

# SFPUC Checklist

c/o San Francisco Permit Center  
 49 South Van Ness Avenue, San Francisco, CA 94103  
 (628) 652-6040



San Francisco  
**Water Power Sewer**  
 Services of the San Francisco Public Utilities Commission

San Francisco has adopted requirements that protect natural resources while continuing the development of sustainable buildings and landscapes. The San Francisco Public Utilities Commission (SFPUC) manages the water, sewer, and stormwater systems for San Francisco and ensures that new development and modification projects do not substantially increase demand on drinking water supplies and protect water quality and sewer system function.

**This form must be filled out by all applicants completing building application forms 1, 2, 3, 5, 6, or 8.** Re-roofing, siding, or window permits do not have to complete this form. Applicants applying for a new SFPUC water service or irrigation service are also required to complete this form. **Failure to comply with all applicable water, sewer, or stormwater requirements shall prohibit issuance of your building permit from DBI.**

<b>DBI Permit Application #:</b>		<b>Date Submitted:</b>	
<b>Project Street Address:</b>		<b>Project Block / Lot #:</b>	
<b>Project Contact Information</b>			
<b>Name:</b>			
<b>Street Address:</b>		<b>Apt/Unit/Suite #:</b>	
<b>City:</b>	<b>State:</b>	<b>Zip:</b>	
<b>Phone:</b>		<b>Email (required):</b>	
<b>Check "Yes" or "No" to the following questions regarding your project's indoor, outdoor, and/or construction-related activities:</b>			
		<b>Yes</b>	<b>No</b>
<b>WATER EFFICIENT PLUMBING</b>			
Does this project include building alterations or improvements to a commercial property where the total construction cost estimated in the building permit is greater than \$150,000?			<input type="checkbox"/>
Does this project include additions that increase the floor area space in a commercial property by more than 10% (ten percent)?			<input type="checkbox"/>
Does this project include building alterations or improvements to a single-family home or 2-unit residence where the total construction cost is greater than \$20,000?			<input type="checkbox"/>
<b>FATS, OIL, AND GREASE</b>			
Does this project include a restaurant or food service establishment?			<input type="checkbox"/>
<b>WATER EFFICIENT LANDSCAPE</b>			
Does this project include 500 square feet or more of new or modified landscape area?			<input type="checkbox"/>
<b>RECYCLED WATER</b>			
Does this project require water use for dust control and soil compaction?			<input type="checkbox"/>
Does this project include 10,000 square feet or more of new or existing landscape area?			<input type="checkbox"/>
Does this project include 40,000 square feet or more of new construction or major alterations to a building?			<input type="checkbox"/>
<b>STORMWATER MANAGEMENT REQUIREMENTS</b>			
Does this project create and/or replace 2,500 square feet - 5,000 square feet of impervious surface?			<input type="checkbox"/>
Does this project create and/or replace 5,000 square feet or more of impervious surface?			<input type="checkbox"/>
<b>CONSTRUCTION SITE RUNOFF</b>			
Does this project disturb 5,000 square feet or more of surface area?			<input type="checkbox"/>
Does this project include water runoff from construction activities such as dewatering, pumped groundwater, or potential release of sediment, debris, and pollutants into the stormdrain?			<input type="checkbox"/>
Does this project include activities beyond the construction site such as off-site staging?			<input type="checkbox"/>
<b>ONSITE WATER REUSE</b>			
Does this project include 250,000 square feet or more of new construction?			<input type="checkbox"/>
Does this project include 40,000 square feet or more of new construction?			<input type="checkbox"/>
Does this project voluntarily include the use of on-site alternate water supplies (rainwater, graywater, etc.) for non-potable applications like toilet flushing, irrigation, or other approved uses?			<input type="checkbox"/>
<b>SEWER CONNECTION</b>			
Does this project include construction of a new sewer lateral, repair to or replacement of an existing sewer lateral, a change in water meter size, a redevelopment or a new development?			<input type="checkbox"/>
<b>HYDRAULIC CAPACITY ASSESSMENT</b>			
Does this project include a new fire sprinkler system or a new or relocated fire hydrant?			<input type="checkbox"/>
<b>RESIDENTIAL WATER SUBMETERING</b>			
Does this project include new construction of a multi-family residential structure or mixed-use residential and commercial structure? (If this project is only adding Accessory Dwelling Units [ADUs], mark "No.")			<input type="checkbox"/>

<b>Your Signature</b>		
By signing below I certify that I am an individual with the authority to complete this form for this project. I further certify the information provided in this form and all additional documentation are, to the best of my knowledge, accurate and complete.		
_____	_____	_____
Signature	Date	DBI/SFPUC Intake Initial

# San Francisco's Water, Sewer, and Stormwater Requirements



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**Capacity Charge** – The SFPUC assesses a capacity charge when additional water fixtures are added to a development or the building is allowed a change of use which potentially increases water use and/or wastewater discharges into the City's sewer system. The charge recovers the costs associated with providing additional distribution and treatment capacity. For projects assessed a capacity charge, 100% of the assessed fees are collected upon issuance of a permit from DBI. Capacity charges will be assessed separately from this form. (SFPUC Resolution Number 14-0072)

