

SBWR Plan Review Checklist

This document offers guidelines on plan submittals for any project involving the use of recycled water. The applicant should consult their Retailer for any additional requirements. Apart from these guidelines, all recycled water projects *must* conform to SBWR's Rules and Regulations, and the most recent versions of the California Plumbing Code and California Code of Regulations, Title 22.

Cover Sheet

1. Recycled water plans must have a cover sheet to show project name, SBWR IDs, and location. Include a sheet index and key map if appropriate.
2. Include a "Scope of Work" to *briefly* describe the following project details
 - Identify if the project is new, retrofit or modification
 - Identify the existing or proposed recycled water uses at the location, mention any notable features.
 - Identify the existing or proposed potable water uses at the location
 - For retrofits, detail existing potable water uses to be converted to recycled water. Identify any remaining potable water uses.
 - For modifications, describe changes to the existing recycled water system. Include how the use area will be impacted.
 - All points of connection to the recycled water distribution system
 - Mention if project is part of an HOA.

Water Use Areas

3. Depict project boundary with a black dashed line, and clearly outline areas to be irrigated with recycled water. Indicate method of application (sprinklers, drip, etc), and identify how recycled water use areas are isolated from other water use areas.

Equipment, Pipe, Water Utilities and Recycled Water Crossings

4. Call out any recycled water point-of-connection and its associated equipment. Show the location of *all* water meters – potable and recycled.
5. Differentiate between existing and new pipe, appurtenances, equipment and features using colors and line-types. Recycled water should be depicted in purple, and easily differentiated from other utilities
 - **Dark purple for constant pressure recycled water**
 - **Light purple for intermittent pressure recycled water**
 - **Blue for potable / domestic water and potable irrigation**
 - **Red for potable fire water and fire hydrants**
 - **Green for stormwater and drain inlets**
6. Refer to SBWR detail RW-RNR1 for all constant pressure recycled water crossings.
7. Include an equipment schedule and legend that specifies models and brand for all recycled water pipe and fixtures.

Signage, Tags and Water features

8. Show the location of any existing and new recycled water advisory signage.
9. Show the location of any eating or food handling areas
10. Show *any* water features within the project boundary, including drinking fountains and hose bibs.

Signature Box & General Site Information Box

11. Add a "Signature box" to all sheets and documents to be reviewed by SBWR.
12. Add SBWR's "General Site Information Box" on the sheet that shows the recycled water point of connection.

Standard Notes and Details

13. Include SBWR's "Standard Notes and Details" page and refer to this sheet throughout the plans.

Transmittal Letters, Operations/Engineering Plan, and DDW Revisions

14. Each submittal must include a Retailer signed transmittal letter that specifies the project and associated service and project ID
15. Include a PE stamped Engineering Report (template available at our website) for dual plumbed systems such as cooling towers, restrooms or other industrial uses. If applicable.
16. DDW may impose conditional acceptance requirements. The Retailer must notify the applicant of any DDW requirements.

Submit any questions regarding these guidelines to the recycled water Retailer or SBWR at SBWRpermit@sanjoseca.gov.