through EBMUD's Backflow Department at 510-287-0874?
YES	NO	15. Will there be any non-potable use, such as the use of recycled water, graywater, or rainwater catchment systems? Explain:
YES	NO	16. Are you an Industrial, Commercial, or Institutional customer; or a residential developer applying for standard service?
YES	NO	17. Will there be a swimming pool, pond, fountain, or a decorative water feature on site?

# PART 6 – COMMERCIAL WASTEWATER CAPACITY FEE

## **COMMERCIAL WASTEWATER CAPACITY FEE**

DESCRIBE ANY NON-DOMESTIC WASTEWATER GENERATING ACTIVITIES. EXAMPLES: CAR WASHING, REVERSE OSMOSIS SYSTEMS, TANK WASHING, ETC.	MAX MONTHLY VOLUME ESTIMATE PER ACTIVITY	TOTAL SQ FT FOR EACH BUILDING OR COMMERCIAL TENANT (LIST EACH TYPE)	NUMBER OF PEOPLE USING THE FACILITY (NOT NEEDED FOR RETAIL OR MEDICAL)
1.		1.	
2.		2.	
3.		3.  FOR EATING/DRINKIN SQ FT OF KITCHEN AND DINING NUMBER C	IG ESTABLISHMENTS OF DINING SEATS NUMBER OF BAR SEATS
4.			
5.			



## PART 7 – ACKNOWLEDGEMENTS

<b>GENERAL</b>	INFORMATION	(PART1)
GLINLINAL		(FANII)

Billing for service charges begins when meters are installed. If water is not needed immediately after meter installation, it is the applicant's responsibility to contact Customer Service at 1-866-403-2683 to close the account.

INITIAL

## **FIRE SERVICE (PART 2)**

Before a fire service estimate will be processed, the applicant must furnish fire hydrant information and fire flow requirements as specified by the fire protection agency.

INITIAL

### **DUAL SERVICE DISCLAIMER (PART 2)**

Applicant expressly agrees that, in the event of disconnection, removal or termination of the dual service for any reason, including but not limited to termination due to Applicant's non-payment of a delinquent account or due to Applicant's request to terminate service, Applicant shall indemnify, defend, and hold harmless the District, its directors, officers and employees from and against any and all loss, liability, expense, costs, claims, demands, suits and damages, including attorneys' fees arising directly or indirectly from or related to the disconnection, removal, or termination of said dual service, save and except for a liability arising from the sole negligence or willful misconduct of District.

INITIAL

District does not represent or warrant that the dual service will prevent any loss by fire or otherwise; or that the service will in all cases provide the protection for which it is installed or intended. Applicant acknowledges that District is not an insurer, that Applicant assumes all risk of loss or damage to Applicant's premises or to its contents; that District has made no representation or warranties, nor has Applicant relied on any representations or warranties, expressed or implied, except as set forth herein.

## WATER DEMAND (PARTS 3 & 4)

I hereby certify that my answers to the questions in this form are complete and true to the best of my knowledge. I understand that misrepresentation of the foregoing information may result in additional payment of fees and charges in accordance with Section 17 of the District's Regulations Governing Water Service to Customers and as provided in the Schedule of Rates and Charges of the East Bay Municipal Utility District, including but not limited to Installation Charges, System Capacity Charges, and Wastewater Capacity Fees.

INITIAL

### WATER EFFICIENCY (PARTS 3 & 4)

I certify that the subject project meets Section 31 Water Efficiency Requirements for plumbing and landscaping. If you have any questions concerning Water Efficiency Requirements, call 510-287-1900.

INITIAL

#### **BACKFLOW SURVEY (PART 5)**

If you do not answer every question, your application will be considered incomplete and will be returned. If you have any questions concerning Backflow Requirements, call 510-287-0874.

INITIAL

## **COMMERCIAL WASTEWATER CAPACITY FEE (PART 6)**

EBMUD may conduct a review, within two years of account setup, to verify the discharge use is consistent with the capacity amount paid. Any capacity demand over what was assessed at the time of the service setup will be billed to the account.

INITIAL

## **APPLICANT SIGNATURE**

PROPERTY OWNER / APPLICANT/AUTHORIZED AGENT	ASSESSOR'S PARCEL №
SIGNATURE (By signing below I acknowledge that I have read and agree to each applicable section above.)	DATE



# QUOTATION – FOR DISTRICT USE ONLY

TO BE COMPLETED BY EBMUD								
SERVICE ADDRESS					CITY		TAP №	
	ı			_				
□SCC □DU □SPC	REGION		PZ		Charges/Credits	INSTALLATION		
B-MAPS	WER №		BCC ASSIGNED		SYS	TEM CAPACITY CHARGE		
ELEVATION AT RESERVOIR		PRESSURE TYP	E		DU	METER SIZE		
ELEVATION AT METER		ELEVATION AT	HOUSEPAD		CREDIT TAP №	SCC CREDIT	< >	
☐ Dual Service	☐ Low Pres	ssure	☐ Pressure	_		ACCOUNT FEE		
☐ Conditional Service	☐ High Pre	ssure	Regulator			WASTEWATER CAPACITY FEE		
WATER SERVICE APPLICATION F	RECEIVED / REMA	ARKS:			CREDIT TAP №	WCF CREDIT	< >	
					FRONT FOOT CHARGE			
						FT @ \$/ FT =		
					AGREEMENT №			
					ANNEXATION	S @ \$/ ACRE =		
						RVICE ELIMINATION FEE		
					N	MITIGATION FEE / OTHER		
						UNUSUAL CONDITIONS		
						TOTAL		
					QUOTE GOOD	FOR 30 DAYS		
					INVOICE CUSTOMER COD	E	INVOICE №	
					PREPARED BY		DATE	
FOR DUAL SERVICE:								
			1			Note: Meter size is greater of <b>(A)</b> and	(B).	
TOTAL DOMESTIC DEMAND <b>(A)</b>		PRINKLER DEMAND	DOMESTIC ALLOWANCE	_	TOTAL COMBINED DEMAND <b>(B)</b>	<ul><li>1 inch meters ≤ 5</li><li>1.5 inch meters &gt;</li></ul>	NIETEN	