



## Developer's / Contractor's Check List for Private Auxiliary Water Use On-Site in Conjunction with the Austin Water Utility's Potable Water Distribution System

This check list is intended to be used as a tool, to help developers and contractors gain compliance pertaining to the requirements for the design and construction of water systems utilizing auxiliary water\* and the installation of water meters. Requirements shall apply to the design, construction, alteration and repair of auxiliary water systems. If auxiliary water is utilized on any premises, all potable water supplies shall be provided with appropriate backflow protection.

- 1)  Obtain the required permits and submit site potable and auxiliary water drawings, including irrigation, and building potable and auxiliary water drawings, including irrigation, to the Planning and Development Review Department (PDRD).
- 2)  Schedule initial meeting with SSD to discuss intent and requirements.
- 3)  Install piping, backflow prevention assemblies, appurtenances and signage.
- 4)  Perform a cross connection test and submit a completed Customer Service Inspection (CSI) certificate to SSD.
- 5)  Obtain a final completed (passing) building inspection form.
- 6)  Schedule final meeting with SSD to discuss final installation, periodic testing requirements, single point of contact and other pertinent information.

**Completion of this check list will permit the installation of reclaimed water meters and the start up of private auxiliary water systems.**

Check list completed this day \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_  
Name & Title (Print)

\_\_\_\_\_  
Company

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address of Auxiliary Water Project

\* Auxiliary water is defined as reclaimed waste water, well water, rain water harvesting, and/or the collection and use of a variety river, lake, detention pond, ground waters etc. that is used on the same premises as potable water distributed by the Austin Water Utility (AWU). Auxiliary water service will be installed and used in accordance with regulations found in the 2009 Uniform Plumbing Code (UPC), Chapter 16; the Austin Plumbing Code (as amended); the Texas Commission for Environmental Quality (TCEQ) Rules and Regulations for Public Water Systems, Chapters 290 and Reclaimed Water, Chapter 210 and; the AW Utility Criteria Manual; and stipulations set forth herein by the Special Services Division of the Austin Water Utility.

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**This portion is to be completed by the AWU's Special Services Division.**

*The signature below indicates that the Special Services Division has received and reviewed the required documentation and Customer Service Inspection Certificate for the above mentioned facility, and shall enable the release of the reclaim water meter for the above address.*

Received by: \_\_\_\_\_ Date: \_\_\_\_\_