WATER SERVICE APPLICATION

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 change to existing hydrants and/or fire services are required as part of this project OR if project requires Dual Service (Combined domestic/fire service).

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 – INDOOR
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 – OUTDOOR & 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 ≥ 2500 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 < 2500 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.

WATER SERVICE APPLICATION

APPLICATION CHECKLIST

			WATER OR DUAL SERVICE	PRIVATE FIRE SERVICE	PUBLIC HYDRANT
GENERAL INFORMATION	❑	Applicant name and/or name of owner and mailing address.	●	●	●
	❑	Address of property to be served.	●	●	●
	❑	Assessor's parcel number and map.	●	●	●
	❑	Building permit number and/or grading permit number.	●	●	
	❑	Name, address and telephone of plumbing, fire sprinkler, and backflow contractors (as applicable).	●	●	
	❑	Number of meters required.	●	●	●
	❑	Existing site environmental data (optional).			
	❑	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.)	●		
FIRE SERVICE	❑	Hydrant / Fire Service / Dual Service form (PART 2) executed and signed by fire marshal.	●	●	●
	❑	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.		●	
	❑	Fire Sprinkler Plan (1 set - full-size hard copy) of fire sprinkler plan showing size and location of service, and any proposed private hydrants, stamped and signed by local fire marshal.		●	
WATER DEMAND & EFFICIENCY	❑	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)	●	●	
	❑	If your project includes multiple services, please supply thorough information for all service installations.	●	●	●
	❑	Complete separate Water Demand & Efficiency pages (both indoor and outdoor) for each home model type and/or building.	●		
	❑	Plumbing Plans (1 set - full-size hard copy) with ❑ Manufacturer cut-sheets showing efficiency rating and specified options, and ❑ Plumbing fixture schedule.	●		
	❑	Landscape plans (1 set - full-size hard copy) with ❑ Planting plan, ❑ Irrigation plan, ❑ Grading plan, and ❑ Color-coded hydrozone plan.	●		
	❑	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)	●	●	
COMM WCF	❑	Complete Commercial Wastewater Capacity Fee (PART 6)	●	●	
	❑	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.	●	●	
FEE	❑	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.		●	●
SIGN	❑	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.	●	●	●
	❑				

WATER SERVICE APPLICATION

PART 1 – GENERAL INFORMATION

APPLICANT CONTACT

NAME			
ADDRESS			PHONE ❑H ❑W ❑C
CITY	STATE	ZIP	PHONE ❑H ❑W ❑C
EMAIL			

OWNER/BILLING CONTACT ❑ same as Applicant

NAME			
ADDRESS			PHONE ❑H ❑W ❑C
CITY	STATE	ZIP	PHONE ❑H ❑W ❑C
EMAIL			

PROPERTY INFORMATION

SERVICE ADDRESS			LOT №
CITY		ZIP	TRACT/SUBDIVISION
ASSESSOR'S PARCEL №	BUILDING/GRADING PERMIT №		PERMIT DATE
LOT SQ FT	№ OF BLDGS	№ OF STORIES	№ OF DWELLING UNITS

SITE CONDITIONS

- ❑ There are railroad tracks in the street where service will be installed.
- ❑ Water main extension needed.
- ❑ For the entire construction project (not just EBMUD's portion) more than 1 acre of soil will be disturbed. See *Water Pollution Prevention Requirements for Construction Projects* fact sheet for more information.
- ❑ Meter locations are paved or will be paved prior to service installation.

CONTRACTOR CONTACTS

DOMESTIC PLUMBER / CONTRACTOR NAME		
ADDRESS		OFFICE PHONE
CITY	ZIP	CELL PHONE
FIRE SERVICE PLUMBER / CONTRACTOR NAME ❑ same as domestic plumber / contractor		
ADDRESS		OFFICE PHONE
CITY	ZIP	CELL PHONE

METERS TO BE INSTALLED / SERVICE USE

DESCRIPTION OF PROJECT	
SIZE / GALLONS PER MINUTE (IF KNOWN)	NUMBER OF METERS

SERVICE TYPE

- ❑ Recycled: complete the Recycled Water Service Application instead. To find out more about Recycled Water visit ebmud.com or call 510-287-1631.
- ❑ Single family
- ❑ Multiple family
- ❑ Irrigation
- ❑ Industrial
- ❑ Institutional
- ❑ Commercial (specify type) _____

FIRE SERVICE

- ❑ Fire service / hydrant
- ❑ Domestic dual service (water and fire service on the same meter)

Water service applications which include fire service or domestic dual service must have local Fire Marshal complete the respective section(s) on PART 2.

PRIVATE SEWER LATERAL PROGRAM REQUIREMENTS

INCREASE OR DECREASE EXISTING METER

- ❑ I want to increase or decrease the size of a meter on an existing service

For Applicants applying to increase/decrease existing meter size, please reference the Private Sewer Lateral Program Requirements Fact Sheet or the Regional PSL website at www.eastbaypsl.com.

EBMUD wastewater customers are required to obtain a private sewer lateral compliance certificate showing that their sewer lateral is free of leaks. The Regional PSL Program applies to EBMUD customers who have property located in Alameda, Albany, Emeryville, Oakland, Piedmont and Stege Sanitary District which includes El Cerrito, Kensington, and Richmond Annex.

Please check only one box below.

- ❑ I am installing a new water meter for new construction
- ❑ I am not connected to the public sewer
- ❑ I am submitting an Exemption Certification
- ❑ I am submitting a Compliance Certificate
- ❑ I am not an EBMUD wastewater customer

EBMUD

WATER SERVICE APPLICATION

PART 2 – HYDRANT / FIRE SERVICE / DUAL SERVICE REQUIREMENTS

FIRE MARSHAL:

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.

PROPERTY			
	PROJECT ADDRESS	CITY	ZIP
	ASSESSOR'S PARCEL №	TRACT/SUBDIVISION	LOT №

TO BE COMPLETED BY FIRE MARSHAL

FIRE HYDRANTS

☐ NOT REQUIRED

☐ REQUIRED:
Number of PUBLIC hydrants _____
AND/OR
Number of PRIVATE hydrants _____

For HYDRANTS please complete the following:

A total of _____ gallons per minute supplied by _____ hydrant(s) flowing simultaneously for a duration of _____ minutes. Each individual hydrant shall provide a minimum flow of _____ gallons per minute.

Unless otherwise indicated, fire flow is calculated down to at a minimum residual pressure of 20 psi in the water main under normal operating design flow conditions. Fire flow is a design factor and is not guaranteed.

Remarks _____

PRIVATE FIRE SERVICES

Commercial, multi-family premises (as approved by local fire agency).

☐ NOT REQUIRED

☐ REQUIRED:
Number of DEDICATED fire services _____

Remarks _____

_____

DOMESTIC DUAL SERVICES

Single family premises, multi-family premises, condos, and townhomes (as approved by local fire agency)

☐ NOT REQUIRED

☐ REQUIRED:
Number of DUAL SERVICES _____

For DOMESTIC DUAL SERVICES please complete the following:

_____ Sprinkler heads X _____ Demand per head, GPM = _____ Sprinkler Demand

Maximum number of sprinkler heads required to operate simultaneously in the largest area to be sprinklered.

Flow required for each sprinkler head to operate (in gallons per minute).

Remarks _____

FIRE MARSHAL APPROVAL

FIRE AGENCY NAME	PHONE
PREPARED BY	TITLE
EMAIL	
SIGNATURE (By signing below, I agree I have reviewed and approved the fire service plan for above address location.) _____	DATE **VALID FOR ONE YEAR**

WATER SERVICE APPLICATION

PART 3 – WATER DEMAND & EFFICIENCY – INDOOR

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

	FIXTURE / EQUIPMENT	QTY	EFFICIENCY RATING	MAKE / MODEL/ OPTIONS	PAGE ON PLANS	EBMUD USE FUD	EBMUD USE TD
INDOOR	Toilet (tank)		GPF			2.5	
	Toilet (flushometer valve)		GPF			5	
	Urinal		GPF			3	
	Showerhead		GPM			2	
	Tub/shower combo		GPM			4	
	Whirlpool tub		GPM			4	
	Bathroom sink		GPM			1	
	Bidet		GPM			1	
	Kitchen sink		GPM			1.5	
	Veggie prep sink		GPM			1	
	Dishwasher		GPC			1.5	
	Laundry faucet		GPM			1.5	
	Clothes washer		WF			4	
	Bar sink		GPM			1	
	Other						
COMMERCIAL INDOOR	Pre-rinse spray valve		GPM				
	Food steamer		GPH				
	Ice machine		GP100				
	Refrig. (air cooled / closed loop)		-select one- TYPE				
	Vehicle wash facilities		% ♻				
	Cooling towers		COC				
	Dishwasher		GPR			1.5	
	Drinking fountain		GPM			1	
	Dental unit / cuspidor		GPM			1	
	Mop sink		GPM			3	
	Clinic flushometer sink		GPM			8	
	Other Commercial						
					Total indoor FUD		

WATER SERVICE APPLICATION

PART 4 – WATER DEMAND & EFFICIENCY – OUTDOOR & IRRIGATION

	FIXTURE	QTY	EBMUD USE FUD	EBMUD USE TD
OUTDOOR	Hose Bib		2.5 / 1	
			Total outdoor FUD	

Abbreviations
QTY - quantity
FUD - fixture unit demand
TD - total demand
GPM - gallons per minute

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

TC	Cool season turf
TCR	Cool turf used for recreation
TW	Warm season turf
TWR	Warm turf used for recreation
H	Peak† supplemental irrigation requirement ≥ 3 days/week
M	Peak† supplemental irrigation requirement 2 days/week
L	Peak† supplemental irrigation requirement ≤ 1 day/week
VL	Peak† supplemental irrigation requirement ≤ 1 day/month
Z	No supplemental irrigation after establishment - no permanent irrigation system
E	Edible - vegetable or orchard
O	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
W	Water feature - ornamental