**Construction Site Runoff** – Runoff from construction sites is a major source of stormwater contaminants. All construction sites, irrelevant of size, are required to implement Best Management Practices (BMPs) to keep pollution, such as dirt and debris, out of the City's sewer systems and sensitive local water bodies. All projects disturbing 5,000 square feet or more of ground surface must submit an Erosion and Sediment Control Plan to the SFPUC for review and approval (NOTE: all projects required to comply with the Stormwater Design Guidelines must also comply with the Construction Site Runoff ordinance). Sites that plan to conduct non-routine, episodic, batch, or other temporary discharges to the City's combined sewer system must obtain a Batch Wastewater Discharge Permit from the SFPUC. (Article 4.2, San Francisco Public Works Code)

**Fats, Oils, and Grease** – The Fats, Oils, and Grease (FOG) Control Ordinance applies to all restaurants and food service establishments that cook food and generate grease in their wastewater discharges. The FOG Control Ordinance requires installation of grease capturing equipment such as grease removal devices or gravity grease interceptors. Equipment shall be operational prior to wastewater discharge from food processing and/or kitchen areas to prevent FOG build-up and damage to the City's sewer system. (Article 4.1 Sec. 140.6, San Francisco Public Works Code)

**Onsite Water Reuse** – New development projects with 250,000 square feet or more of gross floor area are required to install and operate an onsite non-potable water system. The project must meet its toilet and urinal flushing and irrigation demands through the collection, treatment, and use of available graywater, rainwater, and foundation drainage. While not required, projects may use treated blackwater or stormwater if desired. While not required to install an onsite system, projects between 40,000 and 250,000 square feet must submit water budget calculations to the SFPUC that assesses available alternate water supplies and non-potable demands. To ensure the proper design, operation and maintenance of onsite non-potable water systems, permits are required from the San Francisco Department of Public Health, the Department of Building Inspection, and San Francisco Public Works (if applicable).

**Recycled Water** – Projects located in the City's designated recycled water use areas are required to install recycled water systems for irrigation, cooling, and/or toilet and urinal flushing. New construction, subdivisions, or major alterations with a total cumulative area of 40,000 square feet or more, and any new, modified, or existing irrigated areas of 10,000 square feet or more are required to comply with the Recycled Water Ordinance. For more information on the Recycled Water Ordinance, call (415) 554-3271. San Francisco also restricts the use of potable water for soil compaction and dust control activities associated with construction or demolition projects. The SFPUC operates a recycled water truck-fill station at the Southeast Water Pollution Control Plant. For more information, please call (415) 695-7378. (Article 22, Reclaimed Water Use, San Francisco Public Works Code)

**Stormwater Management Requirements** – To protect the water quality of San Francisco Bay and the Pacific Ocean, and to enhance the function of the City's sewer systems, the Stormwater Management Ordinance requires all new and redevelopment projects that create and/or replace 2,500 square feet or more of impervious surface, or surface over water, to comply with the Stormwater Management Requirements and Design Guidelines (SMR) and manage a portion of their stormwater on-site. Created and/or replaced impervious surface is measured cumulatively across the development project. (Article 4.2, Sec. 147, San Francisco Public Works Code)

**Water Efficient Landscape** – Projects with 500 square feet or more of new or modified landscape area are required to design, install, and maintain efficient irrigation systems, low water-use plantings, and calculate a water budget for compliance with the Water Efficient Irrigation Ordinance. Your project's landscape and irrigation plans shall be reviewed and approved by the SFPUC prior to installation and within 100 calendar days of your first construction document issued by DBI. The SFPUC provides technical assistance and plan review to assure your project's landscape and irrigation plans comply with the ordinance. (Chapter 63, San Francisco Administrative Code)

**Water Efficient Plumbing** – The Residential and Commercial Water Conservation Ordinances require San Francisco properties to repair plumbing leaks and replace inefficient plumbing fixtures including toilets, urinals, faucets, and showerheads with high-efficiency models. Residential retrofits are required upon sale of the property or at the time of major improvements. Retrofits for commercial properties are required by 2017 or upon major improvements. For all properties a Certificate of Compliance is required from the Department of Building Inspection. (Chapter 12A, San Francisco Housing Code and Chapter 13A, San Francisco Building Code)

**Sewer Connection** – The SFPUC Collections System Division is currently developing a new Sewer Connection Permit that will provide SFPUC with a formal review process for new connections to sewer mains in the public right-of-way. The Sewer Connection Permit Application will include hydraulic parameters to enable adequate sizing of the sewer lateral connection, evaluate hydraulic impacts to the sewer system downstream and identify inadequate hydraulic capacity of existing sewer mains that could result from a new sewer lateral connection or an expanded sewer lateral connection. The Sewer Connection Permit is planned to be complete in 2018.

**Hydraulic Capacity Assessment** – To protect the hydraulic capacity of the local water distribution system, SFPUC City Distribution Division (CDD) requires hydraulic analysis of all new and relocated fire hydrants and all new fire service connections two inches in diameter and greater. It is the property owner's responsibility to initiate hydraulic analysis with CDD through the Customer Services Bureau (CSB). If CDD determines there is inadequate hydraulic capacity, the property owner will be responsible to pay for any system upgrades required to meet the demand increases.

**Residential Water Submetering** - New multi-family residential buildings are required to comply with residential submetering requirements set forth in the California Water Code by Senate Bill 7 and enforced in San Francisco by the SFPUC. As a condition of the site permit and water service, applicable site plans must indicate that each dwelling unit will be submetered. The SFPUC will review plans for compliance only for projects that apply for a site permit from DBI on or after January 1, 2018. Projects that submit a site permit application before January 1, 2018 do not need to comply. Projects that are only constructing Accessory Dwelling Units (ADUs) do not need to comply. (Sections 537-537.5, California Water Code)