



Wastewater Plan Checks

Permit Resources

In San José

Santa Clara County
Department of
Environmental Health
(408) 918-3400

City of San José
Department of
Planning, Building, and
Code Enforcement
(408) 535-3555

City of San José Fire
Department Plan Review
(408) 794-6950

City of San José
Department of
Public Works
(408) 535-8300

In Santa Clara County

Burbank Sanitary District
(408) 255-2137

City of Campbell
(408) 866-2130

City of Cupertino Building
Department
(408) 777-3228

City of Milpitas
Building Department
(408) 586-3240

continued (over)

When is a wastewater plan check required?

Prior to final sign-off on a building permit, the municipal code for your city or district may require a wastewater plan check.

A plan check IS required for...

- New or remodeled food service facilities, even if no changes will be made to facility plumbing
- Installation of a food service facility within a new or existing commercial, institutional, or industrial site, even if it is not subject to local plumbing or public health regulations
- New or remodeled commercial or industrial sites from which wastewater will be discharged to the sanitary sewer system from sources other than standard domestic sanitary facilities
- Vehicle or equipment washing facilities

Wastewater plan checks are NOT required for potential food service facilities without plumbing fixtures, even if a janitor closet or mop sink is or will be on site. Standard domestic sources of wastewater and some other sources of wastewater also do not require a plan check.

A plan check IS NOT required for...

- Vending machines at gas stations and coffee dispensers in hotel lobbies
- Hand wash sinks in employee break rooms
- Toilets, urinals, and sinks in restrooms
- Eyewash stations
- Drinking fountains
- Discharge drains from indoor spas, hot tubs, and decorative water fountains
- HVAC-related water discharges (AC condensate and boiler or cooling tower blowdown)
- Sumps or tanks not connected to the sewer (such as elevator sump pumps connected to a holding tank)

What is reviewed in a wastewater plan check?

Plan checkers review building plans for restaurants, supermarkets, food service establishments, or any commercial or industrial project discharging non-domestic wastewater. The review ensures that:

- Adequate grease removal devices are in place to prevent sewage backups from restaurant wastewater discharge lines
- Appropriate kitchen fixtures are plumbed to the grease removal device
- Protective measures are sized properly to guard the sanitary sewer from grit, solvents, etc.
- Excess rainwater is not discharged to the sanitary sewer

Additionally, the plan checker will evaluate whether or not an Industrial Wastewater Discharge Permit is required. If it is required, the plan checker will refer the project for evaluation.

Wastewater Plan Checks

Permit Resources Continued

In Santa Clara County

City of Monte Sereno
(408) 354-7635

City of Santa Clara, City of Santa Clara Building Department
(408) 615-2427

City of Saratoga
(408) 868-1240

County Sanitation District No. 2-3
(408) 253-3849

Cupertino Sanitary District
(408) 253-7071

Town of Los Gatos
(408) 354-6876

West Valley Sanitation District
(cities of Campbell, Los Gatos, Monte Sereno, and Saratoga)
(408) 378-2407

SAN JOSE/ SANTA CLARA WATER POLLUTION CONTROL PLANT

Serving the City of San José, City of Santa Clara, City of Milpitas, Cupertino Sanitary District, West Valley Sanitation District (including the cities of Campbell, Los Gatos, Monte Sereno, and Saratoga), County Sanitation District No. 2-3, and Burbank Sanitary District



City of San José Environmental Services
Watershed Protection
200 East Santa Clara Street, Floor 7
San José, CA 95113
(408) 945-3000
(408) 271-1930 (fax)
www.sanjoseca.gov/esd

To request an accommodation under the American with Disabilities Act, call 408-535-3500. Spanish, Vietnamese, and Chinese-language services are available upon request. City of San José – committed to open and honest government.

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Do I need to schedule an appointment for a plan check?

Yes, please schedule an appointment to ensure that a wastewater plan checker will be available. Usually, a plan check can be scheduled within 24 hours, and often on the same day. To schedule a plan check, call City of San José's Environmental Services Department at **(408) 945-3000**. Ask for the checker on duty. When you call for an appointment, the plan checker will verify what information will be needed for the review.

What do I need to do before I come in?

- For restaurants or food service facilities, first obtain a Santa Clara County Health Department stamp on your plans.
- Complete the appropriate plan check questionnaire before scheduling an appointment:
 - **Food Service Plan Check Questionnaire** - For use by restaurants or commercial or industrial facilities with food service
 - **Non-Restaurant Plan Check Questionnaire** - For use by facilities that are neither a restaurant, nor a food service facility

You may obtain questionnaires by visiting: www.sanjoseca.gov/esd/wastewater/plan-checks.asp or calling (408) 945-3000.

How many sets of plans do I need to bring in?

Two sets of plans are usually adequate. No plans need to be left behind. The plan checker will stamp as many duplicate approved plans as needed.

How long will it take?

A plan check usually takes less than one hour to complete. Large or complex projects may take longer.

How much will it cost?

The fee for a wastewater plan check is included in the plan filing fee; there is no additional fee for the plan check itself.

Wastewater plan checks are conducted at:

Environmental Services — Watershed Protection
San José City Hall
200 E. Santa Clara Street, Floor 7
San José, CA 95113

Hours

Monday-Friday: 8:00-11:30 a.m. and 1:00-4:00 p.m.

Parking

Parking is available in the garage below the City Hall Tower. The garage entrance is on 6th Street near E. Santa Clara Street. Validation is available.