†Supplemental irrigation for July

	STATION (ZONE)	FLOW RATE	IRRIG. CODE	ZONE SQ FT	SUN CODE	ZONE CODE	BOTANICAL NAME OF HIGHEST WATER DEMAND PLANT (LIST FOR EACH ZONE)
IRRIGATION	1	GPM	-choose-		-choose-	-choose-	
	2	GPM	-choose-		-choose-	-choose-	
	3	GPM	-choose-		-choose-	-choose-	
	4	GPM	-choose-		-choose-	-choose-	
	5	GPM	-choose-		-choose-	-choose-	
	6	GPM	-choose-		-choose-	-choose-	
	7	GPM	-choose-		-choose-	-choose-	
	8	GPM	-choose-		-choose-	-choose-	
	9	GPM	-choose-		-choose-	-choose-	
	10	GPM	-choose-		-choose-	-choose-	
	11	GPM	-choose-		-choose-	-choose-	
	12	GPM	-choose-		-choose-	-choose-	

	TYPE	SQ FT
OTHER USE	Swimming Pool	
	Spa / Hot Tub	
	Water Feature	
	Total sq ft	

TOTAL DOMESTIC WATER DEMAND — EBMUD USE

INDOOR DEMAND (FUD)		OUTDOOR DEMAND (FUD)		SUBTOTAL DEMAND (FUD)		SUBTOTAL DEMAND (GPM)		IRRIGATION DEMAND (GPM)		TOTAL DOMESTIC WATER DEMAND (GPM)
	+		=		»		+		=	

EBMUD

WATER SERVICE APPLICATION

PART 5 – BACKFLOW SURVEY

BACKFLOW SURVEY

YES	NO	
❑	❑	1. Do you have a well, either working or abandoned?
❑	❑	2. Is this a waterfront property?
❑	❑	3. Will there be a single meter servicing multiple users?
❑	❑	4. Will this service also serve irrigation?
❑	❑	5. Will the HVAC be operated with water?
❑	❑	6. Will you have sewage ejectors?
❑	❑	7. Will you have submerged inlets: any water-using fixtures or outlets that might be underwater?
❑	❑	8. Will you use non-potable liquids or chemicals on the property?
❑	❑	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?
❑	❑	10. Will you inject chemicals into the fire line?
❑	❑	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?
❑	❑	13. Will you need internal protection that requires a backflow device?
❑	❑	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?
❑	❑	15. Will there be any non-potable use, such as the use of recycled water, graywater, or rainwater catchment systems? Explain:
❑	❑	16. Are you an Industrial, Commercial, or Institutional customer; or a residential developer of 3 units and over applying for standard service? If you check "YES," you are required to submit water usage plans for review by our Water Conservation Division. See Section 31 Water Efficiency Requirements.
❑	❑	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
1.	
2.	
3.	
4.	
5.	

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.	
2.	
3.	

FOR EATING/DRINKING ESTABLISHMENTS

SQ FT OF KITCHEN AND DINING	NUMBER OF DINING SEATS	NUMBER OF BAR SEATS

WATER SERVICE APPLICATION

PART 7 – ACKNOWLEDGEMENTS

GENERAL INFORMATION (PART1)

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. 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.	INITIAL

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

WATER SERVICE APPLICATION

QUOTATION – FOR DISTRICT USE ONLY

TO BE COMPLETED BY EBMUD

SERVICE ADDRESS	CITY	TAP №

❑ SCC ❑ DU ❑ SPC	REGION	PZ
B-MAPS	WER №	BCC ASSIGNED

ELEVATION AT RESERVOIR	PRESSURE TYPE
ELEVATION AT METER	ELEVATION AT HOUSEPAD

❑ Dual Service ❑ Low Pressure ❑ Pressure Regulator

❑ Conditional Service ❑ High Pressure

WATER SERVICE APPLICATION RECEIVED / REMARKS:

Charges/Credits

INSTALLATION	
SYSTEM CAPACITY CHARGE	
DU / METER SIZE	
CREDIT TAP № / SCC CREDIT	< >
ACCOUNT FEE	
WASTEWATER CAPACITY FEE	
CREDIT TAP № / WCF CREDIT	< >
FRONT FOOT CHARGE _____ FT @ $_____ / FT =	
AGREEMENT №	
ANNEXATION _____ ACRES @ $_____ / ACRE =	
SERVICE ELIMINATION FEE	
MITIGATION FEE / OTHER	
UNUSUAL CONDITIONS	
TOTAL	

QUOTE GOOD FOR 30 DAYS

INVOICE CUSTOMER CODE	INVOICE №
PREPARED BY	DATE

FOR DUAL SERVICE:

_____	_____ + _____ = _____		_____
TOTAL DOMESTIC DEMAND **(A)**	SPRINKLER DEMAND + DOMESTIC ALLOWANCE = TOTAL COMBINED DEMAND **(B)**	Note: Meter size is based on the greater of **(A)** and **(B)**. • 1 inch meters ≤ 50 GPM • 1.5 inch meters > 50 ≤ 100 GPM	METER SIZE